

Belong. Aspire. Achieve.



Science Laboratory Technician

Pay Grade: C FTE £23,115 - £24,140

Actual (£9,839 - £10,275 pro rata)

Hours: 18 hours per week (flexibility on hours could be discussed for the right candidate)

Weeks: 40 weeks per year (term time plus one week)

We are seeking to appoint a Science Laboratory Technician who will provide support to the Senior Science Laboratory Technician in undertaking science preparation work. The post holder will assist in Science lessons as required and help the department in the organising and managing of practical resources and will undertake basic maintenance of equipment.

Please return completed application forms to joinus@eggars.hants.sch.uk.

No CVs will be accepted.

Start Date: As soon as possible

Please note that we encourage early application, and we may interview and appoint ahead of the deadline if a suitable candidate is found.

Eggars' School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All successful candidates will be subject to a DBS check and other relevant employment checks.

***A happy school where every child can thrive,
be their best & achieve their best.***

Welcome from Sarah Holman, Head Teacher

Thank you for your interest in this position. I would like to welcome you personally to our lovely school. We require a capable and inspiring professional to support our highly committed teaching staff. The right candidate will be self-motivated, organised and possess a passion for helping young people achieve their very best.

Eggar's is a friendly and vibrant school in the heart of Hampshire. Set in a magnificent 38-acre site, the campus is an impressive environment where students can focus on their learning and thrive in all aspects of school life. We hold firmly to our values of Belong, Aspire, Achieve and are committed to ensuring that every child is able to secure outstanding outcomes.

As a school, we have a well-established reputation for academic excellence, sporting prowess and exceptional talent in Music and the Performing Arts. We expect our students to reach their full potential across the curriculum and will help them every step of the way to be happy, confident, successful individuals ready to make a positive contribution to the world around them.

If you are interested in this position, you are very welcome to arrange a visit. Please email joinus@eggars.hants.sch.uk.

Shortlisted candidates will be invited to interview. Interview days provide an opportunity for applicants to find out more about the school and showcase their skills and ability. We will not always be able to reply personally to all unsuccessful applicants, but please be assured that we will take the time to read each application carefully.

Eggar's School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to a Disclosure & Barring Services check, along with other relevant employment checks. The application form is available on our website www.eggars.net/vacancies.

Yours sincerely

Sarah Holman
Head Teacher



Job Title: Science Laboratory Technician
Reports to: Curriculum Leader of Science

Welcome to the Science Department

Thank you for your interest in this position at Eggar's School within the Science Department. We are an ambitious and progressive Science Department, always seeking new ways and means to help our students learn more about science and develop a deep-seated curiosity about the world they live in. We have a strong team of subject specialists at all stages in their careers and work extremely well together, focused on delivering the best experiences for young people. We are friendly and supportive of each other, sharing ideas and experiences that help develop the curriculum and the way we teach it.

The Science Department has superb facilities and is well resourced, including interactive touch screens in every classroom and a range of equipment and materials that help aid the learning of science by practical means. We organise trips and visits to enrich the experience of students and work hard to educate them regarding career and educational opportunities in STEM related disciplines and further and higher education.

Job Description

The main purpose of the role is to support the Senior Science Laboratory Technician to ensure that the Science Department is able to deliver outstanding lessons through provision of required equipment and materials ready for lessons.

Duties include:

- To support the preparation of classroom equipment for practical lessons
- Supporting the teacher in the classroom with materials or demonstrations when necessary.
- Working with the Senior Science Laboratory Technician to ensure the correct equipment is in the classroom as necessary for the lesson and removing the equipment at the end of the lesson.
- Cleaning and maintaining equipment/materials.
- Reporting items for repair when necessary.
- Working with the Senior Science Laboratory Technician in following procedure for recording and storing supplies.
- Working with the Senior Science Laboratory Technician in following procedure for ensuring materials and equipment are in stock and always available when required.
- Checking equipment to ensure it is in good, safe, working condition.
- Helping to ensure hazardous materials are stored safely and appropriately.
- Assisting the Science department with any other ad hoc duties.

Science Laboratory Technician Person Specification

Attributes	Essential	Desirable	Assessment Method
Qualification and Professional Development	➤	<ul style="list-style-type: none">➤ Two or more GCSEs at grades 9 to 3 or equivalent, including English and Maths.➤ First aid training.	Application

		➤ Safeguarding training.	
Experience	<ul style="list-style-type: none"> ➤ Effective oral and written communication skills. ➤ Demonstrable levels of numeracy and literacy. ➤ Excellent communication skills. ➤ Effective problem-solving skills. ➤ The ability to remain calm under pressure and be resilient. ➤ The ability to be proactive in seeking solutions. 	<ul style="list-style-type: none"> ➤ Experience of working with 11-16 year old people ➤ Experience of record keeping and monitoring. ➤ Experience of working in an educational environment. ➤ Good organisational skills and time management. ➤ Experience working with children and young people with additional needs. ➤ The ability to work with students in a professional manner. ➤ Evidence of a strong understanding of safeguarding and Child Protection. 	Application
Knowledge		<ul style="list-style-type: none"> ➤ Working knowledge of general Science equipment ➤ Knowledge of legislation and statutory guidance ➤ Knowledge of areas of legislation relevant to child protection and safeguarding. ➤ Knowledge of relevant school policies 	Application
Personal Specification	<ul style="list-style-type: none"> ➤ Able to work independently but also as part of a team. ➤ Punctual and professional. ➤ Able to maintain successful working relationships with colleagues. ➤ Reliable and able to be flexible in their approach to work. ➤ Positive and engaging. ➤ Able to plan and take control of situations. ➤ Capable of handling demanding workload and successfully prioritising work. ➤ Empathetic to those who face barriers to their learning. 	<ul style="list-style-type: none"> ➤ Ability to demonstrate developed interpersonal and communication skills ➤ Dedicated to their practice. 	Application and interview

	<ul style="list-style-type: none"> ➤ Patient with students who take longer to understand information. ➤ Flexible and energetic approach 		
Equalities and Diversity	<ul style="list-style-type: none"> ➤ Strong understanding of equalities and diversity 		Application interview

Salary

The salary payable for this position is on a pro-rata basis from the FTE. The salary payable will be between £23,115 and £24,140 full time equivalent.

Actual days and hours are Monday to Friday 18 hours per week/40 weeks per year. However, for the right candidate we can be flexible and discuss days/times. Actual salary for the advertised working pattern is between £9,839 - £10,275 pro rata.

Equality and Inclusion

British and European law states that a person cannot be employed to this post if they do not have permission to live and work in the United Kingdom.

Staff Benefits at Eggars School

Eggars School enjoys a supportive work environment and offers staff a number of benefits:

- Free on-site parking.
- Tea and coffee provided free of charge.
- Employer contributions to the Hampshire Local Government Pension Plan.
- Access to a free and confidential counselling support line and face to face sessions.
- Free eye tests every 2 years if a DSE user, and a set payment towards the cost of glasses if, as a result of the eye test, it is considered necessary by the optician that glasses be worn for display screen work.
- Travel/mileage reimbursement for business reasons.

Data Protection Act 2018

You will be responsible for ensuring that workplace responsibilities such as confidentiality, treatment of personal information and records management are carried out in compliance with the requirements of the Data Protection Act 2018 and the Employment Practices Data Protection Code 2002.

Disclosure & Barring Certificate

Successful applicants will be required to complete a Disclosure & Barring Certificate application, together with other pre-employment checks.

All shortlisted candidates will be subject to online and social media checks.

Application Procedure

Applicants should complete an application form in full before your application can be considered. It is available to download from our website www.eggars.net Please submit your application so that it is received no later than the closing date and time.

Application Form Completion

Please ensure that the application form is fully completed, including the Equality Monitoring Form. Two referees must be supplied, as indicated on the application form. Please indicate on the form where you saw the post advertised.

Receipt of Application

Applications are acknowledged (by email whenever possible) within three working days of receipt. If you do not receive an acknowledgement within this time, please contact us immediately.

Applicants should be aware that where roles are exposed to hazardous risks, risk assessments are undertaken, and control measures are put into place where possible.

Science Laboratory Technician Job Hazard Assessment

Job Specific Information

The following information highlights hazards related to the role that could pose a risk to the post holder. Applicants should be aware that, where roles are exposed to hazardous risk, risk assessments are undertaken, and control measures are put into place where possible.

Manual Handling

The types of manual handling operation involved in this role are:	Objects
The above manual handling operations are required on the following basis:	Frequent
The weights involved in these manual handling operations are likely to be:	Up to 5kg

Display Screen Equipment

This role will require the post holder to be a Display Screen Equipment user and will involve the use of:	A desktop computer
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Job Characteristics

This role involves working with children and young people:	Between 11 and 16 years of age
This role also has potential to involve:	Working with Scientific equipment and materials Verbal abuse and/or aggression and this is likely on an infrequent basis

Work Environment

This role is carried out in an environment which involves:	Lone working on occasions Preparation of hazardous materials
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