

**CHINGFORD FOUNDATION SCHOOL**

**PERSON SPECIFICATION & ASSESSMENT**

**SCIENCE TECHNICIAN**

<b>JOB REQUIREMENTS</b>	<b>Essential</b>	<b>Desirable</b>	<b>Method of Assessment (I/T/A/R)*</b>
<b>Qualifications</b>			
5 GCSEs including English & Maths (minimum grade 4 or equivalent)	✓		A
Relevant qualification in Science or related subject (ideally grade 5 or above)		✓	A
<b>Experience</b>			
Proven experience of providing support and guidance in a professional setting		✓	I/A
Previous experience of working with young people in a school, or similar environment		✓	A/R
Experience of working in a Science department		✓	A/R
Experience of managing stock control and record keeping		✓	A/R
<b>Skills, Knowledge and Understanding</b>			
Ability to carry out risk assessments in relation to laboratory work	✓		A/I
Ability to prepare equipment and materials for lessons, as requested by teaching staff	✓		A/I/T
Ability to communicate effectively at all levels	✓		I/R
Ability to identify work priorities, use initiative and prioritise work	✓		A/I/T/R
Ability to work in an organised and methodical manner	✓		A/I/T/R
Ability to maintain accurate work records and inventories	✓		A/I
Knowledge of Health & Safety legislation as it relates to the work of a school		✓	A/I

Knowledge of COSHH & ESCC regulations in relation to the safe handling and storage of chemicals		✓	A/I
Knowledge of safe working practices in relation to the handling and usage of hazardous equipment and tools		✓	A/I
Knowledge of science subjects and national curriculum requirements		✓	A/I
<b>Other Requirements</b>			
Excellent organisational and administrative skills	✓		I/R
Flexible approach to work	✓		I/R
Ability to work well as part of a team both constructively and supportively with colleagues	✓		I/R
Ability to quickly gain the respect of all students and staff and foster appropriate relationships	✓		I/R
High standard of attendance & punctuality	✓		R
Commitment to raising standards of students' work through high expectations of technical support	✓		I/R
A commitment to on-going personal development and willingness to undertake appropriate training	✓		A/I
Appointment to the post is subject to a satisfactory enhanced DBS check	✓		

This post is exempt from section 4(2) of the Rehabilitation of Offenders Act, 1974, as the duties give you access to persons who are under the age of 18.

'The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found at the Disclosure and Barring Service website.'

***“The Trust as an employer is committed to safeguarding and promoting the welfare of children and young people as its number one priority. This commitment to robust Recruitment, Selection and Induction procedures extends to organisations and services linked to the school on its behalf”. (Ref: Safeguarding Children and Safer Recruitment in Education 2007).***

\*I – Interview T – Task A – Application R – Reference