



## JOB DESCRIPTION

- Post:** Science Technician - Truro
- Responsible to:** Programme Team Leader for Science
- Salary:** **£19,600 - £20,873 per annum**  
Scale 3 (Points 17 – 20)  
37 Hours per week
- Conditions of Service:** Truro and Penwith College Conditions of Service.
- Main Purpose of Job:** To assist in the maintenance of Science laboratories and support the learning processes throughout the Science Area.
- Specific duties:**
- To assist in the smooth operation of the Sciences preparation room. To set up & clear equipment and assist with the preparation of learning materials as appropriate.
  - To maintain good working relationships with staff.
  - To maintain scientific equipment and materials and assist in the ordering and maintenance of same.
  - To work alongside teaching staff in supporting students when undertaking practical projects and research investigations.
  - To maintain health and safety standards within science.





**General Requirement:** As a member of staff the post-holder will be required to further the agreed aims of the College by participating fully in the following:

The first six months of your employment will be a probationary period, during which your suitability for the position to which you have been appointed will be assessed

To participate in the scheme for appraisal and review of performance adopted by the College.

The provision of a high quality environment for student learning and associated activities.

Student Welfare and Support Services.

To be responsible for promoting equality and diversity in line with College procedures.

The development of a flexible and responsive institution.

To act responsibly in using resources including contributing and complying with efforts and initiatives to reduce carbon emissions.

To maintain the highest standards of professional behaviour at all times (including compliance with the staff Code of Conduct), with a positive and student focused approach.

College Promotional and Marketing Activities.

The safe and appropriate use of College equipment, premises and property.

Health and Safety Procedures as laid out in the College Health and Safety Policy.



Staff Development Activities.

General College Developments.

All members of staff must be prepared for changes in their responsibilities and work.

The postholder will also be required to undertake such other tasks as the Principal from time to time may determine.

All members of staff are required as part of their duties to accept responsibility for safeguarding, Prevent and promoting the welfare of children and vulnerable adults.



## **PERSON SPECIFICATION**

### **SCIENCE TECHNICIAN**

Ideally, the person appointed will have the following skills and experience:

- some background in science, preferably with some laboratory experience;
- a particular interest and ability in practical work;
- good administrative and organisational abilities;
- good interpersonal skills in dealing with staff and students;
- the ability to work as part of a team and to use initiative.

The College is registered with the Disclosure and Barring Service and the successful applicant will be required to apply for a Disclosure at the enhanced level. If you apply for a job with vulnerable people when you know you are on a barred list you could be fined or face a prison sentence.

Truro and Penwith College is committed to ensuring a culture of valuing diversity and ensuring equality of opportunities.