



Lincolnshire Gateway Academies Trust

Name:

This job description outlines the general duties and responsibilities of this post. The job description is not exhaustive, it fits with the Trust's ethos to promote performance management and quality service.

Job Title –Science Technician – LGAT 7-9

Responsible to – Principal

Job Overview

To be responsible for organising the equipment and materials of the technical support service provided for teaching staff at the Trust.

Main Responsibilities

Under the direct leadership and supervision of the line manager the postholder will undertake a range of duties, which may include:

1. Implements and carries out quality standards pertinent to the work carried out in laboratories
2. Deployment of all equipment and apparatus in the MAT's laboratories and accounts for its use
3. Supervises and is responsible for distribution of materials and equipment.
4. Requests new stock for use in the laboratories
5. Inspects drainage systems and other working areas for optimum operation by users
6. Requests the repair and servicing of small apparatus in Science and Technology
7. Monitors and evaluates the performance of materials and equipment.
8. Monitors the use of stock users
9. Reports defective or unusable working areas to the appropriate person.
10. Demonstrates the use of new equipment to users
11. Produces work to high quality standards



12. Ensures timely delivery and return of secured equipment

13. Ensures quality outputs of repairs

General

1. The duties and responsibilities in this job description are not restrictive and the postholder may be required to undertake any other duties which correspond to the general character of the post and are commensurate with its level of responsibility.
2. The postholder must carry out his/her duties with full regard to the Trust's Equal Opportunities policy.
3. The postholder must carry out his/her duties with full regard to the Trust's Health and Safety procedures.

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Equal Opportunities

- The postholder must carry out his/her duties with full regard to the MAT's Equal Opportunities policy.

Health & Safety

- The postholder must carry out his/her duties with full regard to the MAT's Health & Safety procedures.