

JOB DESCRIPTION

TITLE OF POST: Physics Technician Grade 3

RESPONSIBLE TO: Chief Science Technician

PURPOSE OF JOB: To work as a member of a team providing technical support and expertise to the physics area of the sixth form college, but may be called upon to support other areas.

MAIN DUTIES AND RESPONSIBILITIES:

1. Preparing apparatus, materials and setting up equipment and apparatus for practical classes, practical assessments and individual investigations. Setting up and carrying out demonstrations. Retrieving and clearing up apparatus and laboratories etc.
2. General maintenance (including cleaning) of apparatus and equipment and maintenance of physics and electronics laboratory services and facilities.
3. Construction and modification of physics and electronics apparatus.
4. Providing technical support to physics students including Health & Safety guidance. Assisting in physics practical classes as requested.
5. Responsible for the safe storage and maintenance of stores in accordance with current legislations. Advising the chief science technician accordingly.
6. Responsible for the maintenance of the physics and electronics department stock and advising the chief science technician accordingly.
7. Maintaining the area of responsibilities computerised stock control systems.
8. Assisting in the maintenance of specialist resources in the physics and electronics area
9. Obtaining materials by local purchasing.
10. Disposing of laboratory hazardous waste as per Legal Guidance. Advising the chief science technician when the disposal of specialist hazardous waste in the area of responsibility is required.

11. Participating in the selection of physics equipment and in the development of the science departments' facilities and liaising with the Head of Physics, Senior Technician and suppliers.
12. Participating in the maintenance of satisfactory standards of safety and security in relation to the technician service to the physics and science areas in accordance with college policy and relevant legislation's.
13. Keeping up to date with developments in practical science. Keeping up to date with Health & Safety requirements especially those in physic.
14. Carrying out Health & Safety checks on laboratories, prep rooms and stores.
15. Participating in the training and supervision of an apprentice technicians and liaising with the chief science technician and apprentice assessor on progress.
16. Deputising for the chief science technician as required
17. Other appropriate technical duties as requested by the chief science technician. This may involve work in any area of the department and on any of the college sites.

EXPECTATIONS OF THE POST HOLDER

Ensure that the college policy for equality of opportunity is adhered to and promoted in all aspects of the post holder's work.

Ensure effective quality control and continuous improvement in all aspects of the work and responsibilities attached to this post, in keeping with the college's quality assurance procedures and systems.

Be committed to professional self-development, through participation in in-service training as necessary for the successful carrying out of the job.

Undertake such duties as are commensurate with the grade of the post, as may be reasonably required at the initial place of work or at other locations in the college.

NB. The job description is designed to outline a range of main duties that may be encountered. It is not designed to be exhaustive listing of tasks and can be varied in consultation with the postholder in order to reflect changes in the job or the organisation.

PERSON SPECIFICATION

Qualification and experience

Degree in related subject, BTEC Diploma in Science, Two 'A' levels, Ordinary City and Guilds or equivalent qualifications in appropriate subjects.

Minimum of 5 years' experience in physics (including training period).

KNOWLEDGE AND UNDERSTANDING

1. Specific technical skills and knowledge in relation to the technical service of 'A' level physics knowledge of electronics
2. Experience in the delivery and service of individual investigations as required for our STEM activities.
3. Good knowledge of current Health & Safety regulations required for physics which will include electricity and radioactivity in accordance with current legislations.
4. General physics skills and technical knowledge of all science subjects.
5. Good knowledge in the use and maintenance of physics and electronics equipment
6. Understanding of the apprenticeship scheme

SKILLS AND ABILITIES

1. Ability to operate prescribed systems relating to physics laboratories and preparation rooms organisation.
2. Keeping appropriate written and computerised records as required in the physics area, this will include chemicals and chemical material safety information.
3. Ability to setup specialist equipment and materials as required in A level physics.
4. Ability to maintain all services in the physics and electronics area.
5. Ability to work as a member of a team in a teaching environment.
6. Ability to communicate effectively with staff and students.

7. Ability to supervise apprentices and other technicians as required