

Laboratory Technician

Schools

Position number	Generic
Agreement	Department of Education (School Support Officers) CSA General Agreement 2017 or as replaced.
Classification	Level 1.
Reports to	Head of Department - Science (School Administrator Level 3) Head of Learning Area - Science (School Administrator Level 3) Program Coordinator - Science (School Administrator Level 3)
Direct reports	Nil.

Context

Information about the particular school or college in which the vacancy is being advertised is available on [Schools Online](#). For further information, please visit: education.wa.edu.au.

Key responsibilities

- Provides support to teaching staff in the area of routine chemical and equipment preparation and construction of simple apparatus for science classes.
- Orders supplies and equipment and manages stock levels.
- Performs basic repairs and maintenance of equipment.
- Constructs teaching aids as required.
- Cares for and collects living organisms for study purposes.
- Labels, maintains and stores laboratory chemicals, equipment and resources and.
- Disposes of chemical, physical and biological laboratory materials.

Selection criteria

1. Demonstrated knowledge of general science to Year 12 level or equivalent knowledge or experience.
2. Demonstrated organisational and time management skills and ability to work independently.
3. Demonstrated good verbal, written and interpersonal communications skills.
4. Demonstrated ability to use computers and a range of application software packages.
5. Demonstrated knowledge of safe working practices, laboratory safety requirements and procedures and a willingness for further training related to safety.

Eligibility and training requirements

Employees will be required to:

- obtain a current Department of Education Criminal Record Clearance prior to commencement of employment
- obtain or hold a current Working with Children Check
- complete the Department's induction program within three months of commencement
- complete any training specific to this role required by Departmental policy
- complete the Department's training in Accountable and Ethical Decision-Making within six months of appointment.

Certification

The details contained in this document are an accurate statement of the responsibilities and other requirements of the position.

ENDORSED

Date 27 September 2019
Reference D19/0445923