



Laboratory Technician Schools

Position number	Generic
Agreement	Department of Education (School Support Officers) CSA Agreement 2019 or as replaced
Classification	Level 1
Reports to	Head of Department - Science / Head of Learning Area - Science / 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 about the Department of Education, please visit: education.wa.edu.au.

The Laboratory Technician works under the guidance of the Head of Science, Head of Learning Area, Teacher-in-Charge of Science or the Laboratory Technician Level 2.

Key responsibilities

- Provide support to teaching staff in the area of routine chemical and equipment preparation and construction of simple apparatus for science classes.
- Order supplies and equipment and manage stock levels.
- Perform basic repairs and maintenance of equipment.
- Construct teaching aids as required.
- Care for and collect living organisms for study purposes.
- Label, maintain and store laboratory chemicals, equipment and resources.
- Ensure compliance with safe working procedures.
- Dispose of chemical, physical and biological laboratory materials in accordance with relevant policy and legislation.

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 4 March 2021
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