



Laboratory Technician

Newton Moore Senior High School

Position number	00001422
Agreement	Public Service and Government Officers CSA General Agreement 2017 (or as replaced)
Classification	Level 1
Reports to	Head of Department - Science (School Administrator Level 3)
Direct reports	Nil

Context

For information about Newton Moore Senior High School please visit [Schools Online](#) and enter the school name in the *Find a School* field.

Visit education.wa.edu.au to find out more information about the Department of Education.

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

- 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 17 April 2019
Reference D19/0169256