



PETER CARNLEY
ANGLICAN COMMUNITY SCHOOL

Science Laboratory Technician

We are seeking a passionate and highly motivated Science Laboratory Technician to join our flourishing Senior School community.

This is a full time position during School Term time. As a requirement for this role, some work during school holiday periods will be required by negotiation.

Applications should consist of the following:

A cover letter and resume addressing your experience relative to the Duty Statement responsibilities (attached).

Our School Employment Application Form (as found on our website).

Copies of relevant qualifications and academic transcripts.

Proof of current Working With Children WA.

Proof of an Australian National Character Check.

The names and details of three referees.

(Referees will only be contacted should you be shortlisted for an interview.)

Applicants must be supportive of the objectives and ethos of an Anglican education.

PCACS is a child-safe School and an Equal Opportunity Employer.

Submission of application

by 3.00 pm

Friday 11 April 2025

We reserve the right to close this role earlier.

Applications are to be addressed to the Principal,

Ms Felicity House and submitted via Seek



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Duty Statement – Science Laboratory Technician

Peter Carnley Anglican Community School (PCACS) is a young and dynamic school, offering excellence in education for students from Pre Kindergarten to Year 12. We are committed to challenging and inspiring our students to be the best they can be, both for their journey through school and for life beyond our gates. Our specialised Early Learning Campus at Calista caters for Pre Kindergarten to Year 1 students, whilst our Wellard Campus caters for Year 2 to Year 12 students. PCACS part of AngliSchools.

Our Mission

To challenge and inspire a community of purposeful learners who are engaged, caring, connected and aspirational.

Our Vision

Peter Carnley Anglican Community School is an aspirational and purposeful community of learners, growing and striving together. Through pursuit of personal best, we engage in meaningful learning experiences, think critically and creatively and actively seek knowledge and new skills. Proudly part of AngliSchools, we are a School where everyone is included, valued, respected and supported.

Our Values

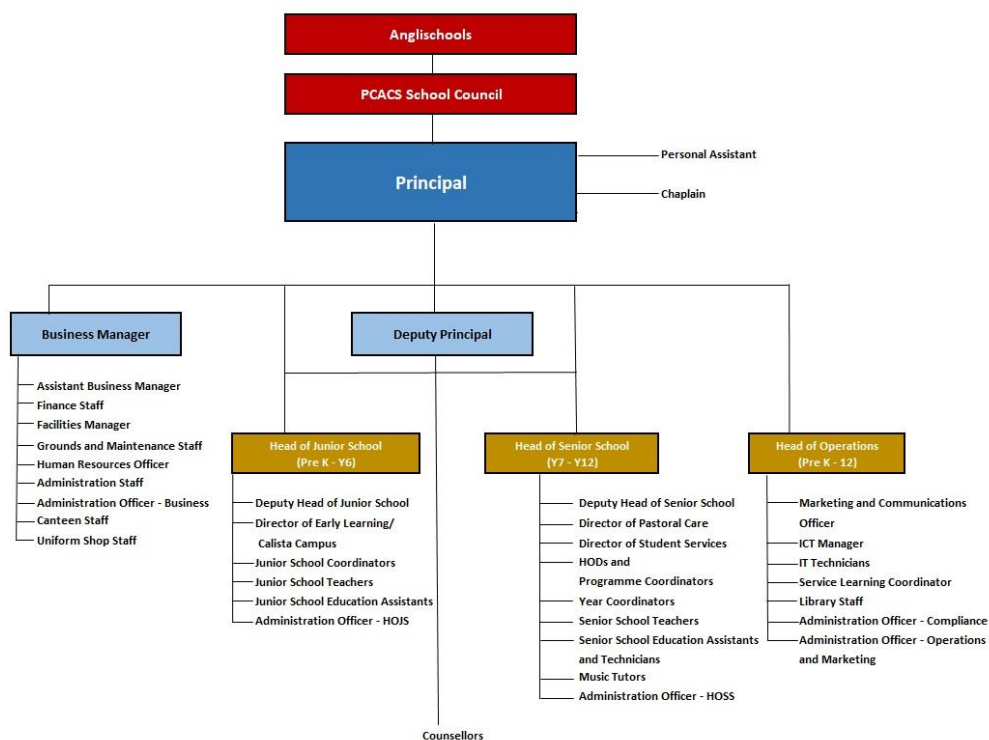
Spirituality	Exploring meaning and purpose in life through scripture, reason and tradition.
Excellence	Learning and growing with purpose, striving for personal best and encouraging others to do the same.
Respect	Acting with kindness, honesty and integrity.
Belonging	Nurturing positive relationships, welcoming everyone and celebrating difference.

It is expected that all staff of PCACS are familiar with, and act in accordance with the *Staff Code of Conduct* and the requirements outlined in the *Staff Handbook*.

Reporting Structure

The Science Laboratory Technician will report to the Head of Senior School through the Head of Science.

Peter Carnley Anglican Community School Organisational Chart



Position Description

Key Relationships:	Principal, Head of Senior School, Head of Science, Science Teachers
Level / Award:	In accordance with the prevailing Anglican Schools Commission Enterprise Bargaining Agreement
FTE:	As per contractual agreements
Qualifications:	Minimum Certificate IV in Laboratory Practices or equivalent

**PCACS recognises that Duty Statements are dynamic documents.
They may be reviewed annually or as required.**

Responsibilities

The Science Laboratory Technician (Senior School) is an integral part of the Science team, working to support classroom practices and in the maintenance of the Science Learning Area laboratories and resources used in the teaching and learning programme.

The Science Laboratory Technician (Senior School) is a valuable member of the Senior School team. They are a staff member who has well-developed organisational and administrative skills and works seamlessly with both teachers and students to support excellence in Science teaching and learning practices.

Duties related to the position include, but are not limited to the following:

Organisation and Preparation

Organisation and preparation of equipment and materials for Science classes (7-12) and for the Year 6 Science transition classes.

Support Science Staff in events such as Science Week and competitions when needed.

Instruction and demonstration to staff and students in the correct use of equipment as required.

Construction and maintenance of equipment as required.

Storage, preservation and disposal of fresh specimens in accordance with current legislation.

Assisting teaching staff with hazardous experiments, practical tests and dissections as required.

Care of living organisms prepared and kept for study purposes.

Provision of emergency First Aid or support if required.

Attendance at Science Learning Area Staff meetings as required.

Accompanying excursions as required.

Participation in the School Workplace Health and Safety Programme.

Sourcing and making purchases of equipment and other materials following the School's purchasing procedures.

Complete general administration tasks both under direction and autonomously.

Complete training in related areas to ensure currency of skills and knowledge.

Membership and or participation in LABNET or equivalent work related associations and events.

Maintenance of computer competencies to support the operation of the Science Learning Area.

Maintenance

Create and maintain a safe and tidy work and learning environment.

Maintain effective and efficient storage of relevant resources, equipment, and materials.

Ensure provision of Material Safety Data for all current chemicals.

Ensure the storage of chemicals in their correct classes and conditions and provide ongoing maintenance and inspection of the chemical store.

Ensure samples and solutions are clearly labelled for safe use.

Maintain an inventory of stock e.g. consumables and chemical store items.

Arrange the safe disposal of used/contaminated/hazardous materials.

Organise and conduct an annual stock take.

Arrange external maintenance and repair of equipment as required.

Pastoral Care

Nurture Christian formation in the Anglican tradition and educational excellence in all students, inspiring them to reach their full potential as individuals and serving members of the wider community.

Provide a caring environment supportive of the Christian ethos and liturgical activities of the School.

Empathise with the School's commitment to offering a holistic education and be willing to make a valuable ongoing and flexible contribution to the delivery of this.

Uphold and support the guidelines for student behaviour and dress as set out by the School.

General Expectations and Attributes

Demonstrate well-developed interpersonal and communication skills, suited to interacting with adults and students.

Demonstrate strong organisational and administrative skills with the ability to prioritise tasks.

Provide effective, efficient, and collaborative work practices. Act as a member of a team, developing and supporting the philosophy and ethos of the team.

Ensure all teachers and students are provided with quality service in a timely, efficient, enthusiastic, and friendly manner.

Actively support the mission and policies of AngliSchools and Peter Carnley Anglican Community School as a Christian school in the Anglican tradition.

Serve as a good ambassador of the School. This includes conducting oneself in accordance with the professional standards of the School, including being well-groomed and wearing appropriate professional attire as per the Staff Dress Code.



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Take an active part in the general life of the School - supporting policies, procedures, aims and objectives in order to facilitate the day-to-day operation and promote a high quality of education within the School.

Other

Undertake other duties as may be assigned by the Principal.