

Position Vacant



LABORATORY TECHNICIAN

Central Coast Grammar School is a leading K-12 independent, coeducational and nondenominational school. Located on a single 18 hectare campus overlooking the Matcham Valley close to the heart of Erina, our school offers a spacious environment where students can grow and flourish.

We have a part time role working 27.5 hours per week (flexible), Monday to Friday, 9.00am to 3.00pm (*during school term time only*) for an experienced Laboratory Technician within the Science department. Reporting to the Head of Science, this position is responsible for providing technical and admin support to staff, so that they can deliver effective learning outcomes to our students.

This includes:

- Timely and accurate preparation of laboratory equipment and materials for Science classes
- Safe storage and disposal of chemicals & biological residues in accordance with regulations
- Specialist cleaning of equipment and work areas
- May include ordering
- Working as a team and individually to achieve the department goals

To be successful you will need to possess and demonstrate:

- Certificate IV in Laboratory Techniques/or experience in a scientific space desirable
- Relevant/similar experience in a laboratory (*school experience would be an advantage*)
- Current First Aid certificate, or be willing to obtain
- Excellent communication and interpersonal skills
- Attention to detail
- Understanding of Work Health and Safety protocols
- Good administrative skills, with a sound level of flexibility and adaptability
- A commitment to the strategic direction and ethos of the School

Interested applicants should familiarise themselves with the School's Strategic Plan '*Striving for Excellence*', available on our website at www.ccgsw.edu.au. It is expected that every member of staff will commit to the Strategic Plan.

To apply you need to provide the following information/documentation:

- cover letter and CV, inclusive of the total number of fulltime equivalent years experience you have
- copy of your academic transcripts and other degrees or certificates, with conferred date(s)
- 100 points of ID
- Working with Children Check number, *or be willing to obtain*
- record of your COVID-19 Immunisation status from the Australian Immunisation Register or COVID-19 Digital Certificate
- telephone numbers for recent referees

Please email your application to the Human Resources Manager by 2.00pm, Monday 13 November 2023 to: ccgscareers@ccgs.nsw.edu.au.

Please note that any attachments associated with your application are to be either Word documents, jpg images or pdf.