



THE KING'S SCHOOL
CHESTER

Chemistry Technician (Maternity Cover) Applicant information



Discovering the *world*



Igniting *curiosity*



Seizing *opportunity*



Becoming *exceptional*

EVERY OPPORTUNITY. ENDLESS POSSIBILITIES.

About us

King's is an academically selective, co-educational independent school originally founded in 1541. Almost 500 years later, King's is a thriving, and forward-thinking school of 1170 pupils, considered to be one of the very best of its kind in the country.

Further information about the school can be found on our website: www.kingschester.co.uk

THE ROLE AND OPPORTUNITY

We are looking for an enthusiastic, suitably qualified **Chemistry Technician** to join our Science Faculty from the **15th April 2026** on a **11 month fixed term** maternity leave cover.

As a key member of the Chemistry team, you will play a pivotal role in coordinating resources, maintaining laboratory equipment and spaces, while supporting the practical needs of the curriculum.

The successful candidate will have practical laboratory experience and ideally experience of working in a school (desirable but not essential). You will need a working knowledge of chemicals and laboratory techniques to a minimum of NVQ Level 3.



RESPONSIBILITIES

Managing resources

- Responsible for organising and developing the Chemistry prep room and chemical store.
- Check and provide (in the 5 laboratories used for Chemistry lessons) science apparatus, equipment, materials and chemical solutions to ensure their availability in support of practical work at all levels.
- Meet the high standards required by the department and with due regard to Health & Safety.
- Play a major role in managing the department's finances and budget, including day-to-day operations and budget proposals.
- Maintain stock levels and identify future requirements of chemicals and equipment.

Supporting practical work and teaching

- Preparing the practical, delivering, collecting, clearing up (safely disposing of chemical residues) checking and returning apparatus and other resources to store.
- Making up solutions of chemicals to a high standard of accuracy and precision
- Preparation of chemicals and equipment for demonstration and practical work.
- Trialing practical activities and coursework pieces.



- Assisting with demonstrations or with practical classes, preparing resources, assembling apparatus when required.
- Liaise with teaching staff on development and implementation of new/proposed practical activities and advise on practicality, equipment choice and safety issues.
- Providing technical assistance to teaching staff, trainee teachers and students
- Troubleshooting; recommend solutions to technical problems encountered.
- Advise on the development systems and procedures so that the practical work of the chemistry department can be carried out to best effect.
- Obtaining materials by local purchases, keeping accounts and managing petty cash.
- Making decisions as to which tasks and aspects of the workload needs prioritising.
- Negotiating the relocating of classes across labs when fume cupboards are required for practicals or demonstrations.

Health and safety

- Providing a safe working environment
- Monitoring and reviewing practical tasks.
- Providing advice and support on health and safety issues.
- Assessing risks.
- Dealing with hazardous chemicals and advising staff on chemical hazards.
- Check condition of chemicals and storage containers to comply with Health & Safety requirements.
- Ensuring that all chemicals are appropriately labelled safely stored and safe treatment of chemicals.
- Ensuring laboratories are secure when not in use.
- Deal professionally with spillages and safe disposal of hazardous substances.
- Keeping up to date with and actioning any CLEAPSS amendments such as Hazcard updates.
- Check condition of chemicals and storage containers to comply with Health & Safety requirements.



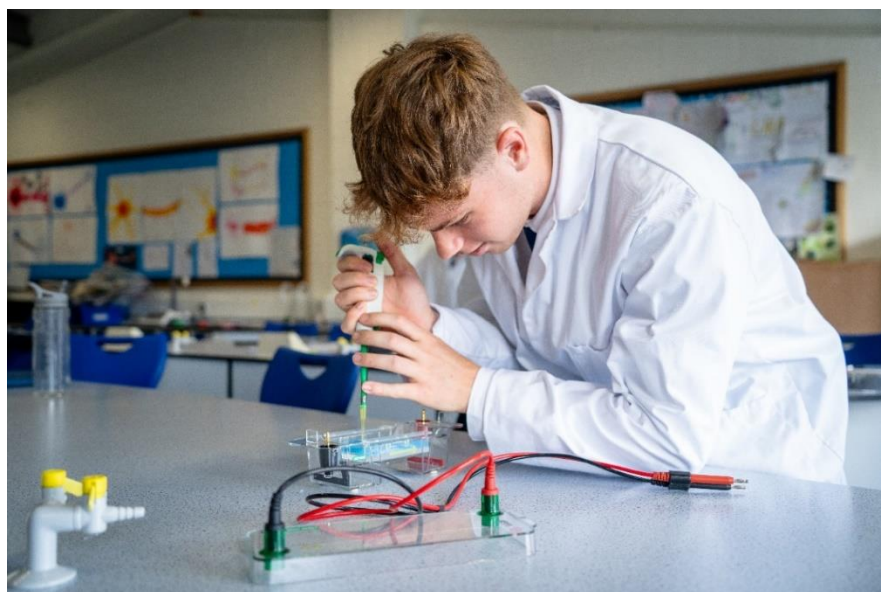
- Keeping up to date and implementing Health and Safety requirements; taking account of safety procedures and COSHH regulations to ensure safety of the pupils and staff.
- Keep up-to-date with current procedures and practices through continuing professional development. Attend any relevant training courses both in house (inset) and externally.

Providing administrative support to the department

- Maintain electronic records of departmental orders and accounts.
- Assist with budget planning.
- Conduct stocktaking and maintain accurate inventories of chemicals, apparatus, and equipment.
- Customs and Excise control for Methylated Spirits.
- Sourcing and ordering of all chemistry goods including chemicals, stationary, books and online resources in line with school financial procedures and principles of best value.
- Receive and check deliveries and associated invoices. Notify the appropriate person of any discrepancies. Liaise with the Accounts department.
- Prepare books for issue. Electronically issuing and returning of all books. Checking and repairing returned textbooks.
- Assisting in the organisation and distribution of internal exam papers.
- Attend and contribute to Department meetings. This includes raising items for general information and also coordinating feedback regarding practical sheets and tasks. We also assist in helping to keep teachers on task and at the appropriate points in the various courses.
- To uphold the policies, procedures and codes of practice of the school, including data protection, health & safety and safeguarding/child protection.

Maintenance of equipment

- General lab maintenance; servicing, cleaning and restocking equipment and apparatus.
- Construct, modify and repair equipment and apparatus. Including calibration of equipment; e.g. balances and pH meters.
- Perform regular Health & Safety checks in labs and report any lab maintenance problems.



Requirements

- Able to communicate effectively with technicians, teachers, support staff, and external agencies.
- Strong knowledge of chemicals and laboratory techniques to **minimum NVQ Level 3**, ideally degree level.
- Practical laboratory experience.
- Good understanding of techniques, health & safety, efficiency, and cost-effective practice.
- Strong organisation and time-management skills.
- Methodical, with excellent attention to detail, manual dexterity, and hand-eye coordination.
- Able to work independently, using initiative without direct supervision.
- Confident in making decisions during practical procedures.
- Able to respond appropriately to unexpected issues, maintaining high health & safety standards.
- Capable of prioritising workload and meeting deadlines.
- Able to work well under pressure in a busy department.
- Helpful, accommodating, and flexible to meet practical and coursework needs.
- Competent in Microsoft Word and Excel.
- Physically fit to stand for long periods, lift equipment, and transport trolleys between buildings.
- Able to work with frequent interruptions.

THE PROCESS

Candidates for this post should apply via the TES website by **9am Monday 23rd February 2026** or send completed application forms to recruitment@kingschester.co.uk

A curriculum vitae will **not** be accepted in place of the completed application form.

Interviews will be held on 4th March 2026

SALARY AND BENEFITS



You will work **37 hours** per week **Monday to Friday 8am to 5pm, Term time only** (approx.36 weeks per year). *Exact hours / work pattern can be discussed at interview.*

- A full time equivalent salary of **£27,248** per annum (actual salary **£21,798 per annum**)
- Free staff lunch on the days you work, during term time
- Scottish Widows Group Personal Pension Plan
 - Personalised industry expert pension advice
 - 3 x death in service Benefit
- Fee remission, where applicable
- Discounted wraparound care
- Free use of the school gym
- Free use of the swimming pool
- A suite of termly staff celebrations and wellbeing initiatives
- Topical health and wellbeing advice
- Employee assistance programmes to support you personally and professionally
- Discounted group private health with BUPA
- Optical support
- A comprehensive further study programme
- Access to a cycle to work scheme
- Access to a salary sacrifice electric car scheme
- Invites to parenting webinars on key topics
- Free access to school productions, speakers and events
- Free onsite car parking



The HR Coordinator, Amie Beaumont, is available to discuss the role informally with prospective candidates and can be contacted via alb@kingschester.co.uk or 01244 689 496

This job description does not define in detail all responsibilities and the responsibilities and activities in the job description may be varied to meet the changing demands of the school at the direction of the hiring manager.

The role is deemed to be in regulated activity with a moderate level of contact with children on a day to day basis

We take pride in our outstanding reputation, and we know this is built largely on the excellent commitment and wide-ranging abilities of our staff. We are committed to promoting a diverse and inclusive workforce and we strongly encourage candidates from all different backgrounds to apply.

IMPORTANT - The King's School is committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. All offers of employment are required to undertake screening relevant to the post, including checks with past employers and the Enhanced DBS check. In line with our commitments to safeguarding, the King's School uses preferred agencies and is unable to work with any agencies where Terms of Business have not been agreed by both parties prior to an engagement.

Our Child Protection and Safeguarding policy can be found on our School Website.



RECRUITMENT GUIDANCE NOTES

TERMS OF APPOINTMENT

Under the Department of Education's Keeping Children Safe in Education (KCSIE) Regulations we have a legal duty to undertake the following safer recruitment checks. Therefore, any appointment will be subject to the following:

EMPLOYMENT CHECKS

- **Application Form:** All candidates must complete our application form to be considered for a job. You must list your employment history from the date you left full-time education and give details of any employment gaps. Note: CVs alone are not accepted.
- **References:** To assess candidates' suitability, we shall request at least two references, one of which must be your current or most recent employer. Please ensure you provide all details requested for each referee on the application form.
- **Right to work in the UK:** If you are invited to attend an interview you will be asked to bring three forms of identification with you to confirm your right to work in the UK (this will be used to apply for your DBS if successful). Examples of acceptable forms of ID are detailed in your invite to interview email.
- **Evidence of qualifications:** If you are invited to attend an interview you will be asked to bring evidence of the qualifications listed on your application form.
- **Medical Fitness:** If successfully appointed, you will be asked to complete a medical questionnaire and signed declaration of medical fitness to work. The School reserves the right to require you to undergo a medical examination if it deems this necessary which would normally involve seeking your consent for a referral to occupational health.
- **DBS Disclosure and other checks:** If you have ever been convicted of a criminal offence, bound over or cautioned, you must read carefully the section of the application form headed criminal convictions. The appointment is subject to a satisfactory Enhanced Disclosure & Barring Service (DBS) Certificate.
In addition we will check for any prohibitions, sanctions and restrictions that might prevent candidates from working with children or young people, or taking part in certain activities or working in specific positions. **It is a criminal offence for a person to apply to work with children if they are barred from doing so.**
- **Overseas check:** If you have spent time abroad for 3 months or more in the last 5 years you will be required to obtain an overseas check from that country. It is the candidate's responsibility to obtain this, however, the school will support the successful candidate through this process.
- **Online Searches:** An online search for all candidates shortlisted for interview will be conducted.