



MacKillop College

W e r r i b e e

MacKillop is a Catholic Coeducational Secondary College with two campuses inspired by the spirit of St Mary of the Cross MacKillop. Set on approximately 20 hectares of beautiful gardens and playing fields, MacKillop is an established College catering for approx. 1700 students from Year 7 through to Year 12 and enjoys an excellent reputation in the local community.

MacKillop is an innovative and contemporary learning community which has exceptional facilities, offers a vibrant curriculum and well-established wellbeing initiatives. Our community invites passionate engagement in lifelong and authentic learning. We respect diversity and are responsive to individual needs. Every member of our community is supported in the pursuit of excellence.

Applications are invited from qualified personnel for the following position:

Science Laboratory Technician

Full Time position commencing at the beginning of the 2021 School year

Key Responsibilities and Duties:

The role of the Science Laboratory Technician:

- Assemble equipment and materials for practical work and demonstrations as requested by the science teachers
- Assist in some practical classes and perform some demonstrations as requested by science teachers
- Provide support to science teachers who are unfamiliar with particular items of equipment or practical exercises
- Induct new teaching staff in relation to triggering and resetting emergency cut-offs, safety and clean-up procedures, equipment storage in the laboratories and booking procedures
- When requested, trial practical exercises or demonstrations for workability within the classroom
- In consultation with the Science Learning Area Leader, set up and maintain the laboratory facilities/resources
- Dispose of used chemicals and specimens in accordance with current regulations
- In consultation with the Science Learning Area Leader, order supplies of equipment to maintain stores at a suitable level
- Maintain and update the chemical register and order all supplies of chemicals for the Science Department
- Maintain the chemical storeroom with zones, labelling and signage in accordance with current work safety regulations
- Maintain and update the risk assessments for practical activities that use hazardous substances and/or dangerous goods
- Maintain and update the register of MSDSs for all chemicals
- Maintain an up-to-date file of equipment and materials
- Determine and undertake specialist cleaning procedures

The successful applicants will:

- have a demonstrated commitment to Catholic education and to the safety and wellbeing of children
- be registered with the Victorian Institute of Teaching or in the process of obtaining registration
- be appropriately qualified, demonstrate enthusiasm and ability to deliver appropriate curriculum to a range of educational abilities
- be able to provide care and support for students whilst supporting and respecting the ethos of the school and its environment.

Your application must contain:

- The prescribed Application for Employment Form
- Curriculum Vitae

These should be forwarded no later than **10am on Monday 30 November 2020** to:

The Principal
MacKillop College
PO Box 522, WERRIBEE VIC, 3030
Tel: (03) 8734 5200
Email: employment@mackillop.vic.edu.au

The MacKillop College community promotes the safety, wellbeing and inclusion of all children.