



ST MARTIN'S COLLEGE

Role: Lab Technician

Part-time: 15 to 20 hrs per week

St Martin's College is looking to hire an enthusiastic, conscientious, and self-motivated person as a Lab Technician on a part-time basis, who would provide a key role in assisting with the preparation of materials and equipment for lessons.

Essential duties and responsibilities for this position:

- The Science Lab Technician is expected to maintain an inventory of chemicals, supplies and equipment, and handle and dispose of hazardous materials.
- Assist the science teachers with the purpose of supporting them in the completion of their work activities.
- Develop and implement standard operating procedures for laboratory experiments and maintenance routines for the purpose of ensuring a safe and effective work environment.
- Order and purchase supplies as required.
- Maintenance, preparation, and cleaning of laboratory equipment.
- Organisation and maintenance of efficient and secure storage systems for equipment and materials.
- Prepare and provide equipment for lessons as required.
- Preparation of laboratory solutions, chemicals and equipment for the science labs for the purpose of providing classroom instruction.
- Dispose of hazardous materials in accordance with legislation for the purpose of meeting regulatory compliance and providing a safe environment.
- Stock control includes preparing lists of replacements as required.
- Assist with completing and collating statistical records/returns.
- Assist with maintenance of the Science Department administration system.
- To undertake such other duties as may reasonably be determined by the Head/s.

Skills, knowledge, and experience:

Educational background in science

Be in possession of a clean police conduct

Candidates with experience in the educational sector would be given preference

Interested candidates are to send an email to hr@smc.edu.mt not later than 22 June 2022.