

Cognita operates more than 100 schools around the world and has recently acquired the Four Forest group with schools in Zug and Luzern. As part of this expansion in Switzerland, we are looking for a

Part time SCIENCE TECHNICIAN (40%)

Start date: 10.08.2024.

Location: 8304 Wallisellen

Job description: At ISZN, our mission is to develop students who are academically curious, globally minded, passionate for discovery and who continually seek to challenge themselves. We are currently seeking a passionate and dynamic part time **Science Technician** to join our team. This role offers an exciting opportunity to support the delivery of innovative science education by preparing, maintaining, and managing lab equipment and materials for experiments and demonstrations.

Key Accountabilities

- Develop and implement efficient working systems and procedures for the new science laboratories and prep room.
- Streamline processes to ensure smooth operation and organisation of technical resources.
- Establish an organised equipment and resource ordering system to ensure timely procurement and availability.
- Maintain an up-to-date inventory of all science equipment and resources, tracking usage and condition.
- Ensure the availability of necessary supplies for experiments and practical lessons.
- Prepare and deliver experiments and practical materials to teachers, ensuring they have all necessary resources for effective teaching.
- Collaborate with teachers to align experiments with curriculum requirements, providing valuable support for lesson planning.
- Uphold and enforce health and safety standards within the science department in line with school, building and Swiss regulations.
- Assist the Head of Department (HoD) in the execution of health and safety protocols, including safety checks and risk assessments.
- Take responsibility for the cleanliness and maintenance of the science laboratories, particularly after practical experiments.
- Ensure that all equipment is properly cleaned, stored, and maintained to a high standard.
- Ordering of supplies

Safeguarding Responsibilities

- To comply with safeguarding policies, procedures, and code of conduct
- To demonstrate a personal commitment to safeguarding
- To engage in safeguarding training when required

Qualifications & Experience

- Essential knowledge of working with a range of chemicals and creation of dilutions, using health and safety
- Minimum bachelor's degree or higher in a science discipline, (biology, chemistry, physical sciences).
- Very good organisational skills, time management, ability to support all science teachers
- Excellent interpersonal and communication skills both orally and written in German and English
- Basic training in a laboratory profession or experience in a laboratory environment are an advantage
- Experience in the containment and disposal of harmful substances

How to apply: Interested candidates should submit their complete application, including CV and cover letter, to hr@iszn.ch by 10.06.2024. Please specify the position you are applying for in the email subject.

Cognita Schools are committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and other third parties to share this commitment. Safer recruitment practice and pre-employment background checks will be undertaken before any appointment is confirmed.