



JOB POSTING

LABORATORY TECHNICIAN (SECONDARY DIVISION)

<u>REPORTS TO:</u>	<u>POSITION GROUP:</u>	<u>STATUS:</u>
Principal of Secondary	Faculty	Ten-Month, Part-Time, Probationary

Calgary French & International School (CFIS) is a full French language immersion co-educational independent school, serving over 750 students from preschool through to Grade 12. CFIS develops each student's individual and academic potential in an academically rigorous program that is enriched with internationally-focused learning experiences and engagement in athletics and the fine arts. CFIS values openness, inquisitiveness, and understanding of both the community and the world beyond each student's experience, and provides its students and employees with opportunities to lead and grow in a culture of mutual respect, creativity, innovation, and critical thinking. CFIS is a caring and supportive community for its students, faculty, and staff.

Job Description:

CFIS is seeking a part-time secondary division **Laboratory Technician** for the 2019-2020 school year. The successful candidate will be required to provide a high level of technical assistance to teaching staff to support the teaching, guidance and learning necessary to deliver the curriculum. Responsibilities of this role will include:

- Maintain two secondary division laboratories;
- Preparation and provision of apparatus, solutions and other experimental requirements for practical classes (including Hazards);
- Washing up of glassware and equipment and its return to storage;
- Trialling practical activities;
- Ordering equipment, chemicals, organs for dissection and other resources from approved suppliers;
- Stock control of chemicals and apparatus and maintaining records of stock, including a yearly inventory;
- Checking the storage and condition of chemicals;
- Providing technical and practical advice and guidance to teachers;
- Demonstrations and assistance in practical activities in class;
- Ensure safety and reliability of equipment and supplies; and coordinate regular safety inspections of equipment and machinery with the Facilities team;
- Disposal of waste materials;

- Attend meetings and training courses as required by the Science Curriculum Leader; and
- Remain up-to-date with “best practice” through networking and continuing professional development.

Qualifications:

- Bachelor of Science;
- Fluently bilingual (French and English); and
- Valid first-aid certification.

Prior technician experience is desirable. The successful applicant will need to provide a recent Police Information Check with Vulnerable Sector Screening prior to commencing work.

Skills, Technical and Behavioural Competencies Required:

- Strong planner and organizer with exemplary communication skills;
- Strong written and oral communication skills in both French and English;
- Committed to providing quality educational experiences for students aged 12-18;
- Interpersonal skills that foster collegiality and blend with CFIS’s values; and
- Commitment to continuous learning and growth.

A strong working knowledge and interest in Science is essential.

Salary:

To be determined.

Posting Closes:

The posting will remain open until a suitable candidate is found. If you meet the above qualifications and wish to apply, please review the “Application Instructions” page of the CFIS website at <https://cfis.com/join-our-progressive-innovative-team>.

All applicants are thanked in advance for their submissions.