

# Position Vacant

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## LABORATORY ASSISTANT

### Part time Position – 15 hours per week

Central Coast Grammar School is a leading K-12 independent, coeducational and nondenominational school. Located on a single 17 hectare campus overlooking the Matcham Valley close to the heart of Erina, our school offers a spacious environment where students can grow and flourish.

This position reports to the Head of the Science and provides technical support to the staff and students in the Science faculty. It is a part time position for 15 hours each week, during school term time.

The technical support provided includes assistance with the preparation of Laboratory equipment and materials for Science classes; general laboratory housekeeping and setting up for practical sessions and administration tasks. Your qualifications and experience will include a scientific qualification, a current (or be prepared to obtain) First Aid Certificate, knowledge and competency in Work Health and Safety and up to date knowledge of computers.

Interested applicants should familiarise themselves with the School's Strategic Plan '*Next Generation Teaching and Learning 2015-2020*', available on our website at [www.ccggs.nsw.edu.au](http://www.ccggs.nsw.edu.au). It is expected that every member of staff will commit to the Strategic Plan.

This school complies with the requirements of the *Child Protection (Working with Children) Act 2012*. This position requires the successful applicant to have a Working with Children Check in accordance with the *Child Protection (Working with Children) Act 2012*, prior to the commencement of employment.

To apply you will need to provide a cover letter, CV, a copy of your qualifications and contact telephone numbers for referees.

**Please email your application to the Human Resources Manager by 3pm Tuesday 11<sup>th</sup> June 2019 to:**  
[ccgscareers@ccgs.nsw.edu.au](mailto:ccgscareers@ccgs.nsw.edu.au).

*Please note that any attachments associated with your application are to be either Word documents, jpg images or pdf.*