

Job title Physics Technician

Reports to Senior Physics Technician (Line-managed by the Head of Science)

About the Physics Department

The Physics Department is a large, well-resourced and practically focused department, supporting a substantial cohort of pupils at IGCSE and A Level. It is staffed by a team of ten teachers and three full-time Physics Technicians, working closely together to deliver a demanding and wide-ranging practical curriculum. Physics is based on the first floor of the Science Faculty and occupies nine fully equipped laboratories. The wider faculty comprises 26 laboratories in total, along with a lecture theatre, project room and STEM Centre, providing excellent shared facilities for teaching, enrichment and project work. Technical staff play a central role in the day-to-day operation of the department, supporting practical lessons, maintaining equipment and enabling innovative and ambitious experimental work.

Job Purpose

The Physics Technician provides essential technical and practical support to the Physics Department, enabling high-quality teaching and learning across the curriculum. Working under the direction of the Senior Physics Technician (and closely with the Head of Physics), the postholder is responsible for preparing, setting up and clearing away apparatus for physics lessons, demonstrations, assessments and enrichment activities.

The role involves maintaining, organising and repairing equipment, supporting safe laboratory practice, and assisting teaching staff and pupils with practical work. Through effective organisation, technical competence and a strong commitment to health and safety, the Physics Technician contributes to the smooth day-to-day running of the department.

This role profile outlines the main duties and responsibilities of the post but is not intended to be exhaustive. Duties may evolve over time in line with departmental and College needs.

Key Tasks and Responsibilities

Practical Support & Lesson Preparation

- Prepare, set up, test and clear away apparatus, materials and equipment for physics practicals, demonstrations and assessments;
- Ensure equipment is available, complete and functioning in line with lesson requirements and timetables;
- Assist teaching staff during practical lessons where required, supporting the safe and effective use of equipment by pupils;
- Anticipate routine curriculum needs and highlight any equipment shortages or issues to the Senior Physics Technician;
- Support departmental events, enrichment activities or outreach sessions as required, including occasional evening work.

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Equipment Maintenance & Construction

- Clean, check, maintain and store physics equipment after use, ensuring it is ready for future lessons;
- Carry out routine maintenance and basic repairs of apparatus and report more complex faults as appropriate;
- Assist with the construction, modification or repair of simple mechanical, electrical or electronic apparatus;
- Use workshop tools and laboratory equipment safely and appropriately in line with guidance.

Resource & Stock Management

- Assist with stock-keeping, including checking, organising and replenishing consumables and components;
- Help maintain accurate records of equipment, consumables and storage locations;
- Support the organisation and upkeep of the prep room, laboratories and storage areas, ensuring they remain tidy, well-labelled and efficient.

Health & Safety

- Work safely at all times, following departmental procedures and guidance from the Senior Physics Technician;
- Support the implementation of health and safety practices within the Physics Department, including COSHH and risk assessments where appropriate;
- Ensure the safe handling, storage and disposal of equipment and materials;
- Report hazards, faults or incidents promptly to the Senior Physics Technician or relevant staff.

Teamwork & Professional Development

- Work collaboratively as part of the Physics technician team and the wider Science Faculty;
- Develop technical skills through training, experience and familiarisation with new equipment and techniques;
- Share skills and knowledge with colleagues as appropriate;
- Contribute positively to the ethos and daily life of the department and the wider College.

All employees of Eton College are also expected to:

- Develop a good understanding of safeguarding procedures, given all positions at Eton are classed as 'regulated activity';
- Demonstrate a commitment to safeguarding and promoting the welfare of children. This includes but is not limited to completing safeguarding training as required, complying with all safeguarding procedures and ensuring any safeguarding updates issued by the College are read and understood;
- Understand and comply with procedures and legislation relating to confidentiality;
- Display a commitment to and promotion of equality, diversity and inclusion.

Skills and Competencies Required

To be successful in this role, you will need:

Essential

- Good subject knowledge in Physics or a closely related scientific or technical discipline (or equivalent practical experience);
- Practical aptitude and confidence working with scientific equipment and apparatus;
- Good organisational skills with close attention to detail;
- Ability to work effectively as part of a team and to follow guidance and procedures;
- Ability to work independently, using initiative when required;
- Clear written and verbal communication skills;
- Basic IT skills, including the use of email, word processing, spreadsheets and departmental systems to maintain equipment records, stock-keeping records and booking information;
- An understanding of, or willingness to learn about, laboratory health and safety practices.

Desirable

- Experience working in a school, college or laboratory environment;
- Experience constructing, modifying or repairing basic mechanical or electronic equipment;
- Familiarity with data-logging equipment or digital sensors;
- Awareness of CLEAPSS guidance or similar laboratory safety frameworks.

You may enjoy this role if you:

- Enjoy practical, hands-on work in a busy and varied environment;
- Take pride in being well organised and supporting others effectively;
- Have a proactive, flexible and “can-do” approach;
- Are reliable, conscientious and committed to maintaining high standards;
- Have a positive, professional manner.

Working Pattern

- This is a permanent full-time position working an average of 38.75 hours per week during the Michaelmas and Lent terms and 36.5 hours per week during the Summer term.
- The post holder will be required to work 35 weeks per year (which is Eton term time plus three days at the start and end of each term).

The following hours reflect the pattern of typical normal weeks but note that precise timings may vary.

Working hours during term time:

Michaelmas and Lent terms:

- Mon/Wed/Fri 08.30 - 17.30 (1.5 hour for lunch)
- Tue/Thu 08.30 - 15.15 (1 hour for lunch)
- Sat 08.30 - 12.30
- Late working 17.30 - 18.15 (once per week)

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Summer term:

- Mon/Wed/Fri 08.30 - 17.00 (1.5 hour for lunch)
- Tue/Thu 08.30 - 15.15 (1 hour for lunch)
- Sat 08.30 - 12.30

Working outside of term time and hours:

Work each half (term) normally begins up to three days before the first day of teaching and up to three days after pupils leave, in line with the working pattern of the half (excluding Sundays and with no requirement to work Saturdays). The postholder may also be required to work up to an additional two weeks to support Summer Schools, for which advance notice will be given and additional remuneration paid at the standard hourly rate. The role attracts a paid holiday entitlement of 5.6 weeks inclusive of bank holidays; where a bank holiday falls during a school half, the postholder may be required to work and will receive a day's leave in lieu. On occasion, flexible or additional evening working may be required to meet operational needs, as agreed by the Head of Department, and any such hours will be paid at the standard hourly rate.

Disclosure Checks

Eton College is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including, but not limited to, reference checks with past employers, an Enhanced Disclosure from the Disclosure and Barring Service (including Barred List information), an online search and, where applicable, Prohibition checks. If you are successful in your application, you will be required to complete a DBS Disclosure Application Form. Any information disclosed will be handled in accordance with any guidance and/or Code of Practice published by the DBS. The College is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions, reprimands and final warnings (including those which would normally be considered as "spent" under the Act) must be declared, subject to the DBS filtering rules. It is a criminal offence for any person who is barred from working with children to attempt to apply for a position at the College.

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