

Exam Invigilator(s) Required

Casual (Various) Hours - Term Time

An opportunity has arisen for enthusiastic and flexible individuals to join a casual team of Exam Invigilators who provide assistance during our busy exam periods.

The successful candidates will assist in the preparation and supervision/invigilation of examinations, ensuring that the regulations for the integrity and security of the examinations are followed during all sessions.

Candidates must be available to work at least 5 of the dates shown below and:

- Able to relate well with children and adults,
- Have good numeracy/literacy skills,
- Be flexible in relation to working casual hours/days,
- Be willing to undertake training on invigilation and safeguarding practices/procedures.

The post of Exam Invigilator is casual and attracts a rate of pay equivalent to £9.16 per hour (this rate is inclusive of a 12% uplift for casual holiday pay).

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. You will be required to undertake an enhanced DBS disclosure check.

Examination Dates to include:

14 May 2019	6 June 2019
16 May 2019	7 June 2019
21 May 2019	11 June 2019
22 May 2019	12 June 2019
4 June 2019	14 June 2019

All relevant information, job description, and application forms can be downloaded from the school website at www.croftonacademy.org.uk.

For further enquiries, please contact Kim Hinchcliffe at recruitment@croftonacademy.org.uk.

The closing date for fully completed applications is **12 noon on Thursday 28 February 2019**.