

EXAMINATION INVIGILATORS

Casual, part-time

Invigilator £10 per hour
Lead Invigilator £13 per hour

We are looking to recruit dedicated and reliable Exams Invigilator to become part of an established team of Exams Invigilators to assist with exams during the year.

The successful applicant will need to be reliable and flexible as the hours will vary from day to day. Attention to detail is vital in this important role. Experience is not necessary as full training will be given.

You will be working with the Exams Officer.

The role consists of various examination tasks such as invigilating, reading and scribing for pupils. It is important that these tasks are performed to the required standards set out by the examination board.

As an Exam Invigilator, you can be part of a team which enforces high standards of behaviour.

Successful applicants will be required to:

- ✚ Follow strict instructions effectively and to a high standard
- ✚ Excellent organisation and communication skills
- ✚ Work well in a team environment
- ✚ Have an interest in working with young people / experience is desirable
- ✚ Reliability and Punctual
- ✚ Be flexible and available to work part time hours during exam periods:
November, January, April, May & June.

We are committed to the safeguarding of children and the successful applicant will be subject to an enhanced disclosure and disbaring service check.

Please email applications to jobs@fortismere.org.uk

Deadline for applications: Friday 22 March

Interviews w/c: Monday 1 April

Tetherdown, Muswell Hill, London N10 1NE

Tel: 020 8365 4400

Email: jobs@fortismere.org.uk

Website: www.fortismere.haringey.sch.uk