



We are looking to expand our pool of casual Invigilators to work under the guidance of the Examinations Officer; the role will involve supervision of students who are undertaking examinations during May and June each year. You may also be required to work at certain other times throughout the year to help invigilate internal school exams.

The post would be ideally suited to applicants who are calm, approachable, reliable, punctual with a flexible attitude and good communication skills. Strict confidentiality will be required at all times in all school matters.

Duties will include supervising pupils taking exams, supervising clash candidates between exam sittings, preparing exam rooms, distributing and collecting exam papers in accordance with the JCQ regulations.

This is a casual contact and working hours will be negotiated for each exam period. Hourly rate is £10.60

If you are interested please download an application form from our website [www.pittville.gloucs.sch.uk](http://www.pittville.gloucs.sch.uk) or email [jobs@pittville.gloucs.sch.uk](mailto:jobs@pittville.gloucs.sch.uk)

The closing date is Friday 18<sup>th</sup> November 2022

Interview date: to be confirmed

This position is due to commence: as soon as possible.

Applications from NQTs would be welcomed

Pittville School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo child protection screening appropriate to the post including checks with past employers and the Disclosure and Barring Service. Offers of appointment are subject to satisfactory references and DBS clearance. It is an offence to apply for the role if you are barred from engaging in regulated activity relating to children.

