

VACANCY

Exams Invigilators



Barr Beacon School, Old Hall Lane, Walsall, WS9 0RF
Salary: £11.87 per hour (casual as and when required)
Start Date: ASAP

The role:

We are seeking to appoint an attentive and reliable Exam Invigilator to provide administrative support and supervision during the school exam periods alongside assisting the Examinations Officer. The candidate will play an important role in ensuring the smooth process of assessment and will ensure all examination body requirements and exam conditions are adhered to with honesty and integrity. You will be working closely with the Exams department and hard-working students.

This role is a casual role, as and when required, during exam periods.

Please refer to the job description for the main responsibilities of the role.

About you:

This is a great opportunity for a committed and organised individual with a focused attention to detail and high-level of judgement. It will be beneficial to have prior knowledge of the examination environment however, training will be provided. Your skills will include:

- Possessing the ability to work to strict rules and regulations;
- The ability to co-operate and collaborate with school staff well;
- Effective communication with students and staff;
- Having strong awareness to ensure exam regulations are being followed.

About us:

Barr Beacon School has a shared belief that no child should fail and our high standards and expectations ensure our pupils strive for success. As a highly successful school, we have a commitment to exceptional teaching to provide the best possible education for our students. The successful candidate will have access to excellent professional development opportunities within our Academy and across the wider Matrix Academy Trust.

To apply, please complete our application form available from www.matrixacademytrust.co.uk/vacancies/
Applications are to be emailed to Khibbs@barrbeaconschool.co.uk

APPLICATION DEADLINE: 30th November 2023

Safeguarding Notice:

Matrix Academy Trust is committed to safeguarding and promoting the welfare of children. All appointments are subject to an enhanced DBS clearance and preemployment checks in accordance with Keeping Children Safe in Education