



## Exams Invigilator

**Hours:** Various

**Salary:** £13.07 per hour

**Contract:** Casual

**Start date:** TBC

Glenmoor and Winton Academies are seeking to recruit dedicated and reliable Exams Invigilators to become part of our thriving examinations team across the two Academies.

The successful applicant will support the Examinations Officer and Deputy Examinations Officer in internal and external examinations throughout the academic year promoting a supportive atmosphere for our students so they can achieve their best.

Invigilation work will be offered on a casual basis to accommodate internal and external examinations.

The ideal candidate would have good and flexible availability during key exam periods (particularly from May until the end of June as this is the GCSE period) and we are looking for candidates who are available to commit to working on a long-term basis.

Basic IT skills are essential as is the willingness to learn; computers are used increasingly in examinations both in terms of word processing by candidates and on-screen examinations. Attention to detail is vital in this important role. Previous invigilation experience is an advantage although training will be available for this post.

**Closing date:** Midnight on Monday 31st August 2026

**Interview date:** w/c 14th September 2026

We reserve the right to interview and offer to strong candidates prior to the closing date. It is strongly recommended that candidates submit their application as soon as possible.

The Academies are committed to safeguarding and promoting the welfare of children, therefore all applicants must be willing to undergo child protection screening, including checks with past employers and an Enhanced Disclosure via the DBS. To comply with the Immigration, Asylum and Nationality Act 2006, all prospective employees will be required to supply evidence of eligibility to work in the UK.

**Principal:** Mr Leon Lima

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