

Exam Invigilator

PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
INITIAL QUALIFICATIONS		*GCSE Grade C English and Maths
FURTHER QUALIFICATIONS/ PROFESSIONAL DEVELOPMENT		**Experience of working within a secondary school setting
EXPERIENCE	*Experience of working as part of a team	**Experience of invigilating exams. **Experience of working with a wide range of young people in a supportive role
SKILLS AND ABILITIES	*Ability to work on own initiative and develop relationships with teachers and students. **Competent in the skills of communication, teamwork and building positive relationships with young people.	*Ability to contribute to raising achievement.
OTHER	**Awareness, understanding and commitment to equal opportunities. **Ability to deal with students in a supportive way	*Ability to work on own initiative

Those elements marked * will be assessed in your application.

Those elements marked ** will be assessed in your application and during the selection process, eg interview, presentation.

NB references will be used to support the selection panel's assessment.