





















Exam Invigilator











| EDUCATION | Requirement: | Assessed at: |
|---|---|---|
| Good literacy skills, including reading and writing |  |  |

| EXPERIENCE OF | Requirement: | Assessed at: |
|--|---|---|
| Working with young people and / or in an educational environment |  |  |
| Working using collaborative partnerships |  |  |

| BEHAVIOURS | Requirement: | Assessed at: |
|---|---|---|
| Natural communicator; relationship building skills with a range of stakeholders |  |  |
| Excellent interpersonal skills |  |  |
| Proactive and innovative |  |  |

| KNOWLEDGE & UNDERSTANDING | Requirement: | Assessed at: |
|--|---|---|
| Understanding of the education system and or exams process |  |  |
| Understanding of the Data Protection Act |  |  |

| SKILLS | Requirement: | Assessed at: |
|---|---|---|
| Ability to organise work effectively |  |  |
| Excellent ICT skills |  |  |
| Excellent communication skills, both verbal and written |  |  |

| ATTRIBUTES | Requirement: | Assessed at: |
|--|---|---|
| Committed to the values aims of Wootton Park School |  |  |
| Committed to Equality and Diversity |  |  |
| Committed to own continuing professional development |  |  |
| Clear view of what high standards and performance looks like |  |  |
| Proactive / strong problem solver with the ability to make things happen |  |  |