



WILMINGTON
GRAMMAR SCHOOL FOR GIRLS

Job Description

Job Title: Exam Invigilators

Salary: £12.93 per hour (inclusive of annual leave)

Overall Job Purpose

We are seeking to employ Exam Invigilators to join the busy school. You will be employed on a casual basis as and when required during the school year to supervise students taking public and internal exams.

Our ideal candidates will:

- have the ability to work under pressure in a busy environment.
- have excellent communication and interpersonal skills.
- have the ability to issue instructions to a wide range of candidates in a confident manner.
- have ability to keep calm under pressure or during unexpected circumstances.
- have ability to work to predetermined instructions and to judge when a decision is not theirs to make.
- be reliable, flexible and punctual.

About our school

Wilmington Grammar School for Girls is an Outstanding school with a strong track record of achievement. Our students are encouraged to develop resilience and are supported to become innovative and thoughtful problem solvers via the Endeavour Mindset programme.

We are part of the Endeavour MAT family of schools, and we pride ourselves on setting consistently high expectations, securing outstanding outcomes and delivering exceptional standards of teaching and learning.

Application process:

The closing date for applications is Friday 1st March 2024, applications will be processed as they arrive, with interviews following shortly after. We reserve the right to close the application process early.

***As a Trust we are fully committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment.
All offers of employment are subject to an Enhanced DBS check.***