Exam Invigilator (Casual)
£12.71 per hour

Examinations Invigilators play a pivotal role in supporting the school examinations process. We are looking to expand our invigilation team for the next academic year, individuals who will have a key role in upholding the integrity and security of the examination/assessment process, to ensure they are conducted in accordance with published procedures.

The position is offered on a casual basis, and work will be offered in accordance with need, and you will sign up for the sessions you are able to attend. Work is available throughout the year, although you must be available to work during the main GCSE exam season (May and June). Working hours will vary, but you will need to be available to work during the core hours of 8:15-15:30.

Full training will be provided, though successful candidates need to be reliable, punctual, and flexible, with effective communication and interpersonal skills that allow you to give instructions and manage situations. You must be comfortable working around secondary age students with confidence and a reassuring presence to candidates in exam rooms. You will have the ability to work well within a team and independently, with basic ICT skills.

This is an exciting time to join us at Crofton; we are a happy, and ambitious school, excited about our journey to becoming exceptional. We are part of the HISP Multi Academy Trust. The Trust believe in building excellent educational environments that inspire and unlock potential in all our school communities. Their ethos is one of sustainable school improvement; and schools joining the trust do so with the prime aim of improving themselves and each other through the development and embedding of a professional continuum.

Crofton School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

CVs are not accepted. For more information and a downloadable application pack see our website http://www.croftonschool.co.uk - click the 'Recruitment' heading under 'Our School'.

Closing Date: Noon 20 November 2026. We reserve the right to close the advert before the closing date should we receive sufficient applications.