

Outwood Academy City

Casual Exam Invigilator

Required to start as soon as possible
Paid at £8.36 per hour

Outwood Grange Academies Trust seeks applications from outstanding applicants with integrity, imagination and energy for this rewarding role.

Serving the city of Sheffield, Outwood Academy City was constructed in 2011 with state-of-the-art facilities and joined Outwood Grange Academies Trust three years later. Prior to achieving Academy status, just 43% of students achieved five GCSEs at Grade A* to C, including English and Maths; Students achieving English and Maths A* to C combined over the last 2 years has been 69% and 68% with a progress 8 score well above the national average. In 2017, almost 70% of students passed both the new GCSEs in English and Maths. The academy is popular and numbers on role are increasing significantly year on year. We have a talented team of staff, who are committed to improving the life chances of all students irrespective of their background or starting points. If you believe in raising standards and transforming lives then this is the post for you.

We are looking to recruit additional exam invigilators for our forthcoming exam periods mainly during May to June, although you may be called upon to assist at other times of the year. These appointments are offered on a casual basis and, if appointed, you will join a bank of exam invigilators and you will be able to choose the number of hours you wish to work.

This role is essential to the smooth running of the examination process. In addition to ensuring correct exam procedures are followed, the successful applicants will be responsible for the setting out and collecting of exam papers and materials, admitting students to the exam hall/room, invigilating during the exams and collating the exam papers to be sent off to the Exam boards. Occasionally invigilators may be called upon to scribe for individual students.

Full training will be given to successful applicants.

Full details of the post can be found on the recruitment page of our website:
www.city.outwood.com.

To apply for the post please complete the online application form. CVs will not be accepted.

Closing date: Wednesday 22nd November 2017
Interview date: Monday 27th November 2017

We are committed to safeguarding and promoting the welfare of our students. All offers of employment will be subject to enhanced DBS Checks.