



Cambourne Village College

An Academy of



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Exam Invigilators

To be available for exam periods throughout the year. Start date negotiable.

Vacancy Information

The College is looking to appoint a number of Invigilators to assist with the directing of public and internal examinations. Invigilators are a key part of the examinations process, being the person to assist in setting up and supervising the exam room and candidates, ensuring that the examination is conducted according to regulations. Full training is given for this role and no previous experience is required.

Role: Exam Invigilator- part-time casual contract (zero hours)

Hours: Invigilators are required for the main exam periods of:

- 2nd – 6th December 2019;
- 10th – 14th February 2020;
- mid-May- mid June 2020;
- 29th – 7th July 2020.

Successful candidates will be asked to commit to a minimum of 4 exam sessions per week for at least 6 of these weeks (4 of which will need to be during the main exam period of May/June 2020). Hours of work are 8.15am start for morning sessions and 1pm start for afternoon sessions (ending around 3.30/4pm depending on length of exams).

These exam dates are not exhaustive and further invigilation dates will be available.

Salary: £9.04 per hour -includes holiday pay

Contract: Part-time casual contract (zero hours)

College Information

Cambourne Village College, a new, over-subscribed, Ofsted 'Outstanding' secondary school eight miles from Cambridge, opened as an academy of the Cam Academy Trust in September 2013.

For further information, an application form and to apply for this post please visit our website:

www.cambournevc.org/contact-us/vacancies

Closing date for applications: February 2019.

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced DBS check will be carried out for the successful candidate.

The school reserves the right to interview shortlisted candidates during the application window (if applicable).