



Bury Church of England High School

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11-16 Mixed Comprehensive School

EXAM INVIGILATORS REQUIRED

We are looking to expand our group of external examination invigilators for GCSE exams. Exam invigilators will need to be available to work during the months of May and June. Some cover may also be required in January and November

You must be available for work from 8:50 am in the morning and/or from 1:10 pm in the afternoon. Full days may also be required.

The pay for this post is £9.50 per hour on a casual basis.

Full training for new invigilators will be provided before the exam season commences.

The role involves:

- Assisting with setting up examination venues;
- Ensuring absolute silence is maintained during exams;
- Invigilating during examinations;
- Escorting candidates from the examination venue if required;
- Collecting and collating scripts at the end of the examination;
- Supervising candidates leaving examination venues.

If you would be interested in joining our team please email the Exams Officer, Mrs Jilly Clarke at j.clarke@burychurch.bury.sch.uk or by telephone on 0161 797 6236 for further information. If emailing please state in your email your availability for a follow up conversation.

Bury Church of England High School is committed to safeguarding and promoting the welfare of children and young people.