

Post:	Examination Invigilator
Location:	Coventry
Salary:	£7.50 - £8.00 per hour during examination periods
Contract type:	Variable
Contract term:	As required
Closing date:	Wednesday 18 th October 2017 at 9.00am
Start Date:	November 2017

The WMG Academy for Young Engineers is seeking to appoint enthusiastic and committed invigilators to join our team to ensure that all Academy examinations are delivered and invigilated in accordance with *the 'Instructions for the Conduct of Examinations'*

Preferably with an educational background or an interest in education, the successful candidates will relate positively to all learners, be extremely reliable and flexible with good verbal communication skills, and comfortable addressing large groups of students.

Candidates will be employed on a casual basis, with hours and days of work subject to the timings of each exam.

Examinations start at 9.00 am and would require invigilators to be in the academy for 8.30 am. The afternoon examinations commence at 1.30 pm so invigilators need to be in the academy by 1.00 pm.

Further information about WMG Academy can be found on our website: www.wmgacademy.org.uk.

We are committed to safeguarding and promoting the welfare of children. This post is subject to enhanced DBS clearance.

To apply for this position, please complete the application form with a supporting statement (section 7 of the application form).

CV's will not be accepted. Completed application forms should be returned to:
Sarah Rhodes, MIS and Examination Manager, WMG Academy for Young Engineers, Mitchell Avenue, Coventry, CV4 8DY or s.rhodes@wmgacademy.org.uk

For an informal conversation please contact the WMG Academy on 02476 464661.