



Wakefield Grammar School Foundation

Exam Invigilators (Supply)

Wakefield Grammar School Foundation is looking to appoint a number of Exam Invigilators to join our invigilation team working across both Wakefield Girls' High School and Queen Elizabeth Grammar School, from May 2022.

Our team of Exam Invigilators oversee examinations throughout the year and play a key role in upholding the integrity of the examination/assessment process.

The successful applicants will be expected to conduct examinations in accordance with the Joint Council for Qualifications, awarding bodies and Wakefield Grammar School Foundation instructions. Previous experience is not required as full training will be provided, however, applicants should be flexible, have clear and effective communication skills and be a confident and reassuring presence to candidates in exam rooms.

This role requires you to work flexibly on a supply (as and when) basis. There are no fixed or regular hours of work.

As part of our commitment to safeguarding and promoting the welfare of children, the successful candidate will be required to undertake an Enhanced Disclosure and Barring Check.

Further details and an application form can be obtained from our website www.wgsf.org.uk or from Dr Jayne Windeatt, Foundation SIMS and Data Development Manager, Wakefield Girls' High School, Wakefield WF1 2QS.

Tel: 01924 372490 Email: jwindeatt@wgsf.net

Applications by CV will not be accepted.

Closing date for applications: 9.00 am on Friday 20th May 2022 .
(or until all posts are filled)



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School Foundation

wgsf.org.uk

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