**THE JUBILEE ACADEMY**

Location: Harrow

Establishment: 11-16

Contract Type: Ad Hoc

Salary: £11.20 per hour

**Exam Invigilators**

Required as soon as possible

We are looking for responsible, dependable and flexible individuals that will be available throughout the academic year to join our team of exam invigilators. The main duties of an exam invigilator is to ensure the correct running of the internal and external examinations in the Academy, under the guidance of the Exams Officer.

 An exciting opportunity for an enthusiastic individual to join a flourishing Alternative Provision School which supports students to achieve their potential.

We are looking for individuals who:

• Are available to work on an ad hoc basis around exams

• Are able to work individually and as part of a team

• Have good interpersonal skills

• Able to follow all instructions including those set by the Exam Board

For full details about this key post in this highly successful school and an application form, **please select the jobs tab on the school website:** [**www.thejubileeacademy.org.uk**](http://www.thejubileeacademy.org.uk)

A completed application form together with a brief supporting statement should be sent to Yasmeen Ibrahim, School Business Manager by email to y.ibrahim@thejubileeacademy.org.uk.

Closing date: Ongoing

Committed to safeguarding and promoting the welfare of children.