

Exam Invigilators

Contract term: Casual, as required

Salary: £11.48 per hour

We are seeking vigilant, reliable individuals with good judgment and attention to detail to support the smooth running of exams at South Hampstead High School from April onwards for the summer exams season.

Experience would be preferred but full training will be given.

To ensure the integrity of the exams process is maintained, your key responsibilities will include:

- Distributing and collecting exam papers and appropriate stationery
- Ensuring students enter and exit the examination room in the prescribed manner
- Ensuring silence is observed at all times during exams
- Recording the start and finish times of each examination

If you have good communication and organisational skills, we would be delighted to hear from you.

South Hampstead High School is located in leafy Hampstead, with the buzz of central London's cultural life close at hand, the school is very well served by public transport and there are excellent local amenities nearby.

For further details, and to apply, please email the Examinations Officer, Dawn Greengrass, on d.greengrass@shhs.gdst.net

The closing date for applications is 6th December 2021.

Interviews are likely to be held 20th to 22nd December 2021.

The GDST is committed to diversity, inclusion and real change: a family where every individual is valued, respected and included.

We are committed to the safeguarding of children and child protection screening will apply to this post.

Headmistress

Mrs Victoria Bingham
MA (Oxon)

Junior School

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