

The Sacred Heart Language College

Blessed Holy Family Catholic Academy Trust



186 High Street, Wealdstone, Harrow, Middlesex, HA3 7AY

Telephone: 020 8863 9922

email: enquiries@tshlc.harrow.sch.uk

Exam Invigilators

Salary: £12:00 per hour

Required as soon as possible: reliable and hardworking people to join our exam invigilation team. Successful applicants will play an important role in ensuring that exams are carried out fairly and in accordance with rules set by the examination boards and the JCQ. You will need good communication skills and an attention to detail as well as an ability to remain calm under pressure.

In addition to the main examination period during May & June there are other times throughout the year when invigilators are required. You must be available on a casual and flexible basis between the hours of 8:30 and 4:30 to invigilate external and internal examinations.

Application forms are available from our websites: www.tshlc.harrow.sch.uk or www.blessedhollyfamily.co.uk. Alternatively please contact Mrs L. Lewis, Headteacher's P.A. (address and telephone number above) or by email: llewis@tshlc.harrow.sch.uk

The Sacred Heart Language College and Blessed Holy Family Trust are committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment. The school intends to carry out an online search on shortlisted candidates as part of its due diligence. All staff appointments are subject to satisfactory references and enhanced Disclosure and Barring Service checks. Any concerns which may arise may be discussed at, or prior to the interview stage. We are an equal opportunities employer.

