

MOUNT ST MARY'S COLLEGE

EXAMINATION INVIGILATOR VACANCIES

Required from 14th May until 22nd June 2018

Mount St Mary's College is a prestigious independent school situated close to Junction 30 of the M1.

We require Examination Invigilators to assist with the invigilation of public examinations. This will be on a casual basis, as required during this summer's examination series.

You will work as part of a pool of invigilators ensuring that exams are carried out in accordance with rules set out by the Joint Council for Qualifications (JCQ).

We would like to hear from you if you:

- Have the ability to work as part of a team.
- Have the ability to relate to young students.
- Keep calm under pressure.
- Are an effective communicator.
- Pay attention to detail.
- Have a flexible approach to hours/periods of work.
- Care about the education of young people.

Application forms and a job description are available from:

hr@msmcollege.com

Please return your completed application forms asap to

Bev Gates HR Office, Mount St Mary's

College Road, Spinkhill, Sheffield S21 3YL

Applications will close on Friday 12th January 2018 at the latest

We are an equal opportunities employer who positively encourages applications from suitably qualified, eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion, belief or marital status. The school is committed to safeguarding, promoting the welfare of children and young people. All staff & volunteers are expected to share this commitment. All appointments are subject to enhanced disclosure with the Disclosure & Barring Service.