

Advert – Examination Invigilators

Examination Invigilators

We invite you to come and join our friendly team of examination invigilators:

Hours

This is a casual claims only post. Our main exam periods are May and June and December and January. You should be flexible and have good availability in these months.

Pay

Our examination invigilators are paid an hourly rate of £13.31.

In addition to the hourly rate, you will be paid holiday pay.

Training

Training is provided; you do not need to have any previous experience of this type of work.

Other benefits

Local Government Pension Scheme

Free Parking

Flexibility with days of work

Pleasant staff room with complimentary tea and coffee

Main purpose of the job

To participate in conducting external examinations for pupils; ensuring that all JCQ regulatory requirements for the conduct of examinations are strictly adhered to.

To write a pupil's dictated answers to questions. Scribes need to have neat and legible handwriting.

Completed application forms should be sent directly to the college addressed to swindsor@stcatherines.college

The closing date for this post is **12 noon on Friday 16 October 2026**

For more information, please contact Sandie Windsor, Head of Personnel, on 01323 465469.

St Catherine's College is committed to safeguarding and promoting the welfare of children and young people and requires all staff to demonstrate this commitment in every aspect of their work. An enhanced DBS check is required for all successful applicants.