



PARMITER'S SCHOOL

founded 1681

Co-educational Academy

Roll: 1456, 412 in academic Sixth Form

PUBLIC EXAMINATION INVIGILATORS

£8.30 per hour

Required to help with public examination invigilation at Parmiter's School from Monday 13 May until Thursday 27 June 2019. Hours of work will vary according to the examination timetable and can be tailored to suit availability of successful candidates. There may be additional hours available throughout the year to invigilate for internal examinations at Parmiter's.

You will be responsible for ensuring that examinations are conducted in accordance with the Joint Council for Qualifications (JCQ), awarding body regulations and Parmiter's School instructions. You will play a key role in upholding the integrity of the examination process. Training will be provided on these regulations.

Duties will include the distribution and collection of examination materials at the start and end of the examination, supervising candidates at all times, being vigilant throughout examinations and recording/reporting any irregularities.

An application form should be sent with a covering letter to: Mr Jones, Headmaster, Parmiter's School, High Elms Lane, Garston, Nr Watford, Herts WD25 0UU or by email to admin@parmiters.herts.sch.uk.

Closing Date: Tuesday February 12th. Interviews week commencing February 25th.

Telephone: 01923 671424

Email: admin@parmiters.herts.sch.uk

Website: www.parmiters.herts.sch.uk

Parmiter's School is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.