

PERSON SPECIFICATION

POST: Examination Invigilator

A. Education, Qualifications and Training

Essential: No formal qualifications required.

Desirable: Maths and English GCSE

B. Experience

Essential: Working with young people

Desirable: Previous experience in working in a school

C. Skills and Personal Characteristics

Skills

Essential: Ability to work as part of a team
Methodical with good organisational skills
To have an understanding of and a commitment to child welfare and safety

Personal Characteristics

Essential: Ability to communicate effectively
Ability to work in a confidential environment
Punctual
Reliable
Flexible
Sense of humour
Able to work at short notice