



Ribston Hall High School

Exam Invigilators

Grade:	£12.65 per hour plus statutory holiday pay
Hours:	Casual
Contract:	Casual basis
Closing Date:	Sunday 28 September at 5.00pm
Interview Date:	TBA
Start Date:	ASAP

Ribston Hall High School is looking to recruit additional Exam Invigilators to work on a casual basis, as part of our friendly Examinations Team.

This is an exciting opportunity to join our Exam Invigilators team at Ribston Hall High School, based just outside the city centre on Stroud Road, Gloucester.

We are seeking to recruit a number of dependable invigilators to assist in conducting examinations. Previous invigilator experience is not essential, as full training will be given.

You will be an effective communicator, with a detailed and thorough approach to work. You will be confident to work independently and be well organised, with exceptional time keeping skills.

Exams take place at various times throughout the school year, particularly during November/December, January, March, May and June. You will be required to be available from 8.15am and until 4.00pm during our exam periods. Usually at least one month's prior notice of invigilating dates is given in advance.

If you would like to apply, please visit our website www.ribstonhall.gloucs.sch.uk

If you would like further information about this role please contact Georgina Feasey, Examinations Officer gfe@ribstonhall.gloucs.sch.uk

To apply, please visit the school website www.ribstonhall.gloucs.sch.uk/vacancies and submit your completed application form via the website, together with a covering letter (maximum of two sides of A4) which outlines your experience and suitability for the role as detailed in the Application Pack (CVs will not be accepted).