



STONE LODGE
SCHOOL

Job Description – Exam Invigilator

Salary: £13.13 per hour (inclusive of annual leave)
Hours: Casual
Start Date: May 2024

We are seeking to employ Exam Invigilators to join our school. You will be employed on a casual basis as and when required during the school year to supervise students taking public and internal exams.

Our Ideal candidate will:

- have the ability to work under pressure in a busy environment
- have excellent communication and interpersonal skills
- have the ability to issue instructions to a wide range of candidates in a confident manner
- have ability to keep calm under pressure or during unexpected circumstances
- have ability to work to predetermined instructions and to judge when a decision is not theirs to make
- be reliable, flexible and punctual

About our School:

Stone Lodge School. is one of three secondary schools, and a primary school which together form Endeavour MAT. Whilst the school first opened in September 2019 with just four forms in Year 7, it has expanded to an eight-form entry school, growing exponentially with each academic year. This growth presents a range of exciting career opportunities to join our existing staff team.

Stone Lodge School offers a vibrant, inspirational environment for its students and staff alike. Stakeholder feedback has been universally positive with great enthusiasm and support for the school's vision voiced by students, parents and carers and the Department for Education.

We are part of the Endeavour MAT family of schools, and we pride ourselves on setting consistently high expectations, securing outstanding outcomes and delivering exceptional standards of teaching and learning.

Application process:

To Apply: Visit the vacancies page of our school website www.stonelodgeschool.co.uk and complete our application form.

Closing Date: 3rd May 2024

Interviews: Interviews will follow shortly after. We will assess applications as they arrive and reserve the right to close the application process early.

As a Trust we are fully committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment.

All offers of employment are subject to an Enhanced DBS check.