



# LEWESTON

## SHERBORNE

Independent Co-educational Boarding and Day School  
Nursery Prep Senior Sixth Form  
The Society of Heads /CISC/IAPS/ISA

### EXAM INVIGILATORS

We are seeking enthusiastic and reliable individuals with good communication skills to work as exam invigilators on a casual basis to supervise students taking school examinations.

Experience is not required, as training will be provided, although applicants will be asked to declare if they have invigilated previously elsewhere.

The ideal candidate will be flexible; have effective communication skills; be confident and a reassuring presence to candidates in exam rooms.

The main duties will include conducting examinations in accordance with the Joint Council for Qualifications (JCQ), awarding body and Leweston School instructions; playing a "key role in upholding the integrity of the external examination/assessment process" [JCQ ICE 6]

For further information and to download an application pack please visit our website:

<https://www.leweston.co.uk/explore-leweston/our-people/work-with-us>

**Closing date:** Friday 26<sup>th</sup> April 2024

**Interviews will be held:** W/C Monday 29<sup>th</sup> April 2024

Leweston is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.  
An enhanced Disclosure and Barring Service check will be required.

*A Catholic Foundation which welcomes pupils of all Denominations*

**Leweston School Trust is a registered charity number 295175**