



Cambourne Village College

An Academy of



Sheepfold Lane,
Cambourne,
Cambridge
CB23 6FR

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www.cambournevc.org

Exam Invigilators

Required ASAP

Vacancy Information

Cambourne Village College is looking to appoint a number of Invigilators to assist with the directing of public and internal examinations. Invigilators are a key part of the examinations process, being the person to assist in setting up and supervising the exam room and candidates, ensuring that the examination is conducted according to regulations. Full training is given for this role and no previous experience is required.

Role: Exam Invigilator

Salary: £11.06 per hour (NJC scale 1 point 3) including holiday pay

Contract: Part-time casual contract (zero hours) mainly during the GCSE exam/Mock exam period but also to cover internal exams that take place throughout the year.

Hours:

- 08:15 start -morning session.
- 13:00 start -afternoon session, ending around 15:30/16:00

Successful candidates will be asked to commit to most of the exam sessions, especially those taking place in May to June.

College Information

Cambourne Village College, an over-subscribed, Ofsted 'Outstanding' secondary school eight miles from Cambridge, opened as an academy of the Cam Academy Trust in September 2013.

For further information, an application form and to apply for this post please visit our website:

www.cambournevc.org/contact-us/vacancies. Please attach a letter of application (consisting of no more than 2 sides of A4 when printed). In your letter of application, please explain:

- The reason for your interest
- Your relevant track record that confirms you could fulfil the expectations of the role
- Your reflections on how you could contribute to the further development of Cambourne Village College as a truly excellent school

Applications should be submitted to our HR Department via email: HR@cambournevc.org Tel 01954 284034

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced DBS check will be carried out for the successful candidate.

The school reserves the right to interview shortlisted candidates during the application window (if applicable).