



**SALE HIGH SCHOOL
NORRIS ROAD, SALE, CHESHIRE M33 3JR
Tel No 0161 973 2713
Headteacher: Adam Rogers**

Examination Invigilators, Readers & Scribes

Pay Scale £12 per hour

We are seeking to add to our existing pool of exam Invigilators, scribes and readers to assist with examination supervision throughout our busy exam periods.

We require individuals who can be available at short notice, on a casual basis to assist during our internal & external examination seasons.

The main examination periods are November, February/March and May/June/July but there may be other times of the year when invigilators, readers & scribes are required. Full training will be provided and attendance at one of the training sessions in April is essential, along with good availability over the exam seasons.

Key attributes include reliability, enthusiasm and ability to follow instructions, excellent organisation and communication skills, hard working and flexible.

The school is committed to safeguarding and promoting the welfare of children and therefore the successful candidate will be required to undertake a criminal records check via the Disclosure and Barring Service.

Only completed Sale High School application forms will be considered

Applications are welcome from all sections of the community regardless of age, sex, ethnic origin, disability or sexuality. Please find our application form and our required DBS form [here](#) and return both of the completed application forms to recruitment@salehighschool.org.uk

If you have any queries regarding the role, please do not hesitate to contact Amy Tytler, Exams Officer, on atytler@salehighschool.org.uk