



# THE HOLY CROSS SCHOOL

PROVIDING A CATHOLIC EDUCATION TO GIRLS AGED 11-18

25 SANDAL ROAD, NEW MALDEN

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WEBSITE: [www.holycross.kingston.sch.uk](http://www.holycross.kingston.sch.uk)

## Job Post: Examination Invigilators

**Salary:** £9.75 per hour

**Hours of work:** By negotiation from May to July 2018

### About the Role

We are seeking to appoint a number of Examination Invigilators. The successful candidates will be professional, punctual and reliable and will join the school's team of invigilators to help ensure the smooth running of the examinations during the summer 2018 exam period. Training will be provided.

To apply, please visit our website where you can view the Person Specification for the post and download a CES Support Staff application form ([www.holycross.kingston.sch.uk](http://www.holycross.kingston.sch.uk)). Please refer to the 'Notes to Applicants' document when completing your application to ensure all required forms are submitted. Your completed application form should be sent to Mrs Silvana Saragosa-Voysey, Headteacher's PA ([apply@holycross.kingston.sch.uk](mailto:apply@holycross.kingston.sch.uk)). If you have any questions related to this position or would like to arrange a visit to the school, you are welcome to contact Ms Gordon, Assistant Headteacher ([lgordo2@holycross.kingston.sch.uk](mailto:lgordo2@holycross.kingston.sch.uk)).

**We reserve the right to appoint at any stage in the recruitment process.**

### Safer Recruitment Statement

The school 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 and satisfactory references will be required prior to the commencement of this post. We welcome applications from all members of the community.

### Interviews and Closing Date

**Closing Date:** 9.00am Monday 19th February

**Interviews:** From Tuesday 20th February

