cid:image001.jpg@01D24BC3.A0DFC090

Little Lever School, part of the Lever Academy Trust, combines a high quality learning and teaching environment with a caring and supportive ethos. We ensure every student is known and feels valued and expect the best from everyone, every day.

If you live locally, in the Little Lever community and are available for casual work, we are now recruiting to our team of experienced Exam Invigilators.

The work is seasonal with key periods in January, May and June in the first instance. Successful candidates may want to know that the next season starts with invigilation opportunities in November and December 2018 for mock exams and thereafter.

Working at Little Lever School, candidates must have strong organisation and communication skills. The ability to follow stringent exam condition procedures and use initiative in applying those rules.

|  |
| --- |
| **EXAM INVIGILATORS**  **Required for a January 2018 start** |

Apply now to join our fantastic team of staff and start inspiring our students. The school was described by Ofsted as a ‘thoroughly good’ school with high expectations and where staff receive good training and feel valued. Students have positive attitudes towards their learning and behave with consideration and respect for others.

The school is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced disclosure from the Disclosure and Barring Service (DBS). The school is committed to safeguarding and promoting the welfare of children and young people and it expects staff and volunteers to share this commitment.

Application form and job description are available to download from the school website ([www.little-lever.bolton.sch.uk](http://www.little-lever.bolton.sch.uk)) or via the school office. Completed applications should be returned to Mr P Beal, Data & Examinations Manager via HR at [jog@little-lever.bolton.sch.uk](mailto:jog@little-lever.bolton.sch.uk)

**Closing date for applications & shortlisting: 9.00am, Monday 11th December 2017**