Wood Green Academy
AND SIXTH FORM CENTRE

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Headteacher: Mr J.Topham B.Sc.(Hons), M.Sc., NPQH

POST - Supervising Exams Invigilator

REQUIREMENT	ESSENTIAL	DESIRABLE
LEGAL REQUIREMENTS Principally assessed through clearance checks, references and interview.	Enhanced DBS checks included children's barred list and right to work in the UK Unreserved endorsement of your suitability to work with children.	
QUALIFICATIONS Principally assessed through letter and application form	QTS or equivalent teacher training qualification	
EXPERIENCE, KNOWLEDGE and PROFESSIONAL COMPETENCE Principally assessed through letter, application form and interview process.	Experience of working in an educational context. Excellent organisational skills together with the ability to meet deadlines. Excellent Interpersonal Skills. Experience of working with Secondary children.	
COMMUNICATIONS Principally assessed through letter and interview process.	Have excellent communication skills.	
PERSONAL ATTRIBUTES Principally assessed through references, letter and interview process.	To be committed to safeguarding and promoting the welfare of children and young people. Interpersonal skills that equip the appointee to relate effectively to members of staff and students. Ability to work as a reliable member of the team. Ability to work with Secondary children. Ability to work under pressure, accurately and meet deadlines. Be an effective role model through presentation and personal conduct. Enthusiasm, energy, vigour, reliability and integrity	