

# QUEEN ELIZABETH'S GRAMMAR, ALFORD

*A Selective Academy*

11-18 Co-educational Grammar  
530 on roll including 102 in Sixth Form



## Examination Invigilators Required for May 2024

We are looking to appoint examination invigilators. This is a friendly school community with high expectations. Invigilators are required to work during the summer external examination period (May/June) and also possibly during the November and January internal examination sessions. The post holders will be required to supervise students during examinations following awarding body regulations and under the supervision of the Exams Officer and the Lead Invigilator. Some administrative tasks may also be required.

Applicants should be able to work flexibly, have good organisational skills and a professional presence. Experience of a school setting and knowledge of the exam system would be an advantage. In return we can offer a pleasant working environment with like-minded dedicated and supportive colleagues.

If you have any queries please contact Mrs A Duff (PA to the Headteacher) on 01507 462403 or [a.duff@queenelizabeths.co.uk](mailto:a.duff@queenelizabeths.co.uk). Please complete the application form on our website and return, together with a covering letter, to Mr G Thompson by Friday 9 February 2024 at 12 noon.

*Queen Elizabeth's Grammar is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. 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. Applicants should be aware that this post is subject to an enhanced Disclosures and Barring Service clearance.*

