

**Impington Village College**  
**Casual Exams Invigilator**  
**Equivalent to Scale 2 Point 4 (£13.09 per hour)**  
**Zero Hour Contract**

We are seeking additional Invigilators to join our highly effective team, to help administer both internal and external exams throughout the school year. The purpose of the role is to ensure that exams are conducted according to the regulations and that all candidates have the opportunity to perform to the best of their ability. We require people who are confident in dealing with young people, have excellent communication and organisational skills and are able to remain calm under pressure. You will work under the guidance of the Exams Officer to invigilate exams, set up exam rooms, supervise candidates, process exam papers, follow exam regulations and be vigilant at all times.

Candidates will need to have excellent availability during examination periods, with the majority of work being offered in November/December, February/March and from April to July of each year. No experience is necessary and full training will be provided. This is a great opportunity to make a positive contribution to the lives of young people.

Our Trust is committed to equal opportunities, to safeguarding and the promotion of the welfare of children, young people and vulnerable adults. All staff are expected to share this commitment and undergo the appropriate checks. All positions within the Trust are subject to enhanced DBS checks and satisfactory references along with a Certificate of Good Conduct if applicable. Only applications submitted on using the ELA application form will be accepted. We do not accept applications by CV.

Please find the link to our school Safeguarding policy: <https://www.impington.cambs.sch.uk/policies/>

Read our 2024 Good Schools Guide Review [here](#)

An application pack is available from our website [www.easternlearningalliance.org.uk](http://www.easternlearningalliance.org.uk). Applicants must complete a College application form - we cannot accept CVs.

**Closing Date:** 9 am Thursday 9 October 2025.

We reserve the right to bring the closing date forward, and to interview exceptional candidates prior to the closing date.