

INVIGILATOR PERSON SPECIFICATION

Competency	Essential	Assessed	Desirable	Assessed
Attainments / Qualifications	Good standard of education (i.e. GCSE's A-C / A Levels or equivalent)	A		A
Prior Experience			Prior experience of invigilation	A/I
Personal qualities and skills	Excellent communication skills	A/I	IT Literate	A/I
	A good standard of English both written and verbal	A/I		
	Ability to work as part of a team	A/I		
	Ability to work on own initiative and with common sense	I		
	Ability to work flexibly	A/I		
	Ability to work under pressure	I		
	Commitment to working with integrity, openness and honesty.	A/I		
Mandatory Requirements	Commitment to safeguarding and promoting the welfare of children.	A/I		
	Commitment to equal opportunities.	A/I		

*Key: A = application form
I = interview