



Queen Elizabeth's Grammar School

EXAMS INVIGILATOR

Required from November 2026

**Term-time only
(Casual hours: between 8:00am – 5:30pm)
Hourly rate of pay: £12.71**

Queen Elizabeth's is seeking to appoint a number of exam invigilators, to join our established team in the running and supervision of public and internal examinations.

If you are reliable and punctual, flexible, confident, firm but fair, comfortable under pressure and be able to pay attention to detail, then we would love to hear from you.

Invigilators help to make sure that the right candidates are in the right place and follow all of the exam regulations. They distribute vital information and ensure candidates have all of the materials needed for each exam. Working as part of a team, invigilators contribute to ensuring a calm environment for the exams and therefore must be able to related to students and have a keen eye for detail.

Experience is welcomed but not necessary as full training will be given. Working hours will be negotiated for each exam period.

For further information and to apply please visit
www.queenelizabeths.kent.sch.uk
or telephone the school office.

Please complete and return the School Application Form.

**Closing date: 9am Monday 21st September
Interviews: Wednesday 30th September**

Abbey Place, Faversham, Kent ME13 7BQ
Tel. 01795 533132
1159 on roll
Headteacher: Amelia McIlroy

Queen Elizabeth's Grammar School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including DBS checks.