



Exam Invigilators

Hourly Rate: £12.65 per hour (includes holiday pay)

Required immediately

Notre Dame High School is an 11-18 highly successful and oversubscribed Roman Catholic school with Academy status. We are part of the St John the Baptist Catholic MAT. We are a 2024 Ofsted rated 'Good with Outstanding features' school, one of only 37 EEF Research Schools nationally, and one of the 87 designated Teaching School Hubs nationally.

We are looking to appoint enthusiastic and committed invigilators to join our busy exams department. This is a very important and rewarding role invigilating GCSEs and A Levels. Exams take place in May and June, but additional mock exams take place in November, December and March

Applicants need to be reliable and flexible with their availability, especially during May and June, have good attention to detail, ability to remain calm under pressure and would enjoy working in a school environment.

Full training will be given.

Join us at Notre Dame and benefit from:

- a culture which values respect, honesty and kindness;
- an outstanding quality of relationship between pupils and staff, and between pupils themselves;

For an application form and further details including a job description and person specification, please visit our website at [Notre Dame High School - Vacancies \(ndhs.org.uk\)](https://www.ndhs.org.uk/vacancies)

We are unable to provide sponsorship for this position, so please ensure you have the right to work in the UK before you apply.

If you are interested in finding out more before applying for the job, please contact the Exams Manager Anna Brett abrett@ndhs.org.uk

Closing date: Friday 26 September 2025

Interview date: to be confirmed

We reserve the right to close advertisement early. Advertisements will therefore close the day the decision has been taken to close the advertisement early.

Notre Dame High School welcomes applications from members of minority ethnic communities and those with disabilities. 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. Enhanced DBS clearance is required for appointment to this post.