Optimistic - Inclusive - Healthy - Innovative – Collaborative

Could you play an integral part in helping students within our community to achieve their learning goals?

We are looking for individuals with strong organisational and interpersonal skills to join our thriving Exams Team at Derby College. As an Invigilator you will assist with the efficient administration, invigilation, reading and scribing of external examinations and will ensure that they are conducted in accordance with regulatory requirements.

**About you**

You will be flexible, have a good understanding of the importance of teamwork and good customer service, and will demonstrate the ability to pay attention to detail.

Not to worry if this is something new to you, full training will be provided prior to starting your first invigilation and further training will follow to ensure you are always up to date with new procedures and regulations.

This role will be offered on a sessional, hourly paid basis giving you freedom to choose when you want to work and enjoy life around this flexible work.