
	<p align="center">Examinations Support Officer based at Thomas Rotherham College</p> <p align="center">Term-time plus 8 days (203 days), 37 hours per week</p> <p align="center">Annual salary is Band E £19,035 to £20,200 FTE Salary is £20,852 to £22,128</p>	
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Inspire Trust is a Multi Academy Trust based in Rotherham which includes Oakwood High School, Sitwell Junior School and Thomas Rotherham College.

Thomas Rotherham College is the largest sixth form college provider in Rotherham, South Yorkshire. We have a tradition of achievement and aim to provide a future of opportunity to all our students.

Based primarily at our Thomas Rotherham College site, the successful candidate will support the Examinations Manager in providing a highly professional examination service for external bodies, students, parents, staff and stakeholders whilst operating within the policies, procedures and practices of the College.

Candidates should ideally be educated to Degree level **or** be able to demonstrate significant practical experience.

All staff are required to work in a way that encourages a positive work environment that is solution focused and proactive for all. We offer a positive working environment, we care about our students and we care about our staff, all of whom know that and appreciate that. The successful candidate will have the opportunity to be part of this, contribute to this culture and develop it further.

Closing date for receipt of applications is **Wednesday 16 February 2022 at 12 noon**. Interviews will be held on **Thursday 3 March 2022**. Applications are via our online application portal on our website at <https://www.inspiretrust.uk/thomas-rotherham-college-vacancies/>

PLEASE NOTE we operate Safer Recruitment and we do not accept CVs or CV attachments. All candidates must complete our online application form in full.

Inspire Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, other workers and volunteers to share this commitment. The Trust is an equal opportunities employer and operates a no smoking policy in all its work places. We undertake to make any reasonable adjustments to a job or workplace to counteract any disadvantages a disabled person may face.