APPLICATION FORM: EXAMINATION INVIGILATOR

Thank you for your interest in becoming an invigilator at the University of Southampton.

In order to process your application, please save this document on to your PC and complete it electronically. You should then submit it via e-mail [Invig@southampton.ac.uk](mailto:Invig@southampton.ac.uk)

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| --- | --- | --- |
| Personal details | | |
| Title (delete as appropriate): | Last name | First name |
| Mr/Mrs/Ms/Dr/Rev/other |  |  |
| Phone - mobile |  | |
| Phone - home |  | |
| E-mail |  | |
| Address including post code |  | |
| NI number |  | |
| Date of birth (DD/MM/YYYY) |  | |

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| Skills |
| Please give us brief details (no more than 50 words) on what skills and experience you have that will make you suitable for this role. |
|  |

PLEASE TURN OVER

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| References | |
| Please give one referee (preferably not a relative or friend) from whom a reference may be sought. This should be someone who can assess your suitability for the role. | |
| Name | Address |
|  |  |
| Phone number | E-mail |
|  |  |
| Capacity in which known to you | |
|  | |

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| Criminal convictions |
| Have you ever been convicted of a criminal offence? (You are not required to detail spent convictions). Click on one of the boxes to select Yes  No |
| If Yes, please give details on separate sheet and submit with your application |

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| Declaration |
| I declare that I have read the role description(s) and essential criteria, and that I am able to fulfil them as required. Click on the box to confirm |
| I declare that the information contained in this application is correct to the best of my knowledge. Click on the box to confirm |
| I understand that I will need to prove my right to work in the UK and complete a confidential Health Declaration form. Click on the box to confirm |
| In accordance with the Data Protection Act 1998, the information you provide on this form will be saved in our database and will not be released to any third party. If you do not continue with your application, or if you stop working as an invigilator, this information will be destroyed within 6 months. |