

**Internal / External Vacancy**

**Job Title:** EAA Assessor

**Contract:** Term Time Only, Permanent

**Salary:** £26,814 - £28,640 pro rata per annum

**Location:** Cardiff & Vale

Cardiff and Vale College are looking for an EAA Assessor based within our City Centre Campus but with the expectation to cover other campuses as and when needed.

Responsibilities include:

* To work with learners across the College who have a range of additional learning needs (ALN), learning difficulties and/or disabilities.
* To enable these learners to access their education and to achieve and progress whilst at Cardiff and Vale College.
* To carry out appropriate psychometric testing, one to one or in groups.
* To liaise with awarding bodies to apply for EAA and ensure that processes for requesting arrangements are followed as required by individual awarding bodies.
* To support staff development and training across the College to raise awareness of exam access arrangements.

Applications are to be made using the Cardiff and Vale College application form only. The college welcomes applications in Welsh. Applications submitted in Welsh will not be treated less favourably than an application in English. If we invite you to interview, let us know if you would like us to conduct the interview and assessment process in Welsh.

**The closing date for completed applications is 11/10/21 at 12pm**

To find out more or apply go to [www.cavc.ac.uk](http://www.cavc.ac.uk) or contact the Human Resources Department on 02920250311 or hr@cavc.ac.uk.

All vacancies are subject to a Disclosure and Barring Service (DBS) check and employment will not commence without a valid up to date DBS check. This is a contractual agreement that must be in place before your employment starts. The College’s procedure for the Suitability of Ex-offenders for Employment is available upon request.

Your employment with Cardiff and Vale College will also be dependent on suitable reference checks, before you are able to commence employment, Cardiff and Vale College must have received two references, one being from your present or most recent employer. We will contact your referees upon appointment.

Registration with the Educational Workforce Council for Wales (EWC Wales) is a mandatory requirement of the post

**These are contractual agreements that must be in place before your employment can commence.**

We are committed to the recruitment and retention of disabled people, and are a positive disability confident scheme employer.

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