

PUBLIC NOTICE

NATIONAL TEST 2009

The Ministry of Education kindly requests the services of suitably qualified persons for the marking exercise for the National Test 2009 in all subject areas:

- Mathematics
- Social Studies
- Language Arts
- Science

(A) EXAMINER (TABLE LEADER)

Duties and responsibilities:

- Conducts standardisation of the marking process and leads a group of 5 - 6 Markers.
- Performs supervisory duties as assigned, including the marking of scripts and recording of marks as required.
- Conducts evaluation of Assistant Examiners (Markers).

Qualifications and experience:

- A Bachelor's Degree of Education (B.Ed), Certificate in Education (Cert. Ed) and/or a Teachers' Diploma.
- Must be a teacher at the primary school level.
- Must be a previous marker of the National Test in the subject areas: English Language Arts, Mathematics, Science, or Social Studies.
- Must be familiar with the required syllabus in the relevant subject area.
- Must have previous experience moderating/marketing national tests.

(B) ASSISTANT EXAMINER (MARKER)

Duties and responsibilities:

- Marks scripts and records scores as required.

Qualifications and experience:

- At least a Teachers' Diploma or other relevant qualification in the related subject.
- Must be a teacher at the primary school level.
- Must be familiar with the required syllabus in the relevant subject area.

(C) RUNNER

Duties and responsibilities:

- Sorts and packages scripts into folders for marking.
- Provides scripts for marking.
- Removes scripts at the completion of marking to ensure a smooth flow of the marking process.

Qualifications and experience:

- Should have at least completed CSEC or CAPE (i.e. would have reached at least the Form 5 level).

General requirements:

- Persons must be between the ages of 16 and 21 years.
- Persons are required to lift boxes of weight between 15 to 20 pounds.

Other requirements for engagement of service (All categories)

- All persons would be required to sign a declaration of confidentiality document.
- All persons must attend an orientation exercise prior to the commencement of the marking exercise.
- Persons must be committed to the task(s) at hand.
- The period for marking of the examination is July 6 - July 10, 2009 (Monday to Friday) from 8:30 a.m. to 4:00 p.m.
- Persons will be expected to make their own arrangements for refreshments including lunch.
- Marking will be done at centres in central Trinidad.

Interested persons can collect application forms from any of the education district offices or primary school principals. Forms may also be downloaded from the Ministry's website at www.moe.gov.tt.

Completed application forms should be returned to:

The Ministry of Education
Division of Educational Research and Evaluation
18 Abercromby Street (1st Floor), Port of Spain

The deadline for submission of all applications is

Friday, June 05, 2009



Ministry of Education
Government of The Republic of Trinidad & Tobago