



## Frequently Asked Questions

### **What is a Qualification Development writer?**

The Qualification Development department contract writers to develop the Learning aims and objectives for vocational and general qualifications. These qualifications can be from Entry through to Level 6.

### **How do I apply and what is the selection procedure?**

Please visit our web site – [www.edexcel.com/aa-recruitment](http://www.edexcel.com/aa-recruitment) and fill in our online application form. References will be requested upon submission of the form. Once references are received, your form will then be assessed to ensure that you hold the required qualifications and experience.

If your application passes the initial stage of short-listing we will then send you a written task to complete. The task will then be reviewed and if successful at this stage of short-listing you will be invited to a training day.

### **I have already worked with Edexcel on a contract basis. Do I need to reapply?**

Yes. This is a brand new role within a new team, so all applications will need to be original.

### **Can I apply for more than one area?**

If you are interested in applying for different subject within the same role (writer) you have three subject options; these will be considered if you have relevant subject and level experience.

### **How can I check on the progress of my application?**

You can check on the status of your application at any time by logging into your Gateway account. Go to [www.edexcelgateway.com](http://www.edexcelgateway.com), where you have the option to resume incomplete applications and view any applications previously submitted.

### **When would I need to be available?**

If you are successful in your application we can negotiate availability, ideally we would like you to be flexible.

### **When can I expect to hear about whether or not I will be needed to mark?**

You will be informed of the outcome of your application by the end of February 2012.

**If I were to become a writer, what would my time commitment be?**

Varies – dependant on contract, negotiable.

**How do I find out about which dates I need to make available?**

You will be advised of dates upon selection.

**Where does the training take place?**

Training events will be either online or face to face. Online events can be run from your own home, provided you have sufficient internet access. If you do not have internet access, you can deliver the online training from one of Pearson's London offices.

**How much will I get paid?**

£175 a day for review or consultancy, £525 per unit.

**If I need more information who should I contact?**

Please call the AA Helpdesk for enquiries on 0800 169 9202