

## Principal Examiner PTE

### Purpose

To contribute to the production of appropriate assessment materials, including question papers and mark schemes, and be responsible for the standardisation of its marking.

Please note PTE General has seven series a year: February, March, May, June, October, November and December

Paper 02 is a Spoken English language test run in conjunction with Paper 01 (Listening, Reading and Writing) across 6 levels.

### Responsibilities

- To monitor the marking standards of all examiners (including Assistant Principal Examiners, Team Leaders and Examiners), ensuring accuracy and consistency throughout.
- To monitor the standards of examiners, advise on their appointment, training and reappointment.
- To submit an evaluation report on performance of the question paper.
- To attend the awarding meeting, advise on mark ranges for the grade boundaries.

### Experience/qualifications needed

- You will have relevant teaching experience (GCSE English, Esol, FS etc)
- You will have a degree and teaching qualification
- You will have experience of managing people
- You will have the ability to work well under pressure
- You will have the ability to meet deadlines.



### Competencies required

- Decision Making
- Delivery Focused
- Leadership/Influencing
- Teamwork
- Maximising Potential in Self and Others
- Change management/flexibility
- You will have the ability to work well under pressure and meet deadlines.
- You will be required to have excellent communication, strong organisation and IT skills

### About Pearson

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