



Pearson

Subject Matter Expert (LCCI and LTL)

Purpose of this role:

An external Subject Matter Expert provides up-to-date sector or subject specific expertise for the assessment of the given qualification(s). The Subject Matter Expert must have current sector/subject knowledge and/or experience relevant to the qualification(s) in question.

Key Accountabilities:

Provides up-to-date sector or subject specific expertise for the assessment of the given qualification(s)

PERSON SPECIFICATION

Previous Work Experience:

Essential:

Current sector experience/applied subject knowledge with at least two years experience

Skills and Knowledge:

Essential

- Good communication skills; good standard of written English and ability to offer constructive feedback clearly and concisely
- Confident use of IT and word processing
- Ability to follow a brief and meet deadlines
- Flexibility to adapt to changing guidelines and attend training as required



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Desirable

- Intermediate level skills in the use of Microsoft Word and Excel

Requirements:

Any associate undertaking this role must:

- Have personal IT equipment capable of running Pearson required software
- Have a suitable internet connection
- Have a personal and secure email account
- Have a postal address in the United Kingdom
- Declare any conflicts of interest that could impact on the role
- Have availability, dependent upon the requirements and workload for the sector, in any given year
- Abide by the terms of conditions as stated in the contract for work