

Examination Marking Opportunities for the ICAEW



ICAEW's ACA is regarded as the qualification for business leaders and attracts talented students from a variety of backgrounds worldwide. We are currently looking for professionals from a business or academic background to join our Professional Level Business Planning: Taxation team within the ACA qualification.

Business Planning: Taxation markers will generally:

- Be qualified with a CCAB body and/or the Chartered Institute of Taxation (CIOT), with at least three years' post qualification experience

and must:

- Have up to date technical knowledge of tax planning, through experience, teaching and/or marking
- **Have at least one of (1)** experience of marking examination papers, for example with another professional body, a tutorial firm, **or (2)** a proven interest in assessment
- Be able to listen to, and diligently apply, training
- Be able to mark at one session a year at least, and devote approximately 14 days (including weekends) to marking per session
- Be able to follow a strict marking timetable
- Have access to, and ability to use a PC/laptop, the Internet and Microsoft Office in the security of your own home. All markers will be expected to mark papers online.

Computer specifications and fee rates available on application. Payments to markers are subject to tax via PAYE.

If you are interested in becoming a Business Planning: Taxation marker and meet the criteria above, please email your CV and a covering note describing why you are interested to markers@icaew.com by **29 April 2022**. We will then review your CV and the next step would be to ask you to sample mark a practice Business Planning: Taxation script.

The ICAEW will then review your marked script, and may invite you to join the marking team by **16 May 2022**, with a view to marking the June 2022 examination. Please note if you have not received a response from us by this date, then your application has been unsuccessful.

Markers who are invited to join the marking team, should be available to mark in the June 2022 session, which will be from 10 June until 24 June date. (approx) Markers will also be invited to join a Marker Training session (on Zoom) on or around 10 June. The Marker Training session, usually lasts 4-6 hours.

Using your personal information

The protection of personal privacy is an important concern to ICAEW. Any personal data collected will be treated in accordance with current data protection legislation.

The above information will be used to include you in the selection process for taking part in Examinations of Experience marking. This information may be shared with other members of ICAEW staff and relevant examiners or moderators of our exams

For more information about our data protection policy please go to [icaew.com/dataprotection](https://www.icaew.com/dataprotection)
Please be advised that Zoom meetings may be recorded for training purposes.