

# Examination Marking Opportunities for the ICAEW



ICAEW is recruiting new markers for the Advanced Level Case Study marking team.

The Case Study is the four-hour final exam taken by ACA students. It aims to test candidates' professional skills in the context of business issues, building on the knowledge and skills acquired during success at the Certificate Level and Professional Level examinations. Candidates are given 40 – 50 pages of Advance Information six weeks before the examination to 'set the scene' (who they are and the area they are working in). During the exam they must assess the four requirements given in the exam, taking into account approximately 15 pages of new information provided.

Case Study markers will generally:

- Be qualified with a CCAB body or the Chartered Institute of Taxation (CIOT), with at least one year post qualification experience

and must:

- Have some experience of marking examination papers or an 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 11 consecutive 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 specification available on application. (On the selection day marking will be carried out on paper)

A marker selection day will be held remotely via Zoom on **Saturday 18 June 2022**.

If you are interested in becoming a Case Study marker and meet the criteria above, please email your CV to [markers@icaew.com](mailto:markers@icaew.com) by **Monday 23 May 2022**. We will invite candidates to the selection day and will let you know if you have been shortlisted or otherwise by **30 May 2022**.

The selection process will involve:

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|----------------------------|---|
| Saturday 18 June 2022      | – prospective markers training and marking of a past script                 |
| Saturday 18 – 22 June 2022 | – prospective markers marking a script at home                              |
| Friday 24 June 2022        | – prospective markers sending completed marking key (on paper) to examiners |

The examiners will then consider your work and may invite you to join the marking team. Markers who are invited to join the marking team, will only be guaranteed to mark for July 2022 to start with.

## 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](http://icaew.com/dataprotection)  
Please be advised that Lifesize meetings may be recorded for training purposes.