

CREATING A CAREERS PORTAL PROFILE

1. To create a profile in the Success Factors career portal, please copy and paste the following link into your google chrome browser and click the **'Sign In' option in the top right hand corner.**

<https://career012.successfactors.eu/career?company=CambridgeAS>

Cambridge Assessment Career Opportunities

Search for Openings

Keywords:

Exact Match
 in job title
 in job title or description

Posted within the last: days

Requisition Number:

Region:

Country:

Business Unit:

1 Jobs
match the selections

Sign In

CAMBRIDGE ASSESSMENT
CAMBRIDGE ENGLISH Language Assessment
CAMBRIDGE International Examinations
OCR
Oxford Cambridge and RSA

Welcome to the Cambridge Assessment recruitment page for Assessment specialists.

Cambridge Assessment operates and manages the leading exam boards Cambridge English, Cambridge International Examinations and OCR. Every year we assess millions of learners around the world with support of external Assessment Specialists who set and review questions, mark candidates' examination papers and carry out other tasks.

Thank you for your interest in working with us as an Assessment Specialist. To register with us, or to apply for a particular Assessment Specialist role.

1. See what 'Opportunities' for Assessment Specialists are available using the 'Search for Openings' panel to the left. For example, if you're interested in examining in Biology, enter Biology in the 'Keywords' field.
2. If you see an opportunity you're interested in, create an account with us so you can apply. Click on the 'Sign In' button above to start process of creating an account. You will be asked to set up a 'Candidate Profile', which will make multiple applications easier.
3. For any opportunity, the minimum requirements will be clearly displayed and you'll be asked for information in support of your application.
4. Once you've submitted an application, you'll hear from us as soon as possible.

We look forward to receiving your application.

If you have any problem using this page, using 'Search...', Creating a 'Candidate Profile' or applying for Assessment Specialist roles, please email: ASPorta@cambridgeassessment.org.uk

This site is only for Assessment Specialists. If you're interested in applying for an internal vacancy within Cambridge Assessment or one of our exam boards, please visit <http://cambridgeassessment.org.uk/careers/>

2. Please navigate to 'create an account'.

Have an account?
Please enter your login information below. Both your username and password are case-sensitive.

* Email Address:

* Password:

[Forgot your password?](#)

Not a registered user yet?
Create an account to apply for our career opportunities.

3. You will now be prompted to enter your name, email address and Country of Residence. At this point you will also be asked to create a password (your username will be your email address).

Please note, your password should be at least 8 characters long and no longer than 18. It should contain at least one upper case and one lower case character and at least one numeric or punctuation character. You must ensure you read and accept the privacy statement before creating an account.

4. Once you have created an account, a verification email will be sent to your email address. To complete your registration, you must click on the link provided in the email.

Your Cambridge Assessment Portal account has been created, you can activate your account by clicking on the link below.

[Click Here](#)

- You will then be required to select the 'Sign In' option once again and enter your email address and password.

From here you can search for jobs, sign up for alerts, manage jobs you have applied for and update your profile where need be.

- Next, please update your **Candidate Profile**:

Home Job Search Job Management Password Management My Profile

Welcome to the Career Opportunities site, Chloe! We have several tools to help you find your next new job.

Job Search Take a look at our current job openings. You can search, filter, and sort jobs to find the right one for you. There are 17 open jobs. Start your search now!	Job Management You can track and manage the jobs you have found. Use our organisational tools to save jobs to review later, see the status of jobs you have applied for, and create job alerts so you will be notified when relevant jobs are posted. You have applied for 2 jobs. View status on your applied jobs. You have 1 job alert. View or edit your job alerts.	My Profile Create a personal profile that saves your background experience and business information so recruiters can easily find you when new jobs come up. The more details you add, the more likely the job will match your interests. Also, your profile is automatically attached to any job you apply to. Update your profile!
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When updating your profile, the following highlighted tabs are mandatory and we shall not be able process any applications made until these fields have been updated.

Address(Required) There are no items in this section.	Tags There are no items in this section.
Employment History(Required) There are no items in this section.	More Information
Higher education(Required) There are no items in this section.	Former Name
Additional languages There are no items in this section.	* Title
Certificates/licenses There are no items in this section.	* Gender
Examination board experience There are no items in this section.	* Date of birth DD/MM/YYYY
HMRC: starter checklist (for UK residents only) There are no items in this section.	* Nationality
Willingness to travel There are no items in this section.	First language
	* Country United Kingdom
	Alternative contact number
	* Cambridge Assessment may contact me regarding other positions
	Disclosure and Barring Service (DBS) Number
	* Do you have any unspent convictions or conditional cautions in the UK, or any disclosable cautions or convictions in any other country?
	* If yes, please give full details including dates. If your answer to the above was no, please write 'none'.
	Do you teach any other Cambridge Assessment qualifications? If so, please give details
	Are you eligible to work in your country of residence?

Note that all fields marked with an asterisks (*) are mandatory and must be completed before we can proceed.

For technical queries, please contact - asportal@cambridgeassessment.org.uk

- Once saved, you will then receive regular email notifications when CIE post a requisition which meets your requirements.

From here you will also be able to manage your alerts.

Set up Job Alerts to receive automated emails listing current job openings. Job Alerts expire six months after they are created or updated. You can create up to fifteen Job Alerts.

Name	Date Modified	Date Expires	Alert Schedule	Actions
Phsyics Examiner	25/08/2016	21/02/2017	Daily	<div style="border: 1px solid #ccc; padding: 2px;">Select <hr/>▶ Run <hr/>✎ Edit <hr/>🗑 Delete</div>

[Create New Job Alert](#)