

INVIGILATORS MONTHLY TIMESHEETS

Submission Month: 17TH OF JULY-16TH OF AUGUST 2023

Name of Employee: ARIYO ADEDOYIN OLUWATOSIN

Total hours worked: 24 HOURS

Employee Signature:



This is a true and correct account of hours worked.

Date: 17/08/2023

Test Centre Administrator's Approval:

Date:

Details				
Date (dd/mm/yyyy)	Time Commenced	Time Finished	Number of Hours	Remarks
17/7/2023	8:00AM	4:00PM	8 HOURS	I worked at landmark house, i assisted in welcoming and cloaking in test takers, also moved into the test lab to supervise the LRW test. I ensured they registered their names at the point of entry and also scanned test takers before the tests and made announcements.
22/7/2023	7:30AM	2:30PM	7 HOURS	I worked at Testflex center at the speaking session, I also functioned at the test lab for LRW invigilation, made announcements also helped in arranging the test center for the test also cloaked test takers in and out.
12/8/2023	7:30AM	4:09PM	9 HOURS	I worked at Testflex at the cloaking area, cloaking them in and out, also worked handled the Virtual speaking test, also helped candidates during I AM to file them in accordingly. also helped in packing test materials back to where it should be.
Total Hours:			24 HOURS	