Job Description

Position	**Marker – CPA Marking**
Location	**Home-based marking** – previous markers (have marked for at least two semesters, including one after S1 2023) and *Australia Taxation – Advanced* markers. **Pearson Australia marking centre in Nunawading, Victoria** – new markers and previous markers with no prior experience to the segment or have not marked since S1 2023.
Marking	Markers are required to be available for the entire duration of training and marking, however may not be required for the whole time indicated. Please refer to http://cpamarking.com.au for up-to-date training and marking dates and times. Successful applicants for this role are entitled to claim four CPD hours.
Objective	Markers will mark all candidate responses using the online marking software (eMark). Reporting to a Supervisor, markers will work in teams of between four to six markers. All marks awarded will be closely monitored ensuring that marking quality standards are adhered to and maintained.
Key Accountabilities	• Attend and successfully complete marker training for the training times outlined. • Follow the online marking procedures and instructions given. • Mark candidate responses using the online marking system accurately, in accordance with instructions given and by applying the marking scheme. • Take account of any further guidance that may be issued by the Supervisor or Group Leader when marking. • Maintain the security and confidentiality of all assessment and quality control information and materials. • Complete marking in an efficient, effective and professional manner.

- Carry out any other tasks that are assigned to you by the Senior Management Team or Pearson representatives.

Attributes

- Have good computer literacy.
- Have sound knowledge of the subject you are allocated for marking.
- Receptive to ongoing support and instruction regarding the marking of questions as part of quality assurance protocols.
- Be able to work as part of a team and can work in accordance to target marking rates.
- Be punctual and professional.

Requirements

Ethics and Governance, Strategic Management Accounting

- A full member of CPA Australia - to mark exams, members must have advanced to full member status a minimum of twelve months prior to the marking event.
- A member in good standing and financial for the year of marking.

Global Strategy and Leadership

- A full member of CPA Australia - to mark exams, members must have advanced to full member status a minimum of twelve months prior to the marking event **OR** have marked this subject previously with Pearson.
- A member in good standing and financial for the year of marking.
- A minimum of five years' relevant experience at a senior level. Relevant experience includes roles with a focus on strategy and management.

Australia Taxation, Australia Taxation – Advanced

- A full member of CPA Australia - to mark exams, members must have advanced to full member status a minimum of twelve months prior to the marking event.
- A member in good standing and financial for the year of marking.
- Minimum two years' relevant experience in roles involving complex tax obligations within Australia.
- A Registered Tax Agent (RTA) (preferred).
- A licensed Public Practitioner (preferred).