

SHENLEY BROOK END & TATTENHOE PARISH COUNCIL



Shenley Brook End and Tattenhoe Parish Council currently have two vacancies. Please see details below.

Community Engagement Officer

- Council:** Shenley Brook End & Tattenhoe Parish Council
- Location:** Parish Office, Westcroft & Local Community buildings
- Remuneration:** Scale LC2 SCP range 26-29, (depending on experience)
Enroller in Local Government Pension Scheme.
- Hours:** 37 hours per week – times vary depending on events held on the day.

The successful candidate will be well organised, enthusiastic and have reasonable administrative skills and enjoy working with many different members of the community.

The closing date for applications is Friday 23rd November 2018

A full Job description, person specification and application form for either position can be obtained by emailing sharon.kerr@shenleybrookend-pc.gov.uk or by telephoning 01908 521538.

Finance Administration Officer

- Council:** Shenley Brook End & Tattenhoe Parish Council
- Location:** Parish Office, Westcroft
- Remuneration:** Scale LC2 SCP range 30-34, pro-rata (depending on experience)
Enroller in Local Government Pension Scheme.
- Hours:** 25 hours per week – times to be agreed.

The Successful candidate will be qualified or working towards AAT or equivalent.

This vacancy will remain open till a suitable candidate has been found.

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