



VACANCY

## **CLERK AND RESPONSIBLE FINANCE OFFICER**

Bleasby Parish Council is looking for a **Clerk and Responsible Finance Officer**. Candidates must be enthusiastic, flexible and keen to make a difference to the community of Bleasby.

The duties require considerable organisational skills and the ability to manage financial matters, in addition to advising Councillors. The job is home-based and IT equipment will be supplied.

Hours: Average of 6 hours per week

Immediate Start

Salary scale: NALC/SLCC Scales 18 - 23 (£13.21 - £14.67 per hour)  
according to experience and qualifications

Some evening work required

For additional information and an application pack, please email:

Lynda Ogilvie (Locum Clerk – Bleasby Parish Council) at  
[bleasbyparishcouncil@outlook.com](mailto:bleasbyparishcouncil@outlook.com)

Closing date: **16 July 2022**