

BLEASBY PARISH COUNCIL

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 12-14 (£11.53 - £12.00 per hour) according to experience and qualifications

Some evening work required

For an informal chat, and an application pack, please contact:

Stephen Andersen (Chair, Bleasby Parish Council) on 07946 881313

Closing date: **16 July 2021**

Interviews will take place during the week commencing 26 July 2021