

## Job Vacancies List No 26

**Apply on-line at** [**www.myjobscotland.gov.uk**](http://www.myjobscotland.gov.uk)

Alternatively phone our ACCESSLine on **03452 777 778**

or e-mail **customercare@angus.gov.uk** quoting the job reference number, your name, address, postcode and where you saw the job advertised.

*You can also register for Job Alert e-mails to be sent to you when jobs matching your search criteria are added to the website – visit* [***www.myjobscotland.gov.uk***](http://www.myjobscotland.gov.uk) *for more information.*

Jobs marked **\*** are open to applications from employees of Angus Council

only, ie permanent, temporary, agency or supply staff.

To access these jobs on our recruitment website either go to the Job Vacancies section on the Corporate Intranet or use the address shown below the job.

**ANGUS HEALTH & SOCIAL CARE PARTNERSHIP**

**Occupational Therapist (3)**

**29 hours £27,338 - £31,163 ANG03258**

**36.25 hours £34,172 - £38,954**

Based at Fairlie House, Kirkton Court, Kirriemuir, covering the Forfar/Kirriemuir and South West Angus area.

Please note that this base will relocate to Forfar however the date of this move is not yet known.

There are 3 positions available:

29 hours per week (1 position)

or

36.25 hours per week (2 positions).

You will be asked to indicate on your application form which position/s you are applying for.

You must have the ability to become a member of the PVG Scheme.

Please refer to job outline, person specification and information sheet for futher

details and requirements for these jobs.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

Those with disabilities, recognised caring responsibilities and care experienced young people. This also applies to our own employees with caring responsibilities, young people on apprenticeships and placements who meet the essential criteria for the job.

**Closing Date: Friday 16 July 2021**

**Social Care Officer (2)**

**32.25 hours £18,984 - £23,625 (Bar at £20,733) ANG03261\***

**36.25 hours £21,338 - £26,555 (Bar at £23,304)**

**This job is restricted to Social Care Workers currently working within the Learning Disability Service of the Angus Health & Social Care Partnership.**

Based at either:

Lilybank Resource Centre, Arbroath Road, Forfar, working 32.25 hours per week;

or

Lochlands Resource Centre, 2 Cairnie Road, Arbroath, working 36.25 hours per week.

You will be ask to indicate on your application form which position/s you are applying for.

You must have the ability to become a member of the PVG Scheme.

Please refer to job outline, person specification and information sheet for further details and requirements for these jobs.

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**Apply online:**

[**https://www.myjobscotland.gov.uk/councils/angus-council/jobs/social-care-officer-2-225711**](https://www.myjobscotland.gov.uk/councils/angus-council/jobs/social-care-officer-2-225711)

**Closing Date: Friday 16 July 2021**

**Domestic Assistant**

**£15,827 ANG03260**

Based at Lochlands Resource Centre, 2 Cairnie Road, Arbroath.

You will work 32.5 hours per week on a rota basis.

You must have the ability to become a member of the PVG Scheme.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

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**Closing Date: Friday 16 July 2021**

**Domestic Assistant (2)**

**£9,481 ANG03255**

Based at The Gables, Arbroath Road, Forfar.

You will work 19.47 hours per week on a rota basis, including weekend working.

You must have the ability to become a member of the PVG Scheme.

Please refer to job outline, person specification and information sheet for further details and requirements for these jobs.

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**Closing Date: Friday 16 July 2021**

**Driver/Attendant (2)**

**£9,009 - £9,549 ANG03246**

Based at Kinloch Care Centre, Kinloch Street, Carnoustie.

You will work 18.5 hours per week on a rota system including split shifts and weekends.

There are 2 positions available:

One position is permanent

One position is temporary until no later than 31 December 2021.

Internal and external applications on a secondment basis will be considered. You must have the approval of your line manager / organisation.

You will be asked to indicate on your application which position/s you are applying for.

You must have the ability to become a member of the PVG Scheme.

Please refer to job outline, person specification and information sheet for further details and requirements for these jobs.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

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**Closing Date: Friday 16 July 2021**

**CHILDREN, FAMILIES & JUSTICE**

**Inclusion Support Worker**

**£23,644 - £26,555 ANG03251**

Inclusion Support is an intensive support service that was established in October 2019 with the aim to support care experienced children and young people in Angus who have been identified as not being fully included in their schools due to exclusions, part time timetables and poor attendance. This can result in them being less likely to secure positive future destinations.

The service provides a range of interventions to support school/college attendance, attainment and employment outcomes for this group to include relationship based intensive support to children/young people within school, at home and in their community. This Angus wide service operates flexibly to meet the needs of the children/young people being supported. The project is currently funded until March 2023.

Based at Bruce House, Wellgate, Arbroath, covering the Angus area.

You will be expected to occasionally work across Scotland or the United Kingdom, to support children/young people depending on their living arrangements.

You will work 36.25 hours per week. You will be expected on occasion to work flexibly if required.

Internal and external applications on a secondment basis will be considered. You must have the approval of your line manager / organisation.

You must have the ability to become a member of the PVG Scheme.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

If you would like to discuss this opportunity in more detail, please contact Lynne Duff, Team Leader on 07956 218 014.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

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**Closing Date: Friday 16 July 2021**

**Social Care Officer**

**£21,780 - £27,104 (Bar at £23,786) ANG03253**

There has been a considerable investment in residential childcare by Angus Council and we are looking for a social care officer to join our residential team.

Brambles Cottages consists of 2 bespoke modern facilities which meet the individual needs of children and young people aged 5 years upwards.

Our services are inclusive and accessible to all children and the team provide love, care and support to children and young people within Angus. Our caregivers create a warm, homely, welcoming environment in which children can develop a sense of emotional safety and belonging.

We are looking for people with resilience who have the right personal skills and experience. You will be supported by managers and other professionals to help you work effectively with the children in our care.

For further information about our residential services, please watch our video https://youtu.be/8mbCVj30qRs

Based at Brambles Cottages, James Chalmers Road, Arbroath.

You will work 37 hours per week.

Hours are worked on a rota system covering 24 hours a day, 7 days a week. You may therefore be required to carry out sleep-in and occasional waking night duties for which an allowance is payable.

You must have the ability to become a member of the PVG Scheme.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

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**Closing Date: Friday 16 July 2021**

**COMMUNITIES**

**Driver/Plant Operative**

**£18,845 - £19,690 ANG03242**

Based at Burgh Yard, Cairnie Loan, Arbroath.

You will work 36 hours per week, 4 days out of 7, Monday to Thursday, between the hours of 7.00am and 7.00pm.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

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**Closing Date: Friday 16 July 2021**

**Waste Operative (Job Bank)**

**£9.34 - £9.90 per hour ANG03252**

We are seeking applicants to register for our Waste Operative job bank. Vacancies exist on a supply, temporary and permanent basis.

The benefits of job bank registration:-

• You only need to complete an online application form and, if shortlisted, attend an assessment session once within a 6 month period.

• You can select multiple jobs, supply, temporary and permanent, giving yourself the best possible chance of securing a job offer and joining our team.

• You have the option of choosing multiple locations to increase your chances of jobs becoming available.

Job bank registration reduces the requirement for you to spend time and effort applying for multiple waste operative posts. As part of the online application process you will be asked the following:-

• Step 1 –Apply online at myjobscotland.gov.uk

• Step 2 – Select the depot locations you would like to be based at

• Step 3 – Select the contract type you wish to apply for

• Step 4 – Select your preferred number of working hours per week

• Step 5 – Submit your online job application form

• If your application is shortlisted, you will be invited to attend a recruitment session lasting approximately 1 hour and 15 minutes which will include the following:-

• Short Written Tests (40 minutes):-

1. Basic numeracy skills;

2. Knowledge of Health & Safety in the workplace;

3. Knowledge of basic road safety; and

4. Written communication skills

• Short Interview (20 minutes)

• Documentation checks and questions and answer session (15 minutes)

Following successful completion of the above application process/recruitment session, you will be placed onto our job bank for 6 months. You will be automatically considered for appointment to Waste Operative vacancies as they arise during this period.

You may be offered an appointment immediately, depending on suitable vacancies available at the time, however, it may take several months before a vacancy arises.

Your appointment will be subject to receipt of two satisfactory references.

Please refer to job outline, person specification and information sheet for further details and requirements for these jobs.

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**Closing Date: Friday 16 July 2021**

**HR, DIGITAL ENABLEMENT, IT & BUSINESS SUPPORT**

**Team Leader - Business Support**

**£42,640 - £45,928 ANG03240**

Based at Angus House, Orchardbank Business Park, Forfar.

This job is temporary for up to 12 months from date of appointment.

Internal and external applications on a secondment basis will be considered. You must have the approval of your line manager / organisation.

Please refer to job description, person specification and information sheet for further details and requirements for this job.

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**Closing Date: Friday 16 July 2021**

**IT Engineer - Networking & Security**

**£26,952 - £38,954 (Career Grade Structure) ANG03243\***

Based at Angus House, Orchardbank Business Park, Forfar.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

**Apply online:**

[**https://www.myjobscotland.gov.uk/councils/angus-council/jobs/it-engineer-networking-security-225719**](https://www.myjobscotland.gov.uk/councils/angus-council/jobs/it-engineer-networking-security-225719)

**Closing Date: Friday 16 July 2021**

**Graduate Apprentice IT (Innovation & Architecture)**

**£18,976 - £21,017 (Career Grade Structure) ANG03248**

Working within the Innovation and Architecture team of IT based at Angus House, Orchardbank Business Park, Forfar.

This job is temporary for up to 4 years from date of appointment.

As this apprenticeship is funded through Young Person's Guarantee scheme it is restricted to those aged 18 - 24 years.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

Those with disabilities, recognised caring responsibilities and care experienced young people. This also applies to our own employees with caring responsibilities, young people on apprenticeships and placements who meet the essential criteria for the job.

**Closing Date: Friday 16 July 2021**

**Graduate Apprentice IT (Development)**

**£18,976 - £21,017 (Career Grade Structure) ANG03247**

Working within the Development Team of IT, based at Angus House, Orchardbank Business Park, Forfar.

This job is temporary for up to 4 years from date of appointment.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

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**Closing Date: Friday 16 July 2021**

**LEGAL & DEMOCRATIC**

**Paralegal FOI**

**£26,952 - £30,297 ANG03256\***

Based at Angus House, Orchardbank Business Park, Forfar.

This job is temporary until no later than 7 March 2022.

Applications from Angus Council employees on a secondment basis will be considered. You must have the approval of your line manager.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

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**Apply online:**

[**https://www.myjobscotland.gov.uk/councils/angus-council/jobs/paralegal-foi-225722**](https://www.myjobscotland.gov.uk/councils/angus-council/jobs/paralegal-foi-225722)

**Closing Date: Friday 16 July 2021**

**STRATEGIC POLICY, TRANSFORMATION & PUBLIC SECTOR REFORM**

**Business Improvement Officer**

**£34,172 - £38,954 ANG03244**

Based at Angus House, Orchardbank Business Park, Forfar.

This job is temporary for up to 24 months from date of appointment.

Internal and external applications on a secondment basis will be considered. You must have the approval of your line manager / organisation.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

**Closing Date: Friday 16 July 2021**

**Organisational Development Facilitator (Learning & Development)**

**£34,172 - £38,954 ANG03254\***

Based at Angus House, Orchardbank Business Park, Forfar.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

Those with disabilities, recognised caring responsibilities and care experienced young people. This also applies to our own employees with caring responsibilities, young people on apprenticeships and placements who meet the essential criteria for the job.

**Apply online:**

[**https://www.myjobscotland.gov.uk/councils/angus-council/jobs/organisational-development-facilitator-learning-development-225713**](https://www.myjobscotland.gov.uk/councils/angus-council/jobs/organisational-development-facilitator-learning-development-225713)

**Closing Date: Friday** **9 July 2021**

**Organisational Development Facilitator (Protecting People & Qualifications)**

**£34,172 - £38,954 ANG03259**

Based at Angus House, Orchardbank Business Park, Forfar.

This job is temporary for up to 12 months from date of appointment.

Internal and external applications on a secondment basis will be considered. You must have the approval of your line manager/organisation.

Please refer to job outline, person specification and information sheet for further details and requirements for this job.

We offer a guaranteed job interview to the following people who meet the essential criteria on application for a job:

Those with disabilities, recognised caring responsibilities and care experienced young people. This also applies to our own employees with caring responsibilities, young people on apprenticeships and placements who meet the essential criteria for the job.

**Closing Date: Friday 16 July 2021**