

## Job Vacancies List No 8

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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**

**Social Care Officer (Enablement & Response) (16)**

**£14,678 - £17,931 (Bar at £15,979) ANG03655**

Based at either:-

Bruce House, Wellgate, Arbroath, covering the South East area of Angus  
(1 position - temporary for up to 6 months from date of appointment);

County Buildings, Market Street, Forfar, covering the North West area of Angus   
(3 positions - permanent);

Kinloch Care Centre, Carnoustie, covering the South West area of Angus   
(5 positions - permanent);

or

28-30 Panmure Street, Brechin, covering the North East area of Angus   
(5 positions - permanent and 2 positions - temporary for up to 6 months from date of appointment).

You will work 24 hours per week. Hours are worked on a shift based system covering 24 hours. This will include regular nightshift. You may also be required to cover other areas of Angus whilst on shift.

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

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 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 11 March 2022**

**Senior Clerical Officer**

**£19,807 - £20,658 ANG03656**

Based at Ravenswood, New Road, 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.

**Closing Date: Friday 11 March 2022**

**Community Meals Delivery Driver (Chargehand)**

**£12,238 - £12,939 ANG03658**

Based at County Buildings, Market Street, Forfar, covering the Angus area.

You will work 24 hours per week, on a rota basis, working 4 days over a 7 day period.

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:

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 11 March 2022**

**Community Meals Delivery Driver**

**£8,158 ANG03657**

Based at County Buildings, Market Street, Forfar, covering the Angus area.

You will work 16 hours per week, on a rota basis, working 4 days over a 7 day period.

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:

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 11 March 2022**

**EDUCATION & LIFELONG LEARNING**

**Early Years Practitioner (5)**

**14.5 hours £8,347 - £9,236 ANG03654**

**36.25 hours £20,868 – £23,092**

Angus Council currently operates the following models in their early learning and childcare settings:

ELC Model 1 – children’s funded entitlement is 190 set days at 6 hours per day.

ELC Model 2 – children’s funded entitlement is 152 set days at 7½ hours per day.

ELC Model 3 – children’s funded entitlement is 228 set days at 5 hours per day.

You will also have weekly planning and preparation time, and agreed collegiate time, in addition to the “child contact” hours outlined above.

ELC settings in models 1 and 2 will open over term-time.

ELC Model 3 is different as these settings are open for more hours every day and are only closed to children for two weeks over the Christmas/New Year period, three weeks in July/August and a further three public holidays and five in-service days. Therefore, they are offering ELC over 46.6 weeks of the year. This also means staff can use their annual leave and non-working time in a different way to staff working term-time. Whilst some of the leave will be decided in advance (i.e. when the setting is closed), staff working in these settings will also be able to apply for additional time off while the setting is open.

Based in the ELC setting at either:

Grange Primary School, Monifieth (ELC Model 1) (14.5 hours, Thursday and Friday);

Inverbrothock Primary School, Arbroath (ELC Model 3) (36.25 hours, days of work to be confirmed);

Lochside Primary School, Montrose (ELC Model 1) (14.5 hours, Thursday and Friday);

Southmuir Primary School, Kirriemuir (ELC Model 1) (14.5 hours, Thursday and Friday);

or

Warddykes Primary School, Arbroath (ELC Model 3) (36.25 hours, days of work to be confirmed).

Working either 14.5 or 36.25 hours per week, you will work up to 195 days per year on various working patterns (Monday to Friday), term-time working or equivalent.

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

Membership of the Scottish Social Services Council (SSSC) or commitment to gain registration with the SSSC in accordance with their requirements is essential.

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:

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 11 March 2022**

**Active Schools Assistant (2)**

**£19,807 - £20,658 ANG03653\***

Based at Hayshead Primary School or Ladyloan Primary School, Arbroath.

These jobs are temporary until no later than 31 March 2023.

In order to strengthen our thriving Active Schools team, Angus Council in partnership with sportscotland wish to appoint to the above positions.

We are committed to investing in the Active Schools network and its fundamental aim of providing more and higher quality opportunities to take part in sport and physical activity before school, during lunchtime and afterschool, and to develop effective pathways between schools and sports clubs in the local community.

These are key appointments to support the covid recovery programme in our schools and develop new opportunities for school aged pupils facing barriers to participating in regular, frequent, safe and fun sport and physical activity.

We are looking for candidates who are passionate about ensuring that all young people have the opportunity to take part in sport and activity within their community.

The successful candidates will be able to create relationships within the community, as well as drive forward key initiatives involving internal and external partners.

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

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:

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/active-schools-assistant-2-261706**](https://www.myjobscotland.gov.uk/councils/angus-council/jobs/active-schools-assistant-2-261706)

**Closing Date: Friday 11 March 2022**

**Early Years Assistant**

**£14,019 - £14,621 ANG03650**

Angus Council currently operates the following models in their early learning and childcare settings:

ELC Model 1 – children’s funded entitlement is 190 set days at 6 hours per day

ELC Model 2 – children’s funded entitlement is 152 set days at 7½ hours per day

ELC Model 3 – children’s funded entitlement is 228 set days at 5 hours per day

ELC settings in models 1 and 2 will open over term-time.

ELC Model 3 is different as these settings are open for more hours every day and are only closed to children for two weeks over the Christmas/New Year period, three weeks in July/August and a further three public holidays and five in-service days. Therefore, they are offering ELC over 46.6 weeks of the year. This also means staff can use their annual leave and non-working time in a different way to staff working term-time. Whilst some of the leave will be decided in advance (i.e. when the setting is closed), staff working in these settings will also be able to apply for additional time off while the setting is open.

Based in the ELC setting at Carlogie Primary School (ELC Model 1), Carnoustie, working 30 hours per week, you will work up to 195 days per year on various working patterns (Monday to Friday), term-time working or equivalent.

Membership of the Scottish Social Services Council (SSSC) or commitment to gain registration with the SSSC in accordance with their requirements is essential as is 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:

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 11 March 2022**

**Modern Apprentice (Early Years)**

**£7,904 ANG03651**

Based in the ELC setting at either:

Auchterhouse Primary School;

Borrowfield, Ferryden, Lochside or Southesk Primary Schools, Montrose;

Burnside or Carlogie Primary Schools, Carnoustie;

Inverbrothock or Ladyloan Primary Schools, Arbroath;

Inverarity Primary School;

Letham Primary School;

Maisondieu Primary School, Brechin;

Mattocks Primary School;

Monikie Primary School;

Northmuir Primary School, Kirriemuir;

Tannadice Primary School;

Tealing Primary School; or

Whitehills Primary School, Forfar.

Working 36.25 hours per week, you will work up to 195 days per year on various working patterns (Monday – Friday), term-time and in doing so, will work towards achieving an SVQ Level 3 Social Services (Children and Young People).

You will join an early level team and support in the delivery of a flexible, high quality, stimulating education and care service which meets the needs of young children and their families.

These jobs are available from Monday, 15 August 2022 and are temporary until no later than 1 March 2024.

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

Membership of the Scottish Social Services Council (SSSC) or commitment to gain registration with the SSSC in accordance with their requirements is essential.

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

Due to funding restrictions for this qualification, you must be between the ages of 16 - 24 years old.

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 11 March 2022**

**LEGAL & DEMOCRATIC**

**Manager - Legal Team 1**

**£51,428 - £55,417 ANG03649**

Based at Angus House, Orchardbank Business Park, Forfar.

Angus Council is inviting applications from talented, adaptable and enthusiastic legal professionals to complement our growing legal services team.

An exciting opportunity has arisen to recruit a Manager of our Litigation and Licensing Team, which is a key role within Legal and Democratic Services. The position is offered on a full-time permanent basis.

In addition to joining a talented, supportive and welcoming team within Legal and Democratic Services, the position also offers a competitive salary and all the benefits of working for a public sector organisation, including flexitime and entry to the Local Government Pension Scheme.

You will be able to motivate and inspire the members of Legal Team 1. You will provide direction for the team and give a sense of purpose, whilst creating an environment in which people can do their best work.

In addition, you will establish systems to gather and analyse information to ensure the work of the team remains focused and customer orientated. All the while supporting the development of efficient work practices and the implementation of digital service delivery wherever possible, ensuring the cost-effective use of resources.

You must have the ability to obtain a Standard Disclosure Certificate.

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 11 March 2022**

**VIBRANT COMMUNITIES & SUSTAINABLE GROWTH**

**Gardener 3**

**£21,375 - £22,301 ANG03652\***

**This job is restricted to employees working within the Parks department of   
Angus Council's Environmental Services.**

Based at Burgh Yard, Queenswell Road, 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/gardener-3-261710**](https://www.myjobscotland.gov.uk/councils/angus-council/jobs/gardener-3-261710)

**Closing Date: Friday 11 March 2022**