

## Job Vacancies List No 34

**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**](mailto: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.

**CHILDREN, FAMILIES & JUSTICE**

**Team Leader - Residential**

**£43,966 - £47,342 ANG03994**

Based at Rowan Cottage, Brambles Cottages, 10 James Chalmers Road, Arbroath.

We are actively seeking a skilled, motivated and forward-thinking Team Leader to join our residential care service.

We are looking for a confident, innovative and qualified social worker with management qualities, excellent communication skills and a knowledge of residential childcare.

You will be responsible for the management of a team of senior social care officers and social care officers and will support staff to develop and maintain high practice standards and achieve the best possible outcomes for children and their families.

You will work 37 hours per week.

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

Please refer to job description, 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** **9 September 2022**

**Social Worker**

**£34,852 - £39,729 ANG03995**

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

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 are happy to discuss flexible working during the recruitment process for this position. This means we are open to a conversation about working patterns and the flexibility that is available for this role whilst managing the workload.

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 9 September 2022**

**EDUCATION & LIFELONG LEARNING**

**Head Teacher – Primary**

**£64,737 ANG03990**

Based at Seaview Primary School, Monifieth.

Are you an enthusiastic and inspiring leader with the skills, confidence and energy to make a positive impact on the lives of our children and young people?

Angus is a great place to live, work and visit.

You may be eligible for removal/relocation expenses.

If you are applying for your first permanent headteacher post it is a condition that you attain the Standard for Headship within a period not exceeding 30 months and until such time as you complete the qualification you will be appointed on a temporary basis.

Please note this salary may be subject to job sizing.

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** **9 September 2022**

**School & Pupil Support Assistant**

**£10.48 - £10.93 per hour ANG03998**

Based at various locations throughout the Angus area, working various hours, term time and in service days only (195 days).

Positions are available on both a temporary and supply basis.

Various part time hours of work are available.

Temporary contracts will be a minimum of 11 hours up to a maximum of 27.5 hours per week.

Details will be negotiated with the successful candidate.

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 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** **31 December 2022**

**FINANCE**

**Senior Clerical Officer**

**£19,807 - £20,658 ANG03991**

Based at Bruce House, Wellgate, Arbroath.

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** **9 September 2022**

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

**Payroll Assistant**

**£19,807 - £20,658 ANG04001**

Based at Angus House, Orchardbank Business Park, Forfar.

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

We are happy to discuss flexible working during the recruitment process for this position. This means we are open to a conversation about working patterns and the flexibility that is available for this role whilst managing the workload.

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 2 September 2022**

**LEGAL**

**Paralegal**

**£27,500 - £30,902 ANG03992\***

**This job is restricted to employees working within Angus Council's Legal teams.**

Based at Angus House, Orchardbank Business Park, Forfar.

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

Applications 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.

We are happy to discuss flexible working during the recruitment process for this position. This means we are open to a conversation about working patterns and the flexibility that is available for this role whilst managing the workload.

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

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**Apply online:**

[**https://www.myjobscotland.gov.uk/councils/angus-council/jobs/paralegal-292478**](https://www.myjobscotland.gov.uk/councils/angus-council/jobs/paralegal-292478)

**Closing Date: Friday** **9 September 2022**

**VIBRANT COMMUNITIES & SUSTAINABLE GROWTH**

**Project Officer - Climate Change**

**£34,852 - £39,729 ANG04000**

Based at Angus House, Orchardbank Business Park, Forfar.

Are you passionate about Climate Change? Would you like to play a crucial role in supporting the development of new community and business climate change forums in Angus? Are you ready to join a team delivering urban and rural climate focused solutions to the ecological and climate challenges faced in Angus and Northeast Scotland?

We are looking for a dynamic, enthusiastic, and experienced individual to join the Angus Council Environment and Climate Change Team. In this varied and interesting role, you will work with communities, elected members, regional partnerships, and Angus Council corporate teams.

You will use your expertise to coordinate the efficient delivery and monitoring of climate focused action plans. You will support the formation and running of innovative local and regional multistakeholder community and business focussed climate action groups. In addition, you will support work in its early stages that will support the Angus journey towards Net Zero e.g., Local Heat & Energy Efficiency Strategies and the Angus Sustainable Energy & Climate Action Plan.

It has never been clearer that mitigating the impacts of climate change and supporting healthy ecosystems are critical to the sustainability of our communities, to our health and wellbeing and to our journey towards net zero by 2045. Your role will be to enable communities and business to take ownership of this journey, ensuring benefits for Angus communities in the long term.

If you would like to know more about the role please contact Kelly Ann Dempsey at dempseyk@angus.gov.uk or telephone 07771 973 280.

This job is temporary for up to 23 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.

Please refer to job description , 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** **2 September 2022**

**Housing Officer (Community Housing)**

**£22,170 - £39,729 (Career Grade Structure) ANG03993**

Based at County Buildings, Market Street, 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** **9 September 2022**

**Technical Assistant**

**£19,807 - £20,658 ANG03999**

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:

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**Closing Date: Friday** **9 September 2022**