

## Job Vacancies List No 38

**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**

**Family Support Worker (3)**

**18.125 hours £12,238 - £13,542 ANG04054**

**36.25 hours £24,476 - £27,084**

Based at Ravenswood, New Road, Forfar, covering the Forfar/Kirriemuir area.

You will work either:

18.125 hours per week, Monday, Tuesday and Wednesday morning;

or

36.25 hours per week.

Please note that this job is defined as workstyle 3 which means you will have the opportunity to benefit from our flexible and agile working practices. The majority of your work will be undertaken within a variety of locations including office buildings and service users homes.

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 the 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 7 October 2022**

**EDUCATION & LIFELONG LEARNING**

**Service Leader - Education and Lifelong Learning**

**£67,305 - £72,446 ANG04065**

Based at Angus House, Orchardbank Business Park, Forfar.

Angus is a great place to live, learn, work and visit. We are seeking an exceptional leader with a track record in improvement, a commitment to systems leadership and an understanding of the current educational policy landscape and how this can shape our future offer to improve outcomes for the people of Angus. Our aim is for all of our learners to be supported to achieve more than anyone ever thought was possible. As Service Leader in the Education and Lifelong Learning Directorate, the successful candidate will work with colleagues across the council. You will be responsible for the continued development and design of the curriculum; the quality of childcare and learning and teaching; assessment and moderation and ensuring improvements in outcomes for our children, young people and families. Extensive experience in being ‘data driven’ is essential.

This role also involves working closely with the Care Inspectorate and Education Scotland.

Our team of four Service Leaders work together to ensure the development of a coherent offer across 2-18 and are supported by the Angus Virtual School, our in-house improvement service.

This remit includes responsibility for Early Years, line management of Early Years Managers and a group of Head Teachers.

If you have the drive and talent to take on this demanding and extremely rewarding role please submit an application for consideration.

Interviews will be held week commencing 24 October 2022.

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.

For an informal discussion, please contact Kelly McIntosh, Director of Education and Lifelong Learning at McIntoshK@angus.gov.uk.

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**Closing Date: Friday 7 October 2022**

**Head Teacher - Primary**

**£66,498 ANG04063**

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.

The reason for readvertising is a re-job sizing of the salary for this post.

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 7 October 2022**

**Head Teacher - Primary**

**£66,498 ANG04051**

Based at Muirfield Primary School, Arbroath.

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.

The reason for readvertising is a re-job sizing of the salary for this post.

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 7 October 2022**

**Depute Head Teacher**

**£57,657 ANG04061**

Based at Brechin High School, Duke Street, Brechin.

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 7 October 2022**

**Teacher (Technical)**

**£28,113 - £42,336 ANG04059**

Based at Montrose Academy.

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 7 October 2022**

**Teacher of English**

**£28,113 - £42,336 ANG04060**

Based at Montrose Academy.

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 7 October 2022**

**Early Years Practitioner**

**£12,521 - £13,855 ANG04070**

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 Langlands Primary School, Forfar (ELC Model 1), working 21.75 hours per week, Wednesday to Friday.

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.

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 7 October 2022**

**Senior Clerical Officer**

**£11,446 - £11,937 ANG04055\***

This job is restricted to employees working within primary schools in the Kirriemuir cluster.

Based at Northmuir Primary School, Kirriemuir.

You will work 24 hours per week, Monday to Thursday.

Your working year will be based on 199 days per annum, working school-term time and in-service days and an additional 4 days within school holiday periods.

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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**Apply online:**

[**https://www.myjobscotland.gov.uk/councils/angus-council/jobs/senior-clerical-officer-297603**](https://www.myjobscotland.gov.uk/councils/angus-council/jobs/senior-clerical-officer-297603)

**Closing Date: Friday 30 September 2022**

**Clerical Officer**

**£16,619 - £17,571 ANG04052**

Based at Arbroath High School.

You will work 36.25 hours per week, Monday to Friday.

Your working year will be based on 205 days per annum, working 190 pupil contact days, 5 in-service days and 10 days during the school holiday periods.

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 7 October 2022**

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

**Business Support Assistant Level 2 (2)**

**21.75 hours £11,884 - £12,395 ANG04053**

**36.25 hours £19,807 - £20,658**

Based at either:-

Ravenswood, New Road, Forfar.

Please note this base is due to move to County Buildings, Market Street, Forfar in the near future.

You will work 21.75 hours per week, Wednesday, Thursday and Friday.

or

Bruce House, Wellgate, Arbroath.

You will work 36.25 hours per week.

These jobs are temporary for up to 1 year from date of appointment.

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

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

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

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**Closing Date: Friday 7 October 2022**

**Modern Apprentice (IT Support)**

**£9,242 ANG04056**

Based at Angus House, Orchardbank Business Park, Forfar.

Working within the IT service you will work towards achieving an SVQ Level 3 Diploma for Information Technology & Telecommunications Professionals.

Your duties will include manning the service desk, telephone duties, request/incident handling and general administrative duties using a range of software packages.

This job is temporary for up to 18 months from date of appointment.

Places on the Modern Apprenticeship programme are conditional upon securing apprenticeship funding. For this position, funding is available for applicants aged 16-19 and for disabled and care-experienced applicants between the ages of 20-26.

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 7 October 2022**

**INFRASTRUCTURE**

**Transport Assistant**

**£20,942 - £30,902 (Career Grade Structure) ANG04062**

Based at Angus House, Orchardbank Business Park, Forfar.

This job is temporary until no later than 30 April 2024.

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, information sheet and career grade structure for further details and requirements for this job.

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**Closing Date: Friday 7 October 2022**

**VIBRANT COMMUNITIES & SUSTAINABLE GROWTH**

**Manager - Legal Team 1**

**£51,428 - £55,417 ANG04066**

Based at Angus House, Orchardbank Business Park, Forfar.

Angus Council is inviting applications from talented, adaptable and enthusiastic legal professionals to complement our 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 post is offered on a full-time permanent basis.

In addition to joining a talented, supportive and welcoming team within Legal and Democratic Services, the post 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 satisfactory 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 7 October 2022**

**VIBRANT COMMUNITIES & SUSTAINABLE GROWTH**

**Housing Policy Officer (Performance & Access)**

**£34,852 - £39,729 ANG04057**

Based at Angus House, Orchardbank Business Park, Forfar.

This job is temporary until no later than 30 September 2024.

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 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.

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