

## Job Vacancies List No 41

**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.

**ANGUS HEALTH & SOCIAL CARE PARTNERSHIP**

**Social Care Worker**

**£15,846 - £16,526 ANG04095\***

This job is restricted to Angus Council employees working within the Learning Disability service of the Angus Health & Social Care Partnership.

Based at Lilybank Resource Centre, Arbroath Road, Forfar.

You will work 29 hours per week, days of work to be confirmed.

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.

In addition, please refer to the "applicant guidance" document when completing your application form and to the "welcome to Angus" document for more information about working for Angus Council.

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**Apply online:**

[**https://www.myjobscotland.gov.uk/councils/angus-council/jobs/social-care-worker-301031**](https://www.myjobscotland.gov.uk/councils/angus-council/jobs/social-care-worker-301031)

**Closing Date: Friday 21 October 2022**

**Social Care Worker**

**£10,928 - £11,397 ANG04096**

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

You will work 20 hours per week, days of work to be confirmed.

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

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**Closing Date: Friday 28 October 2022**

**CHILDREN, FAMILIES & JUSTICE**

**Manager - Carer Support**

**£51,428 - £55,417 ANG04097**

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

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

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**Closing Date: Friday 28 October 2022**

**EDUCATION & LIFELONG LEARNING**

**Teacher of Drama**

**£28,113 - £42,336 ANG04098**

Based at Brechin High School.

Are you an enthusiastic and inspiring secondary teacher 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.

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

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**Closing Date: Friday 28 October 2022**

**Teacher of Music**

**£28,113 - £42,336 ANG04099**

Based at Arbroath Academy.

Are you an enthusiastic and inspiring secondary teacher 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.

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 28 October 2022**

**Teacher of Secondary Classes (Supply)**

**£17.09 - £25.74 per hour ANG04100**

We are looking for enthusiastic and committed teachers to join us on a supply basis.

Jobs will be available in various secondary schools throughout the Angus area on an as and when required 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.

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**Closing Date: Saturday 31 December 2022**

**Music Instructor (Percussion)**

**£11,780 - £12,482 ANG04101**

Based at either Arbroath Academy, Carnoustie High School or Montrose Academy, covering the Angus area.

Allocated base school to be confirmed upon appointment and is subject to change.

You will work 14 hours per week, 2 days per week, by arrangment.

This job is temporary until no later than 27 June 2024.

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.

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**Closing Date: Friday 28 October 2022**

**Support Worker (16+/Opportunities for All)**

**Temporary £12.95 - £14.33 per hour ANG04102**

**Supply £12.95 + 13.99% per hour**

Based at Angus House, Orchardbank Business Park, Forfar.

Positions are available on a temporary or supply basis.

The temporary position is until no later than 31 March 2023.

Internal and external applications on a secondment basis for the temporary position 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.

In addition, please refer to the "applicant guidance" document when completing your application form and to the "welcome to Angus" document for more information about working for Angus Council.

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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**Closing Date: Friday 28 October 2022**

**Early Years Practitioner**

**£20,868 - £23,092 ANG04103**

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’sfunded entitlement is 152 set days at 7½ hours per day

ELC Model 3 – children’sfunded 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 Whitehills Primary School, Forfar (ELC Model 2), working 36.25 hours per week, Monday 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.

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**Closing Date: Friday 28 October 2022**

**Senior Clerical Officer**

**£17,288 - £18,030 ANG04104**

Based at Ladyloan Primary School, Arbroath.

You will work 36.25 hours per week, term time only (199 days).

This job is temporary until no later than 29 June 2023.

Internal and external applications 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 this job.

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**Closing Date: Friday 28 October 2022**

**School & Pupil Support Assistant**

**£11,215 - £11,696 ANG04105**

Based at either:

Birkhill Primary School, Angus (2 positions);

or

Liff Primary school, Angus (1 position).

You will work 27.5 hours per week, term time only (195 days).

These jobs are temporary until no later than 29 June 2023.

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.

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**Closing Date: Friday 28 October 2022**

**School & Pupil Support Assistant**

**£15,187 - £15,839 ANG04107**

Based at Brechin High School.

You will work 32.5 hours per week, term time only (195 days).

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 28 October 2022**

**Clerical Officer**

**£6,675 - £7,058 ANG04108**

Based at Langlands Primary School, Forfar.

You will work 15 hours per week, Monday to Friday, term time only (199 days).

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

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**Closing Date: Friday 28 October 2022**

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

**Business Support Assistant - Level 2**

**£19,807 - £20,658 ANG04109**

Based at County Buildings, Market Street, Forfar.

You will work as part of small team within the Business Support service, providing administrative support to the Justice Service. You may however be required to move to another post within Business Support if necessary.

This position is very varied and fast paced, therefore we are looking for a dynamic individual who is eager to learn. Your duties will include preparation work for meetings and taking minutes, formatting letters and reports, general office tasks, petty cash, ordering goods, telephone queries, court work and liaising with Social Workers and service users.

Extensive training will be provided, therefore intially you will be expected to work in the office full time before moving to a hybrid working model.

If you would like to have an informal discussion about this position, please contact Abbie Wilson on (01307) 492617

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 21 October 2022**

**Modern Apprentice (Recruitment)**

**£9,242 ANG04110**

Based at Angus House, Orchardbank Business Park, Forfar.

Working within the recruitment team, you will work towards achieving an SVQ Level 3 Diploma in Business & Administration.

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.

In addition, please refer to the "applicant guidance" document when completing your application form and to the "welcome to Angus" document for more information about working for Angus Council.

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**Closing Date: Friday 28 October 2022**

**Modern Apprentice (Payroll & Staffing/Systems)**

**£9,242 ANG04111**

Based at Angus House, Orchardbank Business Park, Forfar.

Working within the Payroll & Staffing/System team, you will work towards achieving an SVQ Level 3 Diploma in Business & Administration.

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.

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**Closing Date: Friday 28 October 2022**

**VIBRANT COMMUNITIES & SUSTAINABLE GROWTH**

**Communities Officer**

**£15,697 - £17,124 ANG04112**

Based at Strathairlie Hub, Arbroath, covering the Angus area.

You will work 18.125 hours per week, by arrangment.

This position will involve regular evening and occasional weekend working.

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

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**Closing Date: Friday 28 October 2022**

**Housing Officer (Community Housing) (2)**

**18.125 hours £11,085 - £19,864 (Career Grade Structure) ANG04113**

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

Based at Bruce House, Wellgate, Arbroath.

You will work either:

18.125 hours per week on a job share basis, Wednesday PM, all day Thursday and Friday;

or

36.25 hours per week.

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

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 28 October 2022**

**Waste Operative**

**£18,357 - £19,408 ANG04114**

Based at Burgh Yard, Broomfield Road, Montrose.

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

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

• Short Written Tests (20 minutes):-

1. Basic numeracy skills

2. Knowledge of Health & Safety in the workplace

3. Knowledge of basic road safety

4. Written communication skills

• Short Interview (25 minutes)

• Documentation checks

For further information, please contact Mark Nisbet, NisbetM@angus.gov.uk.

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