

## Job Vacancies List No 43

**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**

**Team Manager**

**£47,100 - £50,729 ANG04124**

Based at Fairlie House, Kirkton Court, Kirriemuir.

Please note this office is scheduled to relocate to County Buildings, Market Street, Forfar (date 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.

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 November 2022**

**Strategic Commissioning Assistant (Communication & Engagement)**

**£27,500 - £30,902 ANG04125**

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.

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 11 November 2022**

**Social Care Officer (2)**

**24 hours £14,678 - £17,931 (Bar at £15,979) ANG04118**

**30 hours £18,348 - £22,414 (Bar at £19,975)**

Based at Seaton Grove Care Centre, Seaton Road, Arbroath.

You will work either 24 or 30 hours per week on a shift based system, including nights and weekends.

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 11 November 2022**

**Senior Clerical Officer**

**£19,807 - £20,658 ANG04123\***

This job is resticted to employees working within the Angus Health & Social Care Partnership.

Based at Kinloch Care Centre, Kinloch Street, Carnoustie.

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

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-303060**](https://www.myjobscotland.gov.uk/councils/angus-council/jobs/senior-clerical-officer-303060)

**Closing Date: Friday 11 November 2022**

**Social Care Worker**

**£13,114 - £13,677 ANG04119**

Based at Seaton Grove Care Centre, Seaton Road, Arbroath.

You will work 24 hours per week. Hours are worked on a shift based system including night duty and weekend working.

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

You must have the ability to obtain SSSC registration.

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**Closing Date: Friday 11 November 2022**

**Community Meals Delivery Driver (2)**

**£8,158 ANG04121**

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.

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**Closing Date: Friday 11 November 2022**

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

**Modern Apprentice (Business Support) (2)**

**£9,242 ANG04122**

Based at Angus House, Orchardbank Business Park, Forfar.

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

These jobs are 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 these jobs.

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