

## Job Vacancies List No 48

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**ANGUS HEALTH & SOCIAL CARE PARTNERSHIP**

**Occupational Therapist**

**£36,799 - £41,713 ANG04214**

The Angus Health and Social Care Partnership has an exciting opportunity for an enthusiastic Occupational Therapist to join our Occupational Therapy team.

Applications from students in the final stage of their Occupational Therapy course will be considered. If you are identified as a preferred candidate, an offer of appointment would be subject to succesful completion of your qualification and your HCPC registration being in place.

Based at Fairlie House, Kirriemuir, you will cover the Forfar and Kirriemuir locality as well as travelling throughout Angus for work purposes, assessing the needs of disabled children, adults and older people with various physical and mental health disabilities.

The community care team, including OT staff, will be moving to County Buildings, Market Street, Forfar in 2023 (date to be confirmed).

You will have options for hybrid working and working in different offices as well as the option of working within our flexible working scheme.

You will use your Occupational Therapy knowledge and skills base to provide advice and support to the person, family members, carers and other professionals. You will also be responsible for recommending a range of solutions including equipment and adaptations and will be required to support provision where required with written assessment and plans.

We are looking for individuals who have excellent communication skills and who have the ability to work unsupervised as well as part of a team.

Opportunities for continuous personal development (CPD) are encouraged with regular supervision and support provided. There will also be opportunities to undertake development work in relation to manual handling.

For informal enquiries, please contact Allison Taylor, Team Manager - Occupational Therapy at TaylorAJ@angus.gov.uk or telephone (01241) 465676.

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.

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 16 December 2022**

**Social Care Officer**

**£14,470 - £17,418 (Bar at £15,649)**

 **ANG04215**

Based at Rosehill Resource Centre, Forties Road, Montrose.

You will work 21.75 hours per week, by arrangement.

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:

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**Closing Date: Friday 16 December 2022**

**Social Care Officer (3)**

**£15,967 - £19,220 (Bar at £17,268)**

 **ANG04216**

Based at Kinloch Care Centre, Kinloch Street, Carnoustie.

There are 3 positions available:-

2 positions are permanent;

1 position is temporary for up to 1 year from date of appointment.

You will work 24 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.

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 these jobs.

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:

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**Closing Date: Friday 16 December 2022**

**Senior Clerical Officer (2)**

**£21,830 - £22,605 ANG04205**

Based at Ravenswood, New Road, Forfar.

You will be required to work throughout the Angus area depending on the needs of the service.

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

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 16 December 2022**

**EDUCATION & LIFELONG LEARNING**

**Teacher of Pupils with Additional Support Needs**

**£28,113 - £42,336 ANG04200**

Based at Grange Primary School, Grange Road, Monifieth.

Working in collaboration with colleagues, you will be responsible for meeting the needs of the children with additional support needs at Grange Primary School which has a resource base.

Applications are welcome from primary and secondary qualified teachers.

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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**Closing Date: Friday 16 December 2022**

**Teacher of Primary Classes (Supply)**

**£17.09 - £25.74 per hour ANG04206**

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

Jobs will be available in various primary schools throughout the Angus area on an as and when required basis:-

Arbroath locality

Brechin/Montrose locality

Carnoustie/Monifieth locality

Forfar/Kirriemur locality

You will be asked to indicate on your application form which locality/localities you wish to apply 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 16 December 2022**

**Early Years Practitioner**

**£22,528 - £24,752 ANG04207**

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 ELC setting at Seaview Primary School, Monifieth (ELC Model 3), working 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 must have the ability to become a member of the PVG Scheme.

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

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 16 December 2022**

**Early Years Practitioner**

**£22,528 - £24,752 ANG04209**

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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.

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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 at Early Learning and Childcare Centre, Forfar (ELC Model 3), working 36.25 hours per week, days of work to be confirmed.

You will work up to 195 days per year on various working patterns (Monday to Friday), term‑time working or equivalent.

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

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

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:

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**Closing Date: Friday 16 December 2022**

**Early Years Assistant**

**£15,450 - £15,998 ANG04208**

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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 ELCC Forfar (ELC Model 3), 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.

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 16 December 2022**

**Early Years Assistant (Supply)**

**£11.55 per hour + 13.99% ANG04204**

As a supply member of staff, you will work in various local authority early learning and childcare settings throughout Angus on an as and when basis.

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

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

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:

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**Closing Date: Friday 16 December 2022**

**Clerical Officer**

**£9,676 - £10,175 ANG04217**

Based at Langlands School, Glamis Road, Forfar.

You will work 20 hours per week, Monday to Friday, 8.45am - 12.45pm.

Your working year will be based on 195 days per annum, working school-term time and in-service 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.

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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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 16 December 2022**

**Clerical Officer**

**£7,257 - £7,631 ANG04218**

Based at Strathmore Primary School, St James Road, Forfar.

You will work 15 hours per week, Monday to Friday, term-time only (195 days per annum).

Exact working pattern will be discussed at interview

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 16 December 2022**

**Clerical Officer**

**£7,257 - £7,631 ANG04201**

Based at Ladyloan Primary School, Millgate Loan, Arbroath.

You will work 15 hours per week, Monday to Friday.

Your working year will be based on 195 days per annum, working schoool term time and in service 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.

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:

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**Closing Date: Friday 16 December 2022**

**Breakfast Club Supervisor**

**£2,946 - £3,098 ANG04211**

Based at Monikie Primary School.

You will work 6.25 hours per week, 7.45am to 9.00am, Monday to Friday, term time only (190 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 / 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.

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**Closing Date: Friday 9 December 2022**

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

**Business Support Assistant - Level 2**

**£13,098 - £13,563 ANG04202**

Based at Ravenswood, New Road, Forfar.

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

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

This job is temporary for up to 12 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 / organisation.

Please refer to job description, 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 16 December 2022**

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

**£10,263 ANG04203**

Based at Angus House, Orchardbank Business Park, Forfar.

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.

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 16 December 2022**

**VIBRANT COMMUNITIES & SUSTAINABLE GROWTH**

**Gardener 2 (2)**

**£22,282 - £23,072 ANG04212**

Based at either:

Burgh Yard, Queenswell Road, Forfar (1 position);

or

Burgh Yard, Balmachie Road, Carnoustie (1 position).

You will work 37 hours per week (based on differential working year).

These jobs are temporary for up to 6 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 / organisation.

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

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