

## Job Vacancies List No 9

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**ANGUS HEALTH & SOCIAL CARE PARTNERSHIP**

**Case Manager (Review)**

**£36,799 - £41,713 ANG04400**

Based at Whitehills Health & Community Care Centre, Station Road, Forfar, covering the Angus area.

Please note interviews will be held 28 April 2023.

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:

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 March 2023**

**EDUCATION & LIFELONG LEARNING**

**Teacher of Physical Education**

**£28,113 - £42,336 ANG04404**

Based at Carnoustie High School.

This job is temporary until no later than 24 January 2025.

Please note interviews will be held week commencing 24 April 2023.

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 31 March 2023**

**Teacher of Pupils with Additional Support Needs**

**£28,113 - £42,336 ANG04406**

Based at Carnoustie High School.

Please note interviews will be held week commencing 24 April 2023.

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 31 March 2023**

**School & Pupil Support Assistant**

**£12,875 - £13,332 ANG04407**

Based at Brechin High School.

You will work 25 hours per week, Monday to Friday, term time only (195 days).

Please note interviews will be held week commencing 24 April 2023.

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 31 March 2023**

**FINANCE & LEGAL**

**Accountant**

**£22,888 - £41,713 (Career Grade Structure) ANG04401**

Based at Angus House, Orchardbank Business Park, Forfar.

Please note interviews will be held 12 May 2023.

Please refer to job outline, person specification, information sheet and career grade structure 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 31 March 2023**

**Modern Apprentice (Revenues & Benefits)**

**£10,263 ANG04408**

Based at Bruce House, Wellgate, Arbroath.

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.

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

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 31 March 2023**

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

**Business Support Assistant - Level 2 (4)**

**18.5 hours £11,141 - £11,536 ANG04416**

**36.25 hours £21,830 - £22,605**

Based at either:

County Buildings, Market Street, Forfar (one position - permanent).

Working within the Business Support service, you will work in a small team providing administrative support to the Justice Service. You may, however, be required to move to another post within Business Support if necessary.

Due to progression we currently have one permanent positon available. This position is very varied and fast paced, therefore we are looking for a dynamic individual who is eager to learn. The job entails 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 given, therefore the successful candidate will be expected to initially work in the office full time before moving to a hybrid working model.

or

Bruce House, Wellgate, Arbroath (three positions - temporary).

You will work as part of a small team and assist in the provision of a comprehensive Business Support Service.

You will work either 18.5 hours per week, week 1 Thursday/Friday and week 2 Wednesday/Thursday and Friday (one position)

or

36.25 hours per week (two positions).

These jobs are temporary until no later than 31 March 2024.

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

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

Please note interviews will be held 17 April 2023.

Please refer to job description, 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 March 2023**

**INFRASTRUCTURE**

**Clerical Officer**

**£20,507 - £21,565 ANG04397**

Based at Angus House, Orchardbank Business Park, Forfar.

Please note interviews will be held 17 April 2023.

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:

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 March 2023**

**VIBRANT COMMUNITIES & SUSTAINABLE GROWTH**

**Service Leader - Housing**

**£70,254 - £75,395 ANG04395**

Based at Angus House, Orchardbank Business Park, Forfar.

Classed as Workstyle 5 – allowing home and remote working.

An exciting opportunity has arisen for a Service Leader for our Housing Service.

Given Angus Council have an agile approach to work, there is the opportunity to work from home and remotely as well as using the base in Forfar.

As Service Leader you will have responsibility for delivering the Council’s strategic and operational housing functions, oversee the management of the Housing Revenue Account (HRA), ensuring effective and high quality Housing Services focused on the needs of our tenants. You will set the direction for the service with a focus on improving outcomes and life opportunities for our tenants as well as creating an open and inclusive culture where staff can thrive and work together.

You will lead on the development, implementation and monitoring of the Council’s Local Housing Strategy and Strategic Housing Investment Plan as well as the preparation of the HRA business plan including financial planning and monitoring to ensure effective and prudent use of HRA rental income.

We are looking for someone with experience in effective and visible leadership and innovation in managing services and a strong track record in transforming service delivery and a customer focused approach are essential. Knowledge of and substantial experience of current issues in the Housing sector and of leading housing services is essential.

The ideal candidate will be experienced in engaging and motivating others, have well developed interpersonal skills and demonstrate an adaptive leadership style that is inclusive.

Please note interviews will be held Thursday 13 April 2023 and Friday 14 April 2023.

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 31 March 2023**

**Planning Officer (Development Standards)**

**£36,799 - £41,713 ANG04402**

Based at Angus House, Orchardbank Business Park, Forfar.

Angus is a great place to live, work and visit, with stunning coastal and mountain landscapes, that contain historic towns, conservation areas, and many listed buildings.

This is a permanent post and offers a talented, chartered planner opportunity to deal with a wide range of planning applications, within a high-performing, friendly, and supportive team. It is a great opportunity to contribute to place-making in an area with a rich and varied natural and built heritage.

The position 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.

Angus Council is committed to working flexibly and equipment will be provided to support working from home.

For a confidential chat about the post, please contact Alan Hunter, Manager – Development Standards by email: [huntera@angus.gov.uk](mailto:huntera@angus.gov.uk).

Please note interviews will be held week commencing 24 April 2023.

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:

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 March 2023**

**Assistant Planning Officer**

**£22,888 - £32,849 (Career Grade Structure) ANG04405**

Based at Angus House, Orchardbank Business Park, Forfar.

Angus is a great place to live, work and visit, with stunning coastal and mountain landscapes, that contain historic towns, conservation areas, and many listed buildings.

This post offers opportunity for an enthusiastic individual to begin or progress a career in planning by gaining valuable experience working within a high-performing, friendly, and supportive team that has a track record of nurturing and developing talent. It provides a great opportunity to learn and develop your skills, while playing a key role in place-making and shaping the future environment of Angus.

This is a career grade post that provides opportunity to enter the planning profession, someone part way through their study or a recent graduate. Where appropriate, we may be able to support the successful candidate to undertake study towards a degree in planning.

The position 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.

Angus Council is committed to working flexibly and equipment will be provided to support working from home.

For a confidential chat about the post, please contact Alan Hunter, Manager – development standards by email: [huntera@angus.gov.uk](mailto:huntera@angus.gov.uk).

Please note interviews will be held week commencing week commencing   
24 April 2023.

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 31 March 2023**

**Refuse Driver (2)**

**£22,730 - £23,631 ANG04398**

Based at one of the following locations:

Burgh Yard, Queenswell Road, Forfar;

or

Burgh Yard, Commerce Street, Brechin.

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

These jobs are 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.

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

Please note interviews will be held week commencing 10 April 2023.

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 March 2023**

**Special Uplifts Operative**

**£20,931 - £22,011 ANG04399**

Based at Burgh Yard, Cairnie Loan, Arbroath.

You will work 37 hours per week, 5 days out of 7, Monday to Sunday, between the hours of 7.00am and 7.00pm.

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 note interviews will be held week commencing 10 April 2023.

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 31 March 2023**

**Modern Apprentice (Building Standards)**

**£10,263 ANG04403**

Based at Angus House, Orchardbank Business Park, Forfar.

This job is temporary for up to 2 years 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 note interviews will be held week commencing 17 April 2023 and   
24 April 2023.

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 31 March 2023**