

Central Swindon North Parish Council

Central Swindon North Parish Council is a large multi-faceted Council providing a range of local services including Community Centres, Grounds Maintenance, Allotments, Libraries, Sports/Playing Pitches & Recreation Grounds.

We are currently recruiting for an exciting new opportunity:

PARISH ESTATES MANAGER

Full Time, Permanent, 37 Hours Per Week

Salary £31,400 - £34,106* per annum

As our estates manager you'll be concerned with ensuring the Parishes varied asset base and associated contracts are managed effectively. Through careful management and coordination; you'll seek to solve problems, work proactively with our tenants and ensure our commissioned contracts are managed effectively.

An important part of your work will be to ensure that longer term projects such as our Capital repairs programme is implemented, that the Council always delivers best value for money and to ensure all day to day functions are delivered.

This will be a demanding and varied role, you'll need to demonstrate excellent organisational skills and relevant sector knowledge, along with a proven track record of success.

In return you'll get to work in a dynamic fun environment delivering essential local services to our residents. You'll have access to a Salary Sacrifice Car Programme, be eligible to join the Wiltshire Pension Scheme and receive 28 days paid holiday per annum (plus English Bank Holidays).

The full Job Description & Person Specification is available on the Central Swindon North Parish Council website www.centrawindonnorth-pc.gov.uk

*NJC Pay Award Pending April 2019

For an informal chat about the post please contact Andy Reeves on 01793 466499.

**Applications are made by way of CV to admin@centrawindonnorth-pc.gov.uk
CLOSING DATE FOR APPLICATIONS: Friday 25th January 2019**