

Deviock Parish Council

Vacancy for a

Clerk/Responsible Financial Officer (RFO)

15 – 20 hours per week (Exact hours to be negotiated)

Salary in accordance with NALC & SLCC recommended rates

Deviock Parish Council seeks to recruit an organised, independent and adaptable individual to work on behalf of the Parish Council in the role of Clerk/(RFO).

We are looking for someone with good communication skills who is able to provide efficient administration of council business, its finances and to manage projects where required.

Benefits include a contributory pension and 20 days holiday (pro rata) per annum.

For further information and application pack, please contact:

The Clerk, Deviock Parish Council, The Vestry, St Nicolas Church, Donderry, Cornwall. PL11 3LE

clerk.deviockpc@btinternet.com

01503 250 052

Applications to be received by 14th March 2019