



"Opening doors for older people in Gloucester"

GCT, providers of excellent care and accommodation for older people are seeking a passionate and dedicated individual to join our friendly Team at Head Office.

We have the following vacancy:

Accounts Officer

21hours per week - (Monday, Tuesday and Friday) 8:30am -4:30pm

Pay Rate – £9.50 rising to £10.50 after 3 month probation period.

You must have the following:

AAT (Level 2 or 3) Qualification

Have working experience of Sage line 50

Payroll and auto enrolment is essential

Knowledge of HMRC RTI Legislation is desirable

The Trust is an equal opportunities employer and we welcome applications from all sections of the community. We also offer a Bonus scheme (subject to meeting certain requirements) and free Perk box Membership.

Contact Libby Martin, Receptionist/Administrator on 01452 500429 or libby.martin@gloschar.org.uk to request an application pack. **CV'S ARE NOT ACCEPTED.**

Enhanced disclosure required.

The closing date is 15th January 2018 at 4.30pm.

Interview will be held on Monday 22nd January

Strictly No Agencies.

