

## Housing Officer Job Advert

GCT, providers of excellent care and accommodation for older people are looking to recruit an enthusiastic and resilient Housing Officer to join the Housing and Welfare Team.

The candidate must have a strong team working ethic and the confidence to use their own initiative when working alone. A friendly approachable personality and the ability to remain calm and reassuring to residents and their families are vitally important. Excellent communication, IT and admin skills are also essential in this very versatile role.

You will work in conjunction with the rest of the GCT team, sharing responsibility and supporting each other in delivering the best service possible, being proud of what you are part of.

(This post is subject to a DBS check and you must have a clean and current driving licence)

### **Qualifications**

An NVQ level 3 in Housing or Health and Social Care is desirable or aiming to work towards this.

### **Pay Scale:**

Salary £19,110pa – 35 hours per week (weekdays)

Salary will be revised following completion of probation.

**Holidays include 28 days per year (including bank holidays.) Rising to 33 days after 5 years service. We also offer other reward incentives, including free Perkbox Membership, Attendance Bonus (subject to meeting certain requirements) and a Birthday Bonus.**

### **How to apply:**

If you are interested in this excellent opportunity please contact Libby Martin on 01452 500429 or email [libby.martin@gloschar.org.uk](mailto:libby.martin@gloschar.org.uk) for a full job description and an application form.

**Closing date 23<sup>rd</sup> March 2018**

**Interview date 29<sup>th</sup> March 2018**