

Vacancy at Bergh Apton Parish Council

for a Parish Clerk/Financial Officer

We are looking for an enthusiastic and self-motivated person to take on the role of Parish Clerk and Responsible Financial Officer.

The post is for 4 hours per week which includes attendance at 8 Council meetings per year and responsibility for the finances of the Council and its risk management.

Candidates should have book keeping skills, excellent communication, IT and organisational skills. Pay will be in line with nationally recognised guidelines and according to experience and qualifications (SCP8 - £10.86p/h). Support and training will be provided, as necessary.

For further information and an application form, please contact:

Clerk: Angela Tregear Email: clerk@berghapton.org.uk
Tel: 07429233109 or

Chair: David Skedge: desidolci@hotmail.com
Tel: 01508 550709