



## **JOB ROLE: Housing Officer (Permanent Full-time post)**

**Rural Stirling Housing Association**

**EVH Grade 7**

**£33,642 – £36,941**

Contract Type: Permanent

Hours of work: 35 hours (Hybrid working & flexi-time system in operation)

Leave entitlement: 25 days plus 15 days Public Holiday

### **Job Description**

Rural Stirling Housing Association is an ambitious, forward-thinking organisation, committed to providing quality, affordable homes to tenants throughout the north and west rural Stirling Council area, stretching from Tyndrum in the north, Strathblane and Killearn in the west and Doune in the south. A large part of our area of operation falls within the boundary of Loch Lomond & the Trossachs National Park.

Our vision and reason for being is to “provide affordable, quality housing and support community aspirations”.

Reporting directly to the Housing Services Manager, you will be a highly motivated individual with a minimum of 3 year’s ‘all round’ experience of housing management within the social rented sector. You will have an excellent track record of achievement in delivering front line housing management services. This will include experience of rent arrears management, void and repair management, allocations, tenancy management and dealing with anti-social behaviour.

You will be highly visible and engaged within the local community.

If you thrive when working in an environment that requires excellent time management and prioritisation skills and are not afraid to use your initiative to ensure excellent customer service is provided, we would like to hear from you.

Please note that this post is subject to Basic Disclosure under the PVG Scheme in Scotland.

All applicants will be required to complete an application form to standardise the shortlisting and interview process. Please note that CVs will not be accepted.

## **Equality Statement**

RSG is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. Applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnership.

For further information and an application pack please visit our website: [www.rsha.org.uk](http://www.rsha.org.uk)

## **Notes**

- Closing date for applications **12 noon on Tuesday 19<sup>th</sup> April 2022**
- Interview date **29<sup>th</sup> April 2022**

**End**