



# Rural Stirling

Housing Association

## SUMMARY OF CONDITIONS OF SERVICE

|                                 |  |
|---------------------------------|--|
| <b>JOB TITLE</b>                | HOUSING OFFICER  |
| <b>SALARY SCALE</b>             | EVH GRADE 7 - £33,375 to £36,648   |
| <b>HOURS OF WORK</b>            | 35 hours per week. Attendance at occasional evening meetings maybe required.                                   |
| <b>ANNUAL LEAVE ENTITLEMENT</b> | 25 days annual leave<br>15 days public holidays  |
| <b>FLEXI-TIME</b>               | RSHA operates a flexi-time system  |
| <b>FLEXIBLE WORKING</b>         | RSHA offers options on flexible/home working   |
| <b>PENSION</b>                  | RSHA offers a contributory pension scheme  |
| <b>PLACE OF WORK</b>            | RSHA Office – Stirling Road, Doune, FK16 6AA   |
| <b>NOTICE PERIOD</b>            | 1 month  |
| <b>REMUNERATION</b>             | Salary paid directly on the last Thursday of the month by BACS into a designated bank/building society account |
| <b>OTHER BENEFITS</b>           | Essential Car User Allowance; Childcare voucher scheme.  |