

## **SOUTH DERBYSHIRE DISTRICT COUNCIL**

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### **HOUSING STRATEGY AND RESEARCH OFFICER SERVICE DELIVERY DIRECTORATE**

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#### **PRINCIPAL TERMS AND CONDITIONS OF EMPLOYMENT**

1. Salary for this post will be Scale 6 - £31,537 to SCP 22 £33,699 per annum. The starting salary will be £31,537 per annum subject to agreement. In all other respects, the conditions of service laid down by the National Joint Council for Local Authorities Services Employees as supplemented or amended by the Council will apply.
2. The position is permanent.
3. The appointment requires one months' notice of termination by the employee.
4. The hours of work are 37 per week, Monday to Friday. Flexible working applies to this role which is office based but can include home working. Occasional working outside core flexible working hours is expected as required in order to discharge the functions of the post.
5. A casual user car allowance will be payable if the post holder is required to use their vehicle for business purposes.
6. Annual holiday entitlement is 25 days per year (this includes 4 former discretionary days once taken after Public/Bank Holidays) plus 8 statutory and 1 day which is taken at the discretion of the Authority. This rises to 30 days a year after 5 years of local government service. Two days of annual leave are fixed to enable employees to take a weeks leave between Christmas Day and New Years Day.
7. The Local Government Superannuation Scheme is available. All employees aged under 75 contracted for a period in excess of three months are eligible to join the Local Government Pension Scheme (LGPS). Please note that provided you meet these criteria you will automatically be put into the Pension Scheme unless you opt not to join. Should you wish to opt out of the scheme you can do so on your first day of employment
8. The Council's scheme of re-location expenses will apply subject to the qualifying conditions.
9. The post will be subject to a six-month probationary period.
10. The appointment will be subject to satisfactory medical clearance.
11. The appointment will be subject to the receipt of satisfactory references.