

SOUTH DERBYSHIRE DISTRICT COUNCIL

Empty Homes Officer, Private Sector Housing Team

Environmental Services, LAW AND PEOPLE DIRECTORATE

PRINCIPAL TERMS AND CONDITIONS OF EMPLOYMENT

1. Salary for this post will be up to a maximum of SO1 scale point 26 (currently £37,280 per annum). The starting salary is scale point 23 (£34,434 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 appointment requires ONE months' notice of termination by the employee.
3. The hours of work are 37 per week, Monday to Friday. However, a flexible working hours scheme is available. Occasional working outside core flexible working hours is expected as required in order to discharge the functions of the post.
4. Essential User Car Allowance will be payable.
5. Annual holiday entitlement is 30 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 33 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.
6. 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
7. The post will be subject to a six-month probationary period.
8. The appointment will be subject to satisfactory medical clearance.
9. The appointment will be subject to the receipt of satisfactory references.