

Department: Community Mental Health
Contact Officer: Susanna Yeoman
Telephone: 01753 477053

January 2010

Dear Applicant

02/1952 Qualified Social Worker

Thank you for the interest you have shown in this opportunity to work at Slough Borough Council.

People are proud to live and work in Slough where diversity is celebrated and where residents can enjoy fulfilling prosperous and healthy lives. Our vision is to make a difference to our communities and our environment by taking pride in Slough. All of our staff, whatever their job, contribute to delivering services to local people - either directly, or by supporting colleagues. Join our team at Slough Borough Council and see why we are proud to be Slough.

This Information Job Pack gives a full explanation of the job and working at Slough Borough Council, which I hope will encourage you to apply for the post.

To apply please complete an application form and send it by email to recruitment@slough.gov.uk or post it to the Recruitment Team, Slough Borough Council, Bath Road, Slough SL1 3UQ.

This is an open advertisement and interviews will be held following suitable applications.

If you would like to discuss this position on an informal basis please contact me on 01753 477053

I look forward to receiving an application from you.

Yours faithfully,

Susanna Yeoman
Acting Locality Manager

How to Apply

KEY DATES

To apply for this post you must complete a Slough Borough Council **application form**. You may submit a CV in addition to your application form. Please note that a CV alone will not be accepted as they do not meet our assessment criteria and commitment to equal opportunities.

Completing Application Forms

Particular attention should be given to the Supporting Information section within the application form. Shortlisting is based on the candidate's ability to meet the selection criteria within the person specification. Therefore, it is essential that you outline clear examples and evidence of how you meet the requirements of the person specification. Examples and evidence should also relate back to the duties/accountabilities contained in the job description.

It is important that you complete ALL sections of the application form; you can attach additional information if you wish.

Recruitment Monitoring Form

Please complete our Recruitment Monitoring Form as this provides us with important information to monitor the process of the appointment of individuals under current legislation and our equal opportunities policy. This form will be separated from your application form and will not be used for shortlisting or selection purposes.

Reply Details

Your application form must reach us by closing date. Applications received after this date will not be considered. Application forms should be returned by:

- a) **E-mail: recruitment@slough.gov.uk**
- b) **Post: Recruitment Team, Human Resources, Slough Borough Council, Town Hall, Bath Road, Slough, SL1 3UQ**

Further Information

Should you have any queries relating to any aspect of this appointment process, or require additional information, then call the Recruitment Team, direct line (01753) 875074, at Slough Borough Council.

Next Steps

If you are selected for interview we will contact you by telephone and confirm the details in writing.

If you have not heard from us in 4 weeks from the closing date please assume that on this occasion your application has been unsuccessful.

Why we are proud to be Slough

Your career

Our staff choose to work in Slough because it offers many opportunities to develop your career and enhance your skills in an area that has much to offer.

We offer a range of benefits including:

- Final salary pension scheme
- Childcare vouchers
- Flexible working
- Health promotion days
- Discounted gym membership
- Access to learning and development

Our **vision** is to “Take pride in Slough and make a difference to our communities and our environment”. Our corporate plan has full details of our priorities at www.slough.gov.uk/mycouncil/articles/13682.aspx

The Borough

Slough Focus is our Local Strategic Partnership, bringing together the town's decision makers, communities and organisations to meet the needs of local people and to improve the quality of life in Slough. Together we have developed Slough's first Community Strategy.

The Community Strategy sets out a long-term vision for Slough, for the 'people', the 'place' and for the 'prosperity' of the town, and the things that need to be done to make this a reality. Full details can be found at <http://slough.gov.uk/mycouncil/articles/2224.aspx>

PEOPLE - Slough will have healthy and fulfilled people and communities.

PLACE - Slough will be a safe, attractive and sustainable place to live, work and learn.

PROSPERITY - Slough will have prosperous individuals and communities.

World-class businesses

We have Europe's largest trading estate in single ownership and a thriving and

growing town centre. A wide range of well-known companies have their base in Slough.

Slough has an exciting cultural centre, with emerging young talent joining the more established cultural industries to create new and exciting work and leisure opportunities.

Culture in Slough

Slough has a population of 119,000 people and is a culturally diverse town with a range of communities. More than a third of our population are from black and minority ethnic communities.

Slough has many parks, open spaces and waterways to complement the urban feel of the town.

The town centre has two indoor shopping complexes. The pedestrianised piazza is the platform for entertainment, events and festivals in the town and is surrounded by more than 300 shops, restaurants and pubs. The diverse cultures of Slough offer an exciting mix and range of restaurants, serving most foods.

Well connected

Slough is in the M4 corridor, close to Heathrow Airport and within easy access of the M40 to the Midlands, the M1 to the North, the M3 to the South and the M25. Trains run from Paddington to Slough Station every 15 minutes.

With more than 3,500 parking spaces in the town centre, people from around the region are choosing to come to Slough for work, culture or life.

Job Description

1. Effective Date: January 2010

1.1 Post Title: Social Worker
Directorate: Community & Wellbeing
Location: New Horizons, Pursers Court, Slough

1.2 MAIN PURPOSE OF JOB

To work as a member of a Mental Health specialist team with the main functions being assessment, care planning, and service purchasing. To work within the context of relevant legislation, using social work expertise within a multi-disciplinary team.

1.3 POSITION IN ORGANISATION


Name and position of immediate supervisor: Services Manager/Locality Manager

1.4 MAIN ACCOUNTABILITIES (Output Based)

- 1 To carry a personal caseload and throughout the care co-ordination process provide advice, counselling and advocacy according to professional expertise for clients and carers, as appropriate.
- 2 To negotiate the delivery of services with providers in accordance with service level agreements and block contracts etc. paying due regard to statutory responsibilities.
- 3 To monitor the progress of the written objectives and expectations and amend these as required. This should take account of the client's view and needs, ensure cost effectiveness in relation to the quality of the service delivery and comply with agreed CPA and Care management Policies and Procedures.
- 4 To participate in other activities which would benefit from the application of professional skills e.g. working parties, special developments, policy formulation, group work and Community Development work.
- 5 To inform the Services Manager of specific needs which cannot be met through non-availability of services or inadequate budgetary provision
- 6 To undertake investigations and prepare reports for panels, case conferences and courts as required.
- 7 To attend and participate positively in team meetings to promote and integrate responses to service users and to provide best value services

- 8 To act, as agreed with the Clinical Team Lead, as a resource contributing to standards of practice and training and development activities, including the supervision of Students and Care Co-ordinators who have progressed by assessment to the Senior Practitioner grade, and the supervision of other Care Managers and Assistant Care Managers.
- 9 To maintain accurate case records and to fulfil departmental procedures and statutory duties commensurate with national and departmental training requirements.
- 10 To carry out other such tasks as are commensurate with the post according to discipline specialist skills

Person Specification – Qualified Social Worker

Competency		Attributes – Customer Focus, Development, Relationships, Personal Effectiveness, Expertise, Communication Skills (if appropriate), Managerial (if appropriate), Health & Safety, Equalities Finance,	Essential/Desirable		Method: Application (A) Interview (I) Test (T)
Experience	1.1	Experience of working with families/individuals in a planned way	Essential	✓✓	A/I
	1.2	Experience of working with Mental Health and Child protection work	Desirable		A/I
	1.3	Experience of balancing complex workloads and setting priorities	Essential	✓✓	A/I
	1.4	Able to demonstrate post qualification experience and/ or substantial evidence of working with drug/alcohol difficulties	Desirable		A/I
Knowledge	2.1	Understanding of working with individuals and adults who have drug/alcohol problems	Desirable		A/I
	2.2	Knowledge and understanding of Child and Community Care Legislation, including the Mental Health Act 1983	Essential	✓✓	A/I
	2.3	Understanding of what constitutes a high quality service	Essential	✓✓	A/I
	2.4	Understanding and commitment to equality and diversity	Essential	✓✓	A/I
Skills/Abilities	3.1	Good verbal and written skills	Essential	✓✓	A/I
	3.2	Ability to work within a changing organisation	Essential	✓✓	A/I
	3.3	Ability to work with staff and managers at all levels and across Health and Social Service disciplines	Essential	✓✓	A/I
	3.4	Ability to provide supervision if required	Essential	✓✓	A/I
	3.5	Ability to work and contribute to a multi disciplinary team with the ability to motivate self and others	Essential	✓✓	A/I
	3.6	Ability to use IT packages, including Word and Excel	Essential	✓✓	A
Qualifications	4.1	Recognised social work qualification CQSW CSS, DipSW	Essential	✓✓	A
	4.2	Practice Teacher award	Desirable		A
	4.3	The post holder is required to register with the General Social Care Council to comply with the National Requirements	Essential	✓✓	A/I
	4.4	Evidence of professional and personal development	Essential	✓✓	A/I
	4.5	Full valid driving licence and daily use of a car	Essential	✓✓	A/I

Progression Criteria from first and second level Social Workers to third level Assistant Team Manager

1. Introduction

This progression criterion is based on competencies which have been developed to support the Council's commitment to training, developing and retaining staff. It is essential that everyone is clear about what is expected of them and how this will be measured. The scheme allows staff to progress through the levels subject to:

- meeting all the competency criteria

It is not related to progression on spinal points within each grade.

2. Who is included?

The criteria has been developed to include:

- Social Workers and Senior Social Worker (ex-SW3's) (Children and Families)
- Social Workers and Senior Practitioners (Adult Social Care)
- Social Workers and Senior Social Workers (Inclusion Branch)
- All appointments to Assistant Team Manager or Assistant Manager posts

3. What are the levels?

- First level Social Workers
Level 7, Point 1 – 5 (SBC SCP 36 – 41)
- Second level Senior Practitioners /Senior Social Workers
Level 8, Point 1 – 2 (SBC SCP 42 – 44)
- Third Level Assistant Team Manager
Level 8, Point 3- 4 (SBC 46-47)

4. What is the criteria?

It is a standard, i.e. it defines what you need to be able to do, to show you have successfully carried out the requirements of your job in order to progress through the grade boundary at SCP 41. Progression to the second Level will be subject to completion of an evidence portfolio. Progression to third level will be subject to a selection and interview process.

5. How does the criteria work?

The progression criteria are based on the successful completion of the attached progression criteria demonstrating qualifications, experience.

This will be evidenced within a portfolio which will be passed by your Line Manager to the Group Manager / Head of Service for consideration and approval. Authorisation for progression will be given by the relevant Director Education & Children's or Adult Services.

7. What is your Role?

You should regularly review your progress with your line manager and seek confirmation of your achievements during your one to one meetings. You will need to be committed to identifying training needs to gain the knowledge and experience required. You and your line manager will need to identify opportunities for you to get involved with work and projects that will develop your skills and competencies which are required for the next level. A portfolio of evidence must be provided in accordance with the agreed checklist

8. What is the role of your Line Manager?

Your supervisor should review your progress with you and carry out your grade review in conjunction with the Head of Service. Any progression through to the next level must be approved by the Assistant Director. This will be entirely separate from your performance appraisal. Although your yearly performance appraisal and one to ones will help you to monitor and guide your progress.

They will give you guidance, support and the opportunity (when available) to get involved with work projects that will develop your skills and competencies

9. What is the assessment process?

Progression is not automatic but it is subject to:

- You meeting the progression criteria
- Satisfactory performance demonstrated through progress meetings and your annual appraisal
- Submission and approval of your portfolio of evidence
- Subject to you wishing to progress to the next level.
- Subject to an established vacancy existing at the next level

10. Conclusion

This explanatory note sets out the framework and how the progression criteria structure will work.

The Directorate & Team

The Community & Wellbeing Directorate places the promotion of health and well being in the mainstream of council activity and ensures that all services fulfil a clear role in improving the health and quality of life of Slough's diverse local population.

The creation of this new directorate involves the alignment of Adult Social Care, and Cultural Services. The department also leads on developing a Neighbourhood focus and on links with the Voluntary Sector.

The main services covered include:

Community and Adult Social Care has the operational and strategic leadership of all the adult services functions including care management teams, safeguarding and adult protection, learning disability services, older persons' services, mental health as well as community services, community centres and transport. This also includes all direct provision including days services and residential homes. This work involves close partnership with the local NHS.

Personalisation, Commissioning and Partnerships lead on planning, commissioning and developing broader service responses to the people of Slough. This includes driving the changes for the "Putting People First" agenda of transforming traditional social care into more personalised services. This work involves close partnership with the local NHS and organisations in the private and voluntary sector.

Cultural Services delivering services in the following areas - Sport and Health, Parks Development, Libraries, Lifelong Learning, Arts Development.

This new structure places Slough in a strong position to deliver on the aspirations in recent government documents with each area of services bringing its own contribution to the delivery of the common goals of promoting choice, independence and well being.

It really is an exciting time to be joining us. Slough is rapidly gaining a reputation, as being a place where enthusiastic staff can obtain the breadth and depth of experience that is unsurpassed in the South East. Managers and staff alike are given the opportunity to be innovative and our learning environment ensures that you will be given the chance to make the most of your strengths.

There is much to be proud of in Slough and we believe that in proving excellence in our services we can really make a big difference to peoples' lives.

Main Conditions Of Service

PERMANENT STAFF

DATE: January 2010
DIRECTORATE: Community & Wellbeing
JOB TITLE: Social Worker - Community Mental Health Team

The Council is in the process of implementing a new system of job evaluation and harmonising terms and conditions for all existing staff. These will be effective from 1 April 2010. This has resulted in changes to terms and conditions of this post.

It has been agreed that all staff appointed from 1 January 2010 will be appointed on the new pay and grading structure and the harmonised terms and conditions outlined below.

Level

Level 7, SCP 36 to 41, £30,011 to £34,549 per annum exclusive of local weighting allowance. A local weighting allowance of £849 per annum is payable.

*Level 8, SCP 42 to 44, £35,430 to £37,206 per annum exclusive of local weighting allowance. A local weighting allowance of £849 per annum is payable.

This position is linked to a career grade scheme. See progression criteria attached.

There is a bar at SCP 44 (progression through the bar is subject to the requirements of the attached progression criteria)

Payment of Salary

Your salary will be paid monthly in twelve equal payments into a bank, giro bank or building society account of your choice. This will be on or about the last working day of the month.

Annual increments are paid on 1st April each year subject to six months' service and satisfactory performance.

Annual Leave

Annual leave entitlement inclusive of extra-statutory and concessionary days is as follows:-

Complete year's entitlement		
Up to 2 years' local government service as at 1st April	More than 2 years' but less than 5 years' local government service as at 1st April	More than 5 years' local government service as at 1st April
25 days	29 days	32 days

Hours of Work

37 hours a week.

The Council supports a range of flexible working arrangements to promote work-life balance dependant on the operational needs of each service.

Pension

Unless you specifically opt out in writing, you will automatically become a member of the Local Government Pension Scheme (LGPS). Further details are available from the council or you can link to the website for a Guide for New Employees to the pension fund on <http://www.rbwm.gov.uk/berks-pension/index.htm>

You may choose to remain in or arrange your own personal pension plan (PPP), or remain in the State Earnings Related Pension Scheme (SERPS).

Allowances

Mileage allowances

The Council will reimburse all mileage undertaken, whether inside or outside the borough, in accordance with HM Revenue and Customs rates. Currently this will be paid at 40p per mile for the first 10,000 business miles in the tax year and 25p for each business mile over 10,000 miles in the tax year.

Business mileage undertaken by motorcycle or bicycle, whether inside or outside the borough, will be paid in accordance with HM Revenue and Customs rates, i.e. for motorcycles 24p per mile (claims to be supported by VAT receipts) and for bicycles (claims to be submitted) 20p per mile.

Once any member of staff hits 1,000 business miles or more in any one tax year a lump sum of £1,000 will be paid. This rate will be up-rated in line with NJC annual pay award.

These provisions are subject to review, variation and discontinuance at the Council's discretion and/or in the light of operational needs.

All employees who use their cars for official business must ensure that their vehicle insurance policy is suitably endorsed for official and authorised Council business use.

Telephone allowance

In certain cases, the council will pay the rental charge and the cost of business calls.

Professional subscriptions

The Council will reimburse you for the cost of one professional subscription per annum if agreed by your Director as relevant and necessary to the fulfilment of your duties.

Smoking policy

The Council has a no smoking policy.

Medical assessment

Your employment will be subject to a satisfactory medical assessment. We may ask you to take a medical examination if the council's medical adviser feels it is necessary. Certain key members of staff are medically examined periodically. The council will pay for this.

Probationary period

Six months - during this period you will be covered by the Council's Probationary Policy and Procedure. Your work performance will be monitored closely and you will be expected to demonstrate your suitability for the post.

Political restrictions

This post is not politically restricted under the Local Government and Housing Act 1989.

Period of Notice

The written notice that you must give the Council is:

Levels	Notice Period
1-4	4 weeks
5-7	8 weeks
8-10 Soulbury staff Senior Managers (SML)	12 weeks

Criminal Records Bureau

(The Rehabilitation of Offenders Act 1974)

Posts which involve working with children or vulnerable groups are covered by the Rehabilitation of Offenders Act 1974 (Exceptions) (Amendments) Order 1986 and the Criminal Justice and Court Services Act 2000. If this post involves working with children it is also covered by the protection of Children Act 1999.

The Criminal Records Bureau has been set up by the government to ensure safer recruitment practice to protect children and vulnerable adults. Two types of checks are available; Standard and Enhanced. *A caution or conviction will not necessarily bar you from obtaining employment.* The Disclosure that will be required for this post is ENHANCED.

Prior to any offer of employment being made you will be required to complete a Disclosure application form. On this form you will need to declare ALL CAUTIONS, BIND OVER ORDERS & CONVICTIONS. This includes offences which are considered spent for other purposes or that you may believe have been removed from your record. All information given will be treated as strictly confidential and will be stored securely.

Once completed this disclosure form will be sent to the Criminal Records Bureau (CRB). The CRB will search Police Force, Department of Health, and Department for Children, Schools and Families records for relevant information. The CRB will inform you of their search and they will also send a copy of the result to Slough Borough Council. This information will enable the Council to make its decision on possible employment.

We will consider any previous offences in accordance with our Equal Opportunities policy. There are, however, certain offences which will restrict you from working with children under the regulations made under the Protection of Children's Act 1999, including Schedule 1 offences such as sexual and violent offences.

At interview, or in a separate discussion, we will ensure that an open and measured discussion takes place on the subject of any offences or other matters that might be relevant to the position. Failure to disclose information that is directly relevant to the position sought could lead to withdrawal of an offer of employment.

We undertake to discuss any matter revealed in a Disclosure with the person seeking the position before withdrawing a conditional offer of employment.

If you require further information you can contact the CRB direct on 0870 90 90 844 or visit their website at www.crb.gov.uk

If you do take up employment it is necessary for you to inform your Line Manager of any cautions, bind overs or convictions you sustain during the subsequent course of your employment. **Failure to do so will lead to dismissal.**

Important: We will report all persons to the relevant authorities who attempt to obtain employment whilst they are disqualified from working with children or vulnerable adults.

Enhanced Disclosures

Issued to those who are applying for posts exempted under the Rehabilitation of Offenders Act 1974 **and** who will be working in positions which entail working regularly caring for, training, supervising or being in sole charge of persons under 18, or in positions which are specified in Regulations made under the Police Act as working with 'vulnerable adults'. This will reveal any spent and unspent convictions, cautions, warnings and reprimands held at a national level and information held on local police records. Plus for any person applying for a childcare position, whether the person is on the list of those considered unfit to work with children held by the Department for Children, Schools and Families (DCSF): and the Department of Health (DH) where contact may be with vulnerable adults.

ISA Adult First Check

In addition to the above checks it may be necessary to undertake an Adults first check. These checks are available under exceptional circumstances and where the employer is awaiting confirmation from the CRB; proper to employment.

This information is subject to change to reflect the requirements of the new Vetting and Barring Scheme.

General Employment Information

Data Protection Act

The information you provide will be processed in accordance with the Data Protection Acts 1998 and any subsequent legislation.

Disability Discrimination Act 1995

This Act protects people with disabilities from unlawful discrimination. The Council operates a "Guaranteed Interview Scheme" for applicants who declare they have a 'disability' (as defined by the Disability Discrimination Act 1995 & 2005). Any 'disabled' applicant who meets the essential criteria for the job will be offered an interview. To enable the scheme to operate, managers compiling shortlists will be informed when a candidate has a 'disability'.

Definition of Disability

The definition of disability, as outlined in the Disability Discrimination Acts (DDA) 1995 & 2005 is as follows:

"A physical or mental impairment which has a substantial and long term adverse effect on a person's ability to carry out normal day-to-day activities".

To be protected under the Acts,

- An individual must have, or have had, an impairment which can be physical or mental
- It must have adverse effects which are substantial, that is something more than minor or trivial
- It needs to be long term, i.e. the impairment has lasted or is likely to last in total for at least twelve months or is likely to last for the rest of the life of the person affected

And

- It must affect day-to-day activities at work on a regular basis

The effect an impairment may have on day to day activities is defined in the Act as falling within the following categories:

- Mobility
- Manual dexterity
- Physical co-ordination
- Continence
- Ability to lift, carry or otherwise move everyday objects
- Speech, hearing or eyesight
- Memory or ability to concentrate, learn or understand
- Perception of the risk of physical danger

Some examples now covered by the DDA include: mental illness or mental health problems, learning disabilities, diabetes, epilepsy, cancer, HIV and Multiple Sclerosis.

Employment after Retirement Age

The normal retirement age from the Council's service is 65 years. Your employment will end on the day before your 65th birthday. However, under the Employment Equality (Age) Regulations 2006 you can request continuing your employment.

Equal Opportunities in Employment

Slough Borough Council is committed to being an employer of choice. Our aim is to ensure that no job applicant or employee receives less favourable treatment on grounds of race, colour, nationality, ethnic or national origins, gender, marital status, family responsibility, age, disability, sexual orientation, trade union activity, or religious belief.

Recruitment and selection criteria, procedures and practices will be kept under regular review to ensure that individuals are selected or promoted on merit. All employees will be given equal opportunity and, where appropriate, training to progress within the Council.

Local authorities have a legal responsibility to promote Equality of Opportunity. The Council is committed to the use of those statutory provisions which permit Positive Action to improve recruitment and access to training where disadvantaged groups are under-represented. In particular

the Council aims for its workforce to be representative of the local population of whom over a third are of ethnic minority origin.

The Council continually monitors this policy to assess its effectiveness.

Feedback

Anyone who applies for a job with Slough Borough Council and is unsuccessful can arrange for verbal feedback to be given by contacting the Chair of the shortlisting / interview panel.

Interview Expenses

Reasonable out of pocket expenses will be reimbursed when attending for interview; travelling expenses are limited to 2nd class rail/bus fare. Mileage is reimbursed at a rate of 19.8p per mile. Candidates will be sent their expenses by cheque after the interview. If a candidate is invited from overseas, travel expenses will be calculated from the nearest airport/ seaport in this country.

Medical Questionnaire

Successful applicants will be required to complete a medical questionnaire and may be required to meet with our occupational health adviser if required.

Pre-Employment Screening

It is our policy to carry out checks to confirm the details on the application form/CV. False information which results in an appointment will render the individual liable to dismissal without notice.

- **Proof of Qualifications**

You will be asked to produce certificates confirming your qualifications or membership of professional bodies that are stated in your application form/CV.

- **References**

References offered will be taken up. We reserve the right to contact any other previous employer for a reference. We will also take into consideration relevant information received from any source. This may include information held by the authority, for example in social care or education, and information received from other external authorities or bodies.

- **Work Permit**

Under the Asylum and Immigration Act 1996, it is a criminal offence to employ anyone who is not entitled to live or work in the United Kingdom. You will be asked to submit original proof of identification (photocopies are not acceptable), such as a birth certificate, national insurance number, passport or driving licence. You will be asked to submit all marriage/relevant certificates in cases where you have changed your name, and previous address details.

Childcare Vouchers

This scheme allows employees to purchase childcare vouchers from their salary and save on tax and national insurance contributions. The estimated savings available are shown below:

		Annual savings based on monthly individual costs of				
		£50	£100	£150	£200	£243
Annual salary	£34k +	246	492	738	984	1196
	£10k - £33k	198	396	594	792	962

The vouchers are very flexible. You can use them to pay for a wide range of childcare in different places as long as it is provided through a registered provider.

The Advertisement

Community Mental Health Team 02-1952 Qualified Social Worker Salary: £30,860 to £38,055 per annum inclusive.

'People are proud to live and work in Slough where diversity is celebrated and where residents can enjoy fulfilling prosperous and healthy lives'.

Join Slough's Health and Social Care Services which have been assessed as excellent.

An exciting opportunity has arisen for a highly motivated experienced social worker within our dynamic multi disciplinary Community Mental Health Team.

We are looking for an enthusiastic and resourceful worker with the ability to respond positively and creatively to the needs of our culturally diverse service users.

In return we offer you structured support, supervision, training and development opportunities.

This is an open advertisement and interviews will be held following suitable applications.

Apply on-line at www.slough.gov.uk/jobs. Alternatively, e-mail recruitment@slough.gov.uk or call our 24 hour message line on 01753 875074 quoting reference number 02-1952 or call our minicom service on 01753 875030.

We value diversity.

