



Wem Town Council,

VACANCY
Facilities and Services Officer

SCP:13-15 £26,873 - £27,803 per annum pro rata
15 hours a week to be worked over 3 days Monday – Wednesday. Some evening/
weekend working will be required at Town events and meetings throughout the year..

Can you demonstrate a commitment to the values of the Town Council in championing the interests of the people of Wem?

This is a fantastic opportunity to work for a progressive Town Council in a challenging local government financial climate, we are looking for an experienced individual, to play a key role in co-ordinating the management of the Town Council's services and facilities.

You will be responsible for the management of Love Lane Cemetery and Allotments and also provide administration support for the Town Council.

Candidates should preferably have facilities management and administration experience.

If you are looking for a rewarding and worthwhile career and feel you have the necessary enthusiasm and skills, please ask for an application pack, email info@wem.gov.uk

Telephone 01939 232733. This can also be downloaded from www.wem.gov.uk

Applications should be emailed to info@wem.gov.uk or returned in hard copy to Wem Town Council, Wem Library, High Street, Wem, SY4 5AA by 16.00 on 4th April 2024