

**South Hiendley... PARISH COUNCIL
PARISH CLERK / RESPONSIBLE FINANCIAL OFFICER**

South Hiendley Parish Council (*in the Wakefield district*) is seeking to recruit a new Parish Clerk / Responsible Financial Officer to replace the current post holder who will be retiring at the end of March 2023

The Parish Clerk / RFO is responsible for the day-to-day management of the Parish Council's services and facilities and is required to work in partnership with other statutory bodies and the general public to improve delivery of services to our community.

If you have excellent communication and organisational skills, the ability to develop effective working relationships with a variety of organisations and an understanding of the local government sector, then we would like to hear from you.

Starting salary will be dependent on relevant qualifications and experience. Hours are currently 10 hours per week (subject to review) and the current salary is pro rata to Local Council Scale LC2 (substantive) points 18 to 23 dependent upon qualifications and experience....

An Application Form, Job Description and Person Specification are available by email [from fastdw@hotmail.co.uk](mailto:fastdw@hotmail.co.uk)

Closing date for receipt of applications is 15th March 2023