

WELSHPOOL TOWN COUNCIL



PA TO THE TOWN CLERK

The post of Personal Assistant to the Town Clerk has become available.

Varied and interesting position supporting the office in its work.

The post is Monday to Friday 9am to 2.30pm with ½ an hour lunch break and based at the Council Offices Triangle House.

Initial salary £11,750- 4 weeks holiday – stakeholder pension scheme.

Requests for an application form should be sent to the Town Clerk at Triangle House Union Street Welshpool SY21 7PG or email

wtcouncil@btinternet.com

Closing date for applications is Friday 21st October 2016