

QUANTON PARISH COUNCIL

A vacancy has arisen for the part-time position of Clerk and Finance Officer to oversee the administrative and financial functions of the Parish Council.

This varied and important role has a minimum time commitment of 36 hours per month with a salary from a national pay scheme based on experience plus facilities allowance.

You will need to operate from your own home but separate telephone, internet line and computer will be provided.

A full job description is available to view at:

<https://quainton.org.uk/parish-clerk-vacancy>

Please apply by letter with details of skills, relevant experience and names of two referees to John Knox, 15 Lower Street Quainton HP22 4BL, or via email to parishclerk@quainton.org.uk