



## **PERRANUTHNOE PARISH COUNCIL**

### **Parish Clerk / Responsible Financial Officer Vacancy**

**Part-time – 16-18 hours per week**

**Salary – SCP 18 to SCP 28 pro rata dependent on qualifications and experience**

Perranuthnoe Parish Council are looking for a qualified parish clerk and responsible financial officer.

The Clerk/RFO will be an employee of the Council and remuneration will be for 16-18 hours per week. The precise starting point for the successful candidate will depend on level of qualifications and experience.

Applicants should have excellent organisation and communication skills along with recent relevant experience of local government procedures.

Perranuthnoe is a parish in the West Penwith Community Network Area, with a population of circa 2500. . The Parish Council consists of ten Councillors.

The post will require attendance at meetings held both in evenings and during the day. The successful applicant will normally be based in the Parish Office with some working from home as agreed.

Closing date: Friday 23rd October 2020

It is proposed that interviews will be held on Friday 6th November 2020

**TO REQUEST AN APPLICATION PACK PLEASE EMAIL...**

[clerk@perranuthnoepc.info](mailto:clerk@perranuthnoepc.info)

Or by post to: Mr David Barlow, Parish Clerk, Nanscott, Nancledra, Penzance, Cornwall  
TR20 8NA