



BOWLS SCOTLAND – FINANCE OFFICER ADDITIONAL INFORMATION

Contract:

Permanent on successful completion of a six-month probationary period from the date of employment.

Holidays:

The Employer's holiday year runs from 1st January to 31st December inclusive. Full time holiday entitlement is 10 days public holidays and 25 working days paid holiday in calendar year. For Part time employees this would be pro-rata.

Pension Scheme:

The governments' auto-enrolment scheme will be available to you. More details will be made available at appointment stage.

Expenses:

You will be entitled to be reimbursed for all reasonable expenses properly incurred in the performance of your duties in accordance with Bowls Scotland Financial procedures.

Salary:

£20,000 (pro-rata)

Contracted hours:

2.5 days per week / 18.75 hours per week – work pattern to be agreed (for example, to work 2.5 days or 5 mornings per week)

From time to time, there will be a requirement to work evenings and weekends. This will be arranged in advance with your line manager and will take account of the normal, agreed hours of work.