



ADVICE SESSION SUPERVISOR

Hours: 2 Days – 15 Hours

Location: Gosport

Salary: £18,000 to £20,000 depending on experience

Employee Assistance Programme + Pension

Is salary pro rata? Yes

Are you an experienced Supervisor or an Adviser looking for the opportunity for career progression within a small but friendly team ?

Due to increased workload, Citizens Advice Gosport is now looking to expand its team of Advice Session Supervisors. A vacancy has arisen for a part time Supervisor working 2 days a week on Mondays and Fridays.

We are happy to accept applications from anyone who feels they have sufficient experience for this role. You need not be an experienced Advice Session Supervisor but may have transferable skills from other areas. Training will be provided to the right applicant.

We are a Disability Confident Committed Employer and welcome applications from everyone.

As an Advice Session Supervisor you will be responsible with supervisors and managers for delivering an effective and efficient generalist advice service. Applicants will ideally have experience of providing advice in a Citizens Advice setting although training would be provided to a suitable applicant.

For a full job description and person specification please contact Ame at:

Email: admin@gosportcab.cabnet.org.uk

Telephone no. 02392 604605

Address: Martin Snape House, 96 Pavilion Way, Gosport, Hampshire. PO12 1GE

Please return all completed applications to the above email address.

CVs will not be accepted.

No agencies.

Closing date: Thursday 10th January 2019

Closing time: 12:00 Noon

Interviews: Week commencing 14th January 2019