

Great Bedwyn Parish Council

PO Box 4326 Marlborough Wilts SN8 9FS

☎ 01793 740744

email: clerk@greatbedwyn-pc.gov.uk

website: www.greatbedwyn-pc.gov.uk

SELF EMPLOYED JOB VACANCY

Great Bedwyn Parish Council is looking to hire on a contractual part-time basis, a self-employed handyperson for the parish.

The role is as follows;

General DIY (No electrical or plumbing)

Weekly visual maintenance checks of Play area

Litter Picking – tools provided

Allotment maintenance

Flood defense maintenance

Deliveries around the Parish

Updating Noticeboards

Collection of small loads of fly tipping

Purchasing of supplies – refunded as expenses subject to receipts.

Other jobs as mutually agreed between the successful candidate and the Parish Council.

The hours per week would be on a flexible basis and would vary week to week depending on the amount of work that is required, as arranged between the successful candidate and the Parish Clerk.

Once a 6 month probation period has been successfully concluded, a minimum monthly set requirement of hours can be agreed with the successful candidate and the Parish Council.

Own transport would be advantageous as movement around the entire parish is required.

All candidates should be generally fit and healthy as the role will have some light physical work.

The hourly rate will be determined for the successful candidate but will be between £10.00 and £15.00 per hour depending on skills and experience. Receipted expenses for materials and supplies will be paid monthly. Mileage costs will be paid for movement around the parish when doing Parish Council work, paid at the current Government rate. The successful candidate would be expected to manage their own HMRC and pension contributions as per normal self employed

guidelines and evidence of registration with HMRC of self employment will be required. Letters of reference will be sought.

Applications via letter or email are invited, we have an open ended application date at the moment to ensure we reach the right candidate.

The start date for this role is anticipated to be June 2022.

We welcome all applicants.