

**We are recruiting into the following roles:**

- Category Managers - Children's Services x 1
- Category Managers - Regeneration and Environment x 1
- Contract and Supply Manager x 1
- Procurement Manager x 1
- Procurement Officer x 3
- Procurement Analyst x 1

**Recruitment Timetable:**

Date	Action
Wednesday 20 <sup>th</sup> March 2019	Closing date
w/c Monday 1 <sup>st</sup> April 2019: Category Manager, Contract and Supply Manager, Procurement Manager  w/c Monday 8 <sup>th</sup> April 2019: Procurement Analyst, Procurement Officers.	Panel Interviews

**Your application should include:**

- A copy of your CV, including your current postal address, preferred email and contact telephone (mobile/home) number(s)
- Contact details of at least two referees, one of whom should be your current or most recent employer. Referees will not be approached without your prior permission
- A concise response, ideally no longer than 2 pages of A4, outlining how your experience matches the requirements for the role you are applying.

**Pension and Benefits**

The council operates the Local Government Pension Scheme, into which all officers are automatically enrolled. The key features of the scheme can be found on the LGPS website <https://www.lgpsmember.org/toj/thinking-joining-key.php>, along with details of the amount employees will pay by salary band <https://www.lgpsmember.org/toj/thinking-joining-how.php>.

The council pays a significantly greater contribution into an employee's pension fund to generate the final balance.

Other benefits of working at Brent include:

- 26 days paid annual leave, rising to 32 for staff with 5 years' continuous local government service (this can transfer from previous authorities)

- Flexible working policy
- Season ticket loan scheme
- Childcare vouchers scheme (via salary sacrifice, saving on tax and NI)
- Discounted family healthcare plans
- Discount at a wide range of local retailers, including nearby London Designer Outlet
- The council will support staff in continuing professional development, including supporting staff to study for MCIPS status, paid for through the apprenticeship levy for eligible employee.

**To discuss in more detail please contact:**

Carly Bernard: 020 3849 2695 or [Carly.Bernard@Penna.com](mailto:Carly.Bernard@Penna.com)

Claudia Sousa: 07763580368 or [Claudia.Sousa@penna.com](mailto:Claudia.Sousa@penna.com)

Matthew Lees: 0203 849 2792 or [Matthew.Lees@Penna.com](mailto:Matthew.Lees@Penna.com)

Becky Frost: 0203 849 2607 or [Becky.Frost@Penna.com](mailto:Becky.Frost@Penna.com)