

The Diocese of Motherwell is seeking to appoint a Finance Officer to work in the Diocesan Offices, Coursington Road, Motherwell.

Responsible to the Finance Manager, the Finance Officer will be required to carry out a range of financial and administrative duties within the office. The postholder will work 21 hours per week and the salary is £15,000 per annum.

The application form and job description can be downloaded from the diocesan website at www.rcdom.org.uk/, with completed applications being posted to the diocesan office at the above address or emailed to chancellor@rcdom.org.uk.

Applications must be made on the official application form though CVs can be attached if desired. CVs on their own will not be considered.

The closing date for applications is Tuesday 13th July at 12 noon. Application received after that date/time will not be considered.