

Lochalsh and Skye Housing Association aims to provide good quality affordable housing solutions for those with a housing need in Skye and Lochalsh. We own and manage more than 800 properties and have an active development programme of new housing projects.



We now require a:

Property Services Assistant (Full Time)

Grade 4/5

£21,323 - £25,044

The successful candidate will be involved in a wide range of administrative and clerical tasks in support of our Property and Technical Services activities. You will have excellent communication skills and a good understanding of Word, Excel and Access. You will be highly organised, have the ability to multi-task in a busy office environment and be self-motivated and able to work on your own initiative as part of a small team.

We offer excellent Conditions of Service including:-

- 35 hour working week
- 40 days annual leave
- Pension scheme

For further information and an Application Pack please contact

Lochalsh and Skye Housing Association

Morrison House, Bayfield, Portree, Isle of Skye, IV51 9EW

Tel: 01478 612035 **Fax:** 01478 613377

E-mail: info@LSHA.co.uk

A Scottish Charity No. SC038019

**Closing date for applications
is Friday 3 December 2021**

We are an Equal Opportunities employer and are committed to interviewing all disabled applicants who meet the minimum criteria for this post.

