

Lochalsh and Skye Housing Association provides good quality affordable housing solutions for those with a housing need in Skye and Lochalsh. We own and manage more than 800 properties and we have an active on-going development programme.



We now require a:-

## PROPERTY SERVICES ASSISTANT (PART-TIME)

**Grade 4, Points 9 - 12**  
**Salary Scale: £24,764 - £28,044 (pro-rata)**

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 understand 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:-**

- 27 hour working week
- 40 days annual leave (pro-rata)
- 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 Email: [info@LSHA.co.uk](mailto:info@LSHA.co.uk)

**A Scottish Charity No. SC038019**

**Buidheann Tigheadas Loch Aillse agus an Eilein Sgitheanaich Ltd**

**Closing date for applications is Sunday, 8 December 2024**  
**Interviews Scheduled – Week Commencing 9 December 2024**

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

