



Job Vacancy

Finance and Admin Officer SCP 7-12 (£24,294 - £26,421)

Part time (16 hours) Hours can be agreed with Clerk

Macclesfield Town Council is a forward-thinking and ambitious Council serving an historic town. We are currently looking for a diligent and enthusiastic person with a can do attitude to join the council team as the Finance and Admin Officer.

You will have exemplary attention to detail, great IT skills and have good problem solving abilities.

If you are interested in this role please get in touch for an information pack and application form by contacting Laura Smith by email laura.smith@macclesfield-tc.gov.uk calling 01625 374142.

Closing date: 5th February 2024

We value equality and welcome applications from everyone meeting our person specification.