



## BRAMSHOTT & LIPHOOK PARISH COUNCIL

MR P J STANLEY  
EXECUTIVE OFFICER

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### Executive Officer

**Council:** Bramshott & Liphook Parish Council

**County:** Hampshire

**Hours:** Full Time

**Salary:** £43,516 - £45,692 (Starting salary depending on experience) plus £1,000 for CiLCA Qualified & Local Government Pension Scheme

**Closing Date:** 30/01/2023

The Executive Officer will be retiring on 31<sup>st</sup> March 2023 prior to the new council elections. The council is seeking to recruit a new Executive Officer to start from 1<sup>st</sup> April 2023 or as soon as possible after that date.

We are looking for an experienced person within the Local Council Sector and preferably holding CiLCA or prepared to obtain this within one year of appointment. This is a full time role requiring attendance at the Parish Office on most days, but with the opportunity to agree some home working.

You will need to have excellent communication skills and be able to work well with staff, councillors and the public to achieve good outcomes.

The new council will want to progress projects to improve buildings and open spaces and some experience of project management would be useful.

The new Executive Officer will be the RFO and must have an understanding of that role and experience in Financial Management.

For an application form and role profile, please contact the parish office on 01428 722988 or email [clerk@bramshottandliphook-pc.gov.uk](mailto:clerk@bramshottandliphook-pc.gov.uk). Documents can also be downloaded from our website [www.bramshottandliphook-pc.gov.uk](http://www.bramshottandliphook-pc.gov.uk)