**Money Matters Money Advice Centre** 

**Welfare Rights Advisors required to work within GP Practices in the South of Glasgow (Covid-19 restrictions permitting)**

 Information:

* Hours - Full time (35 hours)
* Salary £27,000 (Up to, Dependent upon level of Skills & Experience)
* Location: Glasgow
* 6% Pension contribution following probationary period.
* Twice salary Life insurance paid by Employer
* Smart uniform will be supplied when we return to office working
* **Closing date is 31st January 2022**

Money Matters are looking for highly motivated people who have benefits experience to expand our NHS work and to embed Advisors within General Practices. Advisors will be co-located in GP surgeries working face to face with clients (when restrictions ease) and will undertake casework.

Candidates should have a good understanding of the Scottish National Standards for Information and Advice Providers and be able to manage your casework in line with these standards. Our case management system is Advice Pro and some knowledge of using this system would be preferable although not essential. However, it is essential that you are computer literate and have a flexible approach and good work ethic.

A clean driving licence and own car is preferred although not essential.

***Money Matters Money Advice Centre is an equal opportunities employer***

***A PVG is essential for this position***

Curriculum Vitae to: recruitment@moneymattersweb.co.uk