

Join us as a Revenues Officer

Revenues Officer

2 vacancies

Fenland District Council

37 hours per week

Pay band 5 £19,819 – £23,866

Are you enthusiastic and like a challenge? If so, we would like to hear from you

Be part of our successful revenues team of officers who compile and maintain council tax data, collect revenues and apply reductions.

This role will require you to deal with queries from the public, liaise with other agencies and Government bodies, and work with other team members to achieve targets and meet deadlines.

Requirements of the roles:

- Team player and can work on own initiative
- Great communication skills – written and verbal
- Monitor client accounts to check payments received
- Excellent customer service skills
- Accurately update computer systems & records
- Keep up in a fast paced partnership environment
- Liaise with other departments, Citizens Advice and Department for Work and Pensions
- Able to work from our March office
- And above all enthusiasm!



Rewards!

What we offer in return:

- Competitive starting salary £19,819
- Career development opportunities
- Full training
- Flexible working
- Free car parking
- Local Government Pension Scheme
- Rewards Package

Interested?

Contact us at recruitment@fenland.gov.uk today – don't miss out, we'd love to hear from you! Or call Charley on 01354 522531 to find out more about these opportunities.

Closing date for applications: 9:00am 29th April 2019

www.angliarevenues.gov.uk