



HILLHEAD HOUSING ASSOCIATION

SUMMARY CONDITIONS OF SERVICE

August 2025

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POST: FINANCE ASSISTANT

GRADE: EVH Grade 6 (PA17 – PA20)

SALARY: £34,745 - £37,984

HOURS OF WORK: 35 hours per week (normal working hours 9am – 5pm)

LOCATION: 2 Meiklehill Road, Kirkintilloch G66 2LA

HOLIDAYS: 25 Days per year, plus 15 statutory holidays

PENSION: Member of SHAP Pension Scheme (Defined Contribution)

NOTICE PERIOD: 4 weeks