

List of Vacancies

Appendix 1

1 April 2009 to 31 March 2009

Directorate	Post Number	Post Title	Date of Vacancy	Comments
CE	XAU04	Auditor	31.3.09	To be covered by agency staff pending decisions on outsourcing.
DCE	DAR03	Community Artist	Unknown	Appointed 28.1.08
DCE	DAR05	Assistant Arts Officer	Unknown	Fixed term appointment on a part time basis 9.12.08
DCE	DCD06	Young Persons Officer	6.3.09	Appointed 20.4.09
DCE	DCD07	Young Persons Assistant	Unknown	Appointed 26.8.08
DCE	DMS06	Collections Assistant	29.9.05	On receipt of additional funding post was advertised and an appointment made 3.12.08
DCE	DPI02/03	Performance Improvement Officers	New posts	DPI02 appointed 15.9.08. DPI03 internal appointment 13.10.08
DCE	DPR05	Information Assistant	Unknown	Appointed 30.6.08
DCE	DPR14	Marketing and Events Manager	6.6.08	Pending review of PR/Marketing structure.
DCE	DPR15	Marketing and Events Assistant	6.6.08	Pending review of PR/Marketing structure.
DCE	DSD04	Active Health Development Officer	Unknown	Fixed term appointment 1.5.08
DCE	DSD09	Activities Coach	24.4.06	Vacant. Post has not been advertised recently.
DCE	DSD17/19/20	Life Walk Leaders	Unknown	Vacant. Post has not been advertised recently.
DCE	DSP01	Local Strategic Partnership Manager	New Post	Post was advertised twice. Appointed 12.1.09.
Finance and ICT	FAC12	Finance Officer	31.1.09	Appointed 15.12.08
Finance and ICT	FAC15	Finance Assistant	6.6.05	Internal appointment 9.3.09

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Finance and ICT	FAC16	Risk Management and Insurance Officer	1.8.08	Appointed 5.1.09
Finance and ICT	FBE17	Benefits Assistant	Unknown	Temporary cover to 31.1.09
Finance and ICT	FBE24	Investigations Officer	Unknown	Covered by agency worker
Finance and ICT	FBE32	Overpayments Officer	Unknown	Vacant. Post covered internally. Employee leaving therefore post will be advertised.
Finance and ICT	FBE33	Training Officer	Unknown	Substantive postholder on maternity leave and returned into a different role. Appointed 1. 12.08
Finance and ICT	FRE06/11	Council Tax Assistants	Unknown	FRE06 appointed 28.1.09, FRE11 appointed 22.6.09
Finance and ICT	FRE20	Recovery Assistant	9.2.09	Vacant. Provisional offer made.
Finance and ICT	FRE26/27	Clerical Assistant/Relief Cashiers	Unknown	Provisional appointments made.
Finance and ICT	FIT14	Technical Support Analyst	2.2.09	Appointed 20.4.09
Finance and ICT	FIT28	Senior ICT Support Officer	New post	Internal appointment 13.4.09
Corporate Support Services	CEP01	Emergency Planning Officer	16.11.08	Appointed 19.1.09.
Corporate Support Services	CEV01	Principal Valuer & Estates Surveyor	4.1.09	Covered by an agency worker for 1 year pending review of
Corporate Support Services	CEV03	Valuer and Estates Surveyor	16.9.07	Post has been advertised twice. Options are being considered. Currently money is being used for agency support
Corporate Support Services	CFM04	Building Surveyor	New post	Appointed 2.3.09
Corporate Support Services	CFM07	Building Maintenance Engineer	31.3.09	Covered on a temporary basis to 26.6.09
Corporate Support Services	CFM08	Maintenance Electrician	New post	Change in way service is delivered. TUPE arrangements applied wef 11.5.09.
Corporate Support Services	CHR04	Senior HR Officer	1.4.08	New post established through restructure. Money originally used to fund ad-hoc projects. Appointed with effect from 13.7.09
Corporate Support Services	CHR07	HR Assistant	1.4.08	Post previously covered by agency. Permanent appointment 8.12.08

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Corporate Support Services	CSP01	Senior Office Superintendent	23.2.09	Appointed 27 April 2009
Corporate Support Services	CWP/04	Word Processor Operator	5.2.09	Hours of post will be used in different way. Discussions to be held with Director
Environment and Street Scene	ECM04/05	Anti-Social Behaviour Investigator	New Posts 1.4.08	ECM04 internal appointment 18.8.08. ECM05 internal appointment 6.10.08
Environment and Street Scene	ECM06	CCTV Officer	New post 1.4.08	Appointed 19.8.08
Environment and Street Scene	EEN03/05/07/08	Environment & Neighbourhood Officer	New posts 1.4.08	EEN03 starts 8 June 09. EEN05 provisionally offered. EEN07 appointed 7.1.09.
Environment and Street Scene	EEN10	Neighbourhood Response Officer	New post 1.4.08	Internal appointment 12.1.09
Environment and Street Scene	EFP05	Administrative Assistant	3.3.09	Internal appointment 4.5.09
Environment and Street Scene	EGM07	Assistant Arboriculture Officer	Unknown	Appointed 2.3.09
Environment and Street Scene	EGM13	Foreman Gardener	16.6.02	Vacant. Post has not been recently advertised
Environment and Street Scene	EGM16/20/28	Gardener	24.5.04 Unknown 13.4.09	Vacant. Two posts have recently been advertised. Quality of applicants has improved on previous years.
Environment and Street Scene	EGM35/36	Nursery Assistants	Unknown	EGM35 appointed 25.6.08. EGM36 internal appointment 7.7.08
Environment and Street Scene	EPH10	Smoke Free Enforcement Officer	Post created in 2007	New post created in 2007. Subject to funding. Vacancy never filled.
Environment and Street Scene	ESY02	GIS Officer	20.7.08	Appointed 26.1.09. Unsuccessful advertising campaign. Employee recruited through an agency.
Environment and Street Scene	ETD04	Land Drainage engineer	3.2.08	Appointed to a Fixed Term Contract 26.1.09. Post has been advertised twice and employee recruited on a career grade and fixed term contract. The employee is not an EU national and the Council is applying to become a Licensed Sponsor to enable the employee to work for the Council for a longer period.
Environment and Street Scene	ETD06	Assistant Engineer	2.9.07	Internal appointment 16.2.09
Environment and Street Scene	ETD08	Land Drainage Inspector	29.8.08	Appointed 8.12.08

Directorate	Post Number	Post Title	Date of Vacancy	Comments
Environment and Street Scene	EWA10	Leisure Attendant	12.8.07	WASC closing 2009/2010 therefore no recruitment taking place.
Housing	HAD03	Assistant Director – Private Sector Housing and Resources	New post	Internal appointment 1.8.08
Housing	HAS10/11	Housing Officers – Contracts	HAS11 3.8.08	Both posts appointed to 8.12.08 and 2.2.09 respectively
Housing	HOP08	Scheme Manager	11.1.09	Provisional offer made.
Housing	HOP17	Housing Options Officer	6.5.08	Appointed 29.9.08
Housing	HOT20	Housing Options Assistant	6.10.08	Appointed 15.12.08
Housing	HPS01	Private Sector Housing Manager	Unknown	Appointed 12.1.09
Housing	HPS03	Private Sector Housing Officer	New Post	Appointed 1.9.08
Housing	HPS09	Environmental Health Officer	1.4.08	Provisional offer made
Housing	HPS12	Technical Officer	Unknown	An agency worker is currently covering the post.
Housing	HRP01	Housing Repairs Manager	2.7.07	Post held due to restructure of Building Maintenance and Repairs. Covered on a part-time temporary basis
Housing	HRP05	Housing Repairs Officer	2.2.09	Internal appointment 1.2.09
Housing	HRP09	Housing Assistant	23.2.04	Vacant. Temporary arrangements in place.
Housing	HRS11	Senior Housing Officer – Q&P	18.10.08	Appointed 12.1.09
Housing	HSO09	Housing Assistant/WPO	15.12.08	Vacant. Temporary arrangements in place.
Housing	WBP02/03	Bricklayer/Plasterer	Unknown	Limited work available therefore post has not been advertised
Housing	WKS04	Operations Support Officer	Unknown	Post held due to restructure of Building Maintenance and Repairs.
Housing	WKS09	Administration Assistant	Unknown	Temporary arrangements in place pending review of Building Maintenance and Repairs.

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Housing	WLA01	Labourer	Unknown	Limited work available therefore post has not been advertised
Housing	WPA03/05	Painter	Unknown	Limited work available therefore post has not been advertised
Housing	WPL07	Trainee Plumber	4.8.08	Limited work available therefore post has not been advertised
Planning and Economic Development	PBC03	Principal Surveyor	Unknown	Covered by consultant
Planning and Economic Development	PBC06/07	Senior Building Control Surveyor	Unknown	Advertising campaign unsuccessful. PBC06 is being covered part time by a consultant, PBC07 is vacant
Planning and Economic Development	PDC08	Planning Officer	Unknown	Appointed 1.6.08
Planning and Economic Development	PEF06	Compliance Officer	Unknown	Vacant. Proposing to use this post for a trainee role.
Planning and Economic Development	PPC01	Asst Director – Policy & Conservation	30.6.08	Advertised externally twice. Considering options with recruitment agencies. Post is covered by acting up arrangements of the 3 section heads.
Planning and Economic Development	PPC03	Principal Planning Officer	Unknown	Internal appointment 24.7.08
Planning and Economic Development	PPC05	Senior Planning Officer	1.6.08	Post has funded Gypsy & Traveller Consultant
Planning and Economic Development	PPC08	Town Centre Officer	29.4.07	Appointed 2.10.08
Planning and Economic Development	PPC13	Conservation Officer	New post	Appointed 20.10.08
Planning and Economic Development	PPC18	Rural Officer	New post	Vacant