



## **Employment information for Falkirk Council**

### **We are a Council of the Future...**

Do you want to work for an organisation that makes a real difference to the lives of almost 160,000 people? If the answer is yes, then apply for a job with Falkirk Council.

Situated between Glasgow and Edinburgh, and home to the world famous Falkirk Wheel and Kelpies, the Falkirk area is thriving and filled with opportunity.

As a bold council, we are transforming how we deliver our services to better meet the needs of our communities by harnessing the talents of our employees and encouraging them to break new ground and be creative. We are engaging with our communities, listening to what they say and acting on their feedback, using data to understand their needs and embracing digital technology to modernise how we work.

It's an exciting, challenging and rewarding time to become a Falkirk Council employee and we need motivated and talented people to join us on our journey to become the Council of the Future, one that is responsive, innovative, trusted and ambitious.

With a competitive salary and excellent benefits, including a career average salary pension scheme, there's plenty of opportunity to grow your career with us - whether you're starting as a Modern Apprentice or developing skills to take your talent further.

We understand that work isn't the only thing in your life and are happy to consider flexible working options in various posts. We have a family leave policy, a generous holiday allowance and an opportunity to purchase additional annual leave all designed to help you achieve the perfect work-life balance.

As a Disability Confident Employer, we are committed to ensuring our recruitment and selection process is accessible to all. If you would like an application pack or application form in a different format please contact our Staffing and Recruitment Team via [s&r@falkirk.gov.uk](mailto:s&r@falkirk.gov.uk) or by calling (01324) 506334.

## Some useful information about working for Falkirk Council...

(this does not apply to Teaching posts – they have separate national conditions)

Pay	All employees are paid monthly, directly into a bank account.																
Employee Benefits	Cycle to Work scheme Discounts with local businesses/retailers Purchase Additional Annual Leave Scheme																
Annual leave	<p>Leave entitlement is based on continuous service as follows:</p> <table border="1"> <thead> <tr> <th><u>Number of Years Service</u></th> <th><u>Annual leave entitlement</u></th> </tr> </thead> <tbody> <tr> <td>0</td> <td>192.4 hours (26 days)</td> </tr> <tr> <td>1</td> <td>199.8 hours (27 days)</td> </tr> <tr> <td>2</td> <td>207.2 hours (28 days)</td> </tr> <tr> <td>3</td> <td>214.6 hours (29 days)</td> </tr> <tr> <td>4</td> <td>222 hours (30 days)</td> </tr> <tr> <td>5</td> <td>229.4 hours (31 days)</td> </tr> <tr> <td>10</td> <td>244.2 hours (33 days)</td> </tr> </tbody> </table>	<u>Number of Years Service</u>	<u>Annual leave entitlement</u>	0	192.4 hours (26 days)	1	199.8 hours (27 days)	2	207.2 hours (28 days)	3	214.6 hours (29 days)	4	222 hours (30 days)	5	229.4 hours (31 days)	10	244.2 hours (33 days)
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Public holidays	<p>For non-school based employees there are 8 days designated as public holidays.</p> <p>For school based employees there are 14 days.</p>																
Flexible Working	<p>Mobile/flexible working is encouraged, when the job role allows. The Flexible Working Policy allows for applications to be submitted for various flexible working arrangements, i.e. job share, part time, term time, compressed hours.</p>																
Pension	<p>Career Average Pension Scheme.</p> <p>Most new employees automatically join the scheme when they commence employment. For more information please click here: <a href="#">Falkirk Council Auto Enrolment</a></p>																
Notice periods	<p>This varies depending upon your Grade:</p> <ul style="list-style-type: none"> <li>• Up to and including Grade H: 4 weeks</li> <li>• Grade I and above: 8 weeks</li> </ul>																
Sick pay	<p>Sick pay is payable after 26 weeks continuous service. The amount of pay and duration payable varies depending on length of service.</p>																