

Inverness Badenoch & Strathspey

Citizens Advice Bureau

Dear Applicant

**Re. Post: Deputy Manager**

Please find attached your application pack which consists of the following:

* Application Form
* Job Description & Person Specification
* Notes on how to complete the application form
* Inverness Badenoch & Strathspey CAB Privacy Policy Statement

You should read and complete where appropriate, and return your Application Form by E-mail to: [admin@invernesscab.casonline.org.uk](mailto:admin@invernesscab.casonline.org.uk) or by post/hand to: Recruitments, Inverness Badenoch and Strathspey Citizens Advice Bureau, 29-31 Union Street, Inverness, IV1 1QA by **12pm noon** on the closing date of **Friday 30th November 2018.**

Yours sincerely

Dion Alexander

BOD Chairperson

Inverness, Badenoch & Strathspey Citizens Advice Bureau

29-31 Union Street

Inverness

IV1 1QA