Dear Applicant

# Posts of Session Support Worker & Money Adviser

Thank you for your enquiry about the above post.

You will find attached an application form together with a job description, person specification, and equal opportunities statement.

In determining which applicants will be interviewed the Panel will be looking for applicants who best fit the person specification so it is important for you to use this as a guide when completing the application form.

Interviews will be held on the 11th & 12th May ‘17. If you have not received an invitation by 8th May ‘17 then unfortunately you have not been selected on this occasion.

In the interest of public safety, the successful applicant for this post will be asked to disclose criminal history information.

All applications will be acknowledge on receipt of email.

We look forward to receiving your application by email to [maria.gallagher@nacasadvice.org.uk](mailto:maria.gallagher@nacasadvice.org.uk) by the closing date of 5pm, Monday 1st May ‘17

Yours faithfully

## *Nina Smith*

Chief Executive Officer

**on behalf of North Ayrshire Citizens Advice Service**