

# Join Us as a Revenues Officer

## Recovery Officer

**Breckland Council**  
(1 x full time Temp linked to  
Maternity)  
Grade 10 £18,389 - £23,585

**This post is temporary to cover maternity leave.**

**Be part of our successful Recovery team to collect outstanding Council Tax, negotiate with debtors, maintain client records, apply appropriate recovery actions, and liaise with other revenues teams.**

**This will include communicating with the public, various Government bodies and enforcement agents.**

### **Requirements of the roles:**

- Team player and can work on own initiative
- Great communication skills – written and verbal
- Monitor client accounts to check payments received
- Excellent customer service skills
- Accurately update computer systems & records
- Keep up in a fast paced partnership environment
- Liaise with other departments, Citizens Advice and Valuation Office.
- And above all enthusiasm!



# Rewards!

### **What we offer in return:**

- Competitive starting salary £18,389
- Career development opportunities
- Full training
- Flexible working
- Free car parking
- Local Government Pension Scheme
- Rewards Package

## **Interested?**

Contact us at [recruitment@angliarevenues.gov.uk](mailto:recruitment@angliarevenues.gov.uk) today – don't miss out, we'd love to hear from you! Or call Steve on 01842 756460 to find out more about these opportunities.

**Closing date for applications: 19<sup>th</sup> February 2020**

Interviews will be held week commencing 24<sup>th</sup> February 2020

[www.angliarevenues.gov.uk](http://www.angliarevenues.gov.uk)