

**PAROCHIAL CHURCH COUNCIL OF ST NICOLAS NEWBURY
WITH ST MARY SPEENHAMLAND**

EMPLOYEE JOB DESCRIPTION¹

JOB TITLE:
RESPONSIBLE FOR:
MANAGER:
TARGET START DATE:
SUMMARY OF JOB FUNCTION: <ul style="list-style-type: none">•
KEY RESPONSIBILITIES: <ul style="list-style-type: none">•
REQUIREMENTS: <i>QUALIFICATIONS:</i> <i>KNOWLEDGE/SKILLS:</i> <i>EXPERIENCE:</i>
PERSONAL REQUIREMENTS :

TERMS AND CONDITIONS <ul style="list-style-type: none">• Term: [if fixed term contract²]• Salary Range: £K to £K (depending on experience).• Hours per week: [35]• Holidays per year: [25 days]• Pension contribution: [5%]• [Accommodation :]
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¹ Note to user: this form is designed for paid employment, where the employer is the PCC.

² Note to user: there are certain employment law consequences of fixed term contracts