

## CONDITIONS OF EMPLOYMENT – REF: CSS-0112-23

This position is subject to your eligibility to work in the UK.

This is a full-time fixed-term position for 12 months.

The position is ungraded and you will receive a spot salary for the duration of this contract inclusive of London Weighting. You will be paid a spot salary of £30,682 per annum inclusive of £3,725 London Weighting Allowance.

Normal working hours per week will be 35, working 7 hours per day Monday - Friday. This may vary from time to time in consultation with your line manager.

The annual leave entitlement is 30 working days per annum, plus Bank Holidays and concessionary days offered over the Christmas closure period (usually three days between Christmas and New Year). Due to the nature of the post, and our service, you may be required to cover during Bank Holidays and the Christmas Closure period. All holiday is to be taken at a time agreed in consultation with your line manager.

You will be eligible to join the Superannuation Arrangements of the University of London Scheme (SAUL).

This post is based in the UK. You will be based at our Hawkshead Campus but may be required on occasion to work at our Camden Campus.

The RVC has a “no smoking” policy. Smoking is only permitted in certain designated areas of the RVC campus.

## HOW TO APPLY

For further information and to apply online, please visit our website [www.rvc.ac.uk](http://www.rvc.ac.uk)  
REF: CSS-0113-23

The closing date for applications is midnight on 19<sup>th</sup> June 2023  
Interviews will be held on 30<sup>th</sup> June 2023