

Dear Applicant,

**Employment Adviser – Kensington  
& Chelsea London**

Thank you for applying for the above positions.

Please find attached

- Application form
- Job Description and Person Specification
- Equal Opportunities monitoring form

Terms and Benefits:

Salary - £23,695.00 per annum

22 days paid holiday in Year 1 & 2, 25 days in year 3 & 4, 30 Days in year 5 plus 8 days Bank Holidays.

Final salary pension scheme (Greater Manchester Pension Fund)

Training and development opportunities

35 hours per week plus additional hours to meet the demands of the job as necessary and may involve occasional out of normal hours and weekend working  
Work Life balance policies and Health benefits – Flexi time working, BUPA/Gym membership

We will accept CV's, however please also complete:

1. Equal Opportunities Monitoring forms
2. page 4 on the application form, explaining why you have applied for this post
3. The Rehabilitation of Offenders Act on page 5
4. Declaration, on page 5

If you are NOT submitting a CV please complete all parts of the application form.

You can email your application to [lynn.bradley@pureinnovations.co.uk](mailto:lynn.bradley@pureinnovations.co.uk) or post to Pure Innovations Ltd Sanderling Building, Bird Hall Lane, Cheadle Heath, Stockport SK3 ORJ

Closing date Friday, 17 February 2012.

Yours sincerely

**Lynn Bradley**

Human Resource Administrator

**Pure Innovations Limited**

Sanderling Building

Bird Hall Lane

Cheadle Heath

Stockport

Cheshire

SK3 0RF

t. 0161 474 5900

f. 0161 491 6236

e. [enquires@pureinnovations.co.uk](mailto:enquires@pureinnovations.co.uk)

[www.pureinnovations.co.uk](http://www.pureinnovations.co.uk)