



## HILLHEAD HOUSING ASSOCIATION

### SUMMARY CONDITIONS OF SERVICE

January 2026

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**POST:** PROPERTY SERVICES OFFICER  
(Part Time, 3 days, 21 hours)

**GRADE:** EVH Grade 7

**SALARY:** £40,635 - £44,619 pro rata  
(Pay Award Pending April 2026)

**PROBATION PERIOD:** 6 MONTHS

**HOURS OF WORK:** 21 hours per week  
(normal working hours 9am – 5pm  
Monday – Wednesday preferred)

**LOCATION:** 2 Meiklehill Road, Kirkintilloch G66 2LA

**HOLIDAYS:** 25 Days per year, plus 15 statutory holidays  
(pro rata)

**PENSION:** Member of SHAP Pension Scheme (Defined Contribution)

**NOTICE PERIOD:** 4 weeks