**TERMS AND CONDITIONS OF EMPLOYMENT**

**Band:** Band 5

**Full time hours:** 37.5 hours per week exclusive of meal breaks. The hours of duty will be in accordance with service needs which may require you to work early, late and night shifts which includes weekends and bank holidays. This is consistent with the move towards 7 day working within the NHS.

**Salary range:** £24,907 per annum, rising by annual increments to a maximum of £30,615 per annum, subject to satisfactory personal development and performance. Applicants new to the NHS will normally commence at the minimum of the salary scale. Salary pro-rata for part time.

**Method of payment:** Last Thursday of each month via Bank or Building Society account.

**Holidays:** 27 days per annum upon appointment.

 29 days per annum after 5 years NHS service.

 33 days per annum after 10 years NHS service.

 plus 8 statutory Bank Holidays per annum.

(based on a 5 day working). If you join or leave the service at a time other than the beginning of the leave year (1 April) or the end of the leave year, you will be given proportionate holidays.

**NHS Pension:** Optional contributory Pension Scheme. Employees’ contributions are variable of the salary, with employer contributions at approximately 14.3%.

**Sick pay:** In the event of sickness you will be aided by a sick pay scheme, graded according to your length of service.

**Notice Period:** Two months

**Medical Clearance:** All appointments with the Trust are subject to a satisfactory medical with Occupational Health. Invitation to attend for a medical does not in itself indicate an offer of employment.

**Other Terms and Conditions:** In accordance with Agenda for Change Terms and Conditions of Service and Trust Policies and Procedures.

Please note that this Trust operates a Smoke Free Policy which does not permit smoking within the Trust’ premises.

This statement does not constitute a contract or any part of a contract of employment.