



**Derbyshire  
Districts**

## **Job Opportunity**

### **Money Adviser**

**Hours: 37 hours per week**  
**Salary: £24,303 per annum**  
**Contract: Permanent**  
**Based at: Matlock**

We have an opportunity for an experienced Money Adviser to join our existing team which provides a vital money advice service to clients.

The ideal candidate will have excellent money advice skills, some knowledge of the current benefits system, and up to date knowledge and understanding of welfare reform. Good communication skills, both written and verbal are essential in the role, as is the ability to effectively communicate with our customers with a non-judgemental approach. The base office will be Matlock, with travel to High Peak required.

At Citizens Advice Derbyshire Districts we provide free, confidential, impartial and independent advice and information on a wide range of subjects. We value diversity, promote equality and challenge discrimination. We encourage and welcome applications from people of all backgrounds.

Due to this post having access to vulnerable adults, the successful candidate will be required to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and the background and circumstances of your offence. Please get in touch to see our policy on criminal background checks.

We are also recruiting a Trainee Money Adviser, see separate post for more information.

**To request an application pack, please contact [hr@ddcab.org.uk](mailto:hr@ddcab.org.uk) or 01629 832363.**

**Please note that application via a CV will not be accepted.**

**Closing date: 9am, Monday 21 September 2020**  
**Interviews: 24 & 25 September 2020 (via video conference)**