

Unity is one of the largest Black & Minority Ethnic (BME) Housing Associations, we currently manage just over 1,200 properties which are a mixture of affordable rented and shared ownership. Our services are aimed primarily, but not exclusively, at the BME communities of Leeds.

Previous applicants need not apply, as they will be automatically considered.

Customer Services Officer

£25,190 to £30,620

This role is pivotal to ensuring the Association provides excellent customer service in terms of delivery and access. You will be leading and managing a team on various projects which will involve working with all sections of the organisation as well as external partners.

Requirements:

- Previous supervisory experience
- Previous social housing experience
- Excellent communication skills
- Experience of problem solving and resolving conflict
- Excellent organisational and prioritisation skills
- Confident with computerised systems

In return we offer an excellent package for the right candidate which includes:

- 27 days annual leave
- 35 hour working week
- free car parking
- excellent working environment
- flexitime
- training & development opportunities

Closing date for applications is noon on Monday 17 July 2017

Unity is an equal opportunities employer and welcomes applications from all sections of the community.