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**Concierge**

**(Full Time/Permanent)**

(Hours of Work: 4 days on 4 days off (12 hour shift pattern))

Salary: £28,406

17.5 days leave plus 10 public holidays

Defined Contribution Pension Scheme

We have a great opportunity for the right person to join our team at Southside Housing Association. We are a friendly, forward thinking organisation where innovation, flexibility and positive communication is embraced. Our focus is on quality of service and helping others.

We are a charitable community controlled housing association owning and managing approximately 2,250 houses for social rent, alongside just over 200 for Mid-Market Rent and we provide a factoring service for around 800 owners. We also have an extensive development programme to build new homes.

The Association is recruiting for Concierge within our Concierge Team.

The post will report to the Concierge & Mobile Estates Manager, and will help deliver a comprehensive concierge service to the Association’s customers and properties by carrying out a wide range of duties including cleaning, litter picking, security patrols and assisting tenants.

Previous experience delivering a concierge or estate management service within social housing or a similar setting is essential.

In today’s environment, the ability to work in a changing environment with competing pressures is necessary and the successful candidate will be a team player with a “can do” attitude and the desire to learn new things while ensuring that our customers receive the best possible service.

To apply you can:

* Submit your CV to recruitment@southside-ha.co.uk – the job pack can be downloaded from our website at <https://southside-ha.org/vacancies/> and go to **current vacancies**. If you need assistance with downloading the pack, please send an email to recruitment@southside-ha.co.uk and a member of staff will get back to at the earliest opportunity.

 The Association is an equal opportunities employer.

 Closing Date for Applications is Friday 25th July 2025 at 12 noon.