**Glasgow (Central) Citizens’ Advice Bureau**

***Job Advert***

**Money & Debt Adviser**

**Salary: £24,891 – £28,000 p.a.**

**Starting salary depending on experience**

**35 hours per week, Mondays – Fridays**

 **40 days holiday (including public holidays) per year, NEST Pension Scheme**

Applications are invited for experienced Benefits & Debt Advisers to advise on benefits, income maximisation, debt management and sustaining accommodation. The successful applicants will form part of a team working from base and in other locations within the city. It is essential to have a thorough knowledge of the benefits system, income maximisation and some experience of debt management to Type II. A proven record of case work in Money Advice with vulnerable clients is required. Familiarity of the voluntary sector would be an advantage.

The post holders will be expected to deal effectively and efficiently with clients, maintain full case records, statistics and reports on activities.

**Glasgow (Central) Citizens’ Advice Bureau, Level 3, The Mitchell Library, 201 North Street, Glasgow G3 7DN e.****office@glasgowcentralcab.casonline.org.uk** **t. 0141 552 5556**

**Closing date: 12 Sept 2025**