

Date as postmark

Dear Applicant,

Tenancy Services Officer (Hull)

I enclose herewith the information pack for the above post which includes:

- Application Form
- Job Description
- Person Specification
- Statement of Main Terms of Employment
- Recruitment & Employment Policy
- Disclosure & Barring Service Checks Policy
- Equal Opportunity & Diversity Policy
- Privacy Notice

Please note that the closing date for application forms is close of business on **Monday 12th November 2018** and that curriculum vitae will not be considered.

Interviews will be held in Hull on **Thursday 22nd November 2018**.

If you have any queries please do not hesitate to contact me on 01325 373035 or email kwest@railwayha.co.uk.

Yours sincerely,

Karen West
PA to the Chief Executive