



Golden Lane Housing



Job vacancy

Housing Officer South Yorkshire

Would you like to work for an organisation that has been providing homes for people with a learning disability and autistic people for the last 25 years and is rated V2 G1 from the Regulator of Social Housing?

Do you have the drive to make a difference and work for an organisation which makes a real difference to the lives of people with a learning disability and autistic people?

Do you want to be a part of a team which offers exciting and challenging opportunities for you to develop thought provoking, innovative ideas?

If the answers are yes, then this could be the role for you.

£20,039.40 with excellent benefits

This is a part time role working 21 hours

Home Based

With Home and Car Allowance

**Golden Lane
Housing**



0300 003 7007

Golden Lane Housing

Parkway Four

ParkwayBusinessCentre

Princess Road

Manchester

M14 7HR

We encourage interested applicants to submit their applications before the 9th September 2024



Contact us at:

people@glh.org.uk

For more information please visit:

www.glh.org.uk



We are proud of our commitment to being Disability Confident and welcome applicants with disabilities to apply for all roles with us. To find out more about the scheme please visit the direct gov website.



Job advert



Golden Lane Housing

We believe in a world where everyone with a learning disability and autistic people have opportunities to access good quality housing that meets their needs, and we want to continue to make an immense impact on the lives of our tenants. Our impressive national portfolio currently provides homes to over 2,500 people and we have big plans to do more as part of our brilliant growth trajectory.

Our people are at the forefront of delivering our ambitious plans and you will play a key role in helping us achieve our objectives to make a positive difference to the lives of so many people.

We are focused on creating a workplace that's inclusive and diverse, we pride ourselves on being a caring, listening, honest organisation, where everyone can be their best and that's why we're a Mental Health Gold champion, a member of Includability and Disability Confident employer.

As an equal opportunities' employer, we strongly uphold the commitment to treating everyone with fairness and respect and therefore encourage suitably qualified applicants from a wide range of backgrounds to apply.

About the role

The Housing Officer is responsible for ensuring that housing management services are delivered to our tenants for a defined patch of tenancies, ensuring a high quality of service that meets set standards. In this role you will support tenants to sustain their tenancies, manage ASB, support with safeguarding and work with colleagues to provide a safe and secure home. You will develop and maintain relationships with stakeholders and partners putting our tenants at the heart of your work. You will apply financial controls making sure that everything we do is sustainable and provides a platform to develop growth and that the processes we use will identify risk and drive good practice.



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To be considered for this role we expect that applicants will have the following;

- Member of Chartered Institute of Housing desirable or working towards qualification
- Good interpersonal skills, empathy and understanding with the ability to build positive relationships and partnerships
- Dealing effectively with potentially difficult situations & managing customer conflict
- Proven experience hitting targets within a target driven role
- A working knowledge of the supported housing sector desirable
- Experience working in a service role, preferably within the housing or care sector.
- Strong customer service skills with the ability to communicate effectively.
- Proven problem-solving abilities and the capacity to work autonomously.
- Proficiency in technology and a willingness to adapt and learn.
- A full driving license and access to your vehicle are essential.

Please note that we are not able to offer visa sponsorship for this position. Only applicants who have the legal right to work in the United Kingdom without sponsorship will be considered.

To apply, please send a CV and covering letter outlining your experience, knowledge and skills relevant to the role, tell us a story about yourself and how you feel that you can meet the requirements of the role.



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