

# waverley

housing

## A CAREER IN HOUSING



Working in housing is not just about the bricks and mortar - it is about making a positive difference to people's lives, their communities and their life chances by providing them with a decent home and environment in which to live. A career in housing is exciting and can provide an incredible variety of options.

## WAVERLEY HOUSING

Waverley Housing is one of four Registered Social Landlords operating throughout the central Scottish Borders. We have over 1,400 properties.

These are some of the services we provide to our prospective tenants and other service users:

- Allocating our properties for rent
- Collection of Rent Payments
- Arrears Recovery
- Repairs & Maintenance of our properties
- Welfare Benefits Assistance
- Tenancy Support to help sustain tenancies
- Complaints Handling
- Estate Management
- Factoring service to owners in our estates.



We also work closely with a number of bodies including, Scottish Borders Council, Police Scotland and other local registered social landlords.

## SCHOOL WORK PLACEMENTS

We often provide students with work experience opportunities and if you are interested in such an opportunity with us contact: [recruitment@waverley-housing.co.uk](mailto:recruitment@waverley-housing.co.uk) or call **01450 364200** and ask to speak to Human Resources.

## WORKING FOR WAVERLEY HOUSING

We are a small, friendly organisation and it is our employees who make Waverley Housing a great place to work. We have an open and honest culture, and we are committed to the development of our employees, offering training, support and recognised qualifications as well as a competitive pay and benefits package.

We have a wide range of job roles including:

- Housing Officer
- Operational Manager
- Customer Services Assistant
- Finance Assistant
- Governance
- Trades – e.g., electrician, joiner, plumber, painter/decorator, handy person etc.
- Property Services Officer
- Tenant Support Worker
- Welfare Benefits Advisor
- Human Resources
- IT



## JOB VACANCIES

We advertise all job vacancies on our Facebook page [www.facebook.com/WaverleyHousing](https://www.facebook.com/WaverleyHousing) and on our website [www.waverley-housing.co.uk/about-us/recruitment/](http://www.waverley-housing.co.uk/about-us/recruitment/)



**Monica Riddell -  
Painter & Decorator**

*“Learning from colleagues on the job provided invaluable experience during my apprenticeship”.*

## APPRENTICESHIP OPPORTUNITIES

Waverley Housing has supported the apprenticeship programme for a number of years, and we are committed to providing opportunities for young people in the Scottish Borders. Many of our apprentices have been retained in permanent roles at the end of their apprenticeship and we are proud of our track record in this regard.

See our website and social media channels for latest vacancy information.

**Matthew Newman -  
Finance Assistant**

*“I thoroughly enjoyed my apprenticeship with Waverley Housing and earning whilst learning was great. I am now a permanent employee and training for a finance qualification”.*



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