BRAUNSTONE TOWN COUNCIL STAFF ORGANISATION STRUCTURE **APRIL 2021 (updated January 2022) Chief Executive & Town Clerk** PO6/7 NJC sc points – 42 - 45 37 hours p.w. **Personal Assistant & Administrative** Officer Scale 5 NJC sc points - 14 to 17 25 hours p.w. **Resources & Facilities Manager Deputy Chief Executive & Community Services** PO1 Manager NJC sc points -27 - 30PO2 37 hours p.w. NJC sc points – 29 to 32 37 hours p.w. **Finance Assistant & Receptionist** Scale 5 **Communications & Events Officer** NJC sc points – 12 to 15 Scale 5 20 hours p.w. NJC sc points – 12 to 15 30 hours p.w. Senior Customer Service & **Senior Cleaner & Premises Centres Officer Operative** Scale 6 Scale 5 **Senior Library Officer** Senior Senior **Assistant** NJC sc points – 19 to 22 NJC sc points – 12 to 15 Scale 5 Groundsperson -Groundsperson -Groundsperson 30 hours p.w. 18 hours p.w. NJC sc points – 14 to 17 **Braunstone Town Thorpe Astley** Scale 4 13.5 hours p.w. Scale 6 Scale 6 NJC sc points - 8 - 11 NJC sc points – NJC sc points -37 hours p.w. 19 - 22 19 - 22 37 hours p.w. 37 hours p.w. **Cleaner & Premises Operative Library Assistant** Scale 3 **Customer Service &** Scale 4 **Duty Officer – Community Centres** NJC sc points – 5-6 **Reception Assistant** NJC sc points – 7 to 10 45.25 hours p.w. Scale 5 Scale 4 16.5 hours p.w. NJC sc points – 12 to 15 NJC sc points – 8 to 11 105 hours p.w. 20 hours p.w.