



Production Assistant

UCVO Trading Ltd (Am Pàipear)

£8,900 pa on average 20 hours per week

We are looking for a part-time production assistant for Am Pàipear, to help with a variety of production and administrative tasks including advertising and sales, database management, paper and website compilation, and general administrative duties. The person should have good English, IT and administrative skills and appropriate experience. Gaelic would be an advantage.

Application packs may be downloaded from www.ampaipear.org.uk or www.thirdsectorhebrides.org.uk and should be returned by 21st December 2011 to Third Sector Hebrides, 30 Francis Street, Stornoway, Isle of Lewis HS1 2ND. Interviews will be held on 12th January 2012.