



HR Administrator

The following items are included in the pack:

1. This Cover Letter
2. Person Specification
3. Job Description
4. Newlon Gold Way of Working
5. Summary of Terms & Conditions of Service

Please submit your application by **23:59 on Tuesday 11 February 2025.**

Assessments will be held online between Friday 14 and Tuesday 18 February 2025

Interviews will be held in-person on Friday 21 February 2025.

To apply, please click on 'apply' within the job advert.

Thank You
Human Resources