STOTFOLD TOWN COUNCIL

STAFF STRUCTURE & PRIMARY ROLES

Town Clerk & RFO (f/t)
Head of Staff, Head of Service Management, Head of Finance

Assistant Clerk (f/t)
Assistant to Town Clerk, Committee administration, Cemetery administration, events co-ordinator

Finance Assistant (p/t)
Finance administration – invoicing, payments & accounts

Administration Assistants (p/t) x2

Mon – Weds: Allotment administration, facilities bookings and general enquiries

Weds – Fri: Room bookings, Mayor's Secretary, general enquiries

Buildings caretakers/key holders (p/t)
X2 for Memorial Hall and Greenacre Centre

MUGA caretakers (p/t)
Riverside Playing Field x2

Contract Handyman
(period 2017-2023)

Contract Landscape & Groundsman
(period 2017-2023)

Streetlight Contractor
(period 2017-2023)