

EMPLOYMENT SUPPORT ASSISTANT

PAY SCALE	Grade 5
CONTRACT TYPE	Permanent
LOCATION	New Zealand House, Shrewsbury
CLOSING DATE	18 th October 2026

Our vision is - Shropshire living the best life.

Shropshire Council is a unitary authority which serves the rural county of Shropshire. One of the most important things about working here is the knowledge that you're working to help others and the real sense of achievement and purpose that brings.

The people of Shropshire are rightly proud of their county's assets, its natural beauty, its history, its diverse economy, its vibrant culture.

About the role

Shropshire Council's **Enable** supported employment service has a vacancy for an Employment Support Assistant for the Restart programme to support people with disabilities and complex barriers and the long term unemployed into employment. We are seeking to recruit energetic and enthusiastic people to help our team support unemployed people into work. Must have excellent IT, administration and telephone skills and the ability to work under pressure

About you

The role calls for a strong customer service focus, and you will need to be a good communicator with good inter-personal skills focussed on achieving positive outcomes. This is an exciting opportunity to demonstrate, develop and enhance your skills in a rewarding and challenging environment.

You must possess a good level of education.

Benefits

We value our employees and offer staff rewards and plenty of opportunities for personal development, apprenticeships and career progression including:

- Generous annual leave commencing at 28 days increasing with service to 33 days (pro rata for part time). With additional annual leave purchase policy.
- Access to a benefits platform with a wide range of retail discounts and salary sacrifice schemes (cars, bikes, AVCs)
- Employer contribution Pension Scheme [Shropshire County Pension Fund](#)
- Supportive carers and parental policies (maternity, paternity, adoption leave, special leave)
- Many opportunities for flexible and agile working, we offer a hybrid model of working to promote flexible working around personal and family commitments.
- Access to counselling and occupational health services
- Staff networks

How to apply

We would love to get to know you more so please give us a call if you would like to

When you are ready to apply, you will need to complete the online application form detailing what you can bring to the role which is outlined within the job description and how you meet the job requirements within the person specification. We look forward to hearing from you!