

**We are
recruiting!**

UKROEd Business Support Administrator & Receptionist

Full time | Manchester City Centre | £28,000



Salary £28,000

Location Manchester Head Office,
Colwyn Chambers, York Street

Hours Full-time. Monday – Friday
09:00-17:00

To apply for this role please submit your CV, along with a suitability statement (Max 2 pages of A4 in Calibri Font Size 11) to recruitment@ukroed.org.uk

Closing date for applications is 12th January 2024

If you have any questions or wish to find out more about this role please contact Rachael Lowrie on 07561 852078 or rachael.lowrie@ukroed.org.uk



UKROEd is a private not-for-profit company which is solely responsible for the strategic and operational management of the National Driver Offender Re-training Scheme (NDORS) on behalf of UK policing.

UKROEd are committed to promoting equal opportunities in employment and welcome suitably-qualified applicants from all backgrounds.