



Revenues Enforcement Officer

Salary up to SK8 - £28,344 (pro-rata) 23 hours per week.

If you're looking to join a team that makes a difference every single day, your perfect career could be waiting for you at South Kesteven District Council.

We have a fantastic new job opportunity for a Revenues Enforcement Officer to join our successful Enforcement Team.

Working under the direction of the Council Tax and Business Rates Enforcement Team Leader, you will join the Revenues Enforcement Team with your primary responsibilities being to administer the registration, billing, collection, and recovery of Council Tax and Business Rates in an accurate, effective and efficient manner, and to deliver a high-quality collection.

You will also provide an efficient service maintaining customer accounts in accordance with statutory provisions and local procedures.

We are looking for a highly motivated individual who is a team player. A strong communicator who can deal with customers in person, on the phone or in writing and being able to work under pressure and work to deadlines. Being able to negotiate payment arrangements with customers taking account their personal circumstances, and to utilise the most appropriate method of enforcement to obtain payment.

South Kesteven is a district full of promise and potential. It's home to innovative entrepreneurs and savvy start-ups, a base for global enterprise, and an inviting landscape perfectly situated in the heart of England. It is our vision to be the best district in which to live, work and visit – and we know that by working together, we can achieve that.

People are at the heart of what we do here at SKDC. We deliver more than 100 services across the district so there's no limit to where your career can take you. We value our employees, and we offer a range of benefits that really make a difference, for everyone.

We promote flexible, hybrid working arrangements to help you live a balanced lifestyle that works for you. We're also modernising our workspace and embracing new technology so that everyone can work efficiently and comfortably.

Here at SKDC you will receive a generous annual leave entitlement of 25 days, increasing with length of service. As we encourage healthy, happy employees, we also offer a low-cost health care plan, a Cycle to Work scheme and regular wellbeing activities.

You will be given the chance to grow in your career, taking ownership of your learning journey with exciting opportunities for development within the Council, and you can rest assured that we're thinking about your future. Not only can we help you in the short-term with financial schemes to help spread the cost of cars, bikes and technology – you'll become a member of the generous and trusted Local Government Pension Scheme.

South Kesteven District Council, Council Offices, The Picture House, St Catherine's Road, Grantham,
Lincolnshire, NG31 6TT
Telephone number 01476 406080
Website www.southkesteven.gov.uk



SOUTH
KESTEVEN
DISTRICT
COUNCIL

For further information or an informal chat about the role please contact Graham Cooper, Council Tax and Business Rates Enforcement Team Leader on 01476 406080 extension 1088 or e-mail Graham.Cooper@southkesteven.gov.uk.

Closing date: 29th August 2025

Interview dates: TBA

To download a job description and apply for the post, please visit www.southkesteven.gov.uk/jobs