



**Business Rates Officer**

**Salary up to SK 7 - £26,127 pro rata**

**Permanent position – 21 hours a week (Wednesday- Friday)**

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.

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 currently have the opportunity for a Business Rates Officer to join our Revenues Team.**

We are looking for an enthusiastic and highly motivated individual to join the Business Rates team working under the direction of the Income Recovery Team Leader. The primary responsibilities of this role are to administer the registration, billing, and collection of Business Rates. This will be undertaken with accuracy, in an effective and efficient manner. You will also provide an efficient service maintaining customer accounts in accordance with statutory provisions and local procedures.

We promote flexible, hybrid working arrangements to help you live a balanced lifestyle that works for you. We're also modernizing 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.

For further information about the role please contact  
Debbie Gorely - [debbie.gorely@southkesteven.gov.uk](mailto:debbie.gorely@southkesteven.gov.uk)

Closing date: 4<sup>th</sup> March 2026

Interview date: TBC

To download a job description and apply for the post, please visit  
[www.southkesteven.gov.uk/jobs](http://www.southkesteven.gov.uk/jobs)