



For Bristol Diocesan Board Of Finance employees

SUMMARY OF TERMS AND CONDITIONS

Salary:	Annual salary reviews 1 July
Hours:	Normal office hours Monday – Friday 9.00 – 5.00pm
Pay Date	Last Friday of each calendar month
Annual Leave	28 days plus statutory bank holidays
Pension Scheme:	A contributory group personal pension scheme.
Learning & Development	Annual Appraisal scheme
Sick Pay:	Up to 3 months full pay in any twelve month period.
Notice Period:	One month on either side, unless specified differently Contract of Employment

A full statement of the main terms and conditions of employment will be issued with any formal offer of employment. The above information may be helpful as a guide, but should not be treated as a substitute for a full contract.

EMPLOYEE BENEFITS

Offer a range of Family friendly policies.

Childcare Voucher Scheme – a salary Sacrifice Scheme.

Pension Scheme.

Annual Appraisal Scheme.

Annual salary reviews.

Learning and Training opportunities.

Assistance with training and development.

Generous annual leave entitlement.

Access to an Independent Occupational Health Service.

Independent Counselling Service.

Eyesight Tests and contribution towards the purchase of recommended spectacles.

Free Car-parking (terms apply) and refreshment facilities – dependant on work location.