**Whilst we welcome applicants from external candidates priority for this role will be given to employees of UHI and its academic partners**

**Department name**

Transformation Department

The Transformation team are responsible for delivering a range of strategic change projects, improvement initiatives, business planning and performance.

A detailed job description and person specification for the post are attached.

Applicants with informal questions are encouraged to contact Giles Huby, by email to [giles.huby@uhi.ac.uk](mailto:giles.huby@uhi.ac.uk)

**Pay and Benefits**

This role is linked to grade 8 on the UHI payscale.

The starting salary for this position will normally be in the range £49,384

to £52,393

per annum. For exceptional candidates a higher salary up to the top of the grade (currently £57,252 per annum) may be available.

This post is fixed term for up to 12 months subject to funding. There is no guarantee of further employment after the expiry of this term.

This post is full time and will involve working 35 hours per week on a working pattern as agreed with your line manager.

The workplace pension scheme we provide to workers at grade six and above is the Universities Superannuation Scheme (USS). This is a qualifying pension scheme, which means it meets or exceeds the government’s standards. Full information on the scheme can be found at <http://www.uss.co.uk/Pages/default.aspx>

Full-time posts carry a total of 39 days leave per annum (pro rata for part-time posts). It is practice that, with the exception of a Christmas and New Year closure, leave may be taken at any time of year, subject to the requirements of the post and department and with the permission of your line manager.

**Recruitment Process**

When completing the application form please ensure that you clearly evidence how you meet the selection criteria identified on the relevant person specification.

**The deadline for submitting your application is Sunday 4th May 2025 at 11.59pm.**

**Shortlisting will take place the week commencing 5th May 2025**

**Interviews will be held by videoconferencing week commencing 12th May 2025**

If you have any queries regarding our recruitment and selection process, or if you would like to request any reasonable adjustments to either the recruitment process or the prospective job, please contact the [HR team](mailto:personnel@uhi.ac.uk) as soon as possible.