

Specialist Housing Caseworker

Citizens Advice Portsmouth are looking to recruit a Specialist Housing Caseworker to join the Access to Justice Team . This is a pressurised role and includes a vast variety of case work. The successful candidate will deal with all aspects of housing and Welfare Benefit and disputes including s202, s21 or s8 notices.

You will be required to liaise with clients, housing providers and local Government ombudsman, working closely with the Project lead to develop an impartial high-quality housing service and advocacy service to private and social housing tenants.

You will require numeracy and literacy skills, be able to manage your time and be organised in your working practices, accuracy and attention to detail is a must for this role. Building and maintaining relationships with Clients, stakeholders, colleagues.

Please apply by sending your CV and covering letter to kim.taylor@caportsmouth.org.uk

The closing date for application is Friday 03 May

Citizens Advice Portsmouth is a Real Living Wage, fully inclusive and disability confident employer.