**Job Brief Template**

*This is not a job description but the job brief, this is a list of items that the recruiter will need to know alongside the job description.*

Contract or permanent vacancy:

If contract, length of contract:

PAYE or direct contract:

Salary range:

Necessary skills and techniques required:

Will you consider people open to relocation:

Preferable interview dates and times:

Preferable start date:

Please list the benefits packages – holidays, pension, work from home, gym membership etc.