

## Exciting Graduate Office Job Opportunity at NNLS

(Starting January 2019)

Have you recently graduated and/or decided to take some time out in the coming year? Maybe you have decided to travel but want to save some money before going, or perhaps you've simply just completed your undergrad course and are not sure what's next.

Are you a well organised, great people person with a fine attention to detail? Would you like to commit to 4-6 months working in the NNLS office as our main Administrator? You would get to work with an inspiring and dedicated team, and in the process, build up excellent office experience.

We are looking for someone to work 30-36 hours per week, and as part of the arrangement, we would look to set up some leadership development and/or 1-2-1 Jewish learning with a member of our rabbinic team, and/or personal mentoring to help you further develop your career plan. We will pay the chosen candidate £11.00 per hour. [Click here](#) for a full job description.

If you are interested, please send your up-to-date CV and a cover letter (explaining your current situation and motivations for this role) to [Claire Mandel](#).

**Claire Mandel**  
**Executive Director**

**DDI: 020 3182 0110**

**Office: 020 8346 8560**

**W: [www.nnls-masorti.org.uk](http://www.nnls-masorti.org.uk)**