



**Gardeen Housing Association
Property Services Assistant
EVH Grade 4
£25,755 - £29,124
Pension Scheme
Hybrid Working**

Gardeen Housing Association is a small community-based housing association operating in the Barlanark area of Greater Easterhouse. Gardeen Housing Association aims to provide, manage and maintain good quality affordable housing.

We are an equal opportunities employer and are committed to providing an excellent service to tenants, owners and applicants. We currently have a compliant regulatory status with the Scottish Housing Regulator.

We wish to recruit an enthusiastic and flexible candidate to join our small staff team to deliver an efficient local service to customers of the Association.

Applicants should be team players with a flexible approach to work who are keen to develop their experience in a small, busy organisation. Candidates should have excellent administrative and communication skills and be able to work well under pressure.

The Property Services Assistant will provide practical and administrative support to the Gardeen team. Ability to use Microsoft Office (e.g. Word, Excel, Powerpoint) is essential and knowledge of SDM is an advantage.

An application pack is available from Gardeen Housing Association, 32 Garlieston Road, Barlanark, Glasgow G33 4UD. Telephone 0141 771 9590 or e-mail: info@gardeen.org.uk. This is also available on our website: www.gardeen.org.uk

Closing date: Monday 26 January 2026 @ 12 noon

Interviews will be held on Wednesday 4 February 2026

EVH Conditions of Service apply including a pension. Gardeen Housing Association is committed to equal opportunities.