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Dear Applicant,

I am very pleased to hear that you have expressed interest in joining our team as a Telephonist/Receptionist.

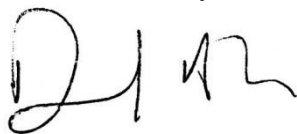
Waverley is one of 11 borough councils in Surrey providing a range of services to the local community including housing, housing benefits, waste removal, car parks and leisure facilities.

We are very proud of our Reception Team and the vital service they provide as the first port of call for many of our residents and visitors. They consistently give a great first impression to people visiting our offices and accessing our services.

This post is mainly based in our local Farnham Office in the short term. Often you will be the only Waverley employee based there, along with Farnham Town Council staff. In future you may well have the opportunity to spend more time at our base in Godalming.

Waverley is a well run Council and you will find a positive and welcoming environment should you choose to join us. I wish you good luck with your application.

Yours sincerely



David Allum  
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