

# How to .....

## Set up Job Email Alerts

You can search Royal Greenwich jobs page through any search engine using your smart phone, tablet, laptop or home PC.







### Step 1. Create job notifications/ email alerts

Switching on email alerts will enable you to receive emails to your registered email address when a job matching your saved search is posted.

Once signed in, **click** on **Jobs Home** in the top menu bar and scroll down to the Jobs Search tool.

There are currently 32 jobs on this site



 Browse by category	 Browse by location	 Search jobs
<ul style="list-style-type: none"> <li>Administration / Clerical (3)</li> <li>Apprenticeships (1)</li> <li>Caretaking / Cleaning (1)</li> <li>Children's Services Social Work (2)</li> <li>Commissioning (1)</li> <li>Community Services (2)</li> <li>Environment Protection (1)</li> <li>Head Teacher (1)</li> <li>Health &amp; Adult Social Care (1)</li> </ul>	<ul style="list-style-type: none"> <li>Highways and Transportation (1)</li> <li>Housing Services (1)</li> <li>IT / Telecoms (5)</li> <li>Regeneration Enterprise and Skills (1)</li> <li>School Jobs (general) (1)</li> <li>Social Care (1)</li> <li>Teaching (5)</li> <li>Teaching Assistant (3)</li> <li>Welfare Benefits (1)</li> </ul>	<p><b>Search for jobs</b></p> <p>Keywords  <input type="text" value="E.g Job title"/> </p> <p>Occupational group  <input type="text" value="Please select an option"/> </p> <p>Location  <input type="text" value="Please select an option"/> </p> <p><b>SEARCH</b></p>
<p><b>ALL JOBS</b></p>		

You can **Browse by category**, **Browse by location**, or **Search jobs**.

📄 Browse by category | 📍 Browse by location | 🔍 Search jobs

Keywords  ?

Occupational group  ?

Location  ?

**SEARCH**

A list of jobs matching your search criteria will appear. Click on **Get email alerts**.

## Search Results

4 jobs matched out of 32 vacancies

Can't find what you want? [Search again.](#)

**Get email alerts** for jobs matching this search

Jobs matching your search criteria have been listed below. Use the filters or advanced search to narrow down your results or the 'Get email alerts' feature to receive notifications when a matching job is added to the system.

Sort by: Most recent | Oldest first

### ★ Lead Commissioning Officer

Salary details: £39774 - £42684

Housing Inclusion Service Lead Commissioner (Housing) – PO4  
Permanent The Royal Borough of  
Greenwich's Housing Inclusion & Support Service is on a  
mission...

Job details:

**Closing date: 04 March 2021**  
Royal Borough of Greenwich  
Occupational group: Commissioning  
Location: The Woolwich Centre  
Contact tel: 020 8921 4823

### ★ Perpetrator Project Development Co-ordinator

Salary details: £33324 - £35751

Job details:

**Closing date: 07 March 2021**  
Royal Borough of Greenwich  
Occupational group: Commissioning

📄 Browse | 🔍 Search

**Active filters**

Keyword: "housing" ✕  
Remove filter

**Occupational group**

- Community Services (2)
- Commissioning (1)
- Children's Services Social Work (1)

**Salary range**

- 32784 - 33660 (2)
- 34590 - 35655 (1)
- 35655 - 36558 (2)
- 39297 - 40218 (1)
- 42030 - 42951 (1)

**More** ▾

**Location**

- The Woolwich Centre (17)

Type in a memorable name for the search and click **Save**.

**Save email alert**

Please give this search a name to save it. \*

**SAVE** **CANCEL**

Saved email alerts can be viewed and deleted from the right-hand panel of your Dashboard.

For more information and advice email: [Recruitment@royalgreenwich.gov.uk](mailto:Recruitment@royalgreenwich.gov.uk)