



## **Trainee/certificated enforcement agent**

HCE Group Is the largest independent enforcement agency in the UK.

We have a number of vacancies for Trainee/Certificated Enforcement Agent (Bailiff) positions within the Group. HCE Group incorporates: High Court Enforcement, Excel Civil Enforcement, The Sheriffs Office and The National Eviction Team.

Candidates need to be disciplined, confident, persuasive and enjoy a challenging environment. All roles are full-time (43 hours) and are PAYE. Earnings are not capped and there is a good platform to build an excellent career.

Successful candidates will need to pass the Criminal Records Bureau (CRB/DBS) check process. DBS checks showing offences, including spent, will be assessed on a case-by-case basis.

Candidates will need to have a clean County Court judgment check, which will include bankruptcy.

Typical earnings are OTE £34k-£60k+ for a certificated enforcement agent. The starting salary for a trainee agent is £22,239.36.

### **Background experience within the following is an advantage:**

- Police
- Military (Air Force, Army, Navy)
- HMP Prisons (prison officer, prison custody officer)
- Housing officer, immigration officer, rent arrears officer
- Security, door security, close protection, maritime security

In addition, any background where you have to deal with people on a face-to-face basis and in difficult situations would be an advantage.

### **Training**

No previous experience is needed as fully funded training will be given.

### **Overview of required enforcement agent candidate:**

- Confident and self-motivated, good negotiation skills
- Able to travel and work unsociable hours, early mornings and weekends
- Persuasive and disciplined and able to deal with difficult people calmly and professionally



- An excellent ability to communicate clearly, positively and effectively
- Ability to complete detailed reports and keep accurate records
- A full UK driving licence is required (for more than 6 points or for specific offences, this will be reviewed on a case-by-case basis)

**In return we offer:**

- A competitive salary, bonus and commission
- Fully funded training
- Company vehicle and relevant equipment provided
- Good long-term prospects for the right candidate
- A rewarding team atmosphere with flexible working hours

We are an equal opportunity employer.

**To apply**

Please send your CV to [Robert.foster@hcegroup.co.uk](mailto:Robert.foster@hcegroup.co.uk).