

THE PRESBYTERIAN CHURCH IN IRELAND

PERSONNEL SPECIFICATION

Council:	Council for Social Witness (Older People Services)
Job Title:	Care Assistant
Rate of Pay:	£11.63 per hour (no NVQ) £11.69 per hour with NVQ/QCF Level 2 in Health and Social Care £11.73 per hour with NVQ/QCF Level 3 in Health and Social Care
Hours:	24 hours per week
Responsible to:	<u>Head of Home</u>

CRITERIA

1. Qualifications and Knowledge

Essential

- Evidence an understanding of and respect for the needs of older people;
- Willing to undertake appropriate training as required;
- Awareness of health and safety practices within a working environment;
- Proficiency in understanding, communicating and writing in English to level required by the duties of the post;
- Basic numeracy required by the duties of the post (as endorsed by appropriate qualification or use of numeracy skills in a work or home environment).

Desirable

- NVQ Level 2 in Care;
- Relevant statutory training e.g. Health and Safety, Fire Awareness and Manual Handling.

2. Relevant Experience

Desirable

- Experience of working with older people;
- Experience of working in a residential setting;
- Experience of administering medication.

3. Personal Attributes

Essential

- To have integrity, honesty, patience and an even temperament;
- To have the ability to work on own initiative;
- The ability to treat all matters confidentially;
- To have respect for the authority and direction of the management and supervision of the Home;
- To have the ability to work as a member of a caring team;
- To have good inter-personal skills.

4. Physical Requirements

Essential

- Health – such as to allow for attendance reliability and work proficiency (reasonable adjustments will be made for those with a disability);

- Appearance – must be acceptable within the working environment (e.g. to wear a uniform if appropriate).

5. Special Circumstances

Essential

- Be willing to work flexibly to fulfil the requirements of the Home, including working additional hours if required;
- Be committed to working within the Christian ethos of the Home;
- Registration with the Northern Ireland Social Care Council within 6 months of appointment is a requirement of this position.