

# THE PRESBYTERIAN CHURCH IN IRELAND

## PERSONNEL SPECIFICATION

<b>Council:</b>	Council for Social Witness (Older People Services)
<b>Job Title:</b>	Housekeeper
<b>Rate of Pay:</b>	£11.44 per hour
<b>Hours:</b>	20 hours per week (4 x 5 hour shifts)
<b>Responsible to:</b>	Head of Home

## CRITERIA

### 1. Qualifications and Knowledge

#### *Essential*

- Evidence an understanding of and respect for the needs of older people;
- Awareness of health and safety practices within a working and residential environment.

### 2. Relevant Experience

#### *Desirable*

- Experience of working with older people.
- Experience of cleaning outside of the domestic setting

### 3. Personal Attributes

#### *Essential*

- To have integrity, honesty, patience and an even temperament;
- To have the ability to work on own initiative;
- To have 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.

### 4. Physical Requirements

#### *Essential*

- Health – such as to allow for attendance reliability and work proficiency;
- Appearance – personal dress and presentation must meet Health & Hygiene standards.

### 5. Special Circumstances

#### *Essential*

- Willingness to work additional hours to meet the requirements of the Home;
- Committed to working within the Christian ethos of the Home.