

THE PRESBYTERIAN CHURCH IN IRELAND

PERSONNEL SPECIFICATION

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