



WE DO NOT OFFER THE CERTIFICATE OF SPONSORSHIP WITH THIS JOB.

ALL APPLICANTS MUST BE A CAR DRIVER WITH OWN CAR.

Care Worker / Care Assistant (Domiciliary Care)

Job Purpose

To provide personal care and support to people in their own homes for whom the company has agreed to provide a service, in line with an agreed care and support plan. To provide care in non-discriminatory ways, respecting each person's dignity, individuality, cultural and social background and independence, and to contribute to individual wellbeing.

Key Principles

- Respect confidentiality and store records securely, in line with Data Protection requirements.
- Work with other staff and relevant partner services to provide an integrated approach to health and care.
- Keep clear records, follow regulations, and work to agreed ways of working, policies and procedures.
- Work in partnership with family members/friends involved in the person's care (where appropriate).
- Work as a team member alongside Senior Carers, Management and other Workers.

Principal Responsibilities (in line with the care plan)

- Support with activities of daily living: getting up, going to bed, dressing/undressing, washing, bathing, oral care, continence support and toileting.
- Support mobility and physical disabilities, including safe use of aids and personal equipment.
- Maintain comfort and a safe home environment: bed making/changing, tidying, light cleaning, laundry, and emptying commodes where used.
- Support eating and drinking: preparing meals/snacks/drinks and assisting if the person cannot or has difficulty doing so.
- Contribute to specialised care plans (e.g., dementia, reablement, continence care).
- Support people with prescribed medication **as specified in the care plan** and in accordance with Third Hand Care policies and competency requirements.
- Support people who are temporarily unwell (e.g., minor dressings/bed nursing/feeding support) **within competence and training**.

- Contribute to end-of-life care in line with the plan and guidance.
- Promote mental/physical activity: conversation, prompting, shopping, hobbies, and meaningful activities.
- Read/write reports, attend meetings, and take part in training activities as directed.
- Comply with all agency guidelines and policies (dress code, ID badges, travel/security, safeguarding).
- Report to the agency manager/senior person any significant changes in health or circumstances.
- Encourage and enable service users to remain as independent as possible.
- Perform any other duties reasonably required.

Knowledge, Skills and Abilities

- Client-centred approach and ability to provide respectful, person-centred care.
- Active team player, also able to work on own initiative (including lone working).
- Well organised with good interpersonal skills.
- IT literate (or willing to learn) and able to produce clear written records to deadlines.
- Ability to communicate effectively in a wide range of contexts.
- Knowledge of safeguarding, health & safety responsibilities, and professional boundaries.
- Ability to exercise independent judgement in unusual situations and seek support appropriately.
- Commitment to maintaining skills and keeping up to date with best practice.
- Understanding of the Mental Capacity Act (2005) and DoLS (2008) principles relating to consent and best-interest decision making.

Person Specification (Essential Criteria)

- Self-motivated, organised, caring and sensitive to others' needs.
- Able to follow care planning requirements and instructions.
- Complete the Care Certificate within 3 months (where applicable).
- Enrol for Level 2 qualification after 1 year (where applicable).
- Good communicator.
- Own transport and full valid licence (where required for community runs).
- Satisfactory enhanced DBS check.
- Able to work flexibly Monday–Sunday, including unsociable hours.
- Highly motivated and committed to excellent care services.
- Values diversity and equality of opportunity; values health and safety.

Safeguarding of Vulnerable Adults / Mental Capacity Act

Complete training and follow Third Hand Care safeguarding and MCA policies and procedures, taking responsibility for reporting safeguarding concerns to the senior person on duty or on-call.

Health & Safety

Comply with the Health and Safety at Work Act 1974 and company policies; take reasonable care of your own and others' safety; cooperate with the employer to ensure compliance; do not misuse equipment provided for safety.

Data Protection

Maintain confidentiality and comply with Data Protection Act 2018 and GDPR requirements and company policies.

What Third Hand Care offers employees (Benefits)

- **Guaranteed fixed-hour contracts**
 - **Block shift patterns available** (where operationally possible)
 - **45p per mile mileage allowance**
 - **Uniform provided**
 - **Referral scheme**
 - **Company events** and recognition activities
 - Paid training, ongoing development and supervision
 - Opportunities for progression into Senior/Field/Supervisory roles
 - Holiday entitlement and pension (pro rata)
-