PERSONNEL SPECIFICATION

Job Title: Care Assistant

Council: Social Witness (Older People Services)

Responsible to: Service Manager

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/QCF Level 2 in Health and Social 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 delivering activity programmes
- Experience of working in a residential setting;
- Experience of administering medication.

3. PERSONAL ATTRIBUTES

Essential

- 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.
- To have strong organisational/administrative ability

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
- Must be willing to behave in a manner which respects the Christian ethos of the Presbyterian Church in Ireland;
- Registration with the Northern Ireland Social Care Council within 6 months of appointment is a requirement of this position.