

# PERSONNEL SPECIFICATION

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**Job Title:** Relief Housekeeper

**Council:** Social Witness, Older People Services

**Responsible to:** Service Manager

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## CRITERIA

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### 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;
- Must be willing to behave in a manner which respects the Christian ethos of the Presbyterian Church in Ireland