PERSONNEL SPECIFICATION

Job Title: Housekeeper

Council: Social Witness

Responsible to: Home Manager

CRITERIA

1. QUALIFICATIONS AND KNOWLEDGE

Essential

- Evidence an understanding of and respect for the needs of older people or those with a learning disability
- Awareness of health and safety practices within a working and residential environment.

2. RELEVANT EXPERIENCE

Desirable

- Experience of working with older people or those with a learning disability
- Experience of housekeeping duties outside a 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

- Willing to be flexible with rota requirements to meet the needs of the service;
- Willing to behave in a manner which respects the Christian ethos of the Presbyterian Church in Ireland