

PROSPECT PRIVATE NURSING HOME
PERSONNEL SPECIFICATION
Domestic Assistant

CRITERIA	ESSENTIAL	DESIRABLE
<u>Education/Qualifications:</u>	No formal qualifications. Must be able to demonstrate literacy and numeracy skills.	NVQ 2 in Housekeeping. Educated to GCSE standard in Literacy or Numeracy or equivalent.
<u>Physical Requirements:</u>	Neat and tidy appearance.	Non smoker.
<u>Experience:</u>	Able to clean and maintain a safe environment.	Experience in a Domestic Role. Experience of cleaning in a care environment.
<u>Knowledge and Skills:</u>	Knowledge of COSHH. Knowledge of Health & Safety. Good verbal and written communication skills. Good customer service attitude. Good interpersonal skills Ability to use own initiative. Self motivating. Trustworthy and an understanding of confidentiality.	

<p><u>Personal Attributes:</u></p>	<p>Ability to work as part of a team.</p> <p>Ability to work under pressure.</p> <p>Approachable, friendly, caring and personable.</p>	<p>A desire to work with the Elderly.</p>
<p><u>Other Requirements:</u></p>	<p>Good attendance and Timekeeping record.</p> <p>Flexible approach to working hours.</p>	<p>Stable work record.</p>

<p><u>Date personnel specification last reviewed:</u></p>	<p>March 2020</p>
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<p><u>Signed:</u></p>	<p><u>Position:</u></p> <p>Nurse Manager</p>	<p><u>Date:</u></p> <p>March 2020</p>
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