

APEX HOUSING ASSOCIATION

EMPLOYEE SPECIFICATION

POSITION: Housekeeper

SCHEME: All Schemes

DATE COMPLETED: January 2017

CRITERIA	ESSENTIAL	DESIRABLE
EDUCATION/ QUALIFICATIONS/A TTAINMENTS		
RELEVANT EXPERIENCE	3 months previous employment as a cleaner or housekeeper in a formal care setting.	6 months previous employment as a cleaner or housekeeper in a formal care setting.
SPECIALIST KNOWLEDGE/ TRAINING		
PERSONAL SKILLS	Communication skills. Ability to use personal initiative. Ability to relate to residents.	
PHYSICAL REQUIREMENTS	Physical ability to carry out the requirements of the job.	
DISPOSITION	Caring disposition. Ability to work as part of a team and unsupervised. Motivated. Hardworking and conscientious. Punctual, reliable, honest, trustworthy. Ability to work under direction.	
CIRCUMSTANCES	Flexible re hours required to work.	

Completed application forms must be returned to
Apex Housing, Personnel and Training Department, 10 Butcher Street, L'Derry, BT48 6HL