

Domestic Assistant - Harry Sotnick House

Salary: Band 2 - £24,413- £24,796 pro rata plus a 7.5% shift allowance.

36 hour per week

This role will provide a mix of domestic and general tasks.

Portsmouth Local Authority is committed to safeguarding and promoting the welfare of 'adults at risk' and expects all staff and volunteers to share this commitment.

DBS Disclosure at Enhanced level will be required prior to any offer of employment and this post is exempt from the Rehabilitation of Offenders Act 1974.

The Service

Harry Sotnick house is a busy 46 bed nursing unit in Portsmouth. The home is rated as Good by the Care Quality Commission.

What is the purpose of Adult Social care from a service user perspective?

Help me, when I need it, to live the life I want to live

As a service we take pride in our work by valuing others, focusing on what's important so that we make a real and positive difference. Our values are outlined in our Ways of Working and if they reflect how you are and how you work then this could be the role that meets your expectations.

What is the role?

You will be allocated to a specific wing of the unit, where you will be responsible for either carrying out general cleaning duties to include lounges, dining rooms, occupational rooms, cleaner's stores, bedrooms with en-suite facilities, stairs, corridors, halls, office areas, bathrooms, toilets and sluices, or supporting with meal preparation ensuring food is presented to high standards, ensuring kitchen areas, fridges, are kept clean and well stocked, liaising with the kitchen to stock as required, checking temperatures of fridges and recording as required. Carrying out any general tasks required each shift. You will be required to assist with collection and refilling of jugs and making of beds, as required, and after liaison with the assistant manager.

There will be occasions when you will need to do a deep clean such as washing down walls and paintwork, upholstery, and furnishings as well as reporting verbally or in writing any defects to furniture, fittings and equipment to the assistant manager of the day.

Who is the person?

You need to:

1. Have previously undertaken domestic work in a residential setting or worked to a cleaning schedule.

2. Be willing to undertake the wide range of cleaning and general duties being flexible with other duties you may be asked to undertake.
3. Have had formal or informal training in cleaning and an understanding of food hygiene.
4. Have an understanding of empathy for elderly people and of the concepts of the resident's dignity, privacy and choice.
5. Be able to communicate in a gentle and understanding manner.
6. Understand what equality and diversity means in terms of staff and service users.
7. To work well as part of a team and have a flexible approach.

General Data Protection Regulation (GDPR)

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants. Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).

Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way and you can withdraw your consent at any point in the recruitment process and we will destroy or delete your information.

For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our Job board.

This role is eligible for a DBS check and the DBS have published a privacy notice to ensure individuals are fully informed of the use of their personal data; their rights and that Portsmouth City Council are meeting the necessary requirements when submitting DBS checks. It is important that you read and understand this privacy policy before any application is submitted to the DBS.

Visit the Gov website to read the full policy.

Please include the below statement in your application. It is important you know your rights.

I have read the Standards/Enhanced Check Privacy Policy for applicants and I understand how the DBS will process my personal data and the options available to me when submitting an application.

Signed.....Dated.....

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.