

**APEX HOUSING ASSOCIATION**

**EMPLOYEE SPECIFICATION**

**POSITION:** Housekeeper

**DATE COMPLETED:** September 2023

<b>CRITERIA</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>EDUCATION/ QUALIFICATIONS/A TTAINMENTS</b>		
<b>RELEVANT EXPERIENCE</b>	3 months previous employment as a cleaner or housekeeper in a formal paid capacity	3 months previous employment as a cleaner or housekeeper in a formal paid capacity in a care setting.
<b>SPECIALIST KNOWLEDGE/ TRAINING</b>		
<b>PERSONAL SKILLS</b>	Communication skills. Ability to use personal initiative. Ability to relate to residents.	
<b>PHYSICAL REQUIREMENTS</b>	Physical ability to carry out the requirements of the job.	
<b>DISPOSITION</b>	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.	
<b>CIRCUMSTANCES</b>	Flexible re hours required to work.	

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