

KENYLINK SERVICES LTD.

Office 18/27 Kirkcaldy Business Incubator.
Myregormie Place Kirkcaldy KY1 3NA

APPENDIX

JOB DESCRIPTION

JOB TITLE: **Care Assistant**

Overview of key tasks for the service users

1. To provide a responsive, effective, high quality, support service in the community.
2. To support service users to use local services and facilities, in order to achieve their personal goals as agreed in their support plans.
3. To be aware of the wellbeing, safety and state of health of service users, reporting any concerns
4. To provide support that is appropriate to the age, gender, disability, race, religion and sexuality of the resident to enhance their quality of life.
5. Personal Care Provision
 - a. Assist Service Users in/out of bed, chairs, etc., using agreed procedures.
 - b. Assist Service Users in dressing, care of aids and personal equipment (hearing aids, glasses, etc).
 - c. Assist Service Users in all aspects of personal hygiene, i.e. washing, shaving, showering etc.
 - d. Assist Service Users to access toilet facilities, emptying commodes and disposal of incontinence materials, using agreed health and safety procedures.
 - e. Encourage Service Users to maximise their own abilities and skills
6. Domestic Services Delivery
 - a. Maintain cleanliness of Service Users home.
 - b. Where appropriate home facilities are available, launder and iron clothes and/or bed linen.

PERSON SPECIFICATION

Key experience and qualifications required

ESSENTIAL	DESIRABLE
Qualifications Good Standard of Education	SVQ/NVQ level 2
Willing to learn	Experience working in <ol style="list-style-type: none">a. Health Care Sector orb. Domiciliary Care / Social Care settingc. An understanding of the health and social care sectord. Provision of person centred care in the community.

01592 651 650

Email: info@kenylinkcare.co.uk

Website: www.kenylinkcare.co.uk

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Personal Attributes	
<ol style="list-style-type: none">1. Able to listen2. Concern for others3. Determined to make a positive difference4. Flexible5. Good people-skills/Friendly6. Good team player7. Patient8. Reliable9. Respectful10. Sensitive11. Understanding	

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