



DOWN and CONNOR DIOCESAN TRUST

VACANCY

HOUSEKEEPER/CLEANER

PORTAFERRY PARISH

A part-time Housekeeper/Cleaner vacancy has arisen within the Parish of Portaferry, Parochial House, 60 Windmill Hill, Portaferry, Co Down, BT22 1RH.

The post holder will be required to provide a confidential, efficient housekeeping service to the Parish Priest, whilst ensuring a pleasant, safe, welcoming and clean Presbytery is provided to other presbytery workers, volunteers and parish visitors.

The terms are based on a permanent appointment requiring 12 hours attendance each week – work pattern to be agreed with the successful candidate. Flexibility will be required in relation to attendance and hours worked, from time to time.

Rate of Pay - £9.50 gross per hour.

Full details relating to the vacancy can be found on the Diocesan website at: <http://www.downandconnor.org> clicking on the tab: **JOB VACANCIES** and on the Community NI website, where terms and conditions relating to the role can also be accessed by way of a Role Profile and Employment Application form. Application packs can also be obtained from Portaferry Parish Office.

We welcome applications from anyone who feels they meet the criteria and are interested in playing an active part in the Parish.

Closing date for applications will be 12.00 noon on Thursday 25th August 2022

Down and Connor Diocesan Trust is an Equal Opportunities Employer