

Position Description

Position Title: Domestic Support

Reports to: Parish Priest

Conditions: The position is ongoing part time, 5 hours one day per week 10am and 3pm either Wednesday, Thursday or Friday. This position is based in St Pius X Parish, Heidelberg West.

Duties:

- General cleaning and tidiness of the house
 - Vacuuming carpet areas
 - Dusting all surfaces
 - Disinfecting bathrooms and toilets
 - Mopping all tiled areas
- Laundry washing & ironing bed linen, towels etc.

Qualifications, Skills and Experience:

- Experience in general cleaning, washing and ironing.
- Energetic and highly motivated with initiative and capacity to work with a minimum of supervision.
- Ability to handle situations confidentially and with sensitivity.
- Well motivated to work for the Church and ideally possess a strong commitment to its values.

Other Relevant Requirements

- Working With Children Check
- Police Check (new check required)

Additional Information:

1. Applications should be addressed to: recruitment@cam.org.au by 2 January 2019.
2. For further information contact Nandi Adams, Human Resources Officer on 9926 5793.

The Archdiocese is committed to the safety, wellbeing and dignity of all children and vulnerable adults.