

🌟 ✨ Evening Opportunity Alert! ✨ 🌟

Hey beautiful souls! ❤️ We have a lovely evening shift available starting NOW — from 4:00 p.m. to 10:00 p.m. 🌙 🌿 (plus 1 day shift 7am-4pm)

If you're free and fancy joining our wonderful team this evening, we'd love to hear from you! 💖

✉ Email us at: office@pointhouse.uk.com

Spread the word, tag a friend, or just drop us a message! 📩

Hope to connect soon! 🌈 🦋

#EveningShift

#JoinOurTeam

#WorkWithUs

#Pointhouse

#OpportunitiesKnock

#EveningGlow ✨ 🌿 🧑 🌟

Point House working shift pattern for new Evening staff member May 2025

Working week 1

Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Day							7am-4pm
Evening			4pm-10pm		4pm-10pm	4pm-10pm	4pm-10pm

Working week 2

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		4pm-10pm	4pm-10pm			

£12.21 per hour which is paid monthly into your bank account

This is your contracted working hours, we always have over-time available, if you wish to take it

This organization Point House Decision Regarding Sponsorship License:

Point House Residential Care Home does not have a valid Sponsor License and does not intend to apply for one. Therefore, this role is not eligible for sponsorship under UKVI rules.

Job Title: Care Assistant/ Support Worker **Family – friendly – worker**

Location: Point House, Residential Care Home, Sprowston Road, Norwich, NR3 4QN

💡 Purpose of the Position

To work collaboratively with the care team to meet the personal care needs of our lovely people in a way that respects their dignity 🧡, promotes **independence**, equality, and encourages full social inclusion.

We are committed to **supporting our lovely people to remain as independent as possible for as long as possible**, empowering them to make choices and maintain control over their daily lives.

This role also involves helping to maintain a safe, clean, and comfortable environment 🏠 and contributing to the smooth daily running of the home. (4.00pm to 10.00pm)

Staff are expected to take on delegated responsibilities appropriate to their role and ensure that those in their care are supported with compassion and professionalism.

📄 Principal Responsibilities for the evening shift – 4.00pm to 10.00pm

- Assist our lovely people with full personal care needs such as – full body wash, hair washing, undressing/dressing, showering, and toileting, always maintaining their dignity and comfort.
- Support individuals with mobility challenges and physical disabilities, including the use of aids and equipment, where appropriate.
- Encourage and promote mental and physical stimulation through conversation, outings, reading, writing, hobbies, and recreational activities 🎨📖.
- Book, cancel, and log appointments accurately; update calendars and hand over all relevant information to office staff 📅.
- Support our lovely people in managing some laundry tasks such as sorting, folding, and putting away clothes just in baskets 🧺 with their personal washing when needed
- Prepare, cook, and serve meals from 5.00pm according to individual dietary needs; provide mealtime support, this is day throughout the day 🍽️. Assist with evening hot drinks and snacks
- Respond promptly and appropriately to urgent needs following the home's procedures.
- Welcome any visitors, checking ID and answer the telephone, take messages and book appointments 📞.
- Follow all care plans carefully and maintain accurate, timely records in care daily notes, which is all logged on the PC's 📄.
- 💻 Logging In with Your Personal Email Address 📧
- 🔒 Each staff member must use their own personal email address & passwords when logging into the system.
- ➡️ This helps us keep everything secure and traceable ✅📧
- ✨ Why these matters: 🔒 Improves security 📁 Keeps your records separate ✅ Makes communication easier and clearer
- Report and record any concerns regarding our lovely people's well-being or the safety of the premises, equipment, or environment.
- Participate in staff and people's meetings and contribute to a positive team atmosphere 🤝.
- Support & medication administration when fully trained and assessed as competent, we use the Boots emarr systems, which is all done online 📌.
- Stay current with all mandatory and development training to ensure safe and effective care delivery.(most is done online)
- Report any issues or concerns to more senior staff members.
- Maintain equipment properly and report faults or damage.
- Adhere to fire safety, infection control, and the home's full range of health and safety policies 🔥🧼.
- Carry out other reasonable duties as required to support the smooth operation of the home.
- Respect each people's' privacy, dignity, and personal belongings at all times 🚪.

- Complete all assigned responsibilities as outlined in your responsibilities folder.
- Full induction training will be given
- Give a clear handover to the nights staff, this takes place around 9.45pm

Safeguarding Commitment

Above all, ensure the safety, dignity, and rights of all our people and are protected at all times in accordance with the care home's safeguarding policies. Discrimination of any kind will not be tolerated — everyone deserves to be safe, valued, and respected ❤️.