



Our Recruitment Process

As a CQC regulated employer, Chromium Care Ltd is committed to safeguarding and safer recruitment. All successful applicants will be subject to an enhanced disclosure among other checks. Professional and character references will be requested only at the time of a conditional offer of employment.

SENIOR CARE WORKERS

Job Description:

To ensure that the service meets and surpasses CQC standards and the LA contract specification.

Take full responsibility in liaison with the Registered manager, in relation to all aspects of the day-to-day operations of the service, ensuring that service users receive a safe, caring, stimulating and homely environments to meet their social and health needs.

Ensure the safeguarding of service users in our care.

- Hands on support role in the day-to-day support of the service users, ensuring that a high standard of support is provided and always maintained.
- immediately available; as well as providing cover for other support staff for the service, in their absences.
- Provide cover for other services as may be required.
- Carry out any other duties as may reasonably be requested by the Registered Manager.

- To assist care users who need help with dressing, undressing, bathing, and toilet.
- To be responsible for ordering, receipt, disposal and accurately administering medication and the maintenance of records
- To ensure resources are managed effectively.
- To greet visitors and show prospective care users and families the homes facilities as required.
- To help care users with mobility problems and other physical disabilities such as incontinence; help in the use and care of aids and personal equipment.
- To help in the promotion of mental and physical activity of care users through talking to them, taking them out, and sharing with them in activities such as reading, writing, hobbies, and recreations.
- To make and change beds; tidy rooms and do light cleaning.
- To prepare light meals, serve meals; assist care users at mealtimes if required; wash up utensils.
- To read and write reports in case notes.
- To act as a Senior Key worker and the formulation of care plans in accordance with the care users' needs and wishes and to update as needs change.
- To liaise with healthcare professionals and multi-disciplinary teams if a care user requires assistance.
- To take part in staff meetings and in training activities as directed
- To uphold the rights, choices, dignity and the equality and diversity of each resident with a person-centred approach

Skills and Experience:

- Minimum of A levels or equivalent

- You need to be a good team leader, communicator, listener, to be focused,
- dedicated and reliable.
- You will be required to complete a minimum qualification of an NVQ Level 3 in Health & Social Care
- Experience in care or if you have any transportable management skills will boost your chances of becoming successful senior care worker.

Salary: £20480 based on 37.5 hours per week

CARE WORKERS

Job Description:

- Ensure the safeguarding of service users in our care.
- Hands on support role in the day-to-day support of the service users, ensuring that a high standard of support is provided and always maintained.
- Carry out any other duties as may reasonably be requested by the Registered Manager.
- To assist care users who need help with dressing, undressing, bathing, and toilet.
- To ensure resources are managed effectively.
- To greet visitors and show prospective care users and families the homes facilities as required.
- To help care users with mobility problems and other physical disabilities such as incontinence; help in the use and care of aids and personal equipment.

- To prepare light meals, serve meals; assist care users at mealtimes if required; wash up utensils.
- To read and write reports in case notes.
- To liaise with healthcare professionals and multi-disciplinary teams if a care user requires assistance.
- To take part in staff meetings and in training activities as directed
- To uphold the rights, choices, dignity and the equality and diversity of each resident with a person-centred approach
- assists and enables service users to dress, undress, wash, use the toilet and bathe;
- prepare and serve meals of choice to service users at table or in bed, and assists with feeding if required;
- helps with daily activities such as letter writing, paying bills, collecting benefits;
- undertakes light cleaning and domestic duties including meal preparation as required;
- monitors service users' conditions by taking temperature, pulse, respiration and weight, and contributes to record keeping;

Skills and Experience:

- Minimum of A levels or equivalent
- You need to be a good communicator, listener, to be focused, dedicated and reliable.
- You will be required to complete a minimum qualification of Care certificate or Level 2 in Health & Social Care or equivalent

Salary: £20480 based on 37.5 hours per week.

What Can we offer you?

- Career Development
- Fully funded training and development - NVQ 2, NVQ 3 and more specialist training
- Fully paid training
- Mileage
- Pension
- Refer a Friend Incentive

Office and Payroll Administrator

Chromium care Ltd is looking for an enthusiastic Administrator to join our local Office in High Wycombe

This role will be suited to a candidate with a background in health and social care but this is not essential.

Administration experience is nice to have

Key Tasks

- Manage and monitor service user invoice queries and complaints; overseen by the Manager and / or Deputy
- Support with care worker and office staff payroll
- Manage and monitor the ECMS system addressing areas of non-compliance by staff members
- Manage and Monitor the alerts on the ECMS to ensure care staff are conducting visits at the allocated time
- Communicate with service users and their representatives if their scheduled care and support is running behind the allocated time
- Any other such duties as may be from time to time required to ensure the safe running of the
- services and delivery of appropriate care to service users.
- Auditing of staff files for compliance
- Auditing of service user files

What Can we offer you?

- Career Development
- Fully funded training and development - NVQ 2, NVQ 3 and more specialist training
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