



Job Role: Registered Manager

Salary: Competitive Salary

Job Purpose:

- The recruitment of staff and building the service up to the very best standard as seen by the company;
- Marketing for the home and services offered;
- Maintaining accurate records and files of care workers and Clients;
- Effective prevention and management of incidents;
- Managing the day to day running of the home;
- Great CQC knowledge;
- Ensuring that all current legislation is met and exceeded;
- Effective contract management;
- Build strong relationships with staff, residents and their families;
- To liaise with all regulatory bodies to ensure their requirements are implemented, monitored and maintained;
- Contribute to the recruitment of suitable employees, induction process and ensuring that all training needs for the team are met;
- To deliver a high level of quality support to Service Users;
- Develop positive and open relationship with all staff and have an effective communication system;
- Developing and guiding the team of staff;
- Manage the recruitment, selection and on-going training, development and performance of all staff within your service.

Requirements:

- The desire and ability to ensure that each person we support receives the care and support that is appropriate to their assessed individual needs;
- Comprehensive knowledge of the statutory regulations and fundamental standards required for domiciliary care;
- Level 5 Diploma in Leadership & Management for residential childcare or equivalent (Required);
- Excellent written and verbal communication skills with meticulous attention to detail;
- The ability to apply medical knowledge to patients' needs;
- Experience of leadership and mentoring staff;
- Proven management experience within the sector;
- A full clean UK driving licence;
- Strong numeracy, literacy and computer skills;
- Dependable and honest.

Working Hours: Full time

- **Own transport needed**

For more information please call 01757 600654 or Email Consultant@threeswansrec.co.uk

At Three Swans Recruitment Limited we do our very best to ensure both client and candidate satisfaction. Our team of Consultants have the skills, experience and passion to deliver a professional, personal and quality of service. Our Mission is to build strong and long-term relationships and help clients and candidates find the perfect match.

Whilst we would love to come back to everyone that applies for a position this is not always possible. So, if you haven't heard from us within 10 working days, please note that your application has not been successful on this occasion.