

Casual After Hours Duty Officers (Sleepover Shifts) Retirement Village

St Luke's own and operate two exclusive retirement communities in Sydney's Eastern and South Eastern suburbs. We currently have opportunities for casual staff to join our team as After Hours Duty Officers.

Rosters will vary, however shifts commence at 5.00pm and cease at 8.30am. Some weekend day time work may also be required. (Sleepover between 9.00pm and 7.00am in our well appointed manager's apartments).

You will be required to be on-call during your shifts for resident and building emergencies, answering the telephone, and assisting residents with their general enquires. You will also be required to perform some light housekeeping duties, ensure our buildings are secured at the end of each day, liaise with security personnel and relevant tradespeople and undertake all other relevant sleepover tasks as per the position specification.

This is a perfect position for a mature minded person seeking additional work. You must be a people person and be able to deal with resident emergencies in a calm and considered manner. Resident safety and peace of mind is paramount. You will be well presented and have good communication skills. You must at all times hold a current Senior First Aid Certificate, be punctual, reliable and trustworthy.

The successful applicant will be subject to both reference and Federal Police checks.

Please send your resume and covering letter to sandrews@slc.org.au.

Sasha Andrews
Director, St Luke's Apartments
sandrews@slc.org.au