



## **DOWN and CONNOR DIOCESAN TRUST**

### **PORTAFERRY PARISH**

## **VACANCY**

### **“HOUSEKEEPER”**

We are seeking to recruit a Part time Housekeeper within Portaferry Parish, Parish House, 60 Windmill Hill, Portaferry, Co Down, BT22 1RH

The post holder will be required to:

- ❖ Ensuring the provision of a reliable and efficient cleaning service and providing a quality service in the delivery of food and beverages to the Parish Priest. Whilst ensuring a pleasant, welcoming and clean parish house for members of the parish team, volunteers and parish visitors.

The terms are based on a permanent appointment requiring 12 hours per week. Work pattern to be agreed with the Parish Priest. Ability to work flexible hours may be required from the post holder from time to time.

Rate of Pay - £12.21 gross per hour.

Full details relating to the vacancy can be found on the Diocesan website at: <http://www.downandconnor.org> clicking on the tab: **JOB VACANCIES** and on the Community NI website, where terms and conditions relating to the role can also be accessed by way of a Role Profile and Employment Application form. Application pack can also be obtained from Portaferry Parish Office.

We welcome applications from anyone who feels they meet the criteria and are interested in playing an active role within the Diocesan Trust.

**Closing date for applications will be 12.00 noon on Tuesday 10 March 2026**

***Down and Connor Diocesan Trust is an Equal Opportunities Employer***