

## **The Iveagh Trust: Caretaker** **(<https://www.activelink.ie/node/81060>)**



### **Caretaker**

**Ref CTS001**

The Iveagh Trust is the oldest provider of social housing in Ireland, building sustainable communities since 1890.

Today, the Trust provides c. 1,600 homes across Dublin, offering a range of housing options including general needs housing for families, supported housing for older people and accommodation for men experiencing homelessness at the Iveagh Hostel.

The Trust now wishes to add to the Housing Management Team by recruiting a full-time Caretaker for a newly built scheme in Clay Farm, Leopardstown, Dublin 18.

### **Position: Caretaker - Southside**

**Reference:** CTS001

**Location:** Leopardstown

**Reporting to:** Estate Manager

**Hours:** 39 hours per week\*

\*(working alternate weekends and some bank holidays on a rota basis).

**Contract & Salary:** Permanent: €29,000 per annum.

**Travel:** The post requires use of a car for business purposes. The applicant must have a full clean driver's license. Mileage allowance operates.

**Probationary Period** 6 months

**Staff Benefits:** The Iveagh Trust offers excellent terms and conditions of employment.

**Pension:** Membership of a generous Defined Contribution pension scheme following successful completion of the probationary period.

### **Principal tasks & responsibilities**

- Be of general assistance to tenants
- Keep the communal areas of the estate, both internal and external, clean tidy and safe
- Take out and put in communal bins, ensuring that all bins and bin areas are kept clean
- Gardening including cutting of grass
- Carry out minor repair and maintenance work, including cleaning drains, downpipes and manholes, as directed by the Estate Manager / Deputy Estate Manager
- Report repair and maintenance requirements promptly to Estate Manager / Deputy Estate Manager
- Provide reports to the Estate Manager / Deputy Estate Manager on incidents occurring on the estate including emergencies, disrepair, anti-social behaviour or unusual incidents and treat all such incidents in strict confidence

- Work out of doors in all weathers with suitable PPE clothing provided by The Iveagh Trust
- Assist in dealing with emergencies, e.g. fire, flood, lift breakdown etc.
- Work on a rota basis, including weekends and Bank Holidays
- Ensure appropriate health and safety procedures are maintained and adhered to at all times
- Liaise with external contractors and visitors to the estate
- Other duties as directed by Estate Manager / Deputy Estate Manager
- Provide cover on other Iveagh Trust estates when necessary
- Full training and induction will be provided.

Applications must include the job reference code: **CTS001**

Please send an up to date CV along with cover letter outlining your suitability for the post to:

Mr. John Mahony  
Director of Housing  
The Iveagh Trust  
Bull Alley Street  
Dublin 8

Or, by email to: [hr@theiveaghtrust.ie](mailto:hr@theiveaghtrust.ie) (mailto:hr@theiveaghtrust.ie)

**Closing date for applications is: Friday 23 April 2021 at noon.**

Replies only to selected interviewees.

***The Iveagh Trust is an Equal Opportunities Employer.***

**Region**

Leopardstown, Dublin 18

**Date Entered/Updated**

7th Apr, 2021

**Expiry Date**

23rd Apr, 2021

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**Source URL:** <https://www.activelink.ie/vacancies/community/81060-the-iveagh-trust-caretaker>