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Registered Manager – Bristol

Description

Osa healthcare recruitment is supporting our client to recruit an experienced CQC Registered Manager to support their established home care service as well as aiding the company to grow.

Main Duties & Responsibilities

Provide leadership, management and the highest level of support to the Team, to ensure the very best outcomes in everything we do

Ability to take ownership of achieving the highest levels of compliance with regards to regulations, laws, quality standards & policies, ensuring we achieve a minimum of "Good" CQC inspection

Accountable for the Health and Safety of staff and clients; ensuring the Health & Safety policy and procedures are followed at all times providing a safe working environment

Ensure consistent application of company policies, procedures and approved practice; and to promote our aims and values

Continually review and improve processes to ensure the most effective and efficient service is being delivered to our clients

Ability to identify and recruit high quality Carers, implement excellent training and maintain high retention ratios

Ensure the provision of staff training is implemented and the delivery of very high quality care services, to vulnerable people living in their own home, is achieved consistently

Ability to ensure the Scheduling is effectively designed to ensure the Carers deliver the allocated care to the client. Scheduled Spot Checks and Audits are undertaken and recorded

Ability to complete and continuously improve the Assessments, Risk Assessments and Care Plans to ensure the outcome of the client is achieved effectively and the customers' expectations are exceeded

Ability to ensure that all payments due are received promptly; and Payroll and Invoicing is undertaken accurately

Ability to meet and exceed all financial/growth targets whilst participating in, and contributing, to the strategic management of the business

To be aware of Key Performance Indicators and to accurately record and report statistics to the Director as appropriate

Hiring organization

Osa Healthcare Recruitment

Employment Type

Full-time

Job Location

BS16, Bristol

Base Salary

£ 35,000 - £ 45,000 (inc Bonus)

Date posted

December 30, 2020

Ad hoc duties to support the Director, as and when required, to meet the needs of the business

Person Specification

Qualifications & Experience

The candidate will hold, or be working towards, an NVQ Level 4 (RMA) or QCF Level 5 qualification in Health and Social Care

Have substantial experience in managing people, and can demonstrate a positive vision of homecare and how you will influence positive change

Must have good experience and knowledge of the Care Industry, in a previous similar role

Abilities, Skills & Behaviours

Highly determined, driven and ambitious, with the desire to make a real difference and assist in the growth of a new office

Excellent communication and interpersonal skills, with the ability to talk passionately about our services and values to potential clients or referral sources

Advanced computer skills including proficient use of MS Office, the ability to produce reports and good computer systems knowledge

Self-motivated and flexible, with a willingness to participate in an 'on call system' for out of office hours

Extremely well organized, excellent planning and prioritising ability with high attention to detail

A creative and strategic thinker who is able to embrace, influence and communicate improvements to the Team

In return they will offer you:

A basic salary of up to £35,000 per annum

A bonus package worth up to an additional £10,000 per annum

Additional benefits and features as expected such as paid holiday, company pension etc.

Job Types: Full-time, Permanent