

Available Positions (Couples welcome to apply)

Mr. & Mrs. P. Jones are seeking candidates for the following positions. Successful candidates **must have a valid driver's license** and unless stated otherwise, be willing to work at different properties owned by the family. Short listed candidates will undergo thorough background checks (employment and criminal).

Live-In Child Caregiver/ Housekeeper. Duties will include all aspects of support for a busy home as well as caring for an energetic boy. Housekeeping duties include laundry, heavy cleaning, grocery shopping, meal preparation and care of family pets. Caregiving duties include school preparation; transporting to and from school and other activities and appointments. This is a full-time position requiring the person to be available for unexpected night time/ early morning coverage. Standard hours are 7am to 7pm with a 2-hour rest period. Applicants must be non-smoking and hold a valid Bermuda driver's license. Applicants should also be up to date with their CPR/first aid training and possess a proven record of integrity, at least three years of relevant experience and excellent employment references and be available to work flexible hours, including evenings, weekends and public holidays when required, and often at short notice. Additionally, applicants **MUST** be comfortable around large dogs, be well organized, have strong attention to detail, able to manage their time well, multitask and keep to a schedule.

General Maintenance Person. The successful candidate will be responsible for all aspects of maintenance for several properties managed by the company including grounds work, painting and general repairs (carpentry, electrical and plumbing). Candidates must have their own transportation, at least three years of previous experience in a similar role and excellent employment references. Note, this is a full-time position, so independent contractors need not apply.

Please apply in writing, stating which position you are applying for no later than **April 24th 2019**. ****Couples are welcome to apply.***

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