



Job Advertisement – **BOARDING HOUSE MATRON**

James Hope College (JHC) is a private, world class residential co-educational secondary school located in the tranquil area of Lekki, Lagos State, which offers a Nigerian/British curriculum. We require a suitably qualified and experienced **Boarding House matron**.

Qualifications:

The ideal candidate must be a registered nurse with excellent communication skills and have prior experience of working in a British curriculum boarding school with a minimum of five (5) years' experience. Furthermore, a Bachelor of Science (BSc) degree in Nursing would be an added advantage.

Main Responsibilities:

- The candidate will work mainly in the boarding house as a pastoral staff.
- The candidate will be responsible for the wellbeing, cleanliness, organisation and health & safety of all boarders.
- The candidate will work and provide support and cover for our medical team when necessary.
- The candidate will provide safety and first aid training to all boarders on a consistent basis.
- And other duties as assigned by the Line Manager.

If you possess the above qualities and experience, then **send us the following:**

1. A current curriculum vitae (CV) not longer than 2 pages in length.
2. Copies of educational qualifications, including certifications. Please note that the originals will be required for sighting during the interview process.
3. A cover letter (not longer than one page) as to why you should be the successful candidate.
4. Details of three contactable referees, and one must be from your most recent employer.

Kindly indicate the position you are applying for in the **subject line of your email**.

IMPORTANT: Please send your application no later than Friday 17, January 2025 to principal@jameshopecollege.edu.ng