

# Nanny Job Description

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## **Duties and Responsibilities:**

- Look after pre-school age children and toddlers
- Bath and dress the children
- Teach and supervise bathing, washing, and dressing by toddlers
- Ensure that children are always neat and tidy
- Change children's clothes, nappies, and diapers when they are soiled
- Wash children's clothes and nappies
- Prepare children for school and other events and convey them to and from school or events
- Ensure that children's areas are always kept neat and tidy
- Prepare infant formulas or food and feed children at the right time
- Wash and sterilize children's feeding utensils
- Monitor children's behavior and health and report any case of ill-behavior, ill-health or injury to the parents
- Help children in doing their homework and teach them social skills
- Lead children in educational and social activities within the home
- Discipline any erring child accordingly, or as instructed by the parents
- Administer first aid treatment to any child in the case of injury
- Administer medicines to children as instructed by the parents
- Perform household chores like sweeping, cleaning, dusting, and family laundry
- Run family errands such as paying bills and grocery shopping
- Cook, serve the family, and wash dishes after meals.

## **Nanny Requirements – Skills, Knowledge, and Abilities**

- Honest and Trustworthy: No parent wants to leave his or her child in the care of a liar or a person of questionable character. Therefore, you must have an impeccable trait to be a nanny
- Multitasking and Energetic: A nanny must be able to multitask as she is expected to perform a lot of tasks at the same time. She must be up

and doing and be able to organize the home in the absence of her employer

- Friendly: No child wants to stay around a mean nanny. So, a nanny ought to always be cheerful and approachable. This way, the kid(s) will feel relaxed around her
- Possess emotional Maturity and good judgment skills
- Must be tolerant and disciplined.