

Job description

Job details

Position

Personal Assistant

Job reference:

JT04/21/UL

Hours

Variable. Core available hours over 7 days - 8.00-10.00am; 1.00-1.30pm; 5.30-6.30pm.
Additional hours as required.

Rate

£9.50 per hour

Area

Northampton (NN3 Area)

About the employer

The employer is a disabled woman living in her home in Northampton. A local personal assistant is sought to support her team.

Main Duties

- Support with personal care.
- Preparation/cooking of meals.
- Cleaning and tidying the kitchen afterwards, as necessary.
- Light housework
- Accompanying on local shopping trips, appointments, and outings; must be willing to drive automatic wheelchair adapted vehicle.
- Supporting the employer in caring for her assistance dog including a short walk.
- Covering holidays for other team members.
- Any other task that the employer may reasonably ask you to do which falls within the scope of the job as a Personal Assistant.

Additional employment information

The successful applicant will be trustworthy, friendly, and flexible in their availability.

Must have a clean Driving Licence.

The role requires close personal contact with an individual who is extremely vulnerable to the risk of infection and disease transmission. Preference may be given to applicants who have been fully vaccinated against Covid-19. Careful consideration will be given to applicants who can show the vaccination is not suitable for them on reasonable grounds.

Please note you will be directly employed by the person (or their representative) that you will be assisting. The Council is not the employer.