

Job description

Job details

Position

Personal Assistant

Job reference:

LL11/21/CW

Hours

10 Hours a week, Monday to Friday 2 hours a day 9.30am start.

Rate

£9.50 per hour

Area

Corby

About the employer

The employer is young Mum with 3 children. She has various health needs and needs support to enable her to continue with her parenting role with the following:

Main Duties

- To assist the employer in the preparation and cooking of a hot evening meal for the family.
- Cleaning and tidying the kitchen afterwards, as necessary.
- General household tasks i.e. vacuuming, cleaning bathroom, changing the beds etc. This will mainly be assistance as unable to lift and bend.
- Support with shopping, pushing trolley, lifting bags, unpacking etc.
- On occasion you may be required to drive, therefore driver/car owner preferable.
- Any other task which 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 friendly, able to give empathetic support, while respecting the employer's independence but also able to take instruction.

An enhanced DBS will be required for this role and if successful this will be carried out by the employer.

Must be flexible, trustworthy, and active with a good sense of humour.

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