

Job description

Job details

Position:

Personal Assistant

Job reference:

NA12/08/CW

Hours

14-16 hours per week Monday to Friday

2 hours each afternoon from 12pm to 2pm

Plus additional hours to be used flexibly over the week.

Some flexibility in the times, additional hours available when required with notice.

Rate

£9.50 per hour

Area

Rushden

About the employer

A gentleman following a stroke requires support with the following

Main Duties

- To assist with general household tasks i.e. vacuuming, tidying, cleaning bathroom/kitchen, washing & ironing etc.
- On occasion help with cooking, or preparing sandwiches.
- Personal care on occasion to assist with dressing.
- Once a week to assist me with my shopping taking me and helping me pack and unpack again at home or on occasion taking me out for social activities or visiting friends or relatives.
- Support with attending GP's attending.
- Banked hours may be used for trips further afield to be discussed at interview.
- A car owner is therefore essential.
- 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 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.

The successful applicant will be friendly, able to give empathetic support, while respecting the employer's independence but also able to take instruction.

Must be flexible, trustworthy 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.