

Job description

Job details

Position

Personal Assistant

Job reference:

NF02/09/UL

Hours

8 hours per week worked over 2 days, which could include weekdays and weekends. Mornings, afternoons and some evenings, with some flexibility as hours may be varied according to the employer's needs (with notice given).

Rate

£8.72 per hour

Area

Northampton (NN3 Area)

About the employer

The employer is a gentleman with cerebral palsy living in his home in Northampton. He uses both manual wheelchair and a powered wheelchair when applicable.

A personal assistant is required to enable the gentleman to get out in the community more. To assist him to and from gym sessions, help him with social activities and all aspects of daily living and shopping. The employer has a wheelchair adapted vehicle which is fully insured which the PA will drive, so having a full clean UK licence is essential (please note that insurance restrictions may apply).

PA Qualities:

- Responsible
- Reliable
- Honest
- Trustworthy
- Sense of humour
- Clean UK driving licence

Main Duties

- To support with attending the gym.
- To support with weekly shopping, trips out and appointments.
- Ensure Employer is dressed appropriately for the weather conditions.

- Light household duties
- 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.

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