

Job description

Job details

Position

Personal Assistant

Job reference:

PP10/21/UL

Hours

15.45 hours per week worked over Monday - Sunday with flexibility, one visit a day usually in the afternoon (time to be agreed, approx. 2hrs per day).

Rate

£10.53 per hour (self-employed only)

*You will need to provide official proof of your self-employed status with HMRC, and evidence of your public liability insurance.

Area

Whilton Locks, Nr Long Buckby (NN11)

About the employer

The employer is a lady living in her property in Whilton Locks.

A personal assistant is sought to support a Lady with her personal care and to support continued independent living enabling her to enjoy her pastimes at home.

Main Duties

- To help the employer with dressing and personal care.
- To help with encouragement to complete daily physio exercises.
- To help with cooking preparation and light household duties. Cleaning and tidying the kitchen afterwards, as necessary.
- To support with bed preparation for night time.
- Ensuring bedroom is kept clean and tidy, bed pads replaced daily.
- To ensure medication is taken.
- Occasional outings to help with interactions with community and surrounding areas.

- 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, patient and have understanding of both physical and emotional needs.

A can-do attitude and aptitude to assist the Lady with her interests are needed with a willingness to help her explore new activities, joining in when appropriate.

Must be flexible, trustworthy and active with a good sense of humour. She has interests including politics, reading, music and drinking numerous cups of tea.

Please note this role is subject to satisfactory disclosure from DBS checks. Only self-employed individuals need apply.

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

