**Personal Assistant required near Kings Lynn**

**7.5 hours available,**

**7am – 8.30am, Monday - Friday**

**£12 per hour**

**Job description: Closing date: 02/07/2021**

Listed below are the details of the purpose of the job and what tasks are involved. It is important and advisable to refer to this when submitting your application for the post.

The position is in the village of Terrington St Clement, 15 minutes from Kings Lynn.

**Job purpose:**

To help a 25-year-old lady in the mornings for personal care needs, including hoisting, bathing, clothing, providing medication, and assisting client to bathroom.

Hours are 7am – 8.30am Monday – Friday and will require two successful applicants throughout these shifts.

I live at home in a large, busy household and need 24-hour care due to my health needs. I require help from kind, caring individuals supporting me to live my best life.

**Job candidate:**

The candidate must be a reliable, friendly, trustworthy individual willing to care for the lady and meet her needs. Ideally the candidate will be experienced in care, but this is not a necessity as training will be provided.

**General duties and responsibilities will include:**

* Ensuring I am safe and supporting my needs
* Personal Care
* Help feed me through a gastrostomy feeding tube
* Use specialist equipment including a hoist
* Comfort and help me feel happy
* Place me comfortably in my chair

**Summary terms and conditions**

* The rate of pay for this position is £12 per hour
* There are 7.5 hours available for this position.
* The annual holiday entitlement will be pro-rata at 5.6 weeks per year. This will equate to 40 hours annually.

**Person specification**

Listed below are the skills, competencies and qualities that are essential and desirable for the post. My assessment of these, both on application and at interview, will be the main factor in determining if you are successful. Please refer to these when submitting your application.

**Essential**

* Caring nature
* Good communication skills
* Empathetic
* Flexible
* Honest
* Punctual
* Reliable

**Desirable**

* Previous experience in care
* Good cooking skills
* Warm, cheerful character

**The post is subject to the following:**

* Satisfactory DBS check and references from two referees, one of which must be your current or last employer
* Completion of a satisfactory probationary period of 3 months

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Monday  | Tuesday | Wednesday | Thursday | Friday  | Saturday | Sunday |
| 7am – 8.30am | 7am – 8.30am | 7am – 8.30am | 7am – 8.30am | 7am – 8.30am | N/A | N/A |

**How to apply:** If you wish to apply for this position, please complete the enclosed application form and return to the address below.

**NB** - Please ensure you include names, addresses & telephone numbers of two referees, one of which should be your current/ last employer (if relevant).

**Post - Address:**  **Email:** suffolk@silmail.org **Telephone:** 0 1473 603876

 SIL

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 1 Bath Street,

 Ipswich

 Suffolk, IP2 8SD