

# Personal Assistant Job Description

## Vacancy Ref: 261

<b>Location</b>	Warminster
<b>Hours</b>	10 hours per week (Mon-Fri AM). Willing to fit around school hours
<b>Payrate</b>	£12.00 per hour
<b>Holiday</b>	5.6 weeks per year including bank holidays (pro rata for part time)
<b>Driving Licence</b>	Essential. With access to own vehicle.
<b>DBS Check</b>	Yes – Will be funded by the employer

### A bit about me:

I have many interests which include photography, music, palaeontology, wildlife, birds and cooking. I like pottering around the garden on good days and crocheting on bad days. It is important for me to maintain my independence and to be able to trust people around me. I have arthritis (which affects my arms and legs) therefore I struggle with everyday tasks. I love to have a good giggle.

### About the role:

I need support with personal care including bathing. Domestic tasks to include general household tasks plus some food preparation required. Social tasks to include helping me attend appointments and shopping. It is requested that the applicant be female due to the role involving intimate care. For this reason it is exempt under the General Occupational requirement section of the Equality Act 2010. Genuine applicants need only apply. Be prepared to assist with anything as required.

### The kind of person I am looking for:

Friendly and approachable, responsible, reliable and trustworthy. Good communication and social skills. Able to respect confidentiality, privacy and be sensitive to my needs. To understand that dignity and independence are important. Be willing to learn and have the ability to work on your own initiative.

**Application Form:** <https://www.wiltspa-reg.org.uk/vacancies-board/>

*Please note that this advertisement has been placed on behalf of an individual employer that we are supporting. Should your application be successful, and you are offered the position, you will be directly employed by the individual employer and not by the Wiltshire Centre for Independent Living.*