

# Personal Assistant Job Description

## Vacancy Ref: 274

<b>Location</b>	Cricklade
<b>Hours</b>	6 hours per week during school holidays
<b>Payrate</b>	£12 per hour
<b>Holiday</b>	5.6 weeks per year including bank holidays (pro rata for part time)
<b>Driving Licence</b>	Yes -
<b>DBS Check</b>	Yes - will be funded by the employer

### **A bit about me:**

Hi my name is J, I'm 16 years old and a power wheelchair user. I have Cerebral Palsy affecting all 4 limbs and Epilepsy, I startle at some sudden and loud noises but recover quickly. I carry emergency medication just in case an episode lasts for 5 minutes or longer. I love watching programmes on my Tablet and PC, I can use my right hand to find my own programmes on the Tablet. I can talk and understand people, I have a great sense of humour and love having fun.

### **About the role:**

I would like to visit my local community more and need someone to help me steer my Power Wheelchair and/or drive my Mobility Van. I love going to local charity shops and choosing books and DVD's and making new friends with people. I might also need help with drinking and hand over hand food. It is requested that the applicant be Female due to the role involving personal, intimate care. For this reason it is exempt under the general occupational requirement section of the Equality Act 2010.

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

I am looking for somebody who is friendly and approachable. Responsible, reliable and trustworthy. Good communication and social skills. To respect confidentiality and privacy and be sensitive to my needs. Able to accept responsibility and be willing to learn and able 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.*