Hours: 6 hours per week  
Wage: £9.00 per hour  
Location: Fenham

Hours are available as a single job or split as a job share.

I am looking to employ Personal Assistants to support me in my home in the Fenham area of Newcastle (not far from the Morrisons store).

The hours will be over the weekend and the hours can be flexible. There will also be extra hours available to cover holidays and sickness during the week.

The job involves a range of tasks including personal care, domestic work around the home and some activity outside the home.

**Domestic work**

I will need you to do a variety of tasks around the home.  For example, cleaning, dusting, vacuuming and keeping all work surfaces clean and tidy.  You will also need to do my laundry; all the washing/drying and ironing that needs doing.  I may need assistance with meal preparation and getting shopping in from local stores. Shopping will generally be once per week and I will want a more thorough clean of the house once per week.

**Personal Care**

I will need help with a range of personal care tasks during every shift, so applicants should not have any qualms about providing personal care. The morning shift will be starting around 7.00am to give me time to get up and ready to get to work. It will be vital that applicants can get to my home in good time each morning, so the position may well be suited to someone who lives locally or has their own transport to get to and from work.

The successful applicant will need to undertake a DBS check.

**Person Specification**

To be my Personal Assistant you should:

* Be willing to work under my direction
* Have a positive attitude towards disability
* Be flexible, reliable and punctual
* Not smoke in my home/presence
* Not drink alcohol when working for me
* Have good general health
* Be clean and tidy to my specification
* Be able to work in different settings
* Keep information gained in the course of your employment confidential
* Respect my privacy and dignity and that of my family and friends
* Not discuss my household and domestic circumstances with others
* Be able to accept responsibility and work on your own initiative
* Be patient when doing repeated tasks
* Be able to respond appropriately in an emergency
* Have at least basic reading, writing and number skills
* Be sociable and enthusiastic
* Must be willing to drive my adapted vehicle

**Closing Date: Friday 26th July 2019**

(please return your completed application form as soon as possible)