**Personal Assistant required in Lowestoft**

**to support independence.**

**10 hours per week**

**£13.00 per hour**

**Job Reference: 5158**

**Job description:**

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.

**About the role:**

I live in Lowestoft, and I am looking for a Personal Assistant to support me with my personal care and out in the community, to support my independence.

I am looking for a Personal Assistant who can support me with my personal care and domestic needs.

The right candidate will be friendly and respectful, both knowledge and experience in a similar role is desirable, any relevant qualifications and training is desirable, have good communication skills, the right attitude and approach is most important.

The Support Worker(s) will be responsible to me as their employer. They will be expected to always maintain a professional approach, ensure our working relationship is confidential, and remain mindful of my right to dignity and respect.

**General duties and responsibilities will include:**

* All personal care
* Domestic tasks around the home as required
* Support my independence

**Additional points to consider**

To be discussed

**Person specification** Listed below are the skills, competencies and qualities that are essential and desirable for the post.

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| --- | --- |
| **Essential** * Previous experience using a hoist
* Computer-literate
* Good communication skills
* Respectful
* Trustworthy
 |  |

**Desirable**

* Previous experience in a similar role

**Summary terms and conditions**

* The rate of pay for this position £13.00 per hour
* The working hours are 10 hours per week, days and times to be discussed.
* The annual holiday entitlement for this position will be equivalent to the work normally done during 5.6 weeks (statutory entitlement)

**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

**How to apply**

If you wish to apply for this position, please complete an application form, quoting the job reference number **5158** and return to SIL.

*Please refer to the job description, when completing your application form.*

**Online form**: <https://www.suffolkindependentliving.org.uk/application-form-1>

**Email**: suffolk@silmail.org                                   **Telephone**: 01473 603876

**Post - Address**: SIL, Unit 21, IP City Centre, 1 Bath Street, Ipswich, IP2 8SD