Personal Assistant (Care Support Worker) Required

|  |  |
| --- | --- |
| Job Title: | Personal Assistant (Care Support Worker) |
| Job reference: | SDS/CP/040 |
| Salary or Hourly rate | £12-14 per hour (dependant on experience) |
| Hours of work | 13 hours per week working the following shift pattern:  2 weekday mornings from 7.15am to 8.45am  1 weekday evening from 3.30pm to 7.00pm  Saturday morning from 10.00am to 2.00pm  Sunday evening from 6.30pm to 9.00pm  **\*\*\*The above working pattern may be negotiable with the ideal candidate.\*\*\***  Main times of support will be needed before and after school with up to 3 hours at weekends.  Applicants welcome for both 13 hours and job-share. |
| Location of work: | Carnock by Dunfermline |
| Contract Type: | Permanent |
| PVG | This role requires an enhanced check through PVG (Protecting Vulnerable Groups) |
| Closing Date | Monday 31 August 2020 |

Personal Assistant (Care Support Worker) sought to provide care and support to a delightful 8 year-old girl with a wicked sense of humour and a lust for fun. Conditions include Cerebral Palsy, Spina Bifida and delayed learning, resulting in catheterisation every 3 hours. Training will be given. Administering daily medication is desirable.

Main times of support will be needed before and after school with up to 3 hours at weekends.

Duties include the provision of support in the morning to assist in getting ready for school (2 mornings per weekday).

One after school session (one evening per weekdays), assisting with dinner, playing games or activities and assisting in getting ready for bed. Weekend sessions accompanying on outings and/or social activities, assisting with dinner, playing games or activities and assisting in getting ready for bed.

Applicants should be fun loving and non-smokers. Ideally hold a clean driver’s license and have childcare experience with other special needs adults/children.

This role requires an enhanced check through PVG (Protecting Vulnerable Groups).

For further information and to obtain a copy of the application pack for this post please visit [www.sdsoptionsfife.org.uk](http://www.sdsoptionsfife.org.uk) or T: 01592 803280 or E: [recruitment@sdsoptionsfife.org.uk](mailto:recruitment@sdsoptionsfife.org.uk)

To apply for this post please submit your application form by:

**Email:** [recruitment@sdsoptionsfife.org.uk](mailto:recruitment@sdsoptionsfife.org.uk)

**Post:** SDS Options (Fife), Caledonia House, Saltire Centre, Pentland Park, Glenrothes KY6 2AQ

**SDS Options Fife is advertising this vacancy on behalf of our client and are not the employer and cannot endorse any applicant and/or employer.**