**Personal Assistant Required (Females Preferred)**

|  |  |
| --- | --- |
| Job Title: | Personal Assistant |
| Job Reference: | SDS/AM/027 |
| Salary or Hourly Rate: | £9 |
| Hours of Work: | 7hrs per week to be agreed with employer. Involves occasional weekend working. |
| Location of Work: | Kirkcaldy |
| Contract Type: | Permanent |
| Qualifications Required: | Previous experience of working within the care sector is desirable |
| Essential Requirements | Clean driving licence & business insurance |
| PVG | This role requires an enhanced check through PVG (Protecting Vulnerable Groups). |
| Closing date: | 12 September 2019 |

Personal Assistant required to support a woman with dementia to give her daughter weekly respite.

Applicants must have a caring attitude, be reliable with a positive and flexible approach to work. It is desirable that they have experience working within the care sector.

For further information and to obtain a copy of the application pack for this post please email 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), West Shop, Laws Close, 339 High Street, Kirkcaldy, KY1 1JN

**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.**