**Job Description** CPBS

Job title: Female\* Self-Employed Care Assistant

Location: Bournemouth

# Job purpose:

The Personal Assistant (PA) to provide comprehensive assistance to a 60-year-old lady. The individual will be responsible for aiding with day-to-day activities, providing transportation, assisting with personal care, managing household tasks, meal preparation, and accompanying to hospital appointments.

***\*(Sex Discrimination Act 7 (2) b (ii) applies)***

**Working Hours:** This would be on a part time basis available for 3 ½ hours a day. Monday – Sunday. The hours can be shared with another PA.

**Hourly Rate –** Please provide rates with your application

**Main duties**

Key Responsibilities:

1. **Transportation and Mobility:**

• Drive the lady to various locations, including grocery stores, medical appointments, and other necessary errands.

• Assist with mobility and ensure safety during transportation.

2. **Grocery Shopping and Meal Preparation:**

• Accompany the lady for grocery shopping and assist in selecting appropriate items.

• Prepare nutritious meals according to dietary needs and preferences.

3. **Personal Care:**

• This may be needed assist with personal hygiene, dressing, grooming, and toileting.

• Provide companionship and emotional support to enhance well-being.

4. **Household Assistance:**

• Assist with light housekeeping tasks, such as laundry, dishes, tidying up, and organising living spaces.

5. **Healthcare Support:**

• Accompany to hospital appointments and medical visits, offering support and assistance during the visits.

• Assist in managing medication schedules and reminders.

**Qualifications and Skills:**

**•** Experience in caregiving or a related field is preferred.

• Valid driver's license and a clean driving record.

• Excellent communication and interpersonal skills.

• Compassionate, patient, and empathetic towards the elderly.

• Ability to adapt to varying needs and schedules.

• Basic knowledge of household tasks and meal preparation.

# Other Requirements

**Essential:**

* Provide evidence of self-employment such as Public Liability Insurance, Terms and Conditions, tax reference number.
* DBS Check will be required
* Legally Able to Work in UK