

## sample job adverts

### **Personal Assistant Required**

Personal assistant required to care for a disabled young man in his home from 2.45pm Saturday through to 2.45pm Sunday. Duties to include a sleeping night and a waking night on alternate Saturdays.

Applicants must have held a clean driving licence for at least one year and be over 21 years of age, as duties include driving specialised transport.

The rate of pay will be around £9.00 per hour.

Successful applicants are required to provide an enhanced disclosure. Disclosure expense will be met by employer.

Please write with CV to S. Holmes, PO BOX 221b, London BS 18 E59. Closing date for applications is 3 January 2009.

### **P/Time Personal Assistant**

Personal Assistant to assist 27 year old disabled mother of two with daily tasks. Main duties will include cleaning; ironing; assisting on outings like walking the dog; socialising with children in and out of the home; escorting children to and from school.

Applicant must have experience of dogs and must have sound experience of working with children aged 7 and 8. Knowledge/experience of Fibromyalgia/ME desirable but not essential. Successful applicant will be subject to full CRB check (paid for by employer).

Will work up to 20 hours per week between 8.30am and 6.30pm Mon-Fri with occasional weekend work. Wage to be arranged – will be approx £7.00 per hour.

**Please email CV with cover note to [a.nother08@btinternet.com](mailto:a.nother08@btinternet.com) or fill in Job Centre application form.**