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| Post Reference No: | SDS/HR279173 |
| Job Title: | Personal Assistant |
| Contracted Hours: | 10.5 |
| Working Pattern: | Monday 9am – 10.30am & 8pm – 9pmTuesday to Friday9am – 10am & 8pm – 9pm |
| Location: | Cupar |
| Hourly Rate: | £10.90 |
| Experience/Qualifications Required: | Experience in a similar role is desirable but not essential. |
| Closing Date for Applications | Ongoing |

**Background Information**

I am a 64-year-old woman who is bright and chatty with a good sense of humour.

I am a keen animal lover and have a small dog as well as 2 budgies. My great passion is my garden although I can’t get out and attend to it like I used to. I am partially sighted, have some mobility issues and experienced issues with my mental health.

**Role**

I would like support in the morning getting out of bed and showering. I have had falls in the past but can get out of bed, shower and dress with supervision, support, and reassurance. In the shower I can wash myself but need some from support someone to pass shampoo and soap etc. to me and some help in drying off and dressing afterwards.

In the evening I need help to make my way to the bedroom, get undressed and into bed.

No moving and handling training required.

The ideal candidate would be someone with a good sense of humour, a caring attitude and who doesn’t mind a small, friendly dog.

Experience is preferrable but not essential.

**How to Apply**

* On request by Emailing your CV and a letter saying why you would want this post to sdsrecruitment@dphsfife.org.uk

**Please advise of the post reference number when noting your interest in this post.**

SDS/HR279173

**SDS Options Fife is not the employer and cannot endorse any applicant and/or employer.**