

Personal Assistant / Carer

Primary Location: Maynooth, County Kildare

Employment Type: 36 hours a week, 9:00 AM - 1:00 PM and 7:00 PM - 9:00 PM Monday – Friday. Plus six flexible social hours subject to change based on activities.

Salary: The pay rate is €15.37- €17.12 per hour, depending on experience.

About the Role:

I'm seeking a vibrant and energetic Personal Assistant/Carer to help me live life to the fullest! As a young professional writer for the publishing and screen sectors, I need support in both my daily routine and in enjoying social activities. This is the perfect opportunity for a student or young person with a passion for helping others, who also wants to gain valuable experience in creative fields along the way.

Key Responsibilities:

- **Personal Care Assistance:** Help with non-medical personal care needs, including getting me up out of bed, showering, dressing, toileting and feeding
- **Social Engagement:** Accompany me to social outings, events, and activities, helping me to stay active and enjoy life to the fullest. Think of this as a role where you can share in my adventures!
- **Effective Communication:** Utilize strong communication and interpersonal skills to engage with others and assist with both verbal and written tasks.
- **Adaptability:** Be ready to take on new tasks and respond to changing circumstances with a positive and proactive attitude.

Requirements:

- **Garda Vetting (Essential):** Successful candidates must undergo Garda vetting to ensure the highest standards of safety and trust.
- **Flexible and Reliable:** The role requires availability during evenings and weekends. Flexibility is essential as hours may vary depending on social events and work commitments.
- **Friendly and Enthusiastic:** Someone who is outgoing, personable, and ready to help me make the most out of every day.
- **Student-Friendly:** This role is ideal for a student or young person looking to gain experience in a supportive and fun environment.
- **Driver's License (Preferable but not essential):** A full, clean driver's license is preferable to assist with travel to professional and social activities.

To apply for the position, please submit your CV to: AppPAForAlan@gmail.com

Contract of work with is Irish Wheelchair association, I am the line manager of my service

Garda clearance and 1 month trial applies

