

Personal Assistant (<https://www.activelink.ie/node/108421>)

Urgently Needed - Personal Assistant required for 10 hours Saturday, 10 hours Sunday (every 2nd weekend) working a disabled woman.

Contract Type: Trial period for a month and then a one-year fixed term contract.

€14.23-€15.82 per hour depending on experience

Before 8am and after 8pm - €17.78 p/h

Sunday - €21.34 p/h

Public Holidays - €28.46 p/h

The current pay scale is subject to an 8% salary rate increase in 2024, aligning with the recent WRC interim agreement aimed at enhancing pay adjustments within Section 39 organisations.

On-going training will be provided.

- **Provide assistance** with personal care.
- Assistance with Domestic chores, cooking. Drive or accompany me on weekends away, holidays,
- This may involve travelling and overnight stays.

Essential skills for role:

- Academic writing
- Excellent typing skills
- Excellent command of written English.
- Preferably a student or graduate.
- Driving is essential
- Flexibility to travel overnight
- Candidate must be over 25yrs with **full driving licence**.

Available benefits:

- Bike to work scheme
- Holiday pay at 8% of hours worked
- PRSA Pension
- Employee Assistance Service
- Paid Inter-client mileage
- Sick-pay scheme
- Maternity – Paternity pay scheme

For interview please contact mcdonagr@icloud.com (<mailto:mcdonagr@icloud.com>)

Region

Dublin 2

Date Entered/Updated

22nd May, 2024

Expiry Date

22nd Jul, 2024

Source URL: <https://www.activelink.ie/vacancies/community/108421-personal-assistant>