Job description

Job Reference NJ WN ED

Cooking has become an important part of this at home support. I have always loved cooking but my current inability to stand for long periods creates much difficulty. Recently adding a further challenge, I was diagnosed unexpectedly with Type 2 Diabetes. This has totally turned my life upside down; I am now trying to become mostly vegan to help lower my blood sugar.

Minimal personal care:

– Assistance with washing hair (I don’t want to fall in shower, but difficult to rinse out shampoo thoroughly, with long hair!), assistance with drying hair. Prep with dressing (into professional clothes), hair, etc, as needed for zoom meetings.

Domestic tasks:

– General cleaning and tidying of house, including hoovering and washing kitchen floor;

– Washing dishes/pots and pans and general cleaning of kitchen;

– Cleaning bathroom;

– Laundry and putting away of clothes, changing sheets.

Other tasks:

-Assisting - and prompting me - to take multiple oral medications (and asthma inhalers), morning and evening;

– Picking up prescriptions from doctors and chemist;

-Accompanying me to any medical appointments, etc. (Including help with my getting in and out of taxis);

-My day can become very busy, so help is needed with answering intercom, receiving packages and deliveries, phone calls, setting up papers/documents and multiple IT devices for zoom meetings, etc;

-Assistance with paperwork, completing forms. (Good IT skills are important; please indicate level of proficiency, also whether experienced in using MacBook, iPads, iCloud Drive, etc.);

-Any other reasonable tasks that may arise.

Job requirements:

-Good communication and listening skills;

-Ability to follow instructions;

-Strong organisational skills;

-Be a creative problem-solver;

-Good ability to multitask;

-Well able to work on own initiative and without close supervision.

Personal qualities:

-Friendly and approachable with a good sense of humour;

-Must be reliable, trustworthy and punctual;

-This work is very much one to one, so it’s important that employer and employee maintain an open and honest relationship.

Miscellaneous:

Due to my personal health concerns, preference is given to candidates who have full Covid vaccination.

This is a non-smoking house.

Cooking is an important part of this at home assistance and is required both in the morning and the late afternoon-early evening shifts. The following are set out as a guide. It is not essential that all successful applicants are experienced in the kitchen (some batch cooking is possible in such a case.)

Please apply by emailing cover letter and CV to

[noniej168@gmail.com](mailto:noniej168@gmail.com)  and remember to quote reference NJ WN ED.