# Job Description

Family Name

**Details**

Type of Role: Daily/Live in/Part time etc.

Charge Type: Sole charge

Start Date: 1st June 2019

Days & Hours of Work: 8am to 6pm, Monday – Friday.

Salary: £750 gross per week

Payday is the last Friday of the month and salary will be reviewed annually.

**About the Family**

We are an active, sporty family with very busy lives. Mum and Dad work full time in London; both travel to the office twice per week and work from home twice per week.

We spend our spare time riding bikes together in the countryside and having BBQ’s with family and friends.

**Children**

Names and ages: Ashton B2, Judy G9months.

Interests: Ashton loves bikes and cars, drumming and dancing. Judy loves music and food.

Allergies/Medications: Ashton is allergic to peanuts

**Duties**

Standard duties include: Full daily Nanny duties; ensure all used areas are clean and tidy at the end of the day, grocery shopping and meals, occasional nursery drop off, activities at home and playdates/activities out, general routine and all childcare related duties.

**Additional duties/responsibilities**

Cook meal for the whole family on occasion

Babysitting: Paid in addition to weekly salary. Regular Tuesday night, also occasional extra babysitting, organised in advance.

Proxy Parenting: May be requested at a later date – to be agreed in advance and paid as per agency guidelines.

Overtime Rate (per hour): £15ph

**Typical Activities & Routine**

Both children wake around 7am. Currently Ashton goes to Nursery 3x mornings per week. He naps 12 – 1.30pm and has Gymnastics on Thursday’s at 9.15am. Judy is also napping 12 – 3pm. We would like Judy to start swimming lessons, Nanny to arrange. Standing playdate at home with Ashton’s friend Tooti on Monday afternoons if Nanny is happy to continue. Dinnertime is 5-5.30pm and Bedtime is 7pm for both.

**Driving Requirements**

Automatic driver required. Car provided for work use only, no personal use unless expressly agreed in writing.

**Travel Expectations**

We don’t require the Nanny to travel with us on holidays.

**Dress Code**

Casual tidy.

**Kitty**

We provide a credit card and small kitty for the Nanny’s use. This is kept in the Nanny wallet in the Nappy bag and is refreshed whenever we are alerted by the Nanny that it is low. All receipts to be kept in wallet.

**Live-In Nanny Details**

Nanny is provided with a double bedroom and ensuite bathroom on the top floor of the family home. The room is expressly for the Nanny and she is not required to vacate or loan her room when the family have guests. There are some storage boxes under the bed in this room, but access is required extremely rarely.

**Link to Photos**