

Job Title: Homemaker

Job Type: Part-Time/Non-Benefitted – hours vary

Supervisor: Wellness Department Manager

Main Duties/Responsibilities:

- Perform home management tasks including dusting, vacuuming, mopping, laundry, appliance cleaning, shopping and errand running for clients
- Report unsafe conditions, changes in the client's physical or mental behavior or changes in the environment to supervisor
- Demonstrate respect for the rights, dignity and self-worth of all clients, their family members and co-workers
- Provide a high quality of care in flexible and innovative ways
- Assist self-directing clients with meal preparation and other duties
- Provide a high quality of customer service
- Maintain satisfactory attendance as clients depend on our services

Skills and Experience:

- Moderately heavy activity; lifting, stooping, bending, walking, providing assistance to clients to walk, etc.
- Good communication skills
- Ability to multitask, be a gracious help, and create a joyful atmosphere in the home
- Experience in general housekeeping chores and personal services
- Ability to carry out tasks quickly and competently
- Ability to be a team player
- Energetic and outgoing individual with a desire to form relationships with older members of our community

Required Education and Experience:

- Prior experience in personal care
- First Aid/CPR
- Basic nutrition and food preparation capability

Preferred Education and Experience

- Diploma/GED and/or equivalent experience
- Experience working with the public, older adults and clients with disabilities
- Experience with non-profit organizations

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