

JOB DESCRIPTION

Position Title: **Home Support Worker
Level I HSW**

**PART TIME
ON CALL**

Reports To: Manager or designate

Position Summary:

Homemaking Attendants provide home support services for individuals and families on an ongoing basis or during periods of incapacitation or convalescence. They perform housekeeping and other home management duties in private residences, or provide supplementary services in an institutional setting. These services can include cleaning, transportation, shopping, cooking, laundry, and other light duties or minor home maintenance activities. The aim of your activities will be to promote and maintain the physical, psychological and social well being of clients.

Knowledge, Skills & Abilities Required:

- Strong customer service focus
- Proficient at all housekeeping duties, including: cleaning, shopping, cooking, laundry, and minor home maintenance activities.
- Skill working with seniors and their families required
- Self-motivated individual
- Must be dependable
- Highly organized and capable of working in a fast paced environment
- Handle change well
- A team player that has the ability to accept responsibility, and to cooperate and communicate with others to accomplish goals
- Excellent time management skills

Additional Qualifications:

- Must be bondable
- Must have current Standard Level First Aid and Level C CPR certification
- Food Safe required for those preparing meals
- We require a current, clear criminal record check
- Must possess a valid drivers license and third-party legal liability insurance of at least one million dollars
- A TB test and Hepatitis and influenza immunization are highly recommended
- Ability to communicate by email an asset

Education & Previous Experience:

- Minimum of a grade twelve completion, or equivalent.
- Minimum of three years work experience dealing with seniors.