

Personal Care Worker

REPORTS TO: Rose Jerome (Program Director)

FLSA STATUS: Non-Exempt

JOB SUMMARY:

Are you looking for a rewarding job with flexible hours and no weekends? We are looking for a Personal Care Worker to join our team and provide quality care to our clients. The successful candidate will be responsible for providing direct patient care, assisting with activities of daily living, and helping to maintain a safe and clean environment. The ideal candidate should be compassionate, organized, and have excellent communication skills.

EDUCATION/EXPERIENCE:

Be a Personal Care Worker and/or successful clinical experiences. One year of successful experience working with developmentally disabled individuals is also preferred.

RESPONSIBILITIES:

ESSENTIAL:

- Assist clients with all aspects of personal care needs.
- Maintain safety and privacy of individuals while personal cares are being provided.
- Administer medication.
- Keeps log/data information based on individual related to specific services provided
- Works as part of the Vocational and Day Service team to provide supervision, quality control and basic training according to objectives for clients.
- supervises and assists clients before and after work transition, to and from transportation, and during lunch/break time.

NON-ESSENTIAL:

- Assist with necessary hygiene/toileting needs and other special needs.
- Maintains work area in a neat and clean manner Treat clients with respect and dignity.
- Respond to intercom calls.
- Assists with the transportation of clients.

PHYSICAL REQUIREMENTS:

- Frequent sitting, standing, bending, walking, reaching, pushing, pulling, reaching, grasping, and lifting.
- Occasional lifting and carrying of 35-50lbs.
- occasionally physically assist clients in their day to day tasks.