



Home Family Service of Central Alberta Job Posting

Position Description: Home Support Worker
Number of Hours: Permanent Part time
Starting Salary: \$15.00 - \$16.00 per hour
Closing Date: When a suitable candidate is found

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Manager of Senior Supports
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Position Summary:

- In coordination with the manager and scheduler, this position is responsible for providing duties such as basic housekeeping, laundry, grocery shopping and meal preparation to clients in their homes.
- Responsible to carry a caseload of persons with differing abilities including older adults.
- Responsible to assist isolated clients by providing social contact and referring to other community resources.
- Responsible to maintain good communication with the clients, scheduling staff and manager.

Other Duties:

- Timely completion and submission of paperwork.
- Attendance at staff meetings and training sessions

Qualifications:

- **Reliable transportation with valid drivers licence**
- Strong communication skills
- Able to work independently
- Able to work with people of a variety of ages, abilities and backgrounds
- Satisfactory Criminal Record and Child Welfare checks.
- Completion of training modules upon hire

We offer:

- Flexible Schedules – No evening, week-ends or shift work
- Paid Mileage
- Extended Health Benefits
- Paid training opportunities