



## **Job Posting – Fulltime – Personal Support Worker**

### **Summary:**

The **Personal Support Worker (PSW)** provides services in the client's home or within the Assisted Living Facility (ALF). Services support the client's independence, safety and health needs.

### **Job Duties:**

- The PSW may be responsible for providing personal care for the client including all or some of the following
  - Assistance with bathing (e.g. Tub bath, sponge bath, shower, lifts)
  - Transferring clients from one position or location to another using the proper body mechanics and transferring techniques
  - Assisting client with ambulation
  - Assisting with the use of a walker
  - Washing and grooming
  - Shaving the client
  - Assistance with toileting if necessary
- The PSW will be responsible for light house work
- The PSW will support the client's nutrition needs
- Assist with medication
- Documentation and confidentiality
- In the assisted living facility additional duties may include;
  - Assisting the client in the dining room as needed
  - Assistance with extracurricular activities
  - Ensuring that all areas of the facility are maintained in a clean and organized state
  - Meal preparation for all residents, following prescribed diets and menus including snacks
  - Clear and concise documentation in ALF charts
  - Ensure that the door and windows of the facility are locked nightly at 9:00PM and opened at 6:00AM
  - Knowledge of who to call in the event of emergency – training will be provided.
- Other Duties as assigned by the HCC Nurse or the Home & Community Care Manager

### **Attributes**

- Strong commitment to health of the client
- Ability to work in a team atmosphere, as well as independently
- Ability to work with clients and community in a sensitive, caring and confidential manner
- Ability to take initiative and think creatively
- Ability to handle multiple responsibilities in a professional manner
- Driver license and dependable transportation
- Ability to work with seniors and disabled population

### **Education**

- Diploma/Degree in Personnel Support Worker (PSW) or health care aid – Levels 1-3

### **Qualifications:**

- Homemaking experience or other job-related experience
- Current CPR/ First Aid certification
- Safe food Handler's certification
- Medical document verifying that applicant's health status allows for HWS duties

### **Preferential Hiring Requirements:**

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy, section 16 of



KETTLE & STONY POINT  
**Health Services**

the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.

- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates
- Applicants must consent to a full background check upon hiring.
- A full Job Description is available please call 519-786-2125 or Health Center 519-786-5647

**PLEASE SUBMIT YOUR SEALED APPLICATION, COMPLETE WITH A DETAILED RESUME AND A MINIMUM OF THREE (3) WORK RELATED REFERENCES,**

by: Monday October 26, 2020 by 4:00pm

TO: Chippewas of Kettle & Stony Point First Nation,

ATTN: Human Resource Dept / PSW Position

6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1

**Fax: 519-786-2108**

Interviews will be scheduled shortly after the closing date.

**ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT**