

Lorain County Board of Developmental Disabilities

Murray Ridge Center

1091 Infirmary Road • Elyria, Ohio 44035

POSITION OPENING

GROUP HOME AIDE/HOUSEKEEPER

Location: Murray Ridge Center

QUALIFICATIONS

Minimum:

Must have a high school diploma or GED. Must be able to transfer/lift adult residents. Ability to work with residents with developmental disabilities.

Ability to use computers to read/create Word documents, access/send email, and record time and attendance.

Must possess or be able to obtain CPR and First Aid certification and successfully complete Delegation of Nursing Tasks training.

Must have a valid Ohio driver's license and a fully insured, personal vehicle for agency use. Must have and maintain a good driving record. Must demonstrate continuous satisfactory job performance. Must have a record of reliable work attendance.

Must be able to meet all requirements and obtain all certificates required to perform the job or any aspect of the job, and to access funding for performance of any aspect of the job.

Preferred:

Experience in working with persons with developmental disabilities.

RESPONSIBILITIES

Direct care of individuals in a residential setting, including lifting, transferring, positioning, feeding, bathing, grooming, toileting and assistance to participate in recreational activities/outings.

Implementation of Individual Service Plans (ISP) or Individual Habilitation Plans (IHP), as applicable.

Record keeping, including progress notes, frequency charts, treatment sheets, incident reports and cash-on-hand sheets.

Transport residents to day program, medical appointments, and other activities.

Housekeeping including after-activity clean-up; cleaning of bathrooms, laundry, kitchen, dining room, residents' rooms, closets, and dressers; and laundry.

HOURS Normally, 40 hours per week. Flexible as needed. May include evenings and/or weekends.

SALARY: Level 2

PROBATION: 280 calendar days

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