

# JOB POSTING

The Forsyth Senior Center in Gwinn is looking for part - time Homemaker Aides. Applicants should have a good working knowledge of housekeeping skills as well as the ability to write and communicate in a style applicable to agency recording.

Typical duties include, but are not limited to the following:

1. The homemaker will perform light housekeeping chores for assigned clients. (Vacuuming, scrubbing, dusting etc.)
- 2 Assist client with light meal preparation when authorized by supervisor.
- 3 Perform laundry services.
- 4 Complete daily client records.
- 5 Refer client to supervisor when client problems arise.
- 6 Keep all information discussed between client and self, confidential with the exception of the supervisor.
7. Provide companionship or other visitation determined to be necessary for the welfare of the client.

Interested applicants should fill out a Forsyth Township job application. A background check will be required for all interested applicants. Please drop off applications to:

Brian Veale, Forsyth Senior Center  
Director Gwinn Clubhouse  
165 North Maple Street  
Gwinn, Michigan

Or Mail to:

Forsyth Senior Center  
PO Box 668  
Gwinn, MI 49841

Please call Brian Veale for more information at 346-9862

Approximately 20 hours per month / flexible scheduling / hourly wage plus mileage.

Forsyth Township is an Equal Opportunity Provider and Employer.