

JOB POSTING

The Forsyth Senior Center in Gwinn is looking for a part - time Homemaker Aide. 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 all applications to:

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

Please call Brian Veale for more information at 346-9862

Approximately 20-25 hours per month / flexible scheduling / \$12.00 per hour plus mileage.