



JOB POSTING

Posting Date: Aug 31'2015 Starting Date: Immediately

Position: Various Care Attendant & Medication Technician Positions Available

Number of positions: Multiple

Conditions: Part Time & Casual

Shift rotation: Various shifts, days, evenings, overnights, and weekends

Overview: The Care Attendant/Med Tech position is a key component of the Wellness team at Butternut Manor. In addition to being a punctual and reliable worker, the Care Attendant/Med Tech must possess strong organizational skills, must have well established communication skills and possess a strong work ethic. The successful candidate will have strong initiative and must be a self-motivated, reliable, professional, service minded, trustworthy and compassionate care giver.

Primary Roles/Responsibilities:

- Contribute to the overall wellness of Residents as part of the multi-disciplinary team
- Provide assistance with Resident's Activities of Daily Living (ADLs)
- Respond to calls for service by Residents requiring assistance
- Medication administration to Residents (scheduled and prn meds)
- Preparation/maintenance of medication carts, narcotic logs/audits and other applicable paperwork
- Monitoring of Residents blood sugar, blood pressure and other vital signs and applicable assessments
- Medication Re-orders and pharmacy delivery sign-in/medication review
- Medication teaching in conjunction with registered nursing staff
- General housekeeping, laundry, organizational duties
- Cooperation/assistance with the Wellness Department team as required
- Maintenance of Resident charts/Communication Logs/Daily Assignment Sheets
- Work within policies/procedures of the Wellness Department and contribute positively to the success of the team at Butternut Manor

Key Qualifications:

- Self motivated and organized work habits
- Strong communication skills
- PSW or Nursing experience preferred but not necessary
- Experience in customer service/hospitality
- Caring, compassionate and friendly/approachable personality
- CPR/First Aid Certificate, required for Medication Technician position only
- Proof of immunization (2 step-TB, annual flu shot)

FORWARD RESUME TO: hilary@butternutmanor.com or FAX: 905-852-8873