



## JOB POSTING DETAILS

<b>Employer</b>	Windsor Place Retirement Residence (Windsor Place Retirement Residence)	<b>Job Type</b>	JMP
<b>Job Title</b>	Personal Support Worker	<b>Duration</b>	NA
<b>ES Job ID</b>	13741	<b>Location</b>	Sault Ste. Marie
<b>Date Posted</b>	January 6, 2023	<b>Closing Date</b>	January 20, 2023

### Job Overview - Description & Duties

Reports to: Director of Care (DOC)

#### Responsibilities

1. Provide personal care and related paraprofessional services in accordance with an established plan of care
2. Provide assistance with Activities of Daily Living for residents; including but not limited to: personal care, bathing, continence care, mobility assistance
3. May be required to perform delegated tasks by RPN as required
4. Medication administration according to the residences policies and procedures for medication administration
5. Answer call bells when necessary
6. Observe and report any resident changes in condition
7. Complete documentation if applicable as per residence policies and guidelines
8. Helps residents maintain independence, promotes dignity and physical safety of each resident
9. Assist with any other duties as directed by the Director of Care
10. Refer and adhere to all policies and procedures as they are in effect

### Required Skills

#### Qualifications:

1. Previous employment in a health care/retirement residence setting an asset.
2. Demonstrated understanding of/empathy for the needs of older adults.
3. Certified in CPR and First Aid (HCP level)
4. Strong organizational skills
5. Ability to adapt to change and remain flexible
6. Capable of working independently and as a team
7. Good written and verbal communication skills.
8. Willingness to update and keep current with their knowledge of changing regulations, practices and procedures.
9. PSW certification from an accredited educational institution or equivalent of completion of first year nursing program
10. Must be able to wear Personal Protective Equipment (PPE)
11. Current background check with vulnerable sector
12. Proof of COVID 19 vaccination
13. Successful completion of initial and annual medication administration training and sign off by the DOC (Training will be provided by Windsor Place Retirement)

**Other Requirements**

NA

**How to Apply**

Apply be email to: [gm@windsorplaceretirement.com](mailto:gm@windsorplaceretirement.com)