

DIRECT CARE STAFF I

NATURE OF WORK: Under supervision, performs work of moderate difficulty providing habilitation services to individuals with disabilities; performs related duties as assigned.

TYPICAL DUTIES: (Illustrative Only)

- provides services to individuals with disabilities to enable them to obtain independence and/or maintain safe and sanitary living conditions;
- performs housekeeping duties including but not limited to laundry, sweeping, mopping, dusting, dishwashing and yardwork;
- transports clients and assists with shopping;
- assists with grooming and personal hygiene;
- prepares food;
- completes and maintains required documentation;
- assists with adaptive aides;
- administers medication;
- provides and participates in activities;
- attends meetings and training as required;
- advocates for individuals with disabilities
- performs related work as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

Working knowledge of:

- techniques and practices utilized to provide services to persons with disabilities;
- housekeeping practices, including cleaning, laundry, and dishwashing;
- techniques used to assist persons with bathing and personal hygiene;
- procedures to be followed when administering medicines;
- guidelines for proper storage and preparation of food.

Basic knowledge of:

- laws and regulations governing care providers who work with persons with disabilities;
- preparation of documents and records.

Skill in:

- building positive working relationships with persons who have a range of physical, psychological, and developmental disabilities;
- creating a clean, pleasant, home - like atmosphere in client residences;
- creating and maintaining a positive working environment.

Ability to:

- prepare safe, healthy food that is suited to clients' tastes;
- establish and maintain positive working relationships with clients, coworkers, and the public;
- follow written and verbal instructions;
- communicate effectively verbally and in writing.

MINIMUM QUALIFICATIONS: any combination of education, training, or experience which demonstrates the ability to perform the duties of the position. Must be at least 18 years of age, high school graduate or equivalent. Must have valid **Arizona Driver's License** and clean driving record for last 3 years. Must be able to pass State of Arizona Dept. of Public Safety background check.

Quality Connections is an equal employment opportunity employer. Employment decisions are based on merit and business needs, and not on race, color, citizenship status, national origin, ancestry, gender, sexual orientation, age, religion, creed, physical or mental disability, marital status, veteran status or employees with military family members, political affiliation, or any other factor protected by law.