



# Walker River Paiute Tribe

*Human Resources Department*

## Job Announcement

Job Title:	In-Home Health Aide	Supervisor:	Health Director
Department:	Clinic	Location:	Clinic
Salary Range:	\$11.06-\$11.61	Pay Grade:	4
FSLA Status:	Non-exempt	Type:	Full-time
Open Date:	February 01, 2021	Close Date:	February 12, 2021

### **DEFINITION:**

Performs a variety of homemaker duties and provides home health services for the elderly and infirm clients.

### **DUTIES AND RESPONSIBILITIES:**

- Home maintenance and routine household duties i.e. making bed, sweeping, washing dishes, mending of clothing, etc.
- Shopping for food and other necessities
- Planning and preparation of meals
- Assisting with budget, if needed
- Observe and report blood pressure, weight gain or loss and any unusual signs and symptoms of the patient to the Registered Nurse
- Encourage elderly persons to help themselves as much as possible, (within their capacity) and in maintaining medical recommendations
- Assist with medications ordinarily self-administered, as specified in doctor's orders
- Help aged or inform person with bathing, oral care, skin and hair, and personal appearance
- Help aged or inform person to the bathroom or with use of a bedpan.
- Help aged or inform person from a bed to chair, etc.
- Encourage and help with ambulation as recommended by a physician or supervising Registered Nurse.
- Help aged or inform person with prescribed exercise which patient and in-home service aide have been taught by professional personnel
- Encourage maintenance of family relationships, both nuclear and extended, and with friends
- Provide transportation to clients for local shopping and medical appointments. Assist with special diet counseling and needs, assist with dressing changes, as needed.
- Other duties as required and approved by the supervisor on a case-by-case basis

### **KNOWLEDGE, SKILLS & ABILITIES:**

- Ability to care for Elderly persons in a compassionate, caring manner, providing minimal personal health services with the ability to follow oral/written instructions
- Must be consistent and responsible for care including early morning, late evening hours with occasional weekends

- Must be willing to participate in the First Responders Course and other training available through the Walker River Tribal Health Clinic and other Community Agency Training
- Must be in good physical condition to lift clients (110 lbs. and above) when necessary.

**REQUIRED EDUCATION AND EXPERIENCE:**

- High school graduate or GED equivalent
- At least one (1) year working experience with elders or medical office
- Must possess a valid CPR certification
- Must have a valid Nevada Driver's License and able to be covered under the Tribe's insurance
- Must provide a current DMV driving record
- Must successfully pass a background check
- Must submit a pre-employment & alcohol test

For applications contact Human Resource at the Tribal Administration Building,  
Walker River Paiute Tribe, P.O. Box 220, Schurz, Nevada 89427;  
Call (775) 773-2306, ext. 315, Fax (775) 773-2358 or E-mail: [wfrank@wrpt.org](mailto:wfrank@wrpt.org)  
<http://www.wrpthumanresources.com/>

Preference in filling vacancies is given to qualified Indian candidates in accordance with the Indian Preference Act (Title 25, U.S. Code, Section 472 and 473). However, the Walker River Paiute Tribe is an Equal Opportunity Employer and all qualified applicants will be considered in accordance with the provisions of Section 703(I) of Title VII of the Civil Rights Act of 1964, amended in 1991.