

Caregiver Job Description

1. Job Brief (About the Role)

{{Company Name}} is hiring a Caregiver to help {{clients / seniors}} live safely and comfortably at home. This role reports to the {{Care Coordinator / Scheduler}} and provides personal care, companionship, and light household support on assigned visits.

Three or four sentences: the team, who the role reports to, and why this position exists. Skip generic openers like "We are looking for..."

2. Responsibilities

- Assist with activities of daily living (ADLs): bathing, dressing, grooming, and toileting
- Help with mobility, transfers, and fall prevention
- Provide medication reminders and document them per the care plan
- Prepare meals and assist with feeding and hydration
- Do light housekeeping, laundry, and tidying
- Offer companionship and engage the client in activities
- Drive or accompany the client to appointments and errands
- Observe and report changes in condition to the care coordinator

Eight to twelve bullets, each starting with a verb. Keep them specific to the day-to-day work, not aspirational filler.

3. Requirements & Skills

- {{Caregiver / HHA / CNA certification, if required by your state}}
- Compassion, patience, and respect for client dignity
- Able to lift and assist clients and stand/walk for the shift
- Reliable transportation and a valid driver's license
- Pass a background check and {{TB test / health screening}}

List the must-haves: experience, licenses or certifications, the systems and tools used, and any physical or shift realities.

4. Nice-to-Have

- Experience with {{dementia / Alzheimer's / hospice}} care
- CPR/First Aid certification

Two to four genuinely optional items. Keep them strictly separate from Requirements so they don't deter good applicants.

5. Compensation & Benefits

Pay range	{{Salary Range}}
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Enter a pay range from local market data — do not leave it blank. Pay transparency improves applicant quality and is now required in many states.

6. Schedule & Work Environment

- {{Full-time / part-time}}; {{day, evening, overnight, or live-in}} shifts
- In clients' homes; travel between assignments
- Physical work including lifting and transferring clients

Be honest about shifts, weekends, overtime, and the physical environment. Realistic expectations reduce early turnover.

7. How to Apply

To apply, {{application instructions}} — e.g., send a resume and short cover note to careers@company.com}.

{{Company Name}} is an equal opportunity employer. We celebrate diversity and are committed to an inclusive workplace. We do not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status, or any other characteristic protected by law.