



Chicago: 5008 N. Kedzie Ave. Chicago, IL 60625
Tel: (773) 478-8851 Fax: (773) 478-8552
North Suburb: 1166 S. Elmhurst Rd. Mt. Prospect, IL 60056
Tel: (847) 439-5195 Fax: (847) 439-5197
Lake County: 2900 N. Main St 1st FL Buffalo Grove, IL 60089
Tel: (847) 393-7488 Fax: (847) 393-7517

HOME CARE AID JOB DESCRIPTION

We are immediately hiring Home Care Aides (HCA) who are looking to make an impact in the lives of the older adult population. We offer flexible scheduling and a wide range of benefits to our employees who work tirelessly during the COVID pandemic.

Are you a compassionate individual with a passion for social justice and interpersonal care? Join our team at Hanul Family Alliance as a valued Home Care Aide. Hanul Family Alliance is a direct services nonprofit organization with a flagship office in the Albany Park neighborhood of Chicago, IL. Our mission is to provide comprehensive care and direct services to older adults and immigrant families. We have satellite offices located in Mount Prospect and Lake County as well, and are currently hiring Home Care Aides at all three locations.

With the growth of our homemaker division, we have streamlined our home care services. This initiative is a joint venture with our partnering non-profit organization, Chinese Mutual Aid Foundation (CMAA), and is funded by the Retirement Foundation. The goal is to grow our home care program, which in return, will allow us more opportunities to serve the growing demands of services needed for our older adult population.

With over 20 years of experience, we assist clients in keeping their dignity and independence while enjoying the comforts of their homes. We provide high-quality and culturally sensitive homemaker services to those in need.

HOME CARE AID JOB DESCRIPTION

20+ hrs/week work will receive Health & Dental Insurance

We're looking for individuals with compassion, respect and commitment to join our team as a Home Care Aide. We are always accepting resumes for Chicago, Cook County, Lake County and DuPage County.

- From \$15 ~ \$20 per hour (varies based on experience and client contract)

Job Types: Full-time, Part-time

Responsibilities Include:

Salary

Home Care Aides work directly with our aging clients - ensuring that their basic, non-medical needs are met. Home Care Aides provide a higher quality of living to clients with physical and social support right from the comfort and safety of their homes.

Home Care Aides will provide compassionate emotional care and engage in meaningful conversations with the client(s). Assisting with meal prepping, cooking, cleaning, and helping clients travel around the house, and to and from doctors' appointments.

- Personal Care
- Grooming
- Dressing
- Feeding assistance
- Walking and transferring
- Bathing/Showering
- Bathroom activity (supporting continence)
- Work with your home care team
- Companionship & Homemaking
- Activities and social engagement
- Grocery List Planning
- Errands (Pick up meds)
- Social outings
- Medication reminders
- Meal Preparation
- Light Housekeeping
- Flexible Scheduling



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Job description continue...

Preferred, but not required:

- CNA certified

Language:

- English, and bilingual is a plus!

Required Qualifications:

- High School Diploma or GED or at least 1 year of experience in home care.
- Legal U.S. Work Authorization
- Warm heart and compassionate mind
- Appreciation for older adult communities
- Pass background check

Schedule:

- Monday to Friday
- Weekend availability
- May need to work overnight shifts (10:00PM ~ 6:00AM)
- Flexible Schedule

COVID-19 considerations:

- PPE included upon hiring
- Remote Interview Process

Work Location:

- At Client's home location

Benefits

- Generous dental/health insurance
- 401K and matching options for those who qualify
- Personal Protective Equipment (PPE) for a safe workplace
- Flexible scheduling
- Paid Training
- Referral Program Incentive
- Travel Reimbursement

If you are interested in applying, please email your completed application to:
TimothyC@goldenwingshomecare.com

If you have any question, contact Tim at: (773) 530-6213

Application for Employment

EQUAL OPPORTUNITY EMPLOYER

Personal Data [개인신상 정보]

Name (영문) _____ (한글) _____ Date (날짜) _____

Address (주소) _____

City (시) _____ State (주) _____ Zip Code (우편번호) _____

Telephone (전화): Cell (휴대폰) _____ Home (집) _____

If employed, can you provide proof of authorization to work in the U.S.? Yes(네) No(아니오)
현재 일을 하고 있다면, 미국에서 합법적으로 일을 할 수 있음을 증명하는 서류 제출이 가능합니까?

Position(s) applying for (지원하는 직책): _____

Referred by (지원 경위) Ad (광고) Friend or relative (지인) Client (수혜자) Website (웹사이트)
 Agency (기관) Other (기타) _____

Education Record [학력]

	Name and Location of School (학교 이름 및 지역)	Years Attended (출석 기간)	Did you Graduate? (졸업여부)	Major (전공)
High School (고등학교)				
College/University (대학교)				
Graduate School (대학원)				
Other (기타)				

Special Skills [특이사항]

Summarize any special skills or qualifications that you acquired through employment or other experience that are applicable to the job that you are applying for: 지원하고자 하는 직책에 도움이 될 만한 특이사항, 자격증, 수상경력 또는 자격조건이 있다면 나열해 주세요:

Employment History (List most recent three employment history)

경력사항 (가장 최근 3 곳의 경력을 적어주십시오)

Employment Date (고용기간)	Name of Employer (회사 또는 고용주 이름)	Position (직책)	Manager's Name and Contact Info (메니저 이름과 연락처)	Reason for Leaving (사임이유)

Other [기타정보]

Have you been employed here before? Yes (네) No (아니오)

한울에서 일한 경험이 있는가요?

May we contact your current employer? Yes (네) No (아니오)

이전 고용주에게 연락을 취하는것을 허락하십니까?

References (추천인: 친가족, 친척을 제외한 3 분의 추천인을 적어주십시오)

Name (성명)	Telephone/Email (연락처: 전화 또는 이메일)	Relationship (관계)	Years Acquainted (알고지낸 기간)

Applicant's Signature [신청인 서명]

I certify that all of my answers given here are true and complete to the best of my knowledge, and that supplying false information herein shall result in immediate disqualification for consideration for employment or termination from employment, regardless of when such false information is discovered. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision; and I hereby agree to indemnify and hold harmless each and every current or prior employer in defending against any charge, complaint or suit filed with any Federal, State or local agency, or in any court of the State or Federal government for providing an accurate, factual history of employment information. I understand that neither this document nor any offer of employment from the employer constitutes an employment contract, unless a specific document to that effect is executed by the employer and employee in writing.

Signature of Applicant (신청인 서명)

Date (날짜)