



**At Home Solutions, LLC
CNA/HHA Job Description**

Division/Department	Home Health Care Services
Location	6965 Langford Court, Edina, Minnesota 55436-1770
Job Title	CNA/HHA
Reports to: Operations Manager	
Type of position: <input type="checkbox"/> Full-time <input checked="" type="checkbox"/> Part-time <input type="checkbox"/> Contractor <input type="checkbox"/> Intern	Hours 48/ week - maximum <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt
GENERAL DESCRIPTION	
<ul style="list-style-type: none">▪ Candidate will assist clients as needed to remain independent, safe and secure in their own home environment. Clients may be seniors, people with disabilities, new moms, patients discharged from medical care or other adults transitioning in life.▪ Tasks may include but are not limited to companionship, light housecleaning, incidental transportation, meal preparation, linen change, reading to client, letter correspondence, running errands, opening mail, taking walks, playing games, attending social events, downsizing / organizing, decluttering, medication reminders, bathing, incontinence care, transferring, ambulation and assisting in other ADL's▪ Home Watch services are also offered to clients – this may include taking in mail, watering plants, checking home temperature, light cleaning, property assessment, meeting service personnel, grocery shopping and running errands.	
ESSENTIAL FUNCTIONS	
<ul style="list-style-type: none">▪ Empathetic ability to work at client's pace, understanding and ability level with tasks listed above.▪ Occasional opportunity to assist with Marketing, Administrative duties as needed▪ Other duties as needed / requested by client or staff	
WORK EXPERIENCE REQUIREMENTS	
<ul style="list-style-type: none">▪ Knowledge and personal experience working with seniors is strongly desired.▪ Prefer experience with emerging, grass-roots company.▪ Must have reliable automobile and auto insurance and be willing to travel throughout the Twin Cities metro area as needed.▪ Skilled in ingenuity, patience, foresight with a consistent positive attitude is an unwavering requirement.▪ Ability to communicate professionally both orally and in writing with a wide range of people.▪ Must have strong organization, time management, prioritization, and excellent client service skills▪ Candidate should feel very comfortable working in a largely unsupervised environment.▪ Enthusiasm in a self-starter and leadership qualities are essential.▪ High level of personal integrity, honesty and ability to self-motivate in a largely unsupervised setting.▪ Must be able to perform duties while on job in a professional, respectful manner with clients, other Caregivers and Management.▪ Must have current certification as an HHA or CNA	

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I understand that my employment with AHS is at will: I have the right to terminate it at any time and for any reason, and that AHS has the same right.			
EDUCATION REQUIREMENTS			
-Certified HHA/CNA -Volunteer experience with seniors and people with disabilities highly sought after			
SALARY/HOURLY WAGE		\$11.50/HOUR CNA SHIFTS \$10.00/HOUR CAREGIVER SHIFTS	
APPROVED BY			TITLE
POTENTIAL EMPLOYEE/EMPLOYEE			
DATE			
DATE HIRED			