

Do you genuinely care for people? Are you initiative-taking, desirous of learning a variety of skills and have what it takes to manage several tasks, often at the same time and alone?

DeKalb County's Sunny Meadows (County Home near Auburn, Indiana) seeks mature, domestically inclined, multi-tasker for rewarding **third shift PART TIME** Housekeeper/Caregiver position.

Duties include but are not limited to: Cleaning bathrooms, living areas; doing house and residents' laundry including marking, sorting, folding, hanging, distributing; assisting cook with meals; making sure residents are showered/groomed/wear clean clothing; distributing medications; stocking supplies; snow/ice removal; window/walls washing as needed; communicate with management/office staff and necessary documentation.

The position requires a knack for organization, knowledge of correct usage of cleaning supplies/products and attention to detail. The job requires the ability to function independently, communicate clearly (including reading, writing and verbally) and enjoy contact with people. This position serves the residents and public. The position requires competence in adapting to a demanding and changing environment and the ability to manage stressful situations with a calm demeanor.

New hire must agree to adhere to all policies and procedures of DeKalb County Government and State Board of Accounts. Serve in other duties and assignments as requested/required by the Administrator/Matron of Sunny Meadows.

We are looking for a strong background in housekeeping, medical or health-related field but are more interested in the candidate's work experience as it relates to the duties of this position. A valid driver's license is required but Chauffeur's Operator License and CPR/First Aid certification would be bonuses.

Hourly wage is based upon years of experience and budget – starting at \$16.00/hour. Normal working hours are Friday 10:30 pm to Saturday 7 am and Saturday 10:30 pm to Sunday 7 am (set schedule – weekends only) with a half-hour unpaid lunch.

Interested applicants should apply by contacting Human Resources at 260.333.0701 x4101 or e-mailing [careers@co.dekalb.in.us](mailto:careers@co.dekalb.in.us) referencing "Sunny Meadows/Part Time Third Shift" to request an application. Deadline for applications is no later than February 29, 2024.

All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, age, sexual orientation, gender identity, disability, or veteran status.