



Hourly Employee Job Description

Employee Name: _____

Position Title: _____

Hourly support _____ 24 hour support _____

Objective: _____

Responsibilities:

Write a description of job responsibilities your staff will be required to perform in the following categories that apply. Leave each category that does not apply to your staff blank.

Independent Living Skills:

Dressing:

Recreation/Leisure/Socialization:

Mobility/Transportation:

Correspondence/Mail:

Shopping:

Bathing/Assisting in the bathroom:

Housekeeping/Laundry:

Meal Preparation:

Exercise/habilitation:

Other:

Work Schedule:

Include the number of hours your staff will work.

Signatures: *I have reviewed and agree to the responsibilities of the job.*

Employee

Family/Employer

Date

Date