



## Opaskwayak Health Authority Rod McGillivray Care Home External Job Posting

Rod McGillivray Memorial Care Home is seeking qualified individuals to fill the role of **Casual Health Care Aide**.

### Job Summary

Reporting to the Nurse Unit Manager, the Health Care Aide (HCA) is responsible for performing duties related to residents' care under supervision of a registered nurse (RN) or licensed practical nurse (LPN); ensures the highest possible standards of service are provided; works in a multidisciplinary team; follows RMCH policies & procedures; ensures compliance with all relevant Federal & Provincial regulations & legislation; participates in committees & may assist with other duties within the scope of the department.

### Position Requirements:

- Grade 12 Diploma or GED Equivalent
- Health Care Aide Certificate
- First Aid and CPR
- 2-3 years of experience working in geriatric nursing, long term care or home care
- Excellent communication skills, ability to communicate in Cree is an asset
- MS Office – Word, Excel, Outlook, PowerPoint
- Satisfactory employment record including attendance at work

**Closing Date:** Applications reviewed until position is filled.

### Applications Must Include:

- A **cover letter** that clearly indicates how you meet the position requirements
- **Resume**
- **Child/Adult Abuse registry Check**
- **Criminal Record Check**
- **Must provide proof of Double Vaccination**
- Copy of **credentials** (licenses, training, education)
- Three **professional letters of reference** (colleague, supervisor or manager) or contact information for same (include position / title, current place of employment, phone number & email)
- **Personal contact information** (phone & email)

Your application will not proceed to interview without this information. Please note that only those selected for an interview will be contacted.

**This is a preference competition:** All applicants are encouraged to apply, however first consideration for this competition will be given to current OCN employees, OCN members & Indigenous applicants. Applicants are requested to self-declare at the time of application.

### To apply please submit your application to:

**Judy Whitehead, HR/Payroll**  
Rod McGillivray Care Home  
Box 10790, 56 Kiche Maskanow Road, Opaskwayak, MB R0B 2J0  
Email: [judy.whitehead@rmmch.ca](mailto:judy.whitehead@rmmch.ca)

Please mark all correspondence **"CONFIDENTIAL"**.  
Please note that only those selected for an interview will be contacted.