



**Opaskwayak Health Authority
Beatrice Wilson Health Centre
External Job Posting
Health Care Aide**

Opaskwayak Health Authority is seeking a qualified individual to fill the role of **Full-Time Health Care Aide** in the **Home and Community Care** program.

Job Summary

Reporting to the ICT RN Coordinator – Home Care, the Health Care Aide (HCA) is responsible for providing personal care & home support services, and related general administration. The HCA follows OHA policies & procedures; provincial & federal standards; works in a multidisciplinary team & may be called upon to assist with other duties within the scope of the department.

Position Requirements:

- Health Care Aide Certificate
- Valid Manitoba Class 5 Driver's License & daily access to a vehicle
- 1 year of related experience
- Knowledge of First Nations community culture, resources & services
- Ability to provide safe & effective support in a manner that considers everyone's needs for comfort, privacy & respect.
- Ability to work independently & within a team environment.
- Physical ability to perform all duties required by the position.
- MS Office – Word, Excel, Outlook, PowerPoint
- Satisfactory employment record including attendance at work.

Closing Date: Open until Filled.

Applications Must Include:

- A **cover letter** that clearly indicates how you meet the position requirements
- **Resume**
- Copy of **credentials** (licenses, training, education)
- Three **professional letters of reference** (2 supervisor/manager and 1 colleague) **OR** contact information for the same (include position/title, current place of employment, phone number & email).
- **Personal contact information** (phone & email)

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

The successful candidate will be required to provide a valid Criminal Record Check with Vulnerable Sector, an Adult Abuse Registry Check, and a Child Abuse Registry Check – no more than a year old (or proof of applications – receipts) prior to commencing employment with OHA.

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

To obtain a complete job description, for additional information or to apply for this position please contact or submit your application to:

Human Resources
Opaskwayak Health Authority
Box 10280, 245 Waller Road, Opaskwayak, MB R0B 2J0
Email: hr@ocnhealth.com