

# T&M Home Care LLC

“Kindness- Compassion- Trust- Friendship”

## Job Description

**JOB TITLE:** Companion/Sitter/Respite Care

A. Responsibilities

- Follow written care plan provided by the supervisor and maintain records of daily activities.
- Light housekeeping- vacuum, sweep, dry mopping, dusting, wash dishes, clean bathroom, make bed, and change bed linen.
- Laundry – wash, dry, fold and put clothes away.
- Prepare light meals and snacks according to care plan.
- Run errands such as grocery shopping.
- Transportation to appointments and activities.
- Observe and report changes in client’s physical condition, behavior, or appearance to appropriate health care professional.
- Other duties as assigned.

B. Organization Relationships

Companion Care providers work directly under the Supervisor.

**JOB QUALIFICATIONS:**

- High School education or equivalent is preferred but not required.
- An interest in working with the elderly population.
- Vehicle, NC driver’s license and automobile insurance required.
- Flexible, reliable, and sensitive to the needs of others.
- Must be at least 18 years old or older.

I have read and understand the job description and agree to fulfill the position’s responsibilities.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date