



Job Description – Caregiver

Position Title: Caregiver

Reports To: Care Manager/Coordinator

Employment Type: Full-time / Part-time

Job Summary

We are seeking compassionate and dedicated **Caregivers** to provide personal care, companionship, and support to needy customers in their homes. The Caregiver will assist with daily living activities, ensure a safe and comfortable environment, and promote the physical, emotional, and social well-being of customers.

Key Responsibilities

1. Personal Care

- Assist customers with Activities of Daily Living (ADLs), including bathing, grooming, dressing, toileting, and feeding.
- Support mobility and transfers, including use of walking aids or wheelchairs.
- Maintain dignity, respect, and customer comfort at all times.

2. Care Plan Implementation

- Follow individualised care plans as directed by healthcare professionals or family members.
- Maintain accurate records of care provided, daily activities and customer's condition.
- Collaborate with nurses, doctors, and family members in the care process.

3. Health & Medication Support

- Remind and assist customers with prescribed medication (as per care plan).
- Monitor and record vital signs (blood pressure, temperature, pulse, oxygen level, etc.).
- Observe, document, and report any changes in health condition to family or medical professionals.



No. 90, 1F, Lot 3905,
Sunny Commercial Centre,
Jalan Dogan, 93250 Kuching,
Sarawak, Malaysia



+ 60-11 3783 7559 | info@hinenicare.com



www.hinenicare.com



4. Nutritional & Household Support

- Prepare and serve meals according to customer's dietary needs.
- Assist with feeding and hydration when necessary.
- Maintain a clean, safe and comfortable living environment
- Assist with light housekeeping such as laundry, tidying and sanitizing frequently used areas.

5. Companionship & Emotional Support

- Provide companionship through conversation, activities, and emotional reassurance.
- Encourage participation in hobbies, light exercise, or social activities.
- Support mental well-being through engagement and positive interaction (e.g. reading, games or exercise)

6. Transportation & Errands

- Accompany customers to medical appointments, therapy sessions, or community outings/activities.
- Assist with errands such as grocery shopping or pharmacy visits.
- Ensure safe transportation and mobility outside the home.

7. Emergency Response & Safety

- Recognize and respond to medical emergencies appropriately.
- Administer first aid or CPR if trained and necessary.
- Ensure customer safety by identifying and removing potential hazards (preventing falls)

8. Professional Conduct

- Maintain customer confidentiality and respect privacy.
- Provide compassionate, customer-centered care with dignity and respect.
- Uphold ethical and professional caregiving standards.





Qualifications & Requirements

- Previous experience as a caregiver, healthcare aide, or similar role preferred.
- Training in elderly care, disability support, or healthcare assistance is an advantage.
- Ability to perform physical tasks such as lifting, supporting mobility, and assisting transfers.
- Basic knowledge of first aid and CPR (certification preferred).
- Possess good communication skills and demonstrate patience and empathy.
- Ability to maintain confidentiality and professional boundaries at all times.

Key Attributes

- Compassionate and patient-centered approach.
- Reliability and trustworthiness.
- Good interpersonal and problem-solving skills.
- Respect for diversity and cultural sensitivity.

Work Environment

- Work is primarily in the customer's home.
- May require flexible working hours, weekends, or overnight shifts depending on customer needs.



No. 90, 1F, Lot 3905,
Sunny Commercial Centre,
Jalan Dogan, 93250 Kuching,
Sarawak, Malaysia



+ 60-11 3783 7559 | info@hinenicare.com



www.hinenicare.com