

## **Resident/Building Attendant (Overnights)**

Lindenwood Retirement Living provides housing, recreation, and social services to Seniors in a caring Christian Environment. We place value on serving with compassion, embracing independence, fostering connection, and leading innovation. We are committed to a culture that fosters teamwork, innovation, and creativity.

We are currently seeking a part-time weekend Overnight Building and Resident Attendant (Friday and Saturday night from 11pm to 7am)

### **\*THIS IS A STAY AWAKE POSITION\***

You will work alone in the building, however, there is another staff member across the street in our other Assisted Living building.

#### ***Building Attendant Duties:***

Maintain the security of our buildings by:

Conducting nightly walkthroughs to ensure

- All doors and windows are locked and secure
- All non-essential lights are off; must open & check all closed rooms/offices
- The grounds and parking lot are safe and secure
- The building is generally safe and secure
- Any other items on the building checklist are completed

Monitor security cameras for any suspicious or resident activity and report on all door alarm notifications

Respond to any building emergencies (i.e. fire, power outage, flood, etc)

Assist with the setup and take down of rooms as requested

Complete minor maintenance concerns as needed or requested

#### ***Resident Attendant Duties:***

Respond to any resident emergencies, ensure paramedics have access to the building and suites as required

Complete wellness checks and provide follow up reports on residents as per instructions from Resident Care

Provide reassurance for residents who may be wandering the building at night and ensure they safely return to their suites

Assist residents with non-emergency or HCA duties as requested or assigned

#### ***The Successful Candidate will:***

Have experience with building attendant responsibilities

Have experience with seniors (especially those living with Alzheimers/Dementia)

Have a HCA certificate or equivalent

Be comfortable working alone at night

Have excellent decision making skills

Be comfortable responding to emergencies

Have excellent English communication skills (speaking, writing, comprehension)