NEW AUG 0 2 1987

OHIO CLASSIFICATION SPECIFICATION *Developed for Equal Opportunity*	CLASS TITLE: Residential Care Worker 1	CODE: 04001
	MAJOR AGENCIES: County Board of Mental Retardation	JURISDICTION: County

FUNCTION: Under direct supervision from residential care worker supervisor, assists residential care worker 2 in guidance, training & care of residents living in county institution, supervises & performs basic care of residents on day shift or for overnight stay on evening shift;

PERFORMS RELATED DUTIES AS REQUI

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1		Supervises & performs basic care of residents on day shift or for overnight stay on evening shift, assists in dining room during meal hours & participates in housekeeping activities of institution.	Knowledge of (1) characteristics & needs of mentally retarded &/or developmentall disabled, (2) materials, methods & equipment used in large scale housekeeping; ability to (3) deal with problems involving several variables within familiar context, (4) complete routine forms, (5) develop good rapport with residents.
2		Distributes mail & packages to residents & reads mail to them when necessary; assembles laundry, instruct residents in regard to house rules, discipline & personal habits.	Knowledge of 1, 2; ability to 3, 4, 5.
3		Makes periodic rounds to see that sleeping conditions are proper & that residents are cared for in event of illness; completes training & behavior reports.	Knowledge of 1, 2; ability to 3, 4, 5.
4		Assists in playground activities of residents.	Ability to 5.

(109)

123: 1-8-02

*Developed after employment

UNUSUAL WORKING CONDITIONS:	MINIMUM CLASS REQUIREMENTS: (Including license, if any.) Ability to calculate fractions, decimals & percentages & to read & write common vocabulary plus: 1 mos. training &/or exp. in characteristics & needs of mentally retarded &/or developmentally disabled or supervising, guiding & training dependent or physically handicapped individuals; or equivalent.	TRAINING & DEVELOPMENT:

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