Health Care Aides (HCA)

Points West Living Stettler (Cold Lake)

Job ID
11257

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LOCATION	DATE POSTED	EXPIRY DATE
512 25 Street, Cold Lake, AB| Alberta	04-11-2026	03-05-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD $23.19/hour	Experience an asset	Other trades certificate or diploma

Job Details

Points West Living Stettler (Cold Lake) is looking for three (3) Full-Time Health Care Aides (HCA) (NOC 33102)! This is a full-time, permanent position with 40 hours per week, $23.19/hour, with benefits.

Job Description:

• Provide documentation of all involvement or observations made in incidents, safety concerns, audit results, resident and family concerns, care partner concerns and other regulatory reporting requirements. Ensure that documentation reflects residents' life stories in addition to clinical details.

• Complete daily required documentation in charts, electronic health record, wound care binders, medication administration assistance, and bath temperature sheets and other care tracking tools / documentation as assigned, to ensure quality and compliance.

• Tracks resident supply levels are consistently tracked and requested timely from family or appropriate provider to ensure availability and no disruption to the resident.

• Provides medication assistance to the Residents following all regulatory, community wellness strategy Medication Assistance Program (MAP) practices and applicable Rights of medication administration.

• Identifies health, safety or maintenance issues, actions and reports issues as required

• Ensures appropriate implementation of Infection Prevention and Control practices as per Environmental Public Health.

• Provide impartial support, care and excellent relationship building skills to nurture, understand, and respect residents, families, visitors, and all care partners.

• Ensure all safe practices are followed in role specific duties including but not limited to the use of lifts, transfer belts, sharps, chemicals and any other equipment or supply that is required for HCA use.

• Seek information and education from the LPN or designate on any role specific task that may be new or unfamiliar to ensure safe practices are met.

• On time completion of all annual mandatory education required by provincial regulations and the organization.

• Participate and engage in Employee Care Partner meetings, daily huddles, workplace surveys or other required meetings and providing feedback on work related changes or concerns that need to be implemented. Focus on building trust and a sense of teamwork to ensure exceptional care.

• Assist with non-clinical tasks such as laundry, garbage removal, supporting resident attendance at resident events where appropriate, serving and joining resident meals to ensure excellence in Resident experience. Foster connections that promote a sense of community and joy.

• Actively participates in the response to all emergency codes, medical and nonmedical incidents within the community and provides feedback and documentation as needed.

• All other duties as delegated by LPN, Wellness Manager/Supervisor or designate.

Job Requirements:

• Completion of a personal support worker, nursing aide or health care aide college or private institutional program

• HCA registration with CLHA College of LPNs and HCAs of Alberta, or ability to obtain one

• Must be willing to work shifts

• Language in the workplace is English

Benefits available after 3 months:

• Group benefits

• Dental

• Extended medical

• RRSP matching

Job Location:

Points West Living Stettler (Cold Lake) – 512 25 Street, Cold Lake, AB T9M 0H1

To Apply:

To those interested please email your resume to kirkjohn.diamante@connectingcare.ca. Please indicate on the email subject that you are applying for the HCA position in Points West Living Cold Lake.

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