



Acknowledgement of Job Duties

Kokua employees provide personal support for adults with disabilities. Extensive training will be provided to assist new employees to perform tasks per Kokua's expectations. All direct care positions require that employees are able to participate in the following activities:

- Cook client meals
- Accompany clients to do their grocery shopping
- Perform house cleaning chores
- Laundry
- Yard work and lawn mowing
- Lift up to 30 pounds
- Provide personal care, as needed (help with bathing, toileting, dressing)
- Use augmentative communication devices, as needed
- Ride the Intercity Transit bus with clients
- Drive a company vehicle to transport clients
- Assist clients to attend religious functions of their choice
- Support a client's lifestyle choices even if they conflict with your own values
- Accompany clients on outings in the community
- Follow safety training instructions
- Use universal health precautions training to prevent the spread of disease
- Complete daily documentation as instructed in new employee training classes

I have read the job requirements listed above and I affirm that I am willing and able to perform the tasks listed.

Applicant Signature

Date