

Caregiver job description

Updated October 17, 2026. Written and reviewed by the HRTally Research Team. Replace everything in [brackets].

Details

- Department: [Department]
- Reports to: [Manager title]
- Location: [City, State, or remote]
- Employment type: [Full-time, part-time, or seasonal]
- FLSA status: Nonexempt
- Pay range: [\$X to \$Y per hour]

About [Company]

[Two or three sentences about what your company does, who it serves, and why people like working here.]

Job summary

We're looking for a caregiver to help our clients live safely and comfortably at home, with personal care, daily living support, and genuine companionship.

What you'll do

- Help clients with bathing, dressing, grooming, toileting, and mobility.
- Prepare meals and help with eating according to dietary needs.
- Give medication reminders as allowed by state rules and the care plan.
- Do light housekeeping, laundry, and errands.
- Provide companionship and encourage activities the client enjoys.
- Observe and report changes in the client's health or behavior to the care coordinator.
- Record visit notes and clock in and out with the visit verification system.
- Follow the client's care plan and safety procedures.

What you'll need

- Completion of training required for home care aides in [State].
- Valid driver's license, reliable transportation, and auto insurance if driving clients.
- Ability to pass a background check as required by state law.
- CPR and first aid certification, or willingness to obtain it.

Nice to have

- Home health aide certification.
- Experience with dementia or memory care.
- Experience with Hoyer lifts or transfer equipment.

Skills

Compassion and patience, Reliability, Safe transfers, Observation, Communication with families, Problem solving on your own.

Physical demands and work environment

Client homes. Requires standing, bending, lifting and transferring clients, and driving between visits.

Pay and benefits

[\$X to \$Y per hour], based on experience and location. [List benefits, such as health insurance, retirement plan match, paid time off, and training.]

Equal opportunity

[Company] is an equal opportunity employer. We consider all qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, genetic information, veteran status, or any other status protected by law. If you need a reasonable accommodation to apply or interview, contact [name] at [email or phone].

Hiring notes for HR and the hiring manager

Pay data

- Median hourly wage: \$17.21 (BLS OEWS, May 2025, SOC 31-1122, Home health and personal care aides).
- Median annual equivalent: \$35,800 (hourly median x 2,080 hours).
- Mean annual wage: \$36,120.
- Check state and metro data at bls.gov/oes before setting your range, and include the range in postings where the law requires it.

Exempt status and legal notes

FLSA status: Nonexempt (overtime eligible). Duties and pay decide overtime eligibility, not the job title.

Since 2015, the Department of Labor's Home Care Rule has required third-party employers, such as home care agencies, to pay home care workers at least minimum wage and overtime, including for live-in and companionship work. Travel time between client visits during the workday is generally paid work time. States set their own training, background check, and electronic visit verification requirements, especially for Medicaid-funded services.

How to customize it

- Explain how scheduling works and how many hours are guaranteed.
- Say whether you pay for travel time and mileage between clients.
- Describe the support caregivers get, such as an on-call coordinator.
- Be honest about the physical demands.

Interview questions

1. Tell me about a time a client refused care. What did you do?
2. How do you keep yourself and a client safe during a transfer?
3. What would you do if you arrived and the client seemed confused or unwell?
4. How do you build trust with a client's family?

Before you post

- Separate required from preferred. Required means you won't hire without it. Everything else is preferred. Long required lists screen out qualified people.
- Describe physical demands and environment. Lifting, standing, shifts, travel, noise, temperature. This sets honest expectations and supports an ADA essential functions record.

- State the pay range. Required in a growing list of states and cities, and expected by candidates everywhere else.
- Say exempt or nonexempt. Decide based on duties and salary before you post, and keep the classification consistent with how you pay.
- Name required licenses and checks. Licenses, certifications, background checks, drug tests, and driving record reviews, with the timing of each.
- Add the accommodation and EEO statement. Tell candidates how to request a reasonable accommodation, and include your equal opportunity statement.

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