

Choose an ordinary job
full of special moments.



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CARER

You support sick people, children, disabled or elderly persons. You can help them with a variety of every day activities which these people cannot do independently, for instance assist in getting dressed, doing some cooking, washing, doing the shopping, etc. You know the symptoms of several diseases and can take these into account in your daily assistance. So you can cook appropriate meals for heart patients or patients with diabetes. You observe and report what you see in the daily contact with the patient. As a carer, you may accomplish a number of nursing duties under the supervision of a nurse, such as helping with the medication, oral hygiene, etc.

NURSE

To nurse people you have to be smart and practical because not all your tasks are equally easy: you may have to change an intravenous drip, take care of wounds, prepare medication and take blood pressure. You listen to the patients' problems and reassure them. You nurse the patient physically but also help them mentally and emotionally. You explain the medical situation as well as the recovery time (treatment). You answer questions from the patient's family and friends. You carefully track the progress of the patient's illness. You report important matters to the doctor and nursing colleagues and keep them in the patient's file.

DOMESTIC HELP

You help with the cleaning and household for people who need care and help. You do the homework according to the customer's needs and with personal attention a lot of respect for their own habits. For instance: you help to clean the living room and other spaces, tidy up, do the dishes, do the shopping, laundry and ironing. You also give emotional support: you listen, comfort and pay attention to the person and the informal caregivers. You report about your work and indicate what is important to the client. You use professional cleaning techniques and wear appropriate professional clothing. You apply the health and safety rules in your work.

CHILDCARE ASSISTANT

You will work with babies and toddlers up to 2.5 years of age. You may also work with schoolchildren from 2.5 to 12 years old. You make sure the children feel good in the childcare facility. You mainly organise activities for the children: you tell them stories, sing songs, play games or tinker. Every child is different and you take this into account. You also pay attention to the children, food, care and rest. You listen attentively to the parents. It is important they trust you. You make arrangements about the drop off and pick up times, what should be in the nursing bag, etc. At the end of the day, you tell the parents about what happened that day.

CAREGIVER IN DISABILITY CARE

As a caregiver in disability care you support children and adults with disabilities. These may be physical or mental disabilities, psychological problems, etc. You organise their daily life and try to ensure that they can do as much as possible independently. These people may be living at home or in an institution. You make them feel as good as possible. In addition, you will do some administrative tasks and maintain contact with the parents, doctors and friends of the people you are supporting.

EDUCATOR IN SPECIAL YOUTH CARE

As an educator for special youth care you support children and young people who are in difficult situations at home or who have had problems with the court. You help them to organise their daily life and ensure they learn to do as much as possible independently. The children may live at home or in a facility. You make sure they feel as good as possible. You also execute administrative duties and keep into contact with the parents, doctors and friends of the youngsters you are supporting.

CATERING ASSISTANT

You help the cook preparing the meals, assembling the dishes/trays, clearing and maintaining the kitchen and the equipment. You also check the provision and consumption and report on this. You follow the regulations about hygiene and food safety.

TEAM LEADER AT A PROTECTED WORKPLACE

You will lead a team of people who are (as yet) unable to work in an ordinary company for various reasons. These are people with disabilities, long-term job seekers, etc. You guide them in the performance of their duties, in learning the right employment behaviours (such as arriving on time, being orderly, etc.) and ensure that everything is completed in time. The tasks you do are very diverse, ranging from maintaining green spaces to work in a charity thrift store. You also often maintain contact with customers and with other organisations.

SOCIOCULTURAL WORKER

You can work in many kinds of sociocultural organisations with different target groups. You always try to strengthen individuals or groups. Your duties are very varied and depend on the organisations or projects you are working for. Sometimes you work for a specific theme (e.g. environment or health), sometimes for a particular group such as youngsters, newcomers, women or refugees. You work on specific projects. You follow a schedule, determine the priorities, create the documents that are required, such as a flyer or you survey and guide the participants. You will often work together with other organisations. You consult, negotiate and make agreements. In this job you can often take a lot of initiative and have a lot of contact with other people.

RADIOGRAPHY ASSISTANT

You will work under the supervision of a radiologist. You assist him or her or do some examinations yourself. This is primarily a technical profession: you work with complex machines and should know the latest techniques. But the most important is: you work with people ! You inform your patients about the examination, the results and the consequences. You help in the diagnoses of patients. You make the necessary preparations: you install the patient for the examination or treatment and carefully monitor his/her response. You check the images obtained and transmit them to the doctor.

ACCOUNTANT

Your tasks may differ in each organisation. You keep track of all information about the organisation concerning the purchase and sale of products and services. You ensure that taxes are settled, that wages and other company costs are paid. In a hospital you might for instance also issue invoices and monitor payments from the patients. You also follow the payments for any materials that have been purchased for the organisation. In addition to these daily tasks you also draw up the statutory reports such as an annual balance sheet and profit and loss account. You create the monthly, quarterly and annual VAT return for the organisation. You gather and file the figures, produce cost-benefit analyses and give advice on the organisation's economic situation.

IT ASSISTANT

Your tasks may differ in each organisation. You provide daily PC support, maintenance of the network and the server park. An important part of your daily duties consists of providing support (supervision, maintenance, set-up, configuration) and explaining the applications to the users. Depending on the place you may work with doctors, nurses but also social workers or healthcare workers. For instance, in a hospital you may configure and maintain the electronic patient files. In addition, your tasks may include the installation of computer hardware and software like printers, etc. Sometimes you may also be responsible for the operating system of the computers, immediate solving of technical problems, service maintenance and/or the installation of updates.

ADMINISTRATIVE ASSISTANT

Your tasks may differ in each organisation. You are often the first person whom people have contact with in the organisation. You take care of the post, reception and telephone contacts. Something you are responsible for creating texts and documents. You enter all kinds of data into the computer such as information about members, addresses, etc.



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