

Day Center Concierge

LifeCircles, A Porter Hills PACE Partnership, is hiring a full-time Day Center Concierge to join our innovative geriatric health care program in Muskegon, Michigan.

The Day Center Concierge is seeking a dynamic person, responsible for a variety of participant focused services from transportation, food and beverage services, and direct participant care.

A successful candidate is flexible, able to move from one task to another, demonstrates excellent customer service, has positive interpersonal skills, is self-motivated, and is a team player.

Requirements of the job include an active CENA certification in the State of Michigan, a clean and valid State of Michigan driver's license, and food service experience. ServSafe certificate or equivalent food handling and sanitation training is preferred.