

Shine Bright Care



APPLY ONLINE: shinebrightcare.bamboohr.com/careers

Shine Bright Care LLC

Now Hiring

Case Manager in Fairbanks

CORE FUNCTION: Perform a variety of administrative functions. Process and maintain consumer files and data base while having and implementing knowledge of the HIPAA laws of 1996 to maintain and safeguard confidential medical and personal records. Continuously deliver oversight of authorized services to clients and individuals requiring assistance in their residence and surroundings, in strict adherence to established guidelines. Demonstrate exemplary conduct by exhibiting positive behavior and strong professional values. Cultivate amicable professional connections and upholding boundaries. Comply with regulations as stipulated by state and operational needs.

Pay rate: \$18-\$22 (DOE)

Qualifications:

- Be at least 18 years old with a valid driver's license, maintaining a suitable driving history, having auto insurance
- Demonstrate strong communication skills
- Exhibit compassion and reliability
- Hold First Aid and CPR certification
- Pass a background check



**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**



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Fairbanks Office: (907) 450-6416
Fax: (907) 450-6415

Alaska's Employment Services program is 100% funded by U.S. Department of Labor through an award of \$7,314,668. We are an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

Shine Bright Care LLC is an equal opportunity employer and does not discriminate in employment on the basis of race, color, religion, sex, national origin, age, disability, marital status, changes in marital status, pregnancy, and parenthood.