



6800 Burleson Road, Building 310, Suite 165

Austin, Texas 78744-2306

Ph: 512-916-6000 Fax: 512-916-6001

www.capcog.org

BASTROP BLANCO BURNET CALDWELL FAYETTE HAYS LEE LLANO TRAVIS WILLIAMSON

HOME REPAIR PROFESSIONAL – CAPABLE Project

SCOPE OF WORK

Responsibilities

- Complete work orders at the direction of the CAPABLE Program Manager and Area Agency on Aging (AAACAP) staff.
- Submit all estimates and modifications to planned work to AAACAP for approval.
- Maintain documentation of work completed, including receipts for any materials purchased.
- Assist in resolving complaints from participants related to home modifications and equipment.
- Communicate and coordinate with the CAPABLE OT and RN and AAACAP staff.

Required Qualifications

- Ability to work within a collaborative, client-directed model
- At least two-years of experience performing home repair
- Ability to maintain minimum liability insurance

Preferred Qualifications

- Experience with older adults
- Bilingual in English and Spanish

