

DIVERSIFIED HUMAN SERVICES, INC.

JOB VACANCY NOTICE

POSITION: Home & Community Aide (Multiple PT)

PAY GRADE: 4

WAGE: \$10.25/hr. (as a minimum)

ESSENTIAL FUNCTIONS:

- Aids program clients daily with the implementing of Individual Support Plans.
- Provides hands-on instruction to client to implement Individual Support Plans and client development.
- Conducts recreational and social activities with individuals, as assigned.
- Participates in regular staff training to develop basic knowledge and skills necessary to assist individuals.
- Adheres to all policies, laws, regulations and codes of ethics and confidentiality as outlined by federal and state laws, and agency policies and procedures.

- QUALIFICATIONS:**
- Ability to read, write and verbally communicate with effectiveness.
 - Must have a valid PA Driver's License and safe driving record.
 - Must successfully obtain Criminal History Clearance from the Pennsylvania State Police, Child Abuse Clearance from the PA Dept. of Public Welfare and FBI Fingerprint Clearance.
 - Must not be excluded from participation in Medicare, Medicaid or any other federal health care program.
 - Ability to assist and/or lift individuals weighing up to 150 lbs., as may be required.
 - Ability to understand and follow supervisory direction.
 - Ability to work split shifts and flexibility to move to various center locations, when program needs dictate.

QUALIFIED INDIVIDUALS MUST SUBMIT A LETTER OF INTEREST TO THE SOUTHWESTERN PENNSYLVANIA HUMAN SERVICES, INC., OFFICE OF HUMAN RESOURCES, 300 CHAMBER PLAZA, CHARLEROI, PA 15022-1607 ATTENTION: POSTING#1770

EQUAL OPPORTUNITY EMPLOYER