



## STANLY COUNTY DEPARTMENT OF SOCIAL SERVICES

1000 NORTH FIRST STREET, SUITE 2  
ALBEMARLE, NORTH CAROLINA  
28001

[WWW.STANLYDSS.COM](http://WWW.STANLYDSS.COM)

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TAMMY SCHRENKER  
DIRECTOR

### **JOB OPPORTUNITY**

**POSITION:** Human Resource Aide

**LOCATION OF POSITION:** 1000 North First St., Suite 2  
Albemarle, NC 28001

**SALARY:** \$18,456/year

**POSITION AVAILABLE:** July 7, 2014

**KNOWLEDGE, SKILLS, AND ABILITIES:** This position involves assisting individuals and their families with attaining and maintaining self-sufficiency and improving quality of life. In Home Aide Services include essential home management tasks to maintain individuals in their homes as long as possible. This position also provides transportation to clients as assigned. The Aide works under the supervision of a social worker who develops the service plan for the individual and monitors the competency of the aide. The Aide must follow the plan and perform tasks in the time frame given. A task list is completed by the Aide and signed by the client to document that services that were provided to the individual or family. Other duties as assigned.

**MINIMUM TRAINING AND EXPERIENCE REQUIREMENTS:** High school degree is preferred. Position must be able to follow instructions and to communicate observations to supervisor. Must have ability to relate to the clientele served, to follow written and verbal directions, and to perform required physical tasks.

**ADDITIONAL REQUIREMENTS:** Must have valid NC driver's license and reliable transportation. All applicants tentatively selected for this position will be required to submit to a urinalysis to screen for illegal drug use, a criminal records check will be conducted and a driver's license check may be completed.

**RECRUITMENT PERIOD:** June 25, 2014 through 5:00 pm on July 9, 2014.

**HOW TO APPLY:** A fully completed State of North Carolina for Employment Application form (PD107) is required.

**WHERE TO APPLY:** Employment Security Commission  
2215 US Hwy 52 North  
Albemarle, NC 28001

Applications will be reviewed to select the best qualified applicants for admission to an interview.

**STANLY COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER.**