

QUEENS CENTERS FOR PROGRESS

Job Fair Monday 9/24/2018

**81-15 164th Street
Jamaica, NY 11432**

*We are
embracing
65+ years
of
excellence,
come be
part of our
team*

Day Program Assistant -- Conduct habilitation service training in the community with adults with developmental disabilities. Duties include the completion of service documentation, writing narrative notes and planning group activities. Requires: High School Diploma/GED required. Experience working with adults with developmental disabilities and a valid NYS driver's license for 3 years is preferred.

Care Manager—Care Coordination

Bachelor's degree w/2 yrs. experience is required to support individuals in receiving services to ensure the six health core services are implemented to meet person centered needs. Travels throughout the designated service areas to meet individuals receiving services. Successful candidate should have experience in the OPWDD field. Must be organized, self-starter & strong computer skills

Assistant Supervisor -- Residential Program

Bachelor's degree is required along with previous supervisory experience in an OPWDD program. Responsible for assisting in the overall day-to-day operations of a 10 bed residence, in conjunction with the Residence Supervisor.

****DIRECT SUPPORT ASSISTANTS****

Provide comprehensive care to individuals with developmental disabilities in their homes and escort them to community and social activities. Requirements: HSD/GED & NYS Driver's License for 3 yrs.

**** Full Time Schedules ****

3:00pm-11:00pm

4:00pm-12:00am

(Includes working weekends)

12 Midnight-8am

**** Part Time Schedules ****

6:00am-10:00am

(Monday-Friday)

**** Week-end Schedules ****

8:00am-4:00pm / 2:00pm-10:00pm / 3:00pm-11:00pm / 4:00pm-12:00am

The residential program is located @ 249-16 Grand Central Parkway, Bellerose, NY 11426

EXCELLENT SCHEDULES FOR STUDENTS!!!

We provide comprehensive benefits: Medical, dental, paid time off, Tuition assistance, pension

If unable to attend this event, email resume with desired salary to:

mjenkins@queenscp.org

EOE