



COMMUNITY ACTION OF SOUTHERN KENTUCKY, INC.

POSITION	LOCATION	PROGRAM
Job Development Specialist	Warren, Logan, Hart, and Metcalfe Counties	Community Services/ARRA

Closes: Open Until Filled Full-time positions based in Warren, Logan, Hart, and Metcalfe counties, serving the ten-county BRADD area, and providing employment education and job development services. This position shall be responsible for program planning, record keeping, recruiting program participants, direct services, training, and case management. Some evening hours and flexibility in schedule required.

Qualifications: Minimum qualifications for this position are a high school diploma or GED, with a Bachelor's Degree preferred. A valid Kentucky driver's license, knowledge of community resources, and demonstrated strong interpersonal, oral, and written communication skills required.

Salary: Salary will be based on education and experience, and position includes an excellent benefit package.

Application Process: For immediate consideration you will need to submit a resume, with a cover letter indicating salary history to the address and/or e-mail below; or you may apply in person at the following Community Action locations:

921 Beauty Avenue, PO Box 90014, Bowling Green, KY 42102

200 E. Fourth Street, Bowling Green, KY 42101

171 Center Street, Bowling Green, KY 42101

E-mail: aroution@casoky.org
www.casoky.org

Note: Internal candidates will need to complete an internal application and return to Central Office.

EOE

M/F/D/V

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