



COMMUNITY ACTION OF SOUTHERN KENTUCKY, INC.

POSITION	LOCATION	PROGRAM
Program Assistant	Corporate Office	Weatherization

Closes: Open Until Filled

Temporary position (up to 40 hours per week) providing program and administrative support to the Weatherization Program.

Qualifications:

Minimum qualifications for this position are a high school diploma or GED. Ideal candidates will possess computation skills and basic computer skills.

Salary:

Minimum salary range for this position will be \$8.25 per hour.

Application Process:

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

921 Beauty Avenue
PO Box 90014
Bowling Green, KY

171 Center Street
Bowling Green, KY

200 East 4th Street
Bowling Green, KY

Email: aroy@casoky.org

Funding Source:

Federal funds are distributed to each state from the Department of Energy through the Cabinet for Families and Children, Division of Support, Atmos Gas CARES (Community Action Residential Energy Services) and private contributions.

**Note: Internal candidates will need to complete an internal application and return to Central Office.
EOE M/F/D/V Posted: 9/14/11**