

Darrell Renfro, Director
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Department of Social Services
106 East Morgan Street
Brevard, NC 28712

November 19, 2018

CLASSIFICATION: HUMAN RESOURCES AIDE/FLOATER
PERMANENT PART TIME - 40 HRS EVERY OTHER WEEK
Grade 4

SALARY: \$10.58 hr.

DEPARTMENT: NEW ADVENTURE LEARNING CENTER

DESCRIPTION:

This position will serve in the child care center in a floater position providing limited supervision of children, light kitchen duties, housekeeping tasks, laundry, and other duties as needed.

QUALIFICATIONS:

Ability to assist children safely and efficiently; to relate to children and parents; to follow written and verbal directions; to record basic data; to report observations to supervisor; and to perform required physical tasks.

Preference will be given to applicants with high school diploma or equivalency and/or prior child care experience.

MINIMUM EDUCATION AND EXPERIENCE:

Demonstrated possession of abilities to relate to children and parents, follow written and verbal directions, record basic data, report observations to supervisor, and to perform required physical tasks. Position may require classes in Early Childhood upon employment.

DATE AVAILABLE:
Filled

Immediately

CLOSING DATE:

Open Until

APPLICATION PROCESS:

Register with NCWORKS.gov and submit a state application (PD107) along with transcripts if applicable to NC Works Career Center, Blue Ridge Community College Transylvania Campus, 45 Oak Park Drive, Brevard, NC 28712 or Transylvania County Department of Social Services, 106 East Morgan Street, Suite 101, Brevard, NC 28712, Attention: Cindy Anders, by date of closing.