

## **Employment Specialist – Full-Time (\$10.50 hour with benefits)**

Make a difference in people's lives and enrich your career. We are a quality driven non-profit agency serving hundreds of individuals with intellectual and developmental disabilities. We have an opening for a full-time Employment Specialist. The Employment Specialist will prepare and train participants in the Career Development Center for employment in the community.

### Duties include, but are not limited to

- Develops and implements direct instruction plan for individuals,
- Collects and records data regarding personal strengths and barriers to participant's employability,
- Provides support and instruction to potential employers based on participants' interests,
- Works with participants on evaluating employment opportunities in their local job market,
- Participates in case reviews and goal planning for each participant,
- Train participants to use Public Transportation.

### Requirements

MUST be at least 21 years of age

High school diploma or GED required

MUST pass a criminal background check

Current California driver's license with a good driving record required

**Please submit resume to: [hrarclaoc@yahoo.com](mailto:hrarclaoc@yahoo.com)**

**Please no visitors or phone calls**