

Abilene State Supported Living Center

Career Postings

April 16th, 2018

Featured Career Postings

Position	Maintenance Specialist II	Salary	\$2,075.83		
Posting #	377367				
<p>Performs routine, journey level work, under the guidance of experienced Maintenance Specialists, in one or more building maintenance and construction trades such as carpentry, masonry, painting, etc., repair/renovation and/or routine preventative maintenance to facility buildings, residential homes, . Work involves making inspections, adjustments, installations of adaptive equipment, wheelchair ramps, safety equipment, doors, windows, etc., maintaining and repairing buildings, utility systems, and stationary equipment, dependent on the trade involved and operating motorized equipment. Completes paperwork and maintains work order records. Communicates verbally and in writing, possibly using electronic equipment. Works as a team member with other shops and employees. May be required to perform other tasks to include operation of a motor vehicle, making deliveries, picking up supplies, and other incidental tasks. Works under moderate supervision with limited latitude for the use of initiative and independent judgment.</p>					
Closing Date	Open	Shift	Days	Open To	All

Position	Maintenance Specialist III (Laundry)	Salary	\$2,194.33		
Posting #	376123				
<p>Performs routine moderately complex, journey level, work in one or more building maintenance and construction trades. Work involves conducting inspections, adjustments, installations, maintaining and repairing buildings, utility systems, and stationary equipment, dependent on the trade and operating motorized equipment, requisitioning materials and supplies; and maintaining records. Complete paperwork and maintains work order records. Communicates verbally and in writing, possibly using electronic equipment. Works as a team member with other shops and employees. May be required to perform other task to include operation of a motor vehicle, making deliveries, picking up supplies, and other incidental tasks. May train others. Works under general supervision with moderate latitude for the use of initiative and independent judgment.</p>					
Closing Date	04.23.2018	Shift	Days	Open To	All

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Job postings are subject to change daily - see CAPPS for full details and position

Home Openings

Position	Direct Support Professional I				Salary	\$1,962.84	
Posting #	378061						
<p>The Direct Support Professional I is responsible for the routine and emergency care, treatment, and training for specified individuals with developmental disabilities in routine and crisis situations. Responsibilities may include such duties as grooming, bathing, feeding, observing and reporting individual's conditions and behaviors; interacting with individuals therapeutically, participating in individualized training and/or active treatment programs for both male and female individuals. The DSP-I is required to accurately document individuals' behavior(s) throughout the daily schedule, including response to home activities, home training and unusual incidents. Completion of work requires use of simple and/or routine duties, while decision making is based on simple and well-defined guidelines. This position may be required to drive a state owned vehicle. May perform other duties as assigned. Works under close supervision with minimal latitude for the use of initiative and independent judgment. 2-10/10-6 Shifts Only.</p>							
Home	Varied	Shift	2-10/10-6	Closing Date	Open	Open To	All

Position	Direct Support Professional I (Part-Time)				Salary	\$981.42	
Posting #	375404						
<p>The Direct Support Professional I is responsible for the routine and emergency care, treatment, and training for specified individuals with developmental disabilities in routine and crisis situations. Responsibilities may include such duties as grooming, bathing, feeding, observing and reporting individual's conditions and behaviors; interacting with individuals therapeutically, participating in individualized training and/or active treatment programs for both male and female individuals. The DSP-I is required to accurately document individuals' behavior(s) throughout the daily schedule, including response to home activities, home training and unusual incidents. Completion of work requires use of simple and/or routine duties, while decision making is based on simple and well-defined guidelines. This position may be required to drive a state owned vehicle. May perform other duties as assigned. Works under close supervision with minimal latitude for the use of initiative and independent judgment. Hours set by Unit.</p>							
Home	Varied	Shift	2-10/10-6	Closing Date	Open	Open To	All

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Department Openings

Position	Clerk I	Salary	\$1,648.08		
Posting #	374196				
<p>Lone Star Coffee & Tea House Vocational Services Clerk works under the direct supervision of the Vocational Services Director. This position provides administrative work for the Vocational Services Departments and works under general supervision with moderate latitude for the use of initiative and independent judgment. The clerk responsibilities will include working at the Lone Star Coffee & Tea House. The duties will include opening or closing task, maintaining inventories and data entries, handling the register, the debit card purchases and submitting deposits. Making purchases and following the procedures and guidelines for procurement card purchases. The clerk will additionally provide teaching and training to the individuals working in this Vocational job site, which will include hands on training of completing the orders, janitorial task, jewelry making and gardening task.</p>					
Closing Date	Open	Shift	Days	Open To	All

Position	Cook I	Salary	\$1,725.50		
Posting #	363626				
<p>The Cook I performs routine food preparation work on a designated shift and rotation in the Central Kitchen under general supervision and may work a variable schedule. Work involves preparing, cooking, portioning, distributing and serving food for regular, therapeutic diets and textures. Follows prescribed menus, recipes, standards and completes necessary reports. Responsible for sanitation of equipment and work areas. May work in the ingredient room or drive the delivery vehicle. Other duties may be required. In the absence of Cook II/III/IV this position assumes responsibility for the kitchen. Maintains sufficient knowledge to satisfy the requirements of the job. Handles food in accordance with federal, state and HACCP guidelines. Follows kitchen and food service safety procedures and practices. Must be willing to work weekends and holidays. May work unusual or extended hours in the event of a disaster or operational necessity.</p>					
Closing Date	Open	Shift	Days	Open To	All

Position	Custodian I	Salary	\$1,574.41		
Posting #	372239				
<p>Perform routine custodial work. Follow all facility rules and policies. Work involves cleaning, disinfecting/sanitizing and caring for state buildings, premises and/or residents living units. Custodian I is responsible and accountable for assigned equipment and the maintenance of custodial equipment. Maintains outside areas around building, clears trash and debris. Performs related work as assigned; assumes duties of other custodians as needed. Work under close supervision with minimal latitude for the use of initiative and independent judgment.</p>					
Closing Date	Open	Shift	Days	Open To	All

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Position	Food Service Worker I			Salary	\$1,648.08
Posting #	363552				
<p>The Food Service Worker I performs routine food service work on a designated shift & rotation in the Central Kitchen and/or at a satellite kitchen/serving area under general supervision. Work involves preparing, portioning, distributing and serving food for regular & therapeutic diets, and sanitation of equipment, work areas, dishes, utensils, pots and pans. Other duties may be required which are related to the functions of the position. Maintain sufficient knowledge of duties to satisfy the requirements of the position. Handle food in accordance with federal, state and HACCP guidelines. Follow kitchen and food safety procedures and practices. Must be willing to work weekends and holidays. May work unusual or extended hours in the event of a disaster or operational necessity.</p>					
Closing Date	Open	Shift	Days	Open To	All

Position	Laundry/Sewing Room Worker I			Salary	\$1,574.41
Posting #	371707				
<p>Performs entry-level laundry work. Work involves loading and unloading washer/extractors and dryers, sorting soil linens and clothing, working with flatwork ironer, thermopatch machine and tying machine. Work also includes sorting and folding clean clothing and linens. The Laundry/Sewing Room Worker I may be a team leader when more than one employee is performing the same tasks. Works under close supervision with minimal latitude for the use of initiative and independent judgement. Performs related work as assigned.</p>					
Closing Date	Open	Shift	Days	Open To	All

Position	Licensed Vocational Nurse III			Salary	\$3,181.67
Posting #	376266				
<p>Provides complex vocational nursing work. Work involves providing for the care, treatment, and general welfare of patients. May supervise the work of others. Works under general supervision, with moderate latitude for the use of initiative and independent judgment. Works under the direction and supervision of the Registered Nurse, and performs Nursing duties within the assigned areas and assigned shift. Performs basic and complex nursing tasks to fulfill the health needs of the most medically fragile individuals, including the collection of lab work and other health screenings. Keeps informed of and follows all agency, facility and unit policies and procedures. Assists the RN Supervisor with on-the-job Nursing instruction and training of other new LVN's. Assists the Infection Control nurse by implementing measures that prevent the spread of disease, assists the QA Nurse in developing and implementing quality assurance programs, and assists in the implementation of therapeutic nursing programs.</p>					
Closing Date	Open	Shift	Rotating	Open To	All

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Position	Licensed Vocational Nurse IV			Salary	\$3,496.53
Posting #	368054				
<p>Provides advanced senior level vocational nursing work. Work involves providing for the care, treatment, and general welfare of patients. May plan, assign and/or supervise the work of others. Works under limited supervision, with considerable latitude for the use of initiative and independent judgment. Works under the direction and supervision of the Registered Nurse, and performs Nursing duties within the assigned areas and assigned shift. Performs basic and complex nursing tasks to fulfill the health needs of the most medically fragile individuals, including the collection of lab work and other health screenings. Keeps informed of and follows all agency, facility and unit policies and procedures. Assists the RN Supervisor with on-the-job Nursing instruction and training, precepting and setting goals for new LVN's. Assists the Infection Control nurse by implementing measures that prevent the spread of disease, assists the QA Nurse in developing and implementing quality assurance programs, and assists in the implementation of therapeutic nursing programs.</p>					
Closing Date	Open	Shift	Rotating	Open To	All

Position	Material Handler (AbSSLC Warehouse)			Salary	\$2,075.83
Posting #	365655				
<p>The Inventory & Store Specialist I performs routine inventory and warehouse work. Work involves controlling inventory, putting away goods, rotating stock, pulling orders from inventory stock bins, delivering goods to state facilities, and maintaining warehouse security. Works under moderate supervision with limited latitude for the use of initiative and independent judgment.</p>					
Closing Date	Open	Shift	Days	Open To	All

Position	Maintenance Specialist II			Salary	\$2,075.83
Posting #	377367				
<p>Performs routine, journey level work, under the guidance of experienced Maintenance Specialists, in one or more building maintenance and construction trades such as carpentry, masonry, painting, etc., repair/renovation and/or routine preventative maintenance to facility buildings, residential homes, . Work involves making inspections, adjustments, installations of adaptive equipment, wheelchair ramps, safety equipment, doors, windows, etc., maintaining and repairing buildings, utility systems, and stationary equipment, dependent on the trade involved and operating motorized equipment. Completes paperwork and maintains work order records. Communicates verbally and in writing, possibly using electronic equipment. Works as a team member with other shops and employees. May be required to perform other tasks to include operation of a motor vehicle, making deliveries, picking up supplies, and other incidental tasks. Works under moderate supervision with limited latitude for the use of initiative and independent judgment.</p>					
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Posting #	376123				
<p>Performs routine moderately complex, journey level, work in one or more building maintenance and construction trades. Work involves conducting inspections, adjustments, installations, maintaining and repairing buildings, utility systems, and stationary equipment, dependent on the trade and operating motorized equipment, requisitioning materials and supplies; and maintaining records. Complete paperwork and maintains work order records. Communicates verbally and in writing, possibly using electronic equipment. Works as a team member with other shops and employees. May be required to perform other task to include operation of a motor vehicle, making deliveries, picking up supplies, and other incidental tasks. May train others. Works under general supervision with moderate latitude for the use of initiative and independent judgment.</p>					
Closing Date	04.23.2018	Shift	Days	Open To	All

Position	Nurse II, Direct Care RN	Salary	\$4,358.72		
Posting #	375064				
<p>Performs routine nursing work. Work involves providing for the assessment, care and treatment of patients. May train others. Works under moderate supervision, with limited latitude for the use of initiative and independent judgment. Works under the supervision of the Nurse Manager IV. The Unit RN II may assign nursing responsibilities to the Unit LVN in accordance with the Nurse Practice Act. The responsibility of the Unit RN is to provide for and supervise the professional nursing care of the individuals who reside in a state school setting. The Unit RN is available to unit personnel to make nursing decisions on a 24-hour basis. She/he is a member of the professional team and shares responsibility with other team members for the development of the individual's program. Work involves communication skills, i.e. relaying information to other team members, physicians, nurses; data entry, documentation, completing reports, maintaining personnel records, supervisory duties, and following all facility rules/policies. Provide treatment to HHS employees injured in course and scope of employment.</p>					
Closing Date	Open	Shift	Rotating	Open To	All

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Position	Nurse III (Campus Nurse)			Salary	\$4,655.12
Posting #	376285				
<p>Performs complex nursing work. Work involves providing for the assessment, care and treatment of patients. May supervise the work of others. Works under general supervision, with moderate latitude for the use of initiative and independent judgment. Must demonstrate considerable knowledge of nursing rules/regulations, methods, procedures, techniques and human relations, Must demonstrate a practical working knowledge of cultural, social and economic forces in family and group relationships. Must be able to appropriately interact with individuals with developmental disabilities and staff members. Must be able to keep records and make reports. Duties include subordinate nursing staff evaluation, tracking discipline. Must be able to calculate mathematical dosages of medications. Must be able to demonstrate a working knowledge of emergency procedures and emergency equipment, i.e., CPR. Must be able to recognize appropriate PMAB and restraining procedures. Duties include assessment and care of residents and/or staff members in emergency situations. Must be able to demonstrate knowledge of teaching skills, leadership methods, and interviewing principles and techniques. Must be able to present ideas clearly and concisely utilizing English in both written and oral communications. Duties include development and presentation of information in a monthly meeting format and an In-service training/teaching format. Provide treatment to HHS employees injured in course and scope of employment.</p>					
Closing Date	Open	Shift	Rotating	Open To	All

Position	Nurse III (Case Manager)			Salary	\$4,655.12
Posting #	376319				
<p>Performs complex nursing work. Work involves providing for the assessment, care and treatment of patients. Works under general supervision, with the expectation for the use of initiative and independent judgment. Responsible for the provision of oversight of the delivery of nursing care necessary to meet the health care needs of persons served. Responsible for the assessment, diagnosis, care intervention, evaluation and documentation of healthcare needs and/or issues of the people served. Responsible for reporting health care needs and/or issues to the appropriate person and creating care plans that accurately and definitively direct the implementation of all necessary care. As a member of the Personal Support Team, works closely with members of other disciplines to assure that communication is in place to provide a most consistent, highest quality interdisciplinary guided care for all persons served. Supervision of the Case Manager is as determined by the facility. Successful completion of duties requires the use of nursing skills and judgment as well as the use established nursing methods, procedures and techniques. The RN Case Manager has no financial responsibility but is accountable for assigned property. Provide treatment to HHS employees injured in the course and scope of employment.</p>					
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Position	Registered Therapist II COTA, PTA, Licensed Speech Assistant			Salary	\$4,643.67
Posting #	370849				
<p>Registered Therapist II applies professional knowledge in carrying out appropriate treatment programs as established by a therapist. Assists in design and performs designated therapy treatments under the direction of a licensed Therapist. Assists staff therapists in initial and periodic evaluation. Supervises therapy activities and staff during the absence of the therapists. Performs monitoring, treatments, in-service instruction, and other duties in conjunction with the Physical Management Program. Completes appropriate documentation. Assists in fabrication and maintenance of assistive equipment and assists with construction/fabrication of adaptive/orthopedic/or communication equipment. Works under supervision with limited latitude for the use of independent judgment and use of initiative.</p>					
Closing Date	Open	Shift	Days	Open To	All

Position	Registered Therapist II COTA, PTA, LSA (3/4 Time – 30 Hours)			Salary	\$3,482.75
Posting #	376238				
<p>Registered Therapist II 30 Hour work week COTA, PTA, Licensed Speech Assistant Registered Therapist II applies professional knowledge in carrying out appropriate treatment programs as established by a therapist. Assists in design and performs designated therapy treatments under the direction of a licensed Therapist. Assists staff therapists in initial and periodic evaluation. Supervises therapy activities and staff during the absence of the therapists. Performs monitoring, treatments, in-service instruction, and other duties in conjunction with the Physical Management Program. Completes appropriate documentation. Assists in fabrication and maintenance of assistive equipment and assists with construction/fabrication of adaptive/orthopedic/or communication equipment. Works under supervision with limited latitude for the use of independent judgment and use of initiative.</p>					
Closing Date	Open	Shift	Days	Open To	All

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Position	Registered Therapist V (PT)			Salary	\$7,260.41
Posting #	372046				
<p>Physical Therapist Registered Therapist V (PT) provides highly advanced therapeutic services in the area of Physical Therapy. The Therapist performs and interprets assessments and renders clinical and consultative services to consumers. Work may involve but is not limited to evaluation and treatment of wounds; assessment of gait disturbances; pain management; acute care /restorative services; circulatory studies; evaluation and fabrication of orthotic, seating, mobility, and positioning devices; and other specialized modalities utilized in the treatment of individuals with developmental disabilities. The Therapist plans, develops, and implements complex physical nutritional management programs and treatment protocols to treat, improve, or maintain the individual's level of health and function. The Physical Therapist performs monitoring and tracking and trending of data pertaining to services and devices; participates in the IDT and assists in development of the ISP; performs staff training and mentoring for devices/strategies; and participates in treatment planning and collaboration with the IDT. The PT participates in quality assurance and quality enhancement activities related to provision of therapeutic services at the facility and State level (as requested). The PT may plan, assign and supervise the work of departmental staff. This position may oversee the coordination of the student internships or other educational/programs and may conduct research in therapeutic outcomes/practice. The RT V (PT) works independently with minimal supervision with extensive latitude for the use of initiative and judgment.</p>					
Closing Date	Open	Shift	Days	Open To	All

Position	Rehab Therapy Tech I (Vocational Svcs)			Salary	\$1,725.50
Posting #	373740				
<p>The Workshop Trainer will work under the general direction of the Workshop Supervisor. The trainer will provide direct supervision, while providing job training and active treatment for the people who attend the workshop setting. The trainer will ensure that all programming plans that are developed are implemented while the person is attending work. The trainer is responsible for ensuring all work that is performed meets contractors specifications and the work is counted and recorded accurately on daily sheets and in the Vocshop payroll system. The trainer will be expected to model and coach individuals served in a group setting while providing meaningful and purposeful vocational and social skills training to each member in the group. Trainer is responsible for ensuring the building is cleaned for sanitation and overall safety. This position does require some flex time and overtime in order to meet contractors deadlines and needs. Will be required to work on-call assisting the homes on a rotation basis.</p>					
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Position	Rehab Therapy Tech I			Salary	\$1,725.50
Posting #	377373				
<p>The Rehab Therapy Tech I typically works a designated shift in an assigned activity center under the direction of the Activity Center Program Manager. The RTTI shares responsibility with home support staff and other activity center staff for the supervision, support, and training of the individuals supported at the activity center and community activities. Duties also include support in the following areas: personal hygiene, behavior management, nutrition, documentation, physical management, infection control, communication. The RTTI may be required to work in homes or other activity centers. The RTTI will periodically be required to be on call for weekend coverage. The RTTI may be required to work in homes to meet coverage</p>					
Closing Date	Open	Shift	Days	Open To	All

Position	Rehab Therapy Tech I (Recreation)			Salary	\$1,725.50
Posting #	377672				
<p>The RTTI shares responsibility with home support staff and other recreation center staff for the supervision, support, and training of the individuals supported at recreation and community activities. Duties also include support in the following areas: personal hygiene, behavior management, nutrition, documentation, physical management, infection control, communication. The RTTI may be required to work in homes or other activity centers. The RTTI will periodically be required to be on call for weekend coverage. The RTTI may be required to work in homes to meet coverage.</p>					
Closing Date	Open	Shift	Days	Open To	All

Position	Rehab Therapy Tech III (Activity Centers)			Salary	\$2,075.83
Posting #	378177				
<p>The Therapist Technician will be hired and directly supervised by a Registered Therapist, Psychologist, or Vocational Rehabilitation Supervisor. The Therapist Technician's primary responsibilities include: performing moderately complex habilitation/rehabilitation work by providing assistance to therapists for an assigned therapeutic specialty, (e.g., music therapy, therapeutic recreation, dance/movement therapy, occupational therapy, physical therapy, psychology, or vocational rehabilitation). Each therapist technician will be assigned to and report to only one therapeutic specialty. Work involves providing instruction/training regarding treatment plans for assigned therapeutic specialty. Instruction will be for individuals with intellectual disabilities and direct contact. May train others. Valid driver's license and ability to drive a state vehicle may be required. Works under general supervision with moderate latitude for the use of initiative and independent judgment.</p>					
Closing Date	Open	Shift	Days	Open To	All

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We need YOU!

Do you know someone that ...

- can make a **difference** in someone's life?
- comes to work with a **genuine interest** in his/her future & career?
- wants to earn a **steady** income with great **benefits**?
- that you would be **proud** to recommend and work with?

... Tell them about AbSSLC!

We need **good, dependable** people that want to *make a difference* on a daily basis in caring for those that live at Abilene State Supported Living Center and want **your help** in finding them.

Applications are available on-line via CAPPS and at the Administration Building. They can also visit absslc.org for additional information.

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