

# Abilene State Supported Living Center

## Career Postings

November 20<sup>th</sup>, 2017

## Featured Career Postings

Position	<b>Clerk I (Vocational Services)</b>	Salary	\$1,648.08		
Posting #	362704				
<p>Clerk I, Vocational Services – Lone Star Coffee &amp; 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 &amp; 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 tasks, jewelry making and gardening tasks.</p>					
Closing Date	11.27.2017	Shift	Days	Open To	All

Position	<b>Vehicle Driver I, Transportation</b>	Salary	\$1,806.75		
Posting #	361516				
<p>The Vehicle Driver 1 routinely works an eight hour shift as directed by the supervisor. Occasional special events and/or overnight trips require drivers to work extra hours as needed. Vehicle Drivers are supervised by a Recreation/Transportation Supervisor. The Vehicle Driver 1 drives state vehicles in order to provide transportation services to and from various on-campus and in-town locations, e.g. physician's and other medical appointments, workshops, OT/PT, activity centers, hospitals, and other facilities as needed. Drivers are also responsible for safely transporting residents and cargo to out of town facilities/activities as needed.</p>					
Closing Date	Open	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 #	361855						
<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.</p>							
Home	Varied	Shift	Varied	Closing Date	Open	Open To	All

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# Department Openings

<b>Position</b>	<b>Behavior Analyst I</b>	<b>Salary</b>	\$5,552.08		
<b>Posting #</b>	358830				
<p>The Behavior Analyst provides highly advanced behavior analysis services in the form of consultation and technical assistance to individuals with cognitive, developmental, physical and health related needs, working under minimal supervision, with considerable latitude for the use of initiative and independent judgment. The Behavior Analyst provides clinical supervision and consultation for all staff psychologists in the area of applied behavior analysis. Performs observations and assessments relevant to the design of positive interventions and supports for individuals and provides training to staff concerning positive and effective approaches to preventing/addressing challenging behaviors. The work involves consultation, review, and approval of functional behavioral assessments and behavior support plans. The Behavior Analyst assists in systematically evaluating the consistent implementation of behavior support plans through personal observation, staff interviews, and review of documentation. He/she works with Associate Psychologists and Unit Directors to facilitate effective staff management and program implementation. The Behavior Analyst assists in providing professional development of Associate Psychologists including applied behavior analysis, positive behavior support, clinical behavior management, and contemporary behavioral issues to positively impact service delivery. The Behavior Analyst is responsible for maintaining knowledge of applicable laws, regulations, and departmental and agency policy and for developing systems and procedures to meet the standards and requirements therein. The Behavior Analyst serves on and chairs the Behavior Support Plan Peer Review Committee. The work schedule varies upon request or as needed.</p>					
<b>Closing Date</b>		<b>Shift</b>	<b>Days</b>	<b>Open To</b>	All

<b>Position</b>	<b>Clerk I (Vocational Services)</b>	<b>Salary</b>	\$1,648.08		
<b>Posting #</b>	362704				
<p>Clerk I, Vocational Services – Lone Star Coffee &amp; 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 &amp; 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 tasks, jewelry making and gardening tasks.</p>					
<b>Closing Date</b>	11.27.2017	<b>Shift</b>	<b>Days</b>	<b>Open To</b>	All

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Position	<b>Cook I</b>			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	<b>Cook III</b>			Salary	\$1,981.75
Posting #	365480				
<p>Cook III Performs responsible, skilled technical work in the preparation of a complex variety of foods. Work involves planning, preparing, seasoning and cooking food, maintaining records of food production/leftovers; and making recommendations for improving operating efficiency. Reports kitchen equipment in need of repair or replacement. Responsible for the overall organization of the preparation of the cyclic menu and of the production area, including the training of Cook II's and Food Service Workers. Work is primarily assigned, supervised and evaluated by the Production Manager. Other duties may be required which are reasonably expected of the duties of the position.</p>					
Closing Date	12.05.2017	Shift	Days	Open To	All

Position	<b>Custodian I</b>			Salary	\$1,574.41
Posting #	355178				
<p>Custodian I 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	<b>Food Service Worker I</b>			Salary	\$1,648.08
Posting #	350967				
<p>The Food Service Worker I performs routine food service work on a designated shift &amp; 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 &amp; 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	<b>Licensed Vocational Nurse III</b>			Salary	\$3,181.67
Posting #	359617				
<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

Position	<b>Licensed Vocational Nurse IV</b>			Salary	\$3,496.53
Posting #	341677				
<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

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Position	Nurse II, Direct Care RN			Salary	\$4,358.72
Posting #	349017				
<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

Position	Nurse III (Campus Nurse)			Salary	\$4,655.12
Posting #	359623				
<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

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Position	<b>Nurse III (Case Manager)</b>			Salary	\$4,655.12
Posting #	359620				
<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>					
Closing Date	Open	Shift	Days	Open To	All

Position	<b>Qual Intel Disability Prof II (QIDP)</b>			Salary	\$3,763.16
Posting #	357126				
<p>Qualified Intellectual Disability Professional II (QIDP II) is directly accountable for the assessment, development, implementation, and monitoring of a highly individualized Personal Support Plan (PSP) which promotes dignity, respect, choice, and the exercising of personal rights for each person who is on their assigned caseload. The Personal Support Plan (PSP) for each person must be developed by the person's appropriately constituted Personal Support Team (PST) through an integrated, collaborative and comprehensive program planning process that reflects the person's preferences, strengths, needs and personal vision. The QIDP II coordinates the development of programs and training to implement the individual plan for services and supports. Must independently implement Federal/State Standards (ICF/IID), the requirements of the Settlement Agreement with the Department of Justice and the Center's Policies and procedures. The QIDP II provides highly complex (senior level) professional and administrative support, and technical assistance work that is designed to address specific needs, desires, and personal goals of those who live in the assigned home(s). The QIDP II works with and interprets needs based on input from a variety of service providers, professionals and clinicians. Works under limited supervision with considerable latitude for the use of initiative and independent judgment. Work schedule requires regular flexibility, to ensure effective oversight and monitoring of active treatment programs, services and supports. If needed, may supervise the work of others.</p>					
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Position	<b>Registered Therapist II COTA, PTA, Licensed Speech Assistant</b>			Salary	\$4,643.67
Posting #	355367				
<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	<b>Registered Therapist IV (SLPA)</b>			Salary	\$6,833.33
Posting #	357369				
<p>The Registered Therapist IV at DADS performs advanced therapeutic habilitation services in the areas of speech language pathology and/or audiology. This position performs and interprets assessments and renders therapeutic treatment to consumers. Work may involve but is not limited to evaluation and fabrication of ear molds, augmentative communication devices and assessment of hearing aides. Closely collaborates and performs liaison duties with otolaryngologist. Determines communication potential and provides remediation for a wide range of individuals with communication deficits and physical disabilities. The RT IV participates in quality assurance and quality enhancement at the local and state level. May plan, assign and supervise the work of departmental staff. The RT IV works under minimal supervision with considerable latitude for the use of initiative and independent judgment.</p>					
Closing Date	Open	Shift	Days	Open To	All

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Position	<b>Registered Therapist V (Physical Therapist)</b>			Salary	\$7,260.41
Posting #	357368				
<p>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	<b>Rehab Therapy Tech I (Activity Ctr 6390)</b>			Salary	\$1,725.50
Posting #	364548				
<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	11.21.2017	Shift	Days	Open To	All

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Position	<b>Rehab Therapy Tech I (Recreation)</b>			Salary	\$1,725.50
Posting #	359941				
<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	<b>Rehab Therapy Tech II (Voc Services)</b>			Salary	\$1,892.08
Posting #	360029				
<p>The Therapist Technician will be hired and/or directly supervised by a Rehabilitation Therapist III or IV. The Therapist Technician's primary responsibilities include: assist the habilitation/rehabilitation supervisor in providing assistance to individuals for an assigned therapeutic specialty, (e.g., supported employment job coaching and/or vocational rehabilitation and vocational/day program). Work involves assisting with services as directed by implementing treatment plans for assigned therapeutic specialty. May accompany individuals to and from activities and appointment, perform housekeeping duties in therapeutic activity areas. Valid driver's license and ability to drive a state vehicle may be required. 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	<b>Rehab Therapy Tech II (Recreation)</b>			Salary	\$1,892.08
Posting #	359950				
<p>Rehabilitation Therapy Technician II The Therapist Technician will be hired and/or directly supervised by a Rehabilitation Therapist III or IV. The Therapist Technician's primary responsibilities include: assist the habilitation/rehabilitation supervisor in providing assistance to individuals for an assigned therapeutic specialty, (e.g., supported employment job coaching and/or vocational rehabilitation and vocational/day program). Work involves assisting with services as directed by implementing treatment plans for assigned therapeutic specialty. May accompany individuals to and from activities and appointment, perform housekeeping duties in therapeutic activity areas. Valid driver's license and ability to drive a state vehicle may be required. Works under moderate supervision with limited latitude for the use of initiative and independent judgment.</p>					
Closing Date	Open	Shift	Days	Open To	All

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Position	Vehicle Driver I, Transportation	Salary	\$1,806.75		
Posting #	361516				
<p>The Vehicle Driver 1 routinely works an eight hour shift as directed by the supervisor. Occasional special events and/or overnight trips require drivers to work extra hours as needed. Vehicle Drivers are supervised by a Recreation/Transportation Supervisor. The Vehicle Driver 1 drives state vehicles in order to provide transportation services to and from various on-campus and in-town locations, e.g. physician's and other medical appointments, workshops, OT/PT, activity centers, hospitals, and other facilities as needed. Drivers are also responsible for safely transporting residents and cargo to out of town facilities/activities as needed.</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 [abssl.org](http://abssl.org) for additional information.

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