

Friends Aware Notice of Vacancy

Date Posted: **Open and Continuous**

Position

Substitute I and II

- Schedule will vary based upon staffing and program needs

Starting Wage

Salary range - \$7.25 - \$8.75/hour

**Minimum
Qualifications**

- Must be at least 18 years of age.
- Valid Driver's License w/ an agency approved driving record in order to be a driver. Not required but preferred.
- High School Diploma or GED
- Ability to receive and maintain Medication Technician License.
- Ability to read and interpret regulations.
- Possess interpersonal skills, including written and verbal communication.
- Possess good time management skills.
- Ability to learn and use software applications within Agency designated timeframes.
- Experience in field of developmental disabilities or related setting preferred.
- All employees are subject to pre-employment drug testing, random testing, and reasonable suspicion testing.

Instructions for Applying:

Individuals must submit a separate application for openings interested in. Internal applicants must also submit an application for consideration of each position. Submit to:

Friends Aware, Inc.

Attn: Human Resources Director

1601 Holland Street

Cumberland, MD 21502.

All questions regarding this opening and requests for job descriptions may be directed to Jessica Neff; jplatter@friendsaware.org

Friends Aware is an Equal Opportunity Employer.