

2019 MITalent Job Posting

Center: Chase MI-15 (Walkerville, MI)

Posting Date: **5-10-19**

Job Title: **CENTER AIDE**

Number of Positions Needed: 3

Career Category: **Education & Training**

Career Type: **Teaching Assistant**

Rate of Pay: **\$ 9.71 p/hr**

Number of Hours Per Week: **up to 40 hrs per week**

Closing Date for Applications: Until Filled

Apply Online: **<http://careers.telamon.org>**

Job Description:

No formal education is required but must be able to follow standard practices and instructions, keep routine records & communicate with staff, parents & children. HS diploma or GED is recommended. Minimum of six months experience in a similar position working with children is preferred. Must be able to become certified in CPR & 1st Aid & recertify as required. Prior experience in a clerical, food service, office or organizing role is also preferred.

Skills & Abilities: Complete basic paperwork, move and play with small children. Engage in occasional light lifting, pushing, carrying and pulling tasks. Ability to ride a bus for long periods of time with noise & vibration. Ability to work flexible hours.

Special Requirements: Ability to work & cooperate with others. Bilingual ability in Spanish/English preferred unless listed as required. Required to pass physical examination, T.B. test. Also required to receive favorable results from a comprehensive background check EOE AA M/F/Vet/Disability

Requested by: Katy Cook

Title: Center Director

Center Director/RC Signature:

Please send to MMHSJobs@telamon.org and your Regional Coordinator