



Human Resources  
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## **COUNTY OF AVERY**

*Human Resources*

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### **Positions Available**

**Nutrition Program Assistant:** Senior Center, Duties involve assisting with the preparation of congregate and in home meals. Duties also include unskilled and semi-skilled work in the maintenance of the Senior Center including general housekeeping and basic trades maintenance. High school diploma and some experience in food preparation and in building maintenance repair, construction and related trades work; or an equivalent combination of training and experience. Must have a valid NC Driver's License.

8:00am-2:30 pm, M- F, 30 hrs. per week with benefits. Application located at [www.averycountync.gov](http://www.averycountync.gov) . Mail to: Human Resources Director, County of Avery, P.O. Box 640 Newland, NC 28657.

**Social Worker (I A & T):** Dept. of Social Services, Qualified Social Worker, Child Protective Services Unit. Primary responsibilities are child and family investigations, assessments and treatment. BSW or a 4 yr. degree in a related Human Services field is required. Social Work experience and certification are a plus. Benefits include medical, dental and life insurance, local government retirement, 401K, vacation and sick leave, and a competitive salary. Apply for this position by submitting a NC State application located at [www.osp.state.nc](http://www.osp.state.nc) to Employment Security Commission, Newland, NC or to the Human Resources office or the Dept. of Social Services. Call (828) 733-8230 for additional information. Deadline for applying: Friday, 4:30 pm September 20, 2013.

**Solid Waste Collection Site Attendant:** Primary duties will include assisting the general public with disposal of refuse and placement of recyclables at the collection site; providing information and direction to patrons concerning proper separation of materials and disposal procedures. Individual will be required to assist elderly, disabled, and other customers with disposal of waste materials as needed. Additional duties will include assisting in the Solid Waste Department's recycling program on as needed basis. Must have driver's license with dependable transportation, available position will be located in Banner Elk, NC. Part time position, 29 hours per week, \$11.10/hr. Vacation and sick leave. Application located at [www.averycountync.gov](http://www.averycountync.gov) . Mail to: Human Resources Director, County of Avery, P.O. Box 640 Newland, NC 28657.

**Telecommunicator:** Part-time positions, will be responsible for public safety communications and administrative support work for Avery County law enforcement, fire, and rescue functions. On the job training available, must be able to obtain certification as EMD, DCI and CPR certification within six months of hire. 8- 12 hour shifts, will work nights, weekends and holidays and be available to work on short notice. Open until filled. Apply for this position by completing the Avery County Employment Application located at [www.averycountync.gov](http://www.averycountync.gov) . Mail to: Human Resources Director, County of Avery, P.O. Box 640 Newland, NC 28657.

9/19/13