

MUSKEGON COUNTY

MICHIGAN

AN EQUAL OPPORTUNITY EMPLOYER
IS TAKING APPLICATIONS FOR:

MENTAL HEALTH AIDE-RESIDENTIAL – *HOURLY

DATE POSTED July 16, 2010 ANNOUNCEMENT EXPIRES July 30, 2010

WAGE RANGE \$10.97 per hour

*Note: Employees in these positions will work not more than twenty-four (24) hours per week. This position will be scheduled for any of three shifts and is located at Indian Bay Residence in Montague, MI.

REQUIRED MINIMUM ENTRANCE QUALIFICATIONS

At the time of application, an applicant must:

1. Be a high school graduate or have a certificate of completion of the General Educational Development (GED) Test; AND Have a minimum of one (1) year full-time, direct care or care-giving work experience to individuals with mental illness.
2. Possess a valid Michigan driver's license with less than five (5) points on driving record. A chauffeur's license may be required.

DESCRIPTION OF WORK

A Mental Health Aide-Residential, under general supervision and working in a Community Mental Health residential program setting to provide guidance, training, and support to individuals with mental illness participating in direct care programs. An employee in this class performs a variety of paraprofessional level work activities requiring a general working knowledge of the mental health field. A Mental Health Aide-Residential assists individuals receiving services in the basic activities of daily living, including personal care, feeding, administration of medications and transfers according to agency standards. This employee also performs other related duties as assigned.

EVALUATION CONTENT

The selected candidate must take a post-offer medical examination (including back screen and complete physical) and drug screening test given by a County appointed physician before the first day of employment. An offer of employment is contingent upon the results of the medical examination and drug screening test. Applicants for County employment may be subject to a post-offer criminal background check, depending on the nature and assignment of the position. When such check is conducted, an offer of employment is contingent upon the results of the criminal background check. Appointees must satisfactorily complete a probationary period before the appointment will be considered permanent.

LAST DATE TO FILE APPLICATION

Applications must be postmarked or received in the Muskegon County Human Resources Department, as described below no later than 5:00 p.m., **July 30, 2010**, in order to be considered.

FOR INFORMATION AND APPLICATION

Contact:

Muskegon County Human Resources Department
133 E. Apple Avenue
Muskegon, Michigan 49442
Muskegon Area (231) 724-6442
Toll Free (877) 521-JOBS
e-mail - jobs@co.muskegon.mi.us
www.co.muskegon.mi.us/humanresources

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APPLICANT REVIEW PROCEDURE

Any applicant is entitled to a review of any determination or action taken by the County regarding the applicant's employment application. Inquiries should be directed to the County Human Resources Department.

PURPOSE

The purpose of this recruitment is to establish an eligible list from which to fill present and future vacancies in this classification in the County system. For each opening, the Department Head has her/his choice of the candidates who meet the required minimum entrance qualifications. This list remains in effect for three months unless exhausted or extended.

PHYSICAL CONDITIONS

A Mental Health Aide-Residential must be in good physical condition such as to allow for the lifting of objects weighing fifty (50) pounds or more and for standing or walking extended periods of time. A Mental Health Aide must be able to lift and transfer consumers from wheelchair to other surfaces as needed. This employee must also be able to perform Non-Aggressive Psychological and Physical Intervention (NAPPI) techniques.

WORK LOCATION

An employee in this class generally works at Indian Bay Residence in Montague, MI. Must be able to drive and travel to locations within and outside of the county.

MUSKEGON COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER - MALE/FEMALE/HANDICAP