

HIRING!

CAREER SERVICES SPECIALIST



*Licking/Knox
Goodwill*

EMPLOYMENT



**GREAT
JOBS!**

WORK WITH US

as a Career Services Specialist

Licking/Knox Goodwill Industries Inc., provides training, employment, and support services to individuals with disabilities and other barriers to employment. We accomplish this mission through operating our nine retail stores, an online auction site, a used car lot, numerous janitorial contracts, security services, banquet facility, and campground. Information about all of our services can be found online at www.goodwillnewark.com.

Location: Goodwill Career Services Office | 55 South 5th Street, Newark, Ohio 43055

Availability: 40 hours per week - Monday-Friday - 8:00am-5:00pm - Flexibility required to meet business needs.

Compensation: \$17.00 - \$19.00/hour, Non-Exempt. Paid Training, Paid Time Off, Scholarships, Medical Insurance, Vision and Dental Insurance for Purchase, Life Insurance, 26% Discount at Goodwill Retail Stores, 26% Discount at The Grove Camp Ground, 26% Discount Off Banquet Rentals at The Grove, 10% Discount at Goodwill Used Cars, Special New Furniture Pricing, Employee Appreciation Day, Recognition Programs, Family Day Camps, Advancement Opportunities.

Daily Tasks: This position is responsible for tasks related to job development, placement procedures, job coaching services, and case coordination and management. Complete paperwork related to the vocational rehabilitation services. Provide job development services including: teaching interviewing skills, resume and cover letter development, assistance with applications, and assistance job searches. Promote the active participation of the person served on an ongoing basis and assume responsibility for implementation of plans. Network with employers. Assist with the documentation of CARF Accreditation standards.

Skills, Abilities, and Education:

- Bachelor's degree (or currently pursuing) with course work in psychology, rehabilitation, or social services preferred.
- Experience in placement of individuals with disabilities preferred.
- Ability to effectively lead, supervise, and train clients.

Requirements:

- Must be able to pass BCI background check.
- Employer conducts pre-employment drug screening.
- Travel within Licking and Knox Counties with clients.
- Valid Ohio Driver License.
- Able to be insured, by our company, to use company vehicle.



SCAN ME

Apply Online or In-Person at Our Administrative Offices!

Online www.goodwillnewark.com/employment

Facebook www.facebook.com/workatgoodwill

EDE/AA/M/F/Vet/Disability
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