

## ASPIRE BEHAVIORAL HEALTH & DEVELOPMENTAL DISABILITY SERVICES JOB ANNOUNCEMENT

Job Title: <b>Licensed Practical Nurse - ACT</b> Unclassified <u>  X  </u>		Unit and Location of Position: <b>ACT – Albany, Georgia</b>
Announcement Begin Date: <b>August 22, 2017</b>	Announcement Deadline: <b>Open until filled - subject to close at any time once a satisfactory applicant pool has been identified.</b>	Telephone #: (229) 430-4433
Position Number: 0082317L	Pay Grade: 9	Annual Salary: \$35,360.00
<b>GENERAL NATURE OF WORK:</b> Plans, implements, and evaluates nursing care for ACT under the supervision of RN. Assess client health problems and needs, develop and implement nursing care plans, and maintain medical records. Oversees the provision and quality of nursing care to ill, injured, convalescent, or disabled clients. Advises clients on health maintenance and disease prevention and provide case management. Administer ordered injection and work closely with psychiatrist.		
<b>QUALIFICATIONS:</b> A Current Georgia license to practice as a licensed practical nurse.		
<b>OTHER DESIRED QUALIFICATIONS APPLICABLE TO THIS POSITION:</b>		
<p>(X) A pre-employment physical required for appointment to position.</p> <p>(X) A fingerprint criminal records investigation required for appointment to position.</p> <p>(X) Pre-employment drug testing and random alcohol/drug testing required for appointment to position.</p> <p>(X) Males between 18 and 26 years of age required to present proof of having registered with the Selective Services System as required by federal law or of being exempt from such registration.</p> <p>(X) A transcript (Primary Source) from the college that granted your hours and/or degree will need to be furnished to the Personnel Office with application materials for verification. An official transcript will be required within 30 days if appointment is made to the position.</p>		
<b>ALL RELEVANT INFORMATION IS SUBJECT TO VERIFICATION</b>		
<b>APPLICATION INSTRUCTIONS:</b> Complete application in exact accordance with instructions on how to complete the work history. Describe background in full and make certain application is signed and dated by applicant. Applications must include a telephone number where the applicant can be reached during the daytime. Incomplete applications, applications with insufficient detail, or applications that are otherwise unacceptable may be returned and can result in applicants not being considered for the position.		
<b>APPLICATIONS MUST BE RECEIVED NO LATER THAN THE DEADLINE:</b> PERSONNEL OFFICE ASPIRE BH & DD SERVICES P.O. BOX 1988 ALBANY, GA 31702-1988 FAX (229) 430-1719 For More Information Visit – <a href="http://www.albanycsb.org">www.albanycsb.org</a>		
<p><b>NO PHONE CALLS PLEASE!</b> Due to the volume of applications received, we are unable to provide information on application status. Only applicants selected for an interview will be notified. All qualified applicants will be considered; but may not necessarily receive an interview.</p> <p>An applicant who has a disability which requires special accommodation should contact Personnel at (229) 430-4433</p>		
<b>TYPE OF RECRUITMENT:</b> (Mark type of recruitment. More than one type may be selected.)		
<p>(X) This announcement is open to all qualified applicants.</p> <p>(X) This announcement is open to all current Aspire BH &amp; DD Services employees who meet minimum qualifications for the position. They include one year of continuous employment in current position, no disciplinary actions, investigations or incidents.</p>		
ASPIRE BHDD does not refuse services or employment to anyone based on race, color, national origin, gender, disability, age, or religious or political opinions or affiliations. An applicant who has a disability which requires special accommodation should contact Personnel at (229) 430-4433 for assistance.		
<b>THIS POSITION IS COVERED UNDER THE GEORGIA MERIT SYSTEM OF PERSONNEL ADMINISTRATION AND MUST BE FILLED IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE STATE PERSONNEL BOARD.</b>		