

COUNTY OF AMADOR



JOB ANNOUNCEMENT

(Open Recruitment)

DEADLINE	POSITION	DEPARTMENT	RATE OF PAY
September 4, 2015 5:00 PM	Extra Help Transportation Officer	Behavioral Health	\$14.40-\$15.88/HR

Definition: Under general direction, transports service population to scheduled appointments during and after normal working hours; transports clients to scheduled clinic appointments; transport clients to pick up medications; and to do related work as required.

Examples of Duties:

- Transports Mental Health patients or Alcohol/Drug Prevention clients to and from Day Treatment programs, scheduled appointments, selected hospitals, treatment facilities and day care programs
- Responsible for keeping records of travel time and mileage for submission to the appropriate department
- May perform these services during or after normal working hours

Knowledge of:

- Basic knowledge of problems and emotions of Mental Health patients
- Safe transport methods and procedures
- Basic knowledge of admitting procedures for facilities

Ability to:

- Maintain responsibility for the safe transport of patients/clients and their children.
- Use necessary equipment
- Maintain composure in stressful situations
- Establish and maintain cooperative working relationships

Education and Training:

Some previous experience in working with Mental Health patients, Alcohol/Drug program clients or other clients seen by Health & Human Services Agency staff is highly desirable

Completion of course work in sociology, psychology, social work, criminal justice or a closely related field is also highly desirable

Special Requirement:

Possession of a valid "Class C" California driver's license. A satisfactory driving record is also required for appointment to and for continued employment in this classification. Applicants and employees will be required to obtain and submit a driving record history from the Department of Motor Vehicles. Ability to work unusual hours or shifts as dictated by transport requirements

Selection Requirement: All interested applicants must fill out an Amador County employment application. Applications will be evaluated by a screening committee. The best qualified candidates will be selected for an interview. If an offer of employment is made, applicant will be required to successfully complete a background investigation.

For Job Application and Complete Job Description Contact:

AMADOR COUNTY HUMAN RESOURCES DEPARTMENT
810 Court Street, Jackson, CA 95642
(209) 223-6456 . Fax: (209) 223-6426 . www.amadorgov.org

Amador County is an Equal Opportunity/Affirmative Action employer.

Applicants will be considered without regard to their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status.