

CITY OF MANCHESTER

HUMAN RESOURCES DEPARTMENT
ONE CITY HALL PLAZA
MANCHESTER, NH 03101-1932
TEL. 603-624-6543 (VOICE/TTY)
FAX. 603-628-6065
www.manchesternh.gov/jobs
humanresources@manchesternh.gov



SENIOR SERVICES SPECIALIST I

(Announcement Number R-02-16)

Grade 13

Starting Pay: \$15.69 per hour – plus extensive benefits package
40 hours per week – Monday through Friday

THE JOB:

Creates and conducts social and recreational programs for senior citizens to maintain or improve socialization, physical mobility, and awareness of interest in their surroundings; performs directly related work as required.

MINIMUM

QUALIFICATIONS:

Graduation from an accredited college or university with an Associate's Degree or certificate in Recreation Sciences, a related social service area or a related field; and some experience in recreation or social service programs; or any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work.

NOTE: Offer of hire conditional on candidate's ability to perform essential job functions, with or without accommodation, as determined by passing a medical exam, including alcohol and drug tests, and a thorough background check.

APPLICATION

PROCEDURE:

Candidates must complete a city of Manchester Employment Application available at the City of Manchester website www.manchesternh.gov/jobs or in person at the Human Resources Dept. City Hall Annex. Submission of a resume is optional. Applications may be faxed to the number on the application or emailed to humanresources@manchesternh.gov.

OPENING DATE:

February 1, 2016

CLOSING DATE: Tuesday, February 16, 2016

OFFICE HOURS:

Office Hours: Monday through Friday, 8:00 AM to 5:00 PM

The City of Manchester is an Equal Employment Opportunity Employer

*****PLEASE POST*****