



## Vacancy Announcement

**Position:** Home Health Aide  
**Date Posted:** October 30, 2017  
**Closing Date:** December 01, 2017

**About the Position and Department:** This position is part of the Department of Public Health and is under the direct supervision of the Director of Public Health.

**Position Overview:** This position provides assistance to qualified senior citizens who experience difficulty with instrumental activities of daily living, including personal care & hygiene, wound care, cleaning, laundry, meal preparation, and completing short errands. Completes basic health assessments. Provides social interaction for senior citizens which allows for monitoring of client's health and functioning. All cleaning products and tools are provided by Fallon County or individual clients.

**Excellent benefits including health insurance, paid vacation and sick leave.**

**Minimum Qualifications:** Must hold a high school diploma or equivalent and completion of an accredited Certified Nursing Assistant program. A current Certified Nursing Assistant license is required or must be obtained within ninety (90) days of employment. Must be at least 18 (eighteen) years of age, possess or be able to obtain a valid Montana driver license and provide proof of insurance.

This position has unsupervised contact with the elderly and/or disabled and is subject to a pre-employment criminal background check. Utilizes a county owned motor vehicle and is subject to a pre-employment Montana motor vehicle driving history review.

**How to Apply:** Applications and a complete job description are available at the Human Resources office, 10 W. Fallon Avenue, Baker, Montana or online at [www.falloncounty.net](http://www.falloncounty.net). Submit completed applications (resumes optional) by the closing date to: Human Resources Manager, PO Box 846, Baker, Montana, 59313. Questions may be directed to Kim Cuppy 406-778-2824 or Julie Straub 406-778-8164.

**Applicant Pool Statement:** If another department vacancy occurs in this job title within six months, the same applicant pool may be used for the selection.

*This vacancy announcement provides a brief overview of the position for recruiting purposes and is not intended to as a full description of the work, competencies and qualifications. For a complete job description, please contact Fallon County Human Resources.*

*Fallon County is committed to affirmative recruitment and diversity in employment opportunity. It is the policy of Fallon County to provide equal opportunity to all persons seeking or having access to its employment, services and activities, which is free from restriction based on race, color, religion, national origin, age, gender, marital status, veteran status, sexual orientation or disability. The information contained on employment applications is sought in good faith. It will not be used to discriminate against any applicant for employment in violation of State or Federal law.*