

TO: Audubon Area Locations/Community Groups/Employment Offices
FROM: Kevin Foley, Human Resources Generalist
RE: NOTICE OF JOB OPENING(S)
DATE: October 5, 2020

In accordance with Section 2.5, notice is hereby given of the following position(s) available in the AACS organization.

GRITS Transportation (Owensboro)

Operation Support Specialist (FT) Will work with GRITS management and IT department to maintain data system and complete all required state and federal reports. Will provide IT assistance for tablets, phones, and cameras. Will work with the IT department to ensure security of data and process program needs as directed. Will ensure that information is current on website and department's digital message sign.

An Associate degree in a technical or related field is required. MS Excel experience and 1-2 years of MS SQL experience is required. Crystal Reporting experience is preferred. Can possess any appropriate combination of education and experience that provides the required knowledge, skills, and abilities.

Apply/submit resume to: OSS/O, Human Resources, Audubon Area Community Services, Inc, 1700 West 5th St., Owensboro, KY 42301 Fax: 270-686-1796 Apply on-line at: www.audubon-area.com **Deadline to apply: October 18, 2020**

An Equal Opportunity Employer M/F/D/V-Drug Free Workplace

Please Post This Notice

Starting wages: \$36,608.00 annually. Benefits include health, vision, dental, life insurance, retirement plan. Accrual of sick and vacation time.