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[jfs.athensoh.org](http://jfs.athensoh.org)

COMMISSIONERS: Charlie Adkins, Chris Chmiel, Lenny Eliason  
EXECUTIVE DIRECTOR: Jean Demosky

**Date:** September 16, 2021

**From:** ACDJFS Human Resources

**Re:** ACDJFS - Job Posting

Athens County Department of Job and Family Services has a current full-time opening for an:

## **Employment Services Counselor**

**Starting Pay:** \$17.77 per hour

### **MINIMUM QUALIFICATIONS:**

- Ability to calculate fractions, decimals & percentages & to read & write common vocabulary plus;
- One course in employment counseling (or 1 mo. exp.); 1 course in interviewing (or 1 mo. exp.); 1 course in vocational & educational appraisal techniques (or 1 mo. exp.); 1 course in labor market data & employment trends (or 1 mo. exp.); or equivalent.
- Valid Driver's License.
- Having held this position within the past 3 years meets minimum qualifications.
- Associate degree in social or behavioral science preferred.
- Knowledge of Labor Market Information preferred.

**Anyone interested in this position please send application documents to:**

**Human Resources at: [athens-cdjfs-hr@jfs.ohio.gov](mailto:athens-cdjfs-hr@jfs.ohio.gov)**

**Please include the following in your application documents:**

ACDJFS Application  
Cover Letter  
Resume

ACDJFS Application can be found at: [www.jfs.athensoh.org](http://www.jfs.athensoh.org)

Any questions, please contact Teresa Harris, Human Resource Supervisor at:

[Teresa.Harris@jfs.ohio.gov](mailto:Teresa.Harris@jfs.ohio.gov)

Athens County Department of Job and Family Services is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws.