

**Asbury Communities, Inc.**

***Inverness Village***

Human Resources Department

**Position Openings Dated: July 20, 2010**

**Inverness Associates applying for an internal position must have:**

- Minimum 6 months service in your present position
- Good record of attendance and punctuality
- No recent disciplinary action (1 year)
- Strong performance record

**Contact Heather Human Resources if interested in a position.**

<b>JOB TITLE</b>	<b>JOB CRITERIA</b>	<b>POST DATE</b>	<b>SHIFT TIMES</b>	<b>STATUS</b>	<b>#</b>	<b>DEPT/LOCATION</b>
CNA	1 year experience as a Certified Nursing Assistant. High School Diploma or equivalent. Must maintain a valid State of Oklahoma Long Term Care certification, CPR and First Aid certifications.	Continuous	Varies	PRN		Skilled Nursing & Assisted Living
CMA	1 year experience as a Certified Geriatric Nursing Assistant. High School Diploma or equivalent. Must maintain valid State of Oklahoma Medicine Aide certification, State of Oklahoma Long Term Care certification and First Aide and CPR certified.	Continuous	Varies	PRN		Skilled Nursing & Assisted Living
Kitchen Services Aide	Previous employment experience preferred but not required. No minimum education requirement. Must have a current Oklahoma Food Handler's permit. Must be able to repeatedly bend, reach, push, pull and lift up to 50 lbs unassisted throughout shift. Must be able to work on feet throughout shift. Must be able to tolerate extreme temperature ranges.	7/20/10	Varies	PT	1	Dining Services
Servers	Previous employment experience preferred but not required. No minimum education requirement. Must have a current Oklahoma Food Handler's permit. Must be able to perform the essential physical tasks of lifting and carrying heavy trays, moving chairs and tables, standing and moving constantly throughout the entire shift. Must be able to repeatedly lift 30-50 pounds and push or pull 80 pounds on wheels throughout shift.	7/20/10	Varies	PT	9	Dining Services