



## Job Placement Manager

Genesis Development in Indianola is looking to fill our Job Placement Manager (JPM) position.

The Job Placement Manager will be responsible for the supervision of Employment Service staff and coordination of services for individuals served. The Job Placement Manager will assist individuals with disabilities in obtaining and maintaining community employment, small group employment, and in our laundry facility. This position will include teaching and coordination of transition services with the Indianola and Norwalk High School Programs. The JPM will also be responsible for maintaining and fostering strong relationships with community businesses and the two school districts to assist people with disabilities.

This is a full-Time position with a full benefits package. BA in related field or 4 years equivalent experience to substitute is required. You must be organized, have strong attention to detail, be knowledgeable with Microsoft Word and Excel. You will have to have and maintain Class C valid driver's license, have dependable transportation & Auto insurance is required.

Applications can be picked up at our Indianola location at 1809 W 2nd Ave or download from [www.genesisdevelopment.com](http://www.genesisdevelopment.com). Please send completed applications to Genesis Development, 1809 W 2nd Ave, Indianola Iowa 50125 or email to [indianolajobs@gendev Iowa.com](mailto:indianolajobs@gendev Iowa.com). For additional information contact Tina Cicalone at 515-961-6918.

Genesis Development is a Federal Contractor and an EO/AAP employer. Individuals with disabilities, women, minorities, and veterans are encouraged to apply.