

HUDSPETH REGIONAL CENTER



Jerrie T. Barnes, M.Ed.
Director

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(601) 664-6000
Fax: (601) 354-6945

TO: All Departments
FROM: Pat Hughes, Director of Clothing and Laundry Services
DATE: February 28, 2024
RE: Job Vacancy – Laundry Department

CLASSIFICATION: Support Care Professional II

SALARY: \$24,024.34 – \$29,192.75

EXPERIENCE/EDUCATIONAL REQUIREMENTS:

Education: Typically requires High School Diploma or high school equivalency, and One (1) – Two (2) years of experience. May require a Certified Nurse Assistant (CNA) designation.

Required Training: Successful completion of DMH-MH-Support Care Professional Certificate Program within 90 days of hire date, as verified by the employing agency.

JOB DUTIES: Examples of work performed in this classification include, but are not limited to, the following: The incumbent in this position is responsible for performing daily laundry duties to include loading/unloading soiled linen barrels, loading/unloading clean linen carts to be carried back to the cottages daily, driving/operating the lifter on the laundry truck daily. Other duties include: Operating a washer and dryer, loading/unloading, sorting, folding, delivery, and housekeeping; Maintain reports and production records and participate in professional development in-service training activities.

ADDITIONAL INFORMATION:

Please note applicants must be eligible to drive a state vehicle - provide evidence of valid automobile insurance (personal liability car insurance), a valid driver's license, and a good driving record as required by the State of Mississippi in order to be considered for this position.

Applicants must be eligible to drive a state vehicle - have personal liability car insurance, a valid driver's license, and a good driving record.

Upon contingent employment offer, employees must complete a background check, pre-employment drug test, and submit proof of COVID-19 vaccination or accommodation request.

Applications will be accepted until the position is filled. If interested, please contact Patricia Hughes at (601) 664-6308. Any candidate who is called for an interview must notify Patricia Hughes in writing of any reasonable accommodation(s) needed prior to the date of the interview.

The State of Mississippi/Hudspeth Regional Center is an Equal Opportunity Employer