

<b>Job Title</b>	Resident Assistant
<b>Employer/ Agency</b>	Haven of Hope
<b>Job Description</b>	Under the supervision of the Resident Director, the Residential Assistant will be responsible for management of all security, maintenance and cleaning of Haven of Hope House of Houston, Inc.'s facilities. The individual will be responsible for enforcement of program policies and oversight when program staff is not on-site.
<b>Qualifications</b>	<p><b><u>Qualifications and Education:</u></b> High school graduate or GED and two years of maintenance experience.</p> <ul style="list-style-type: none"> <li>• Must have excellent people skills.</li> <li>• Remain professional at all times with exceptional work ethic.</li> <li>• A team player that also works well autonomously.</li> <li>• Six months experience working with the homeless community preferred.</li> </ul>
<b>Salary/Hours</b>	Based on experience 3-11pm or 11pm-7am
<b>Employer/Agency</b>	Haven of Hope
<b>Address</b>	5106 Weaver
<b>City, State, Zip</b>	Houston, Texas
<b>Contact Person</b>	Chanicka Griffith
<b>Contact Title</b>	Program Manager
<b>Telephone Number</b>	
<b>Fax Number</b>	713.633.1930

<b>Email Address</b>	<a href="mailto:Nicka_cha_03@yahoo.com">Nicka_cha_03@yahoo.com</a>
<b>Application Method</b>	Please send resume via fax or email
<b>Opening Date</b>	08/23/16

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