

Date Posted: 12/21/12

**University of Houston
Graduate College of Social Work
JOB OPPORTUNITY POSTING**

Job Title: Housing Fiscal Case Manager

Employer/Agency: HACS

Job Description: Provides PLWH clients with assistance in maintaining housing in order to avoid homelessness and/or at risk for homelessness.

Qualifications: Must have BS or BBA in Finance or Accounting or 3-5 years comparable experience.
- Team player
- Interest in and ability to work with clients
- Self-starter
- Effective communication skills
- Detail-oriented

Salary/Hours: DOE

Employer/Agency: Houston Area Community Services, Inc.
City, State, Zip: Houston, TX

Application Method: Employment Application Forms can be obtained from our website or HACS' Administration Office. Please include the Job Posting Number listed above when submitting your completed Employment Application. Resumes will not be accepted in lieu of HACS' Employment Application Form. You may submit your completed original application by mailing, faxing, or scanning and emailing your information to:

Houston Area Community Services, Inc.
Attn: Andrea Richards, Human Resources Manager
2150 West 18th Street, Suite 300
Houston, TX 77008

For more information email arichards@hacstxs.org No phone calls please.

Website: www.hacstxs.org Fax: 713-979-3651

Opening Date: Immediate

If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@CENTRAL.uh.edu with the hiring details of your new job opportunity. Thank you