



Job Posting

Date Posted:	7/5/22
Position Title:	CD Tech
Classification:	Full-Time / Hourly & On-Call
Location(s):	Bloomington, Minneapolis, Richfield
Shift(s):	FT Varied Shifts & On-Call
Rate of Pay:	\$17.50 per hour

Progress Valley, Inc. is currently seeking a Chemical Dependency Technician (CD Tech). The CD Tech responsibility is to manage and create a positive client atmosphere.

Job Duties and Responsibilities:

- Maintain safety protocols and proper operation of the facility
- Monitor residents' behaviors and report any concerns to clinical staff and resolve conflicts and address crisis situations as appropriate
- Complete clerical tasks including filing, typing, and data entry
- Assist clients in self-administration of their medications and document medication procedures
- Complete light housekeeping and maintenance

Education/Experience Requirements:

- High school diploma or GED required
- Strong literacy and computer skills including: e-mail, internet, spelling, and grammar
- Free of any substance use problems within the last year
- Must pass a DHS background check
- Possess a valid driver's license

Knowledge/Skills/Abilities:

- Ability to work independently and handle crisis situations appropriately
- Convey professional image to clients and community

This is a full-time position with excellent benefits package that includes generous vacation and sick leave, medical, dental, and vision coverage, and a 401k plan with company match.

Progress Valley, Inc. is a proud Equal Opportunity Employer

To apply: Please forward resume to pvemployment@progressvalley.org