

LUTHERAN SERVICES FLORIDA

JOB OPPORTUNITIES

The following position is currently open. If you would like to apply for an opening listed, please submit a memo with a resume stating your qualifications. Your resume must be received within five (5) business days. Non-exempt employees must have six (6) months tenure and exempt employees must have one (1) year tenure in current position to be eligible for posting. Lutheran Services Florida is an Equal Opportunity Employer. Drug Free Workplace.

POSITION	PROGRAM/ DIVISION	FT/PT E/NE	EDUC./EXP. REQUIREMENTS	RESPONSIBILITIES	STARTING SALARY
<p>MANAGER III</p> <p>Contact: Mary Jane Gonzalez Cruz 305-559-1177</p> <p>JPR 2230, NPR 3366, Pos 4500</p>	<p>MATCH GRANT/ R & P - MIAMI DADE REGION</p>	<p>FT/E</p>	<ul style="list-style-type: none"> -Bachelor's Degree in related field -Minimum 4 years management experience -Good math and communication skills -Computer literate (Access, Word and Excel) -Thorough understanding of office practices -Strong organizational skills -Able to work and deal with a diverse group of clients -Dependability, discretion and good judgment -Bilingual required (English and Spanish) 	<ul style="list-style-type: none"> -Responsible for overall supervision of the R&P and Match Grant Programs to ensure that all services are provided as outlined in LIRS (contract) -Responsible for all functions related to each of the programs including budgetary accountability -Maintain appropriate and ongoing communication with LIRS Regional Coordinator 	<p>\$40,237</p>