

Alcohol and Drug Technician RADT/RAC

The Discovery House

TDH LLC Management Group · Reseda, California

Position Title: All Shifts Support Staff for Behavioral Health Facility

Department: Program Service

Reports To: Program Director and Assistant Program Director

General Summary: Monitor and assist clients with daily activities and various processes. Provide professional care to clients and support the program where appropriate. Assist and support staff as well as clients with daily routine activities.

Essential Job Functions:

1. Monitor clients: assuring they are safe and provided with quality care.
2. Provide administrative support as needed, such as reviewing or submitting paperwork, organizing and maintaining files, gathering and inputting data.
3. Searching and recording client's property upon intake and discharge. Assisting clients with luggage and belongings during intake, when moving rooms, and at discharge
4. Searching facility for contraband i.e. illicit drugs and alcohol.
5. Transporting of clients may be required.
6. Assist client with preparing for doctor's appointments, store trips, and meetings as required.
7. Maintaining a clean environment throughout entire facility. Dusting, sweeping, moping and other janitorial duties are required as part of the job.
8. Collecting and labeling urine samples.
9. Assist clients to prepare for groups and daily activities.
10. Other duties as assigned by the Program Director or Assistant Program Director

Knowledge, Skills, and Abilities:

- Active listening – Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- Speaking – Talking to others to convey information effectively.
- Critical Thinking – Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.

Education and Experience:

- High school Diploma

Job Type: Full-time

Salary: \$18.00 - \$20.00 per hour

Benefits:

- 401(k)
- Dental insurance

- Health insurance
- Life insurance
- Paid time off
- Vision insurance

Medical specialties:

- Addiction Medicine

Schedule:

- 8 hour shift
- Evening shift
- Overnight shift

Application Question(s):

- What makes you want to work in treatment?

Education:

- High school or equivalent (Preferred)

Work Location: In person

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