

### **Housing Support Specialist**

A statewide not-for-profit Organization seeks a Housing Support Specialist to coordinate and administer project management for grant funded housing projects inclusive of monitoring receivables and payables, reconciling, reporting and tracking of financial monies transactions, program status and analysis. Some travel throughout Illinois is required. Candidate should possess a four-year college degree or equivalent training and work experience in the program management and accounting financial management field. Must also have excellent organizational and communication skills and be a self-starter. Interested persons should submit a cover letter, resume, and three references by 6/20/08 to: IACAA Attn: Human Resources, 3435 Liberty Drive, Springfield, IL 62704. No phone calls, please.

### **Energy Supervisor**

The East Central Illinois Community Action Agency in Danville, Illinois, has a position open for an Energy Supervisor, who is responsible for coordinating the implementation and reporting functions for the Agency's weatherization, energy and housing services.

This position requires a Bachelor's Degree, certification by the State of Illinois for weatherization services, or the ability and desire to become certified within one year, and thorough knowledge of energy programs. Must assure state rules and timelines are met.

The Agency offers an excellent benefit package including 401(k), personal time off, health and dental insurance.

The successful applicant must pass a criminal background check. The ability to speak Spanish is desired.

Please send resume and salary history to:      ECI-CAA Search Team  
56 N. Vermilion Street  
Danville, IL 61832  
[www.comaction.org](http://www.comaction.org)

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