



# ENMRSH, Inc. Job Opportunities

2700 East 7<sup>th</sup> Street  
Clovis, NM 88101

Phone: 575-762-3718  
Fax: 575-763-4158 (Attn: HR)

Web: [enmrsh.org](http://enmrsh.org)  
Email: [enmrsh.hr@enmrsh.org](mailto:enmrsh.hr@enmrsh.org)

*ENMRSH, Inc. is committed to working with and providing reasonable accommodation to individuals with physical and mental disabilities. If you need special assistance or an accommodation while seeking employment, please email [enmrsh.hr@enmrsh.org](mailto:enmrsh.hr@enmrsh.org) or call: 575-762-3718 as ask for the HR Department. We will make a determination on your request for reasonable accommodation on a case-by-case basis.*

*All qualified applicants will receive consideration for employment without regard to race, color, sex, sexual orientation, gender identity, religion, national origin, disability, veteran status, age, marital status, pregnancy, genetic information, or other legally protected status.*

**TO APPLY:** Submit a completed Application for Employment online at [www.enmrsh.org](http://www.enmrsh.org) or in the drop box at 2700 E. 7<sup>th</sup> St., Clovis, NM. Additional information may be required as indicated below. You may list multiple positions on one application. **UNLESS OTHERWISE STATED, ALL POSITIONS REQUIRE AT A MINIMUM: high school diploma/GED; at least 18 years of age, ability to pass a background screening and drug screening, and possess a working telephone.**

### Benefits:

- Health insurance
- Retirement savings plan
- Paid holidays
- Paid time off
- Paid training
- Annual retention bonus

## **DIRECT SUPPORT PROFESSIONAL**

**Clovis, NM**

Full-time and part-time shifts available. Provide positive support, unique experiences, and skill development for adults with developmental disabilities. Must be able to maintain accurate records, standards of confidentiality and ethical practice, and communicate effectively with a wide range of individuals. Must have satisfactory customer service skills and represent agency in professional manner at all times. **Required:** Must be able to read, write, and speak English proficiently; drive a vehicle and transport clients in personal vehicle; work flexible hours and assignments. Requires handling paperwork with the use of hands, arms, and fingers; requires the use of fingers on a computer keyboard. Must be able to balance, climb, bend, stoop, and kneel; lift up to 25 lbs. frequently and 50 lbs. occasionally; walk, stand, and/or sit for eight hours per day. **Must have a valid driver's license, current auto insurance, and a satisfactory driving record.**

## **DIRECT SUPPORT PROFESSIONAL**

**Santa Rosa, NM**

Part-time shifts available. Provide positive support, unique experiences, and skill development for adults with developmental disabilities. Must be able to maintain accurate records, standards of confidentiality and ethical practice, and communicate effectively with a wide range of individuals. Must have satisfactory customer service skills and represent agency in professional manner at all times. **Required:** Must be able to read, write, and speak English proficiently; drive a vehicle and transport clients in personal vehicle; work flexible hours and assignments. Requires handling paperwork with the use of hands, arms, and fingers; requires the use of fingers on a computer keyboard. Must be able to balance, climb, bend, stoop, and kneel; lift up to 25 lbs. frequently and 50 lbs. occasionally; walk, stand, and/or sit for eight hours per day. **Must have a valid driver's license, current auto insurance, and a satisfactory driving record.**

## **LPN**

**Clovis, NM**

Full-time. Oversee healthcare needs for individuals with disabilities. **Required:** Current NM LPN license, computer literate, available to complete state-mandated trainings, and excellent communication skills. **Must have a valid driver's license and a satisfactory driving record. Provide copy of current LPN license and resume with application.**

**FOOD SERVICE SUPERVISOR****CLOVIS, NM (CANNON AFB)**

Part-Time (flexible schedule to meet business needs). Responsible for operations at the dining hall facility on Cannon AFB. Provide excellent customer service to all customers and co-workers. Must be able to handle a high volume of paper work, work with all types of individuals on a daily basis and demonstrate leadership skill. Ensures proper charges are collected, identifies authorized customers, and ensures all required paperwork is accurate and complete. Follows sanitary and hygiene requirements and assists with cleaning various areas of the dining facility. Prior supervisory experience is desired. *Veterans and persons with disabilities encouraged to apply.* **Required:** Must be able to sit/stand for up to four to eight hours with a 30 minute break. Must be able to perform fine motor skills for up to three hours. Must be able to walk/stand for up to four hours; use arms, hands, and fingers; able to lift and carry 10 lbs. frequently and up to 50 lbs. occasionally; must be able to balance, bend, stoop, kneel, twist, pull, push, reach, and climb ladders for up to four hours.

**FOOD SERVICE WORKER****Clovis, NM (Cannon AFB)**

Full-Time and Part-time. Provide excellent customer service to all customers and coworkers. Follows sanitary and hygiene requirements and assists with cleaning various areas of the dining facility. *Veterans and persons with disabilities encouraged to apply.* **Required:** Must be able to tolerate use of a variety of chemicals; able to tolerate heat, cold, dust, and other climate conditions; must be able to walk/stand for up to four hours; use arms, hands, and fingers; able to lift and carry 10 lbs. frequently and up to 50 lbs. occasionally; must be able to balance, bend, stoop, kneel, twist, pull, push, reach, and climb ladders for up to four hours.

**CASHIER****Clovis, NM (Cannon AFB)**

Part-time (flexible schedule to meet business needs). Provide excellent customer service to all customers and coworkers, follows sanitary and hygiene requirements, ensures proper charges are collected, identifies authorized customers, and ensures all required paperwork is accurate and complete. *Veterans and persons with disabilities encouraged to apply.* **Required:** Must be able to sit/stand for up to four to eight hours with a 30 minute break. Must be able to perform fine motor skills for up to three hours. Must be able to walk/stand for up to four hours; use arms, hands, and fingers; able to lift and carry 10 lbs. frequently and up to 50 lbs. occasionally; must be able to balance, bend, stoop, kneel, twist, pull, push, reach, and climb ladders for up to four hours.

**HOME VISITOR****Curry & Roosevelt**

Full-time position available. Maintain regular contact with parents in Home Visiting Program; provide support, education, & community resource information. Experience in early childhood development/mental health desired. Travel will be required for out of town trainings and home visits. Bilingual in English and Spanish preferred.

**Required:** Bachelor's degree preferred in related areas: early childhood development, infant family studies, marriage and family counseling, social work, or in related fields. Must be able to read, write, and speak English proficiently. Operate various office equipment. Must be able to balance, climb, bend, stoop, reach, and kneel; use arms, hands, and fingers; lift up to 25 lbs. frequently; walk, stand, and/or sit for at least eight hours per day. Must be capable of driving and getting in and out of the car multiple times to make five home visits or appointments per day. Must be able to get up and down from the floor, as 75% of the time is to provide home visits with the child and family. Must be able to carry and hold children weighing up to 25 pounds. **Must have a valid driver's license, current auto insurance, and a satisfactory driving record. Must be 21 years or older. Provide resume and transcripts with application.**

**MEDICAL APPOINTMENT SUPPORT STAFF****Clovis, NM**

Full-time. Transport individuals with disabilities to local and out-of-town medical appointments and attend each appointment. Must have strong communication and writing skills, satisfactory customer service skills, and ability to interact professionally with co-workers and customers. Experience in a medical setting is helpful. **Required:** Ability to balance, climb, bend, stoop, & kneel; lift up to 20 lbs. frequently & 50 lbs. occasionally; walk, stand, &/or sit per shift. **Must have a valid driver's license, current auto insurance, and a satisfactory driving record. Must be 21 years or older. Provide resume with application.**

**RESPIRE PROVIDER****De Baca, Quay, Guadalupe**

Part-time. Provide relief in the home by caring for children. Must maintain accurate records, standards of confidentiality and ethical practice, and communicate effectively with a wide range of individuals. **Required:** Ability to balance, climb, bend, stoop, & kneel; lift up to 20 lbs.; walk, stand, &/or sit per shift.

**REST AREA GROUNDSKEEPER****NE NM – Anton Chico/New Kirk; Sierra Grande**

Part-time (flexible schedule to meet business needs). Maintain the grounds for Anton Chico rest area (20 miles west of Santa Rosa) and New Kirk rest area (30 miles east of Santa Rosa). Full-time (flexible schedule to meet business needs). Maintain the grounds for Sierra Grande rest area (between Raton and Clayton). **Required:** Ability to balance, climb, bend, stoop, & kneel; lift up to 50 lbs. occasionally; walk, stand, &/or sit per shift. **Must have a valid driver's license and a satisfactory driving record. Must be 21 years or older.**