



**SUPPORT • WELLNESS
RECOVERY • HOUSING**

BOOKKEEPER OR ENTRY LEVEL ACCOUNTANT:

Extensive experience in A/R, A/P, data entry, record keeping and computerized accounting.

CERTIFIED BILLING CLERK: Billing medical claims, contacting insurance companies, processing and sending patient statements, accepting payments, monitoring and pursuing delinquent accounts.

SIHLE PEER FACILITATORS (Age 18-21 years):

We are looking for energetic and experienced African American females with good leadership skills, outgoing personality, and strong communication skills to serve as peer facilitators. The program discusses dating, relationships, healthy sex practices, and works to improve a teen's ability to effectively communicate with sexual partners while enhancing cultural awareness for African American teenage females.

Please fax Resume, along with salary requirement to

337.235.4178. No Phone calls.