



The Georgia Department of Human Resources touches the lives of all Georgians by providing more than 100 programs that ensure their health and welfare.

These include programs that control the spread of disease; enable older people to live at home longer; prevent children from developing lifelong disabilities; train single parents to find and hold jobs; and help people with mental or physical disabilities live and work in their communities.

- We look after the safety of the restaurant where you have dinner, your child's day care center, the laboratory that processes your blood sample, and your home's waste disposal system.
- We help people with mental illness manage their symptoms.
- We investigate reports of children and older people that are being abused and take measures to protect them.
- We educate Georgians on how to protect themselves from infectious diseases.
- We collect child support from absent parents.
- We strive to educate the public about DHR services and to make information about these issues and referrals to helping services available to every citizen of Georgia.

- Counselors, Dentists, Dietitians, Epidemiologists, Health Care Administrators, Licensed Practical Nurses, Pharmacists, Physicians, Psychiatrists, Psychologists, Registered Nurses, Social Workers and other health care professionals.
- Many of our positions require licensure and/or certification.
- We welcome applicants from other states, the District of Columbia, the Commonwealth of Puerto Rico, Territories of the United States, as well as honorably discharged veterans.



Georgia Department of Human Resources
2 Peachtree Street NW, Suite 28-283
Atlanta, GA 30303-3142
www.dhr.state.ga.us



Georgia Mountains. In all seasons and at all times, Georgia's mountains lure visitors with towering waterfalls, a web of hiking trails, vast valleys, elusive brook trout hiding in the shadows of rhododendron, harvests of apples, and - if you're lucky - even a gold nugget.

Metropolitan Atlanta. This broad-shouldered city is ever changing, ever charming. Downtown is vibrant with architecturally interesting skyscrapers, bustling streets, endless traffic, and boundless excitement. But quiet is quickly found in the leafy neighborhoods and suburbs that welcome residents home each evening. Visitors enjoy both in the capital of the new South.



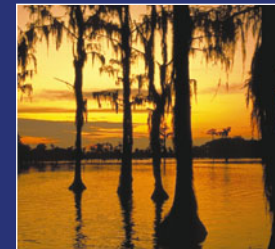
Georgia's Historic South. History tugs at Georgia's soul as surely as a trumpet playing taps brings tears to the eyes, as surely as Georgians new and old trace their family roots, as surely as we look back to chart a course before we go forward. This is where we come to learn, to sip from the cup of past knowledge, and to eat some pretty terrific peaches, too.



Georgia's Southern Rivers. Rivers run majestically through South Georgia like long strands of molasses rolling across the land. They seem to say, "There's no reason to rush, no need to hurry." They call to you to slow down, relax, and stop and smell the roses-and azaleas and dogwoods and butterfly-bushes, too. This is the place to kick back, put stress on the shelf, and indulge yourself.



Georgia's Coast. Spilling like gold coins along the Atlantic seaboard of Georgia are magical islands with magical names - Tybee, Wassaw, Ossabaw, St. Catherines, Sapelo, St. Simons, Jekyll, Cumberland. Beaches glow with sunlight, and the great city of Savannah anchors the region. Inland, the Okefenokee is pure wildness.



BENEFITS

VACATION LEAVE

Accrual for full-time employees is based on years of continuous service:

10 hours per month for up to 5 years of service

12 hours per month from 5-10 years of service

14 hours per month for 10 years of service or longer

SICK LEAVE

Accrual for full-time employees is at the rate of 10 hours per month regardless of years of service. After 120 hours have been accrued, up to 24 sick leave hours per year may be transferred to personal leave.

HOLIDAY

State of Georgia employees are provided with 12 paid holidays per year.

INSURANCE

Group health, dental, accidental death and dismemberment, and life insurance are available to State employees.

RETIREMENT PLAN

Most State of Georgia employees may participate in either the Employee's Retirement System or the Teacher's Retirements System. Contributions are based on a percentage of pay.

DEFERRED COMPENSATION

Tax shelter plans are available to State of Georgia employees that enable them to provide for greater retirement security.

CREDIT UNION

Employees may be eligible to become members of the State Employees Credit Union.

WORKING HOURS

At the discretion of agency heads, State of Georgia employees may have the option of flex time, telecommuting, and alternative work schedules.

PROMOTIONAL OPPORTUNITY

As ability and experience are gained, career development/growth and promotional opportunities are available.



To meet the challenge of caring for older citizens, the **Division of Aging Services** works with other DHR divisions, state agencies and community programs to provide a strong community service system.

The **Division of Family and Children Services** is responsible for welfare and employment support, protecting children, foster care and other services to strengthen families.

The **Division of Mental Health, Developmental Disabilities and Addictive Diseases** serves people of all ages and those with the most severe mental illnesses, mental retardation and substance abuse problems.

The **Division of Public Health** is the lead agency entrusted by the people of the State of Georgia with the ultimate responsibility for the health of communities and the entire population.

The **Office of Adoptions** arranges for the adoption of children who are in permanent custody of DHR, by identifying and eliminating barriers to adoption and increasing privatization.

The **Office of Investigative Services** was established in 1979 to investigate fraud in public assistance programs such as Temporary Assistance for Needy Families, food stamps and child care. The office also investigates suspected employee misconduct and misuse of funds with DHR and by anyone contracted to DHR.

The **Office of Regulatory Services** is responsible for inspecting, monitoring, licensing, registering, and certifying a variety of child care and health care programs.

The **Office of Audits** coordinates all audits, reviews, examinations or other studies conducted on any part of the Department by outside agencies.

The **Office of Human Resource Management** provide a full array of HR services including recruitment, job development and compensation analysis, HRM planning, policy consultation, personnel and benefits processing, management and employee relations.

The **Office of Human Resources and Organization Development** provides a variety of services which fall under the general heading of training, conference planning, and organizational development.

The **Child Support Enforcement Program** works to benefit children by enforcing the parental responsibility to pay financial support.

www.dhr.state.ga.us



Georgia Department of Human Resources

www.dhr.state.ga.us

