

# ALLIANCE BUILDER

VOLUME 5 • JULY 1, 2025



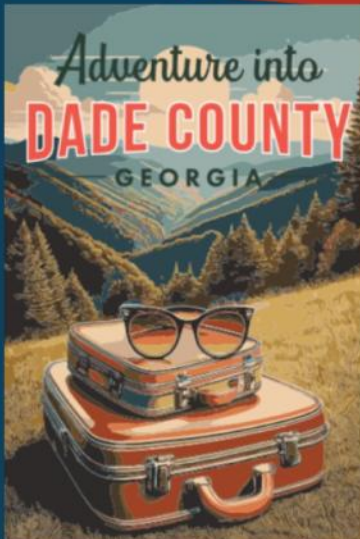
Travel Edition



## HIGHLIGHTS INSIDE THIS ISSUE

- ✓ 9 Great Spots to Camp in Georgia
- ✓ New Investors
- ✓ Investor Events & Information
- ✓ Job Postings

Welcome to the next edition of Alliance Builder a bi-monthly newsletter of the Alliance for Dade, your chamber of commerce and welcome center. This newsletter will feature news and happenings in and around Dade County. If you have a article or flyer that you would like to share with the community, please feel free to submit it to the Alliance office. Deadline for submissions for the next newsletter will be July 12, 2025.



TITANIUM MEMBER

GOLD MEMBER



Building Alliances for Business, Tourism & Community in Dade County



# TWO MOUNTAINS ONE VALLEY

E N D L E S S   A D V E N T U R E

T R E N T O N - D A D E



## 9 Great Spots to Camp in Georgia

Our Very Own Cloudland Canyon State Park starts off the list at #1

Georgia is an ideal playground for those who like a variety of camping adventures. Georgia's state park system allows you to enjoy comfort, consistency and hospitality across the state, and many other campgrounds and attractions offer inviting settings for sleeping under the stars.

[Click Here to Read  
the Article](#)

EXPLORE  
GEORGIA.



# Announcing

an Exciting New Exhibit

# 80th★

# Anniversary

## STATE OF DADE

"Return to the Union"

★ JULY 4th  
10a-4p

Historic Courthouse  
12345 Main Street  
Trenton, Georgia



The exhibit will be in the Historical Society and Historic Preservation Commission room and will be manned by knowledgeable volunteers. One of the items we are pleased to have on display on the 4th is the original telegram from Harry Truman! Thank you to Allen Townsend for letting us borrow it for the day.







# WELCOME



# NEW INVESTORS

## DONATE BLOOD TODAY!

Your one blood donation can save up to three lives. Imagine the impact you could make on families in need! Join us in our mission to provide essential care and hope to those who need it most.

### Why Donate Blood?

- **Save Lives:** Every two seconds, someone needs blood. Your donation can help accident victims, cancer patients, and those undergoing surgery.
- **Feel Great:** Donating blood not only helps others but also boosts your own health by stimulating blood cell production.
- **Community Support:** Be a hero in your community by supporting local hospitals and clinics.

### Where Can I Donate?

Give blood in Downtown Chattanooga at our donor center conveniently located across from UTC McKenzie Arena on East 4th Street. Serving the Chattanooga area, this location offers a central, accessible spot for lifesaving donations.



### For More Information:



[bloodassurance.org](http://bloodassurance.org)



[1-800-962-0628](tel:1-800-962-0628)



705 East 4th St. Chattanooga, TN





# FORKLIFT

## TRAINING WORKSHOP

Take your career to the next level with professional forklift training! Gain hands-on experience, learn essential safety skills, and earn certification to stand out in the industry. Register today and become a confident, certified forklift operator! A \$150 value for ONLY \$75

**\$75**



A Certified Trainer leads the course, and participants receive a Certificate of Completion at the end of the training.



**505 N. Industrial Blvd**  
Building 1 (up the hill)

**Trenton GA**



**Friday, July 25th**  
**1:00PM-5:00PM**

**COMPREHENSIVE  
LEARNING**

**EXPERT  
INSTRUCTION**

**NETWORKING  
OPPORTUNITIES**



BROUGHT  
TO YOU BY:

 **TRENTON  
PRESSING**



For Questions?  
**706.657.4488**

Registration Ends 7/21/25 by 5:30PM

**LIMITED  
SPACE**  
5 per class

For in person  
registration  
12345 Main St.  
Trenton  
(Historic  
Courthouse)



To  
Register  
ONLINE  
HERE



**Small Business  
Development Center**  
**UNIVERSITY OF GEORGIA**

**Online**

# **WEBINARS**

## **All About Certifications**

**July 8**

**10:00 AM - 12:00 PM**

## **Writing Your Business Plan—\$29**

**July 8**

**9:00 AM— 10 AM**

## **Finding the Financing Fit for Your Business**

**July 11**

**10:00 AM - 11:00 AM**

**Register Here**





**Small Business  
Development Center**  
**UNIVERSITY OF GEORGIA**

**Consulting Services  
Available through the  
Alliance For Dade**

## **NEED SOME HELP WITH YOUR BUSINESS?**

See below how the Small Business Development Center Helps Businesses

# **UGA SBDC helps an Atlanta beauty business favorite spread its wings**

**Aviary Beauty + Wellness** was thriving in Atlanta's trendy Old Fourth Ward, and owner **Amy Leavell Bransford** saw an opportunity to expand the full-service salon and spa into the city's up-and-coming Summerhill district. With support from the UGA Small Business Development Center (UGA SBDC), Bransford secured the resources to expand, hire new staff and grow her business.

Aviary Beauty + Wellness, which offers a range of services including hair care, facials, brow and waxing treatments, and virtual skincare consultations, has consistently earned recognition as one of the city's premier beauty destinations.

Since it first opened in 2009, Aviary has been featured in Allure, InStyle and GOOP for Best Facial. Recently, The Atlantan magazine named Aviary one of the top 14 spas in Atlanta.

Building on her Old Fourth Ward salon's success, Bransford set her sights on Atlanta's growing Summerhill district. However, opening a second location required significant financial investment, far more than her first salon's launch. Bransford realized she needed external funding and expert business guidance to navigate the process.

"I knew when I was opening a second location that I was going to need to use someone else's money. It was a much bigger undertaking than the first time I opened, requiring a lot more capital," said Bransford.



**Find Out More**

**For FREE one on one consulting, find out  
more by calling the Alliance for Dade at:**

**762-399-0558**



# Bank of Dade

*Your Hometown Bank for 69 years*



## 24 Hour Services

- ✓ Mobile Banking
- ✓ Phone Inquiry
- ✓ Online Banking
- ✓ Mobile Deposit Capture

## ATM's

- ✓ 12660 North Main Street Trenton, GA 30752
- ✓ 4995 Highway 136 West Trenton, GA 30752

**Phone: 706.657.6842**

**Tel-A-Banking: 706.657.8227**

**Email: [customerservice@bankofdade.com](mailto:customerservice@bankofdade.com)**



After a long, cold winter, summer has finally arrived. But how do you stay healthy while enjoying the heat, the sun, and the great outdoors?

You probably know the importance of protecting your skin from the sun. But applying sunscreen and wearing hats aren't the only precautions you should take to enjoy summer safely.

Thank you Trenton Pharmacy for sharing this article

[Click Here for the Summer Tips](#)



Pick Your Adventure  
[www.VisitDadeGA.com](http://www.VisitDadeGA.com)



## Time to Travel

DADE COUNTY  
VISITOR'S GUIDE  
AVAILABLE

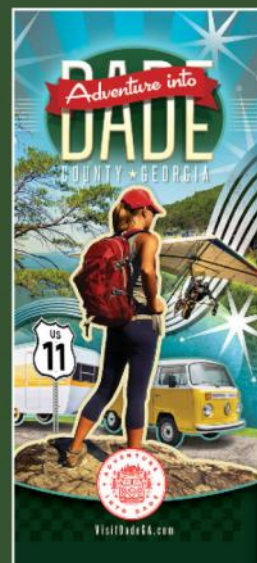
The new 2025 Dade County Visitor Guide is now available at the Trenton-Dade Welcome Center and at [www.alliancefordade.com](http://www.alliancefordade.com). You can also click the link to the right and see for yourself what there is to see and do in Dade County!

If you have a business that visitors frequent and would like some guides in your business. We will be happy to share them with you, just let us know or stop by and pick some up.

706.657.4488

[www.alliancefordade.com](http://www.alliancefordade.com)

12345 Main Street, Trenton GA 30752



[Click to view the Alliance For Dade Visitors Guide](#)



# BE A TOURIST IN YOUR OWN HOMETOWN CONTEST

MAY 10-JULY 30, 2025



*Adventure*  
INTO FUN  
*Passport* '25

PRIZE DRAWING  
JULY 31ST



## PICK UP YOUR PASSPORT

AT THE WELCOME CENTER  
HISTORIC COURTHOUSE  
12345 MAIN STREET, TRENTON, GA



# 1945 DADE COUNTY FAIR

# 4<sup>TH</sup> JULY

NOON  
TO  
10PM

JENKINS PARK, TRENTON GEORGIA 30752  
JUST OFF I-59 EXIT 11

FREE ADMISSION • FUN • FOOD • MUSIC • FIREWORKS

Dade County

TOO MUCH FUN FOR JUST  
ONE DAY!

[www.VisitDadeGA.com](http://www.VisitDadeGA.com)



## 1945 DADE COUNTY FAIR WELCOMES 2025 MUSIC TALENT



South Wind  
Bluegrass



Matt  
Hicks



Chris  
McDaniel  
Band



exile



# 1945 Dade County Fair

## Talent Show

### CASH PRIZES

1st Place: \$500

2nd Place: \$250

3rd Place: \$100

WE ARE LOOKING FOR DADE COUNTY'S BEST: ACTOR, ACTRESS, MUSICIAN, MAGICIAN, DANCER, SINGER, COMEDIAN, MARTIAL ARTS, GYMNAST OR OTHER TALENT

When: 4th of July @ 12:30PM

Where: The Civic Center at Jenkins Park

Limited to the first 20 registered entrants

To Register go to: [1945fair.com](http://1945fair.com)

For more information contact:

Jennifer Lynch 423-779-2545



## 1945 Dade County Fair

### Presents ROOSTER HOPPER RACE

FEATURING DADE'S  
SUPERINTENDENT & PRINCIPALS



RED NECK GAMES START AT  
2:00PM ON JENKINS FIELD

Josh Ingle - Superintendent

Brent Cooover - DCHS Principal

Charity Barton - Davis Principal

Melissa Valterria - DES Principal

Rhonda Bradford - DMS Principal

# 1945 DADE COUNTY FAIR PIE BAKING CONTEST



## JULY 4, 2025

Bring pies between 12:00 PM - 12:30 PM  
to the Civic Center at Jenkins Park.

Judging Begins at 12:30 PM.

## 1945 DADE COUNTY FAIR CAR SHOW

**\$20  
ENTRY**

SPECTATORS  
FREE

**SPECIALTY  
TROPHIES  
+TOP 10**



JULY 4TH 2025 12PM - 4PM

184 PRICE ST, TRENTON, GA 30752

CAR SHOW  
LIVE MUSIC  
VENDORS

FOOD TRUCKS  
50/50  
SILENT AUCTION  
Games  
FIREWORKS

Contact : Joe Smith 423-834-4833





# An Artful Afternoon Tea

at



**CORNERSTONE**

GALLERY & GIFTS

Historic Courthouse  
12345 Main Street  
Trenton, GA

August 2nd  
1pm-5pm

Sip, Savor  
& Shop

Meet the Artists  
& Authors







50 curated artists from the tri-state area present their original artwork – paintings, sculpture, pottery, jewelry, ceramics, gourds, fabric art and more!

Look  
Who's  
Coming



TVN



SM

August 9, 2025  
10:00AM-4:00PM



Free Admission | Air-Conditioned Comfort  
Free Parking

DADE COUNTY HIGH SCHOOL EVENT CENTER  
300 Tradition Lane – Trenton, GA

[www.VisitDadeGA.com](http://www.VisitDadeGA.com)





# Investor Events and Information

## Lula Lake Farmers Market Presents **MINGLE ON THE SQUARE**



**CALLING ALL FARMERS!**

**Contact Lori Carter to secure your space at Mingle on the Square!**

**423-838-3626**

Saturdays at 10 am  
Veterans Park, Downtown Trenton, GA

[LulaLakeFarmersMarket.org](http://LulaLakeFarmersMarket.org)



**Glass Farm Nursery  
will have limited retail  
hours in June.  
OPEN FRIDAYS and  
SATURDAYS only  
from 9 to 2.**

**8241 Hwy 11  
Rising Fawn, Georgia  
Closed Sun to Thurs.**



# Edgewood Baptist Church

11041 HWY 11 South  
Trenton GA 30752



## Family Fun Night

6 PM the 1st Friday of Every Month

Games

Bring the whole family!



Food

Contact Robbie Leonard  
(423)-280-6081



2025

JULY 4th

JULY 18th

3:00pm-5:00pm  
Eastern Time

2026 HWY 136, TRENTON, GA



SERVING DADE COUNTY  
RESIDENTS, ALWAYS  
ACCEPTING NEW CLIENTS!

Please bring proof of address

Georgia  
State Parks  
& Historic Sites

Sittons Cave  
Wild Cave Tours

Cloudland Canyon

announcing:

Sittons Cave  
Wild Cave Adventures!

at Cloudland Canyon  
State Park



Cloudland Canyon State Park offers a limited schedule of Wild Cave Tours into Sittons Cave in the bottom of the canyon in April, June, July, September, and October. All visits to the caves in the park are suspended from November 1 to April 1 every year to protect the endangered hibernating bats that use the caves.

Here are the available dates for June & July in 2025.

June 1, 8, 11, 22, 25, 28, 29

July 5, 6, 9, 20, 27, 30

These 2 - 2 1/2 hour long Ranger-led programs will take you crawling in the mud, scrambling over rocks, encountering strange creatures and (possibly) wading through a subterranean stream as you explore the fascinating world underground!

\* You must pre-register for these trips by calling the park office at: 706-657-4050. Group size is limited to eight participants aged 10 and older. \$45.00 per person. Call now to reserve your place, and for more information!

\* All necessary gear will be provided. Tours begin at 9:30 AM on each scheduled day.

GaStateParks.org  
2610 Highway 155 SW  
Stockbridge, GA 30281

\$5.00 Parking

706-657-4050

2ND ANNUAL

## Carnival Americana

\*\*\* AT MCLEMORE RESORT \*\*\*

July 5th, 2025



LIVE MUSIC BY

Sarah Darling

KIDS GAMES | FOOD | PARADE | FIREWORKS | MORE



# ROCK PAINTING DAY!



Friday, July 12th | 11-2

Kids will get to paint two rocks—one to keep and one to add to Caterpillar Joe



All while enjoying fun indoor play in our cozy space

12544 North Main St., Trenton, GA

No need to register—just come play and paint!



McLEMORE  
Songwriter Series

JAMES SLATER + TOM  
DOUGLAS IN CONCERT  
JULY 17TH @ 6PM



Two Tickets  
Non-Refundable

Purchase  
Tickets



Rain or Shine

McLEMORE

32 Clubhouse Lane  
Rising Fawn, GA

TheMcLemore.com  
(800) 329-8154

JOIN US FOR  
OUR 1ST

# FASHION SHOW

19  
JULY

AT 2:00PM  
Trenton Civic Center

See the hottest styles for the upcoming school year—straight from the runway!  
Don't miss it at the Back to School Market!

# BACK TO SCHOOL!

Market

July 19, 2025

Trenton Civic Center  
Trenton, GA



# Rising Fawn Baptist



Scan for  
early registration



## 4411 Highway 11, Rising Fawn, GA

Trenton-Dade Optimist Club



*Photography*  
**Students 5-18 CONTEST**

**ENTRIES DUE BY:**

**JULY 21, 2025**

**DROP OFF AT:**

**WELCOME CENTER, 12345 MAIN ST.**

**THEME HIGHLIGHTING**

**THE OPTIMIST CREED**

**FOR RULES AND  
ENTRY FORM  
CLICK HERE**



706.657.4488



### Fire Cooking Class

July 24, 2025 - 5pm

July 26, 2025 - 4pm

Herb Infused Iron Root  
Pastures Whole Chicken  
Cooked Over Wood Fire  
and Wild Mushroom

Risotto with  
David Hussey

4 hours @ \$95.00  
per person

Menu for the class:

Herb infused Iron Root  
Pastures whole chicken  
cooked over wood fire  
Wild mushroom risotto  
(The vegetable and salad  
sides will be based on what  
farm produce is available  
that week and will be  
matched with the main  
elements)

Seasonal local vegetables  
Seasonal salads  
Home-made dressings  
and sauces

929-735-7467

davidhusseychef@gmail.com



**STEEL  
PIONEER**  
FIRE COOKING

Scan to  
book a  
class





# Pirates Bay Water Park

July 21st from 8:30 AM - 5 PM

4th - 12th Graders

**\$35**

4-H'er is responsible  
for purchasing lunch  
at the park



4-H'er must be able to  
swim!

**12 Spots Available**

**Last Day to Register is July 1st**

**Please call the office at (706) 657-4116 for more details and to  
claim your spot!**

University of Georgia is an Equal Opportunity,  
Affirmative Action, Veteran, Disability Institution.

If you need a reasonable accommodation or language access services, contact the Dade County UGA Extension/4-H  
at 706-657-4116 or [dade.extension@uga.edu](mailto:dade.extension@uga.edu), at least three weeks prior to the program date.

## GILLIAM LOOP HIKE



**Only 13 spots available  
and the cost is \$12.**

**JULY 30TH FROM 9:00 AM -  
3:30 PM**

**PLEASE CALL THE OFFICE AT (706) 657-4116 FOR MORE DETAILS AND TO RESERVE YOUR  
SPOT!**

**DEADLINE TO REGISTER IS JULY 31.**

University of Georgia is an Equal Opportunity,  
Affirmative Action, Veteran, Disability Institution.

If you need a reasonable accommodation or language access services, contact the Dade County UGA Extension/4-H  
at 706-657-4116 or [dade.extension@uga.edu](mailto:dade.extension@uga.edu), at least three weeks prior to the program date.





# ZIRKOPS<sup>TM</sup>

T R A I N I N G

July 26th  
Special Pricing  
\$40

## LADIES 4-HOUR POWER SELF DEFENSE CLASS

Date: Saturday, July 26, 2025

Time: 1pm—5pm

Location: Trenton Civic Center 43 Montague St.

Age Limit—15 years and up



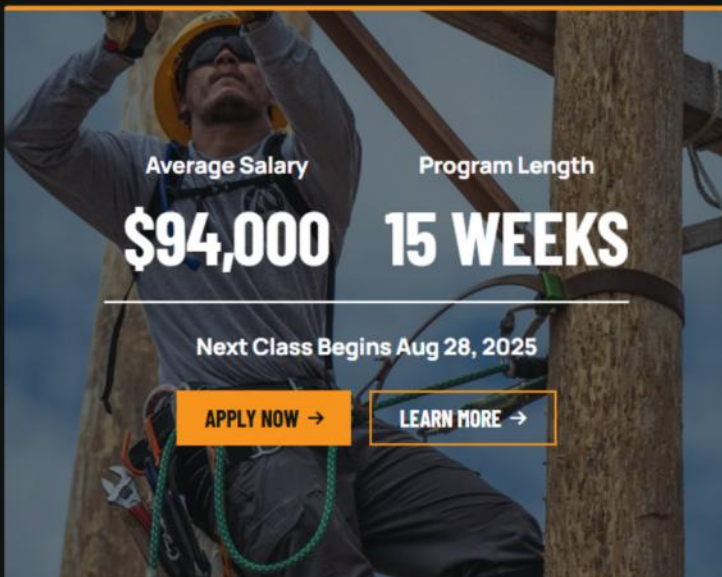
To register go to [Zirkops.com/schedule/July 26th class](https://Zirkops.com/schedule/July%2026th%20class), click to register. Password is Defense.

[www.Zirkops.com](https://www.Zirkops.com) 423-710-3170 [Info@zirkops.com](mailto:Info@zirkops.com)



Click below to sign up for their next classes

## ELECTRICAL PROGRAM



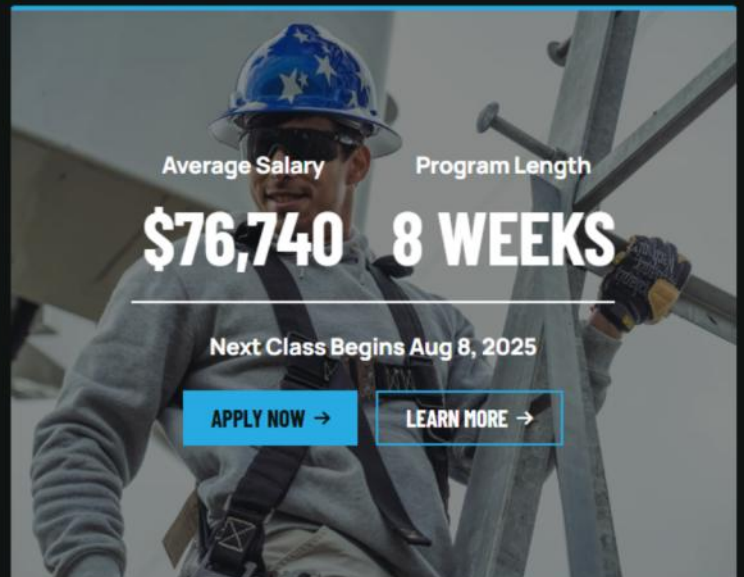
Average Salary  
**\$94,000**

Program Length  
**15 WEEKS**

Next Class Begins Aug 28, 2025

[APPLY NOW →](#) [LEARN MORE →](#)

## COMMUNICATIONS PROGRAM



Average Salary  
**\$76,740**

Program Length  
**8 WEEKS**

Next Class Begins Aug 8, 2025

[APPLY NOW →](#) [LEARN MORE →](#)



NEVER  
STOP  
LEARNING

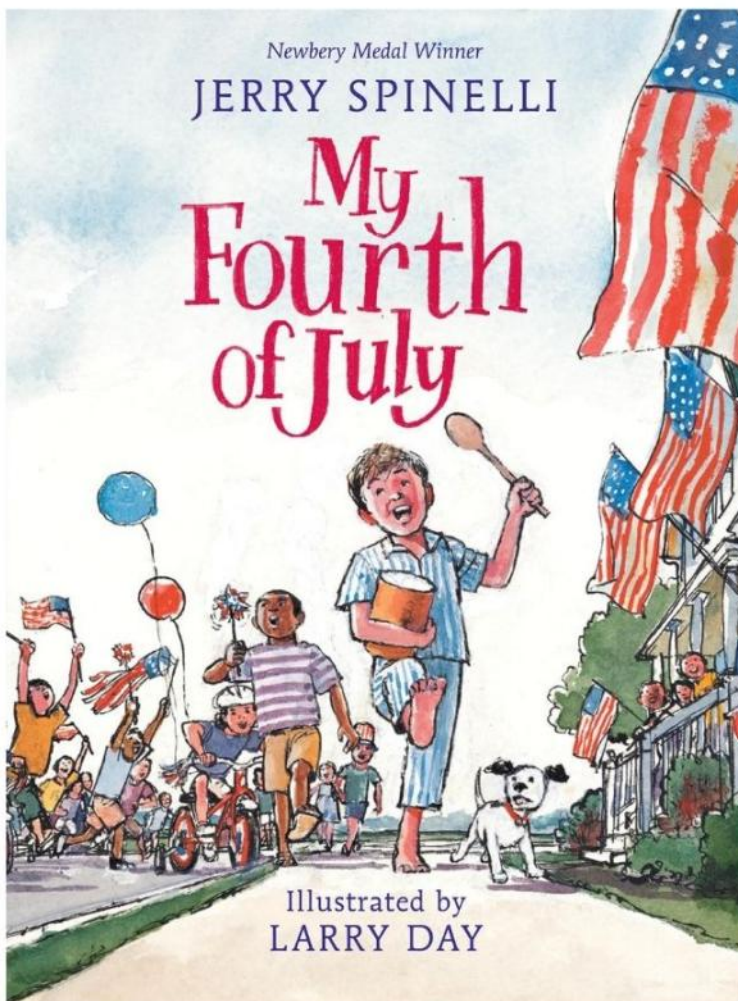
WHAT'S  
HAPPENING  
AT THE  
LIBRARY



<https://www.facebook.com/dadecountylibrary/>

Cherokee Regional Library System  
Dade | Chickamauga | Lafayette-Walker | Rossville

# New StoryWalk<sup>®</sup> at Jenkins Park



READ



MARCH



High 5



## CHAIR FORCE

PART OF THE DDPY REBUILD SERIES

[www.dadeyoga.com](http://www.dadeyoga.com)

Bob Brislin is a US Army Veteran; Level 1 and Level 2 Certified DDPY Instructor working toward Rebuild Certification



Designed for anyone  
struggling with  
limited mobility.

Every Saturday  
at Noon

Dade County Library  
102 Court St, Trenton, GA

PRICE: FREE





# FAMILY ESCAPE ROOM

## BLACKBEARD'S TREASURE

July 8<sup>th</sup> & 9<sup>th</sup>





# HOLLOW HILL creative

Fine art and home decor designed and crafted in northwest Georgia

Check out our online store

Patterns Illustrations Watercolors

SCAN FOR MORE

# HISTORY MATTERS

## DADE COUNTY Georgia

### HISTORICAL SOCIETY

102 Court Street Trenton

Looking for help with local genealogy? Help is available at the Dade County Library every Tuesday

SCAN TO LEARN MORE



# Meraki

## Beauty & Wellness

Rejuvenate your body, with our facials, detox, waxes & head, shoulder and neck massage

Contact Us **423-541-9089** Call for an appointment

3536 Cummings Highway, Chattanooga, TN

SCAN FOR MORE

# CAYCE CREATIONS

A MOTHER-DAUGHTER BUSINESS CREATING QUILTED HANGINGS, JEWELRY AND ACCESSORIES

423.227.0423  
bzcayce@live.com

SCAN FOR MORE

# TIMELESS, SOPHISTICATED, NATURAL SUSTAINABLE

Nestled in the Appalachian Mountains, and loaded with rustic charm and elegance, this unique venue is gracefully situated against the side of Lookout Mountain, where moss-covered rocks and old forest trees combine for a setting so serene and magical it begs to be the stage of your love story.

## OAKLEAF COTTAGE

An Intimate Forest Wedding Venue Like No Other  
*"We Make Your Wedding Magical"*  
YOUR FULL SERVICE GREEN VENUE

6979 HWY 136 - TRENTON, GA 706.409.0218

SCAN FOR MORE

# THIS IS...

What you've been missing!  
Relax, Explore & Connect with Nature

## The Hideaway at Whisperhills

706.271.2528

SCAN FOR MORE

# Canyon Grill

Our menu changes daily due to availability of fresh product, weather, & fishing conditions.

28 Scenic Highway ~ Rising Fawn, GA 706.398.9510

SCAN FOR MORE

# HEALING ROOTS

## Family Practice

traditional medicine with natural options

706.657.4325

111 N Pine St, Trenton, GA

We bridge the gap between traditional and natural remedies. Traditional medicine, or allopathic medicine, includes pharmaceuticals, but we also try to offer some natural approaches to patients in terms of diet, lifestyle, vitamins and herbs.

Open Monday thru Friday 8a-5p

SCAN FOR MORE

# THE BEEF SHOP

Butchered by **Dyer Livestock**

Dyer Livestock Beef is a custom beef operation local to Dade County. Their mission is to provide "a safe, wholesome, delicious protein fit for any palate."

FRIDAYS FROM 3:00PM - 7:00PM SATURDAYS FROM 10:00AM - 4:00PM

TOP QUALITY LOCALLY-SOURCED BEEF  
KNOW YOUR FARMER KNOW YOUR FOOD

423.605.2431

12309 HWY 11 SOUTH TRENTON GA

SCAN FOR MORE

# CLOUDLAND CANYON

## Georgia State Park

122 Cloudland Canyon Park Rd. Rising Fawn, GA

800.864.7275

One of the largest & most scenic parks. Home to canyons, cliffs, caves, & waterfalls! An outdoor lover's paradise with great CAMPING.

SCAN FOR MORE

# SHOP LOCAL



# JOB POSTINGS

We're  
**HIRING**

**We're Hiring!**

Full benefits package

**APPLY TODAY! >**

**Tritex**  
SERVICES  
The Difference is Our Service

PLANT WORKER - 5 DAY  
WORK WEEK

PAID  
HOLIDAYS  
AND TIME  
OFF

RSSR - 4 DAY  
WORK WEEK

EXCELLENT  
BENEFITS

**401K**

**RSSRS AND PLANT WORKERS NEEDED**

Apply Online at our website, [tritexservices.com](http://tritexservices.com)  
or In Person at 214 South Industrial Blvd, Trenton, GA.

 **888-761-3238**

 **[info@tritexonline.com](mailto:info@tritexonline.com)**



**COVENANT COLLEGE**

great news:  
**WE'RE  
HIRING**

**GROUND'S • FACILITIES • M&O**

## CONTACT US



**AMY BUCK**

Office: (706) 419-1222  
Cell: (423) 653-7422  
[amy.buck@covenant.edu](mailto:amy.buck@covenant.edu)

Covenant College  
Facilities Management is  
currently looking to hire  
for open summer  
positions! There are  
multiple opportunities  
available, each with  
different requirements. If  
you are interested, please  
contact us today!



**Red Fox**  
SERVICE AND REPAIR

## About Us:

Red Fox Service and Repair is a commercial maintenance, repair and installation service established to ensure businesses never have to suffer a loss of sales from faulty equipment. Started in 2016, our owner-operated business is well-known for our principles of maintaining a solid work ethic and treating our customers with respect. We currently employ over 20 technicians, each professionally trained and specialized in commercial equipment maintenance, who all work around the clock to ensure that you can call us for help 24 hours a day.

## Contact Us

 **423.661.6204**

 **[www.redfoxrepairs.com](http://www.redfoxrepairs.com)**

## NOW HIRING!!!!

We looking for a highly motivated individual to work on our commercial remodel team. Must have knowledge in general maintenance. Job includes small electrical, small plumbing, painting, moving in equipment, demo, framing. Must pass a drug test and have valid driver's license. 50+ hours per week. \$16 - \$18 per hour depending on experience. All applicants can either send a message in messenger or give me a call at 423-661-6204.



**WE'RE HIRING!**  
**- LINEMAN INSTRUCTOR -**

**APPLY ON INDEED AND JOIN THE SLTC TEAM!**



# THE GROOVY NOMAD

is

## NOW HIRING Weekend Position

Message Melissa Faircloth on  
Facebook for Application



### Requirements:

- Must be 16 or older
- Weekend availability
- Reliable transportation a plus
- Background check & Drug Test

### Cloudland Canyon State Park

## We Are Hiring!

### ADMINISTRATIVE SUPPORT 1,2,3

LOCATION:	Cloudland Canyon State Park					
DIVISION:	Parks & Historic Sites Division					
POSITION #	00098774	JOB CODE	GSS080	PAYGRADE	C	ENTRY SALARY
			GSS081		D	\$29,020.16
			GSS082		E	\$29,128.86
						\$30,241.05

#### JOB DESCRIPTION

Job Summary: Under broad supervision, performs a variety of general secretarial, clerical, and administrative support functions/processes or a few specialized or essential clerical functions in support of a unit or office and related personnel. May enter data and/or process documents and records. The work includes operating standard office equipment. Primary Duties & Responsibilities

#### Primary Duties & Responsibilities:

- Completes tasks and assignments associated with administrative support functions (ie, licensure, personnel, purchasing, records management, inventory, or similar function).
- Provides clerical support such as incidental typing, filing, ordering supplies, and sorting mail
- Provides clerical support within assigned functional area (ie processing/transactions, review of applications, scheduling training, scheduling facilities maintenance, reconciling financial records, assessing/collecting fees for a program, generating rep
- Provides general clerical support to an office, to include such tasks as data entry/maintenance, copying/distributing documents and materials, maintaining record-keeping and filing systems, etc..
- Provides secretarial and administrative support to an upper-level manager
- Uses independent judgment and initiative to perform administrative, clerical and secretarial duties in support of an individual employee or group of employees
- May serve as a lead worker
- May train subordinate staff in proper procedures of day-to-day operations
- Performs job responsibilities with minimal supervision



#### MINIMUM QUALIFICATIONS

##### GSS080- Administrative Support 1

High school diploma or GED and ability to perform basic office functions and computer related duties.

##### GSS081- Administrative Support 2

High school diploma or GED and two years of general office or administrative experience.

##### GSS082- Administrative Support 3

High school diploma or GED and three years of progressively complex office or administrative experience.

Scan Here for  
Application

Apply in Person



## WE ARE HIRING

- Join Our Team -

### Open Positions:

- Transfer Station
- Road Department



Send Your CV to:  
dadecounty-ga.gov



DADE COUNTY  
PUBLIC WORKS

## SACs Thrift Ave. - Trenton

12580 North Main St., Trenton, GA

## WE'RE HIRING!

PART TIME  
THRIFT STORE ASSOCIATE  
16HRS EACH WEEK

APPLY  
IN STORE

For More information please call  
Cynthia @ 706-657-3070



# Cloudland Canyon is **HIRING**

## Housekeeping position

**DUTIES INVOLVE: CLEANING THE COTTAGES BUT OCCASIONALLY CLEANING OTHER PARK FACILITIES SUCH AS YURTS, GROUP LODGE OR GROUP SHELTER**

### BENEFITS

- \$13/hr
- Free annual park pass
- 20% discount on overnight stays
- 25% discount on retail merchandise

**Stop by the Cloudland Canyon Visitor's Center to apply today**

122 Cloudland Canyon Park Road, Rising Fawn, GA 30738  
706.657.4050



*We're seeking passionate caregivers to join our team serving people with Intellectual Disabilities in Trenton, GA and Lafayette, GA*

**NOW HIRING - \$16 AN HOUR**

### QUALIFICATIONS

Applicants should:

- Be at least 18 years old
- Possess a high school diploma or GED
- Hold a valid driver's license
- Maintain a positive attitude towards assisting individuals with their daily needs
- Demonstrate strong people skills
- Be capable of working well within a team

Comprehensive training is provided to all interested candidates, equipping them with the necessary skills to become successful caregivers who can help our individuals remain safe and thrive in their communities. Ideal candidates demonstrate problem-solving abilities and a willingness to learn government and community programs that promote independence and stability for our individuals.

### CONTACT US

For more information call or email:  
Kimberly Gregg M.S.  
Director of IDD Services Georgia  
Email: kgregg@woase.org  
Phone: 423-902-8559

### APPLY NOW



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**Are you a seasoned service technician with 3 or more years of experience?** **Are you tired of working 7 days a week every week?**

## NOW HIRING

**Service Technician with 3 or more years experience**

### BENEFITS INCLUDE:

- ✓ Competitive Pay \$20 - \$30 per hour
- ✓ Paid Holidays
- ✓ Paid Vacation
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- ✓ Life Insurance
- ✓ Retirement with Employer Matching
- ✓ Company Vehicle & Company Phone

### CONTACT:

@ Michael@ReevesHVAC.net  
Lynnette@ReevesHVAC.net  
706.657.5546 or 423 COLD AIR  
www.reevesheatingandair.com  
9069 US-11, Trenton, GA 30752



# SMALL BUSINESS





Historic Courthouse  
12345 Main Street  
P.O. Box 222  
Trenton, GA 30752

Alliance for Dade Board  
Meetings are open to the  
Public. Next Meeting:  
Tuesday, July 8, 2025  
6:00 pm



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# WELCOME CENTER



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