



## Washington County

A proud partner of the American Job Center network

**OhioMeansJobs - Washington County**  
**1115 Gilman Ave., Suite B, Marietta, OH 45750**  
**740•434•0758**

# September 4, 2018

**DISCLAIMER:** *The following are “this week’s” highlight of job opportunities we collected from different sources for your quick reference. OhioMeansJobs – Washington County is not responsible for the hiring of these job opportunities. If you are interested in applying for any of these positions, refer to the actual posting from newspapers and web sites and follow their instructions given. This is just a sampling of leads we found in the surrounding area. For more listings or specific job interests, we strongly encourage you to stop by the center. OhioMeansJobs center Staff is available to assist you in looking up additional job leads.*

### USEFUL JOB SEARCH WEBSITES:

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

<http://careers.ohio.gov>

<http://federalgovernmentjobs.us>

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

<http://www.usajobs.gov>

<http://www.workforcewv.org>

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

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

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

# Fall Job Fair



**September 7, 2018  
11 a.m. to 2 p.m.**

**Grand Pointe Conference Center**  
1500 Grand Central Ave  
Vienna, WV 26105

The following companies are participating with more signing up everyday. Watch for updates:

- ResCare Residential Services
- Pactiv
- Quanex Building Products
- Camden Clark Hospital
- Alliance Industries
- IC Staffing Solutions
- ThermoFisher Scientific
- ParMar Stores
- Yellow Taxi
- The Galley
- Mole Master Service Corporation
- Hi-Vac Corporation
- ST&E
- Carehaven of Pleasants
- Arbors of Marietta
- Westbrook Health Services
- International Converter
- Greylock Energy

**ThermoFisher and Quanex will be doing on the spot interviews at the Job Fair.**

**Companies interested in participating  
contact Mary Jo**

**304-485-1891 ext 350**

or email

**[mjmillier@newsandsentinel.com](mailto:mjmillier@newsandsentinel.com)**

Sponsored by:

**The Parkersburg  
News and Sentinel**



## **Job Fair at Pactiv Mineral Wells on September 5, 2018 from 9 am – 3 pm**

### **PACTIV**

Apply on our website and be ready for an on the spot interview at the plant.

**Apply now at: <http://www.pactiv.com/careers>**

**\*\*Select Mineral Wells location to see all openings\*\***

\* Interviews will take place in a manufacturing environment. Please wear steel toe or closed toe shoes.

Jewelry, beading, sequins, studs, loose, flowing clothing and open-toed shoes are not allowed on the manufacturing floor. If you have long hair, please be prepared to pull it back and wear a protective covering over it.

### **Store Associates**

Aldi, Marietta Ohio

\$11.00-\$12.70/hour plus a pay increase after 6 months of employment

ALDI is one of the fastest growing retailers in the U.S. and we are hiring for our stores located in Ohio! Apply in person during our One-Day Event at the location below, or at the ALDI store nearest to you. Get started now by downloading our Employment Application.

**Wednesday, September 5, 2018**

7:00am – 10:00am and 4:00pm – 7:00pm

ALDI

708 Pike St.

Marietta, OH 45750

Store Associates – Retail Sales (Customer Service)

Our Store Staff is the face of the ALDI shopping experience, and our most valuable asset. Their hard work makes it possible to uphold our company philosophy: Provide the highest quality products at the lowest possible prices. Their smiles and pleasant demeanors keep customers coming back time and time again.

You'll be front and center working in many roles – everything from cashier to stocker – while providing outstanding customer service. You'll also assist Store Management by merchandising product, monitoring inventory, and keeping the store looking its best. It's an opportunity to get more out of your career and grow in an exciting environment.

We have important requirements for all potential ALDI employees. You must be able to lift and stock merchandise up to 45 pounds. You must be able to multitask and communicate effectively with your fellow staff, while being open to new ideas. Excellent customer service skills and communication are a must, as well as a flexible schedule. We provide an extensive period of training that will give you the tools, skills, and confidence you need to excel at ALDI. You must be at least 18 years old and a high school diploma or equivalent is preferred. Are you up for the challenge?

As a Store Associate with ALDI, you will be part of an established and growing organization with a great reputation for providing the highest quality food at the lowest possible prices. Our tight-knit family atmosphere can't be beat, and you will find that you will have plenty of team support as you grow into your role. You will receive 75 hours of paid training and mentoring over the first month of employment to ensure your success with us, and our promote-from-within policy means that you'll have plenty of opportunities to advance to Shift Manager and beyond.

It's a career with constant challenges in a fast-paced environment. But that's why it's immensely rewarding.

ALDI offers competitive wages and benefits, including:

Industry-leading Wages

Major Medical, Dental, Vision Insurance & Prescription Coverage for Eligible Employees

Generous Vacation Time & Paid Holidays for Eligible Employees

401(k) Plan

Company Contribution to Retirement Savings Plan

Short- and Long-Term Disability Insurance for Eligible Employees

Life & Disability Insurance for Eligible Employees

ALDI is proud to be an Equal Opportunity Employer.

Indeed.com

### **Store Associates**

Aldi, Vienna, WV

\$11.00-\$12.70/hour plus a pay increase after 6 months of employment

ALDI is one of the fastest growing retailers in the U.S. and we are hiring for our stores located in West Virginia! Apply in person during our One-Day Event at the location below, or at the ALDI store nearest to you. Get started now by downloading our Employment Application.

**Wednesday, September 5, 2018**

7:00am – 10:00am and 4:00pm – 7:00pm

ALDI  
1400 Grand Central Ave.  
Vienna, WV 26105  
Store Associates – Retail Sales (Customer Service)  
Our Store Staff is the face of the ALDI shopping experience, and our most valuable asset. Their hard work makes it possible to uphold our company philosophy: Provide the highest quality products at the lowest possible prices. Their smiles and pleasant demeanors keep customers coming back time and time again.  
You'll be front and center working in many roles – everything from cashier to stocker – while providing outstanding customer service. You'll also assist Store Management by merchandising product, monitoring inventory, and keeping the store looking its best. It's an opportunity to get more out of your career and grow in an exciting environment.  
We have important requirements for all potential ALDI employees. You must be able to lift and stock merchandise up to 45 pounds. You must be able to multitask and communicate effectively with your fellow staff, while being open to new ideas. Excellent customer service skills and communication are a must, as well as a flexible schedule. We provide an extensive period of training that will give you the tools, skills, and confidence you need to excel at ALDI. You must be at least 18 years old and a high school diploma or equivalent is preferred. Are you up for the challenge?  
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Short- and Long-Term Disability Insurance for Eligible Employees  
Life & Disability Insurance for Eligible Employees  
ALDI is proud to be an Equal Opportunity Employer.  
Indeed.com

## **Warehouse Supervisor**

The Pep Boys

### **Ohio Means Jobs Job Number/Reference Code: 3717568**

**Desired Skills/Duties:** Overview Auto Plus is a major U.S.-based distributor of automotive aftermarket parts. Since 1921, Pep Boys has been one of the nation's leading automotive aftermarket chains with over 7,500 service bays in over 800 locations in 35 states and Puerto Rico. Together, the united organization, Auto Plus Pep Boys, has over 21,000 associates in more than 20 distribution centers and over 1,000 corporate locations. In addition, the company supports more than 530 independently-owned stores and over 2,400 independently-owned service centers across the nation. Auto Plus Pep Boys is owned by Icahn Enterprises L.P. ("Icahn Enterprises"; NASDAQ: IEP). **Position Summary** Ensure inventory accuracy and integrity by carefully checking in returned goods from customers, completing proper computer processing or paperwork, and stocking or storing as appropriate. Checks to make sure all shelves are stocked correctly and to carefully inspects all parts for missing parts and used parts in the box. Pull and ship the correct parts to our customers Checks each bin in the warehouse with HL counts created at the beginning of the year and records all adjustments to the inventory. Unloads the trucks when the drivers get back in the morning and sorts through all the totes and coffins the driver brings back and locates paperwork for the office to key and then the returns department process all the returns and stages on the floor for the stockers and pullers to return the merchandise back on the shelf for resale. **Duties & Responsibilities** \* Prepares orders by processing requests and supply orders; pulling materials; packing boxes; placing orders in delivery area. \* Maintains safe and clean work environment by keeping shelves, pallet area, and workstations neat; maintaining clean shipping supply area; complying with procedures, rules, and regulations. \* Maintains quality service by following organization standards. \* Contributes to team effort by accomplishing related results as needed. \* Other duties as assigned. **Knowledge, Skills, and Abilities** \* High School Diploma. \* Bachelor's degree in Logistics, Management, Business Administration, or related field preferred. \* 5-7 Years' Distribution warehouse experience in a leadership position. \* Hazmat/ Forklift Experience. \* Ability to work under tight time constraints, handle sensitive date and multi-task so that deadlines can be met. \* High organized and able to prioritize and manage time efficiently with the ability to handle stress in a fast-paced, deadline driven environment. **Physical Demands/Work Environment** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. These characteristics described here are representative of those an

employee encounters while performing the essential functions of this job. Physical Demands \* Repetitive movement of hands and fingers, typing or writing. \* Standing, bending, lifting and walking. \* Reach with hands and arms. \* Talk and hear.

<http://www.aplitrak.com/?adid=YmJnZW5lcmllLjkzMjQ1Ljg3NzFAdGhlcGVwYm95c2NvbXAuYXBsaXRyYWsuY29t>

### **1:1 Aide**

Wasco, Inc

**Ohio Means Jobs Job Number/Reference Code: 3717994**

**Desired Skills/Duties:** WASCO, INC. is a non-profit equal opportunity employer looking for dependable people to work 1:1 with an individual with developmental disabilities. Typical work hours are Monday through Friday 8am-3:30 pm. Must be willing to work in all weather conditions. All candidates must have a valid driver s license and high school diploma or GED equivalent. Knowledge of sign language is preferred. You may send your resume to WASCO, Inc. 340 Muskingum Drive Marietta, Ohio 45750 Attention: Human Resources or fax to 740-373-3560

### **CDL Van Driver**

Wasco, Inc

**Ohio Means Jobs Job Number/Reference Code: 3717990**

**Desired Skills/Duties:** WASCO, INC. is a non-profit equal opportunity employer looking for dependable applicants for a CDL Van Driver to transport developmentally disabled individuals in accordance with the Ohio Department of Developmental Disabilities and the Wasco, Inc. Transportation Policy. Drivers are responsible for transporting adults to and from program facilities and on related excursions under the general supervision of the CEO or designee. Job requirements include, but are not limited to; perform a pre-trip inspection on vehicle prior to route; plans and conducts emergency evacuation drills, as required, throughout program year; properly secures wheelchairs and passengers; prepares and maintains records and reports, as required; reports accidents/incidents to the CEO or designee; maintains courteous and professional relationship with passengers, parents and guardians, and general public. Must possess high school diploma or G.E.D.; must hold Commercial Driver s License (Class C or higher is acceptable) with passenger endorsement; a minimum of five years driving experience, school bus driving experience a plus; must hold current certification of adult CPR and emergency first aid, (training available through WASCO Inc); must satisfactorily complete a required criminal background investigation and a pre-employment drug/alcohol screening test; experience working with and/or in transporting persons with intellectual disabilities and developmental disabilities a plus; must be able to lift forty (40) pounds unassisted and must be physically capable of lifting, carrying and moving enrollees, in a safe manner according to in-service training; must demonstrate the ability to cope with stressful situations. You may send your resume to WASCO, Inc. 340 Muskingum Drive Marietta, Ohio 45750 Attention: Human Resources or fax to 740-373-3560.

### **Salad maker**

Third Street Deli

**Ohio Means Jobs Job Number/Reference Code: 3717161**

**Desired Skills/Duties:** Prep and make salads. Fast-paced enjoyable work environment. Performance-based incremental wage increases. Hours: Mon-Fri 9am - 3pm. Every other Saturday 10 am-3pm. No Sunday work hours and closed all major holidays.

**E-mail Resume to:** [michelle@thirdstreetdeli.net](mailto:michelle@thirdstreetdeli.net)

### **Prep and sandwich maker**

Third Street Deli

**Ohio Means Jobs Job Number/Reference Code: 3717194**

**Desired Skills/Duties:** Prep and make sandwiches. Faced paced enjoyable work environment. Performance based incremental wage increases. Hours: Mon-Fri 8am - 3pm and every other Saturday 9am-3pm. No Sundays work hours and Closed all major holidays.

**E-mail Resume to:** [michelle@thirdstreetdeli.net](mailto:michelle@thirdstreetdeli.net)



## Entry Level Operating Technicians

Kraton Polymers currently has openings for qualified entry level operating technicians at its' Belpre, Ohio plant. Typical jobs involve chemical operations using process computers and other automated systems.

Candidates must possess a high school diploma or GED. Previous experience in a chemical plant environment is desired, but not required. The work schedule is a rotating 12 hour shift with every other weekend off.

Visit <http://kraton.com/careers/career.php> to download and open the application. The email information is at the bottom of the application. This is the preferred method for submittal. Please attach a resume to the email if you have one. If you do not have access to a computer or the internet, you can pick up an application at Kraton Polymers 2419 SR 618 Belpre, Ohio. Return the application and your resume to the same address listed above.

Applications will be accepted during the times listed below:

Tuesday, September 4, 2018 – Monday, September 17, 2018  
Pick up and drop off of applications at the plant is limited to 7:00am -  
3:30pm Monday - Friday

Kraton Polymers is an Equal Opportunity/Affirmative Action Employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, age, physical or mental disability, status as a special disabled veteran or veteran of the Vietnam era or citizenship of individuals legally authorized to work in the United States.

## **ALL FOOD SERVICE POSITIONS**

2018-09-03 Grand Pointe Conference and Reception Center 1500 Grand Central Ave, Suite 118, Vienna, WV Company Website: <http://www.grandpointecenter.com>

Description:

Local award-winning banquet facility, located in Vienna, West Virginia, currently seeking front and back of house help (**Setters, Servers, Cooks, and Dishwashers**) for our busy holiday season. This facility handles events from small quaint dinner parties to 500+ guest banquet events. We pride ourselves on great food, attention to detail, and over-the-top service. We are looking for self-motivated go getters, with a desire to thrive in a team atmosphere.

Candidates should possess the following:

**Reliable transportation**

**Punctuality**

**Outgoing personality**

**Solid communication skills**

**Willingness to learn**

**Presentable appearance and proper personal hygiene**

**Experience in food and beverage industry a plus**

E-mail resume or apply in person, Tuesday-Friday 11am-3pm

[https://midohiovalleyjobs.com/job\\_view.php?jobid=6742&keyword=&region\\_browse=&category=999](https://midohiovalleyjobs.com/job_view.php?jobid=6742&keyword=&region_browse=&category=999)

## **CONSTRUCTION LABORERS & CARPENTER NEEDED**

2018-08-31 GUARD RESTORATION 1015 market street Based on experience

Company Website: <http://guardrestorationco.com>

Description:

**CARPENTERS & LABORERS** needed for Fire & Water Damage Reconstruction. Apply in person The Guard, 1015 Market St. Parkersburg, WV

Do not contact this company in solicitation of any product or service.

[https://midohiovalleyjobs.com/job\\_view.php?jobid=6744&keyword=&region\\_browse=&category=999](https://midohiovalleyjobs.com/job_view.php?jobid=6744&keyword=&region_browse=&category=999)

## **Backroom Support Specialist**

Big Sandy Superstore - Parkersburg, WV 26101

Big Sandy Superstore, a Top 50 National Power Ranking Home Furnishings Retailer, Is Eagerly Expanding!

Our warehouse is the link between sales and delivery. Their handling and moving of the product is crucial to the ultimate customer experience. We want our team to treat each piece of furniture like they own it. We provide all the training necessary. Our warehouse is clean and our team is committed to safety.

Essential Duties & Responsibilities:

Performs the unloading, loading, staging, and warehousing of merchandise.

Practices safe and secure material handling methods and distributes merchandise properly in accordance with product handling standards.

Verifies purchase order, location numbers, case pack quantities, and other information prior to receiving, picking or loading merchandise.

Practices safe and secure loading methods to utilize the maximum amount of trailer space and avoid damages.

Reports errors found on documents to supervisor.

Completes all documentation neatly and accurately.

Operates manual and mechanical equipment in a safe and efficient manner.

Maintains a safe and clean work environment.

Completes yearly scheduled safety and procedure training.

Other duties as assigned.

We have a great benefits package consisting of:

Health Insurance - Affordable health insurance with the 2 plan options: PPO 2000 or HSA 3000

Dental Insurance - Affordable dental insurance with NO waiting period.

Vision Insurance - Quality vision coverage for very little cost.

Life Insurance - \$10,000 Life Insurance Policy paid in full by the company.

401K Plan - All administrative fees are paid by the company.

Paid Time Off - Competitive paid time off policies.

Employee Discount - Generous employee discount on ALL merchandise

## Required Skills

### Skills and Abilities:

Excellent verbal and written communication, and listening skills.

Basic reading and comprehension skills.

Basic numerical reasoning skills.

Ability to complete paperwork in an accurate, neat and efficient manner.

Ability to work independently

### Physical Demands:

Ability to bend, stoop, reach, stand, push, pull and lift cartons weighing approximately 50 – 100+ lbs. repetitively.

### Required Experience

### Education and Experience:

High school diploma or equivalent combination of education and experience.

Previous material handling experience preferred

<https://bigsandysuperstore->

[openhire.silkroad.com/epostings/index.cfm?fuseaction=app.dspjob&jobid=161&company\\_id=17326&version=1&jobBoardId=3338](https://bigsandysuperstore-openhire.silkroad.com/epostings/index.cfm?fuseaction=app.dspjob&jobid=161&company_id=17326&version=1&jobBoardId=3338)

## **OPERATIONS ASSISTANT MANAGER**

Dollar Tree - Marietta, OH 45750

Part-time

Responsible for assisting with all operational tasks within the store as delegated and assigned by the Store Manager with main focus on the front-end and sales floor operations. Also assist with the hiring, training and development of store associates as delegated by the Store Manager

### Principal Duties and Responsibilities

Assist with all store functions and day-to-day store activities as directed by the Store Manager

Able to perform all opening and closing procedures in the absence of the Store Manager

Assist the Store Manager in protecting and securing all company assets, including store cash

Adhere to all policies and procedures including safety guidelines

Maintain a professional and friendly environment with customers, subordinates and supervisors

Maintain all areas of the store, including the stockroom and sales floor, to company standards to include recovery

When the Store Manager is not on the premises, direct supervisory responsibility for all hourly Associates

Process all SSC Corporate directives including Pull and Hold/Destroy, Task Compliance, Key Survey information

requests and any additional communications related to store activities as delegated by the Store Manager

Assist the Store Manager on the receipt and return of DSD merchandise.

Follow the VIP and DSD Policies and Procedures

Assist the Store Manager in ensuring proper staffing coverage on a daily basis

Assist the Store Manager in ensuring that the sales floor is sales effective on a daily basis

Assist in the management of cashiering activities to ensure all company cash handling practices & guidelines are followed at all times by all Associates

Promotional effectiveness of store-front fixtures and displays

Assist in the management of sales effectiveness of seasonal areas in the store

Coordinate appropriate signage utilized in the store

Assist with the receipt and return of DSD merchandise

Process damaged merchandise on a daily basis

Assist Store Manager with creation of weekly schedules

Assist in the management of store supplies and expense control

Assist with merchandising and maintaining the checkout area to maximize impulse sales

Ensure coolers and store-front program racks/displays are refilled daily (balloon program, sunglasses, batteries, etc.)

Assist with the management of the Drive Item program

### Minimum Requirements/Qualifications

Prefer prior retail and management experience

Strong communication, interpersonal, and written skills

Ability to lift, bend and transport merchandise weighing up to 50lbs

Ability to work in a high energy team environment

*This job specification should not be construed to imply that these requirements are the exclusive standards of the position.*

*This is not to be considered a complete list of job duties, which appear in the job description for this position, and which may be amended from time to time at the discretion of Dollar Tree. Incumbents will follow any other instructions and perform any other related duties as may be required by their supervisor.*

Dollar Tree is an equal opportunity employer.

[https://sjobs.brassring.com/TGnewUI/Search/home/HomeWithPreLoad?PageType=JobDetails&jobId=1317591&PartnerId=25600&SiteId=5258&Codes=Indeed#jobDetails=1317591\\_5258](https://sjobs.brassring.com/TGnewUI/Search/home/HomeWithPreLoad?PageType=JobDetails&jobId=1317591&PartnerId=25600&SiteId=5258&Codes=Indeed#jobDetails=1317591_5258)

## **Quality Inspector/Lab Technician - Parkersburg**

### **REO Logistics**

#### **Job Summary**

#### **Job Description**

The Laboratory Technician and Quality Inspector will be considered a hybrid role consisting of two primary areas of responsibility - quality inspection and laboratory testing. Quality Inspection responsibilities include the inspection of inbound receiving, warehousing, and shipment of final product such that the product received, the product warehoused, and the product shipped is of acceptable quality and meets all quality requirements. Laboratory technician responsibilities include the testing of raw materials, in-process testing, and final product testing of products in accordance with customer's specification requirements.

#### **Quality Inspector – specific duties and responsibilities**

Review the unloading of inbound shipments ensuring all quality requirements are met and received material is of acceptable quality.

Verify for accuracy and customer requirements the paperwork, product labeling and product packaging for the following:

Processing orders

Warehouse shipments

Warehouse receipts

Review the outbound shipments ensuring all quality requirements are met and shipped material is of acceptable quality.

Train warehouse operations in support of quality inspection initiatives that assure product quality.

Troubleshoot receiving and shipping problems.

Develop processes and procedures to support Quality Inspection role.

Report non-conformities or discrepancies found as a Situation Report (SR)/Corrective Action Report (CAR).

Assist in continuous improvement of quality inspection processes, procedures, and job aids to efficiently and effectively perform quality inspection role.

Participate in audits – both internal and external.

When appropriate, initiate corrective action and develop preventative actions that continuously improve to ensure error free shipping.

#### **Laboratory – Specific Duties And Responsibilities**

Assist with implementation and review of laboratory safety practices.

Ensure laboratory equipment is in good working order and when necessary, order replacement parts as needed.

Periodic cleaning of lab and equipment.

Coordinate or pull samples for assessing quality of material – either inbound, in-process, or final product - dependent on need.

Perform routine laboratory testing of samples, including:

Verify proper calibration of equipment is performed and maintained

Testing of samples

Completion of associated paperwork

Documentation of results

Report results as required

Monitor and trend results as necessary when requested

Maintain supplies required for laboratory testing.

Assist in documenting laboratory processes and procedures to enhance laboratory quality assurance.

Participate in audits – both internal and external.

Assist in preparing customer required samples for shipment as required.

Update spreadsheet with daily updates (for billing purposes)

#### **Qualifications**

##### **Education**

High School diploma or equivalent required

College degreed candidates in chemistry, biology, or relate science preferred

##### **Experience/Knowledge Requirements**

Experience in bench top testing of inorganic and organic chemicals.

Knowledge of general laboratory safety.

Experience in good lab practices (GLP).

Knowledge of quality systems, quality assurance, quality control, preferred

Knowledge in Microsoft word, excel, power point  
Knowledge of structure and content of English language and proficient in verbal and written communication.  
Knowledge of algebraic math  
Experience in fork lift operation preferred but will train  
Experience and knowledge in ISO9001 standard preferred  
Experience and knowledge of Six Sigma process preferred

#### **Physical Demands**

While performing the duties of this job, the employee is regularly required to sit, talk, or hear. The employee is occasionally required to stand; walk; use hands and fingers to handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and / or move up to 55 pounds.

#### **EEO Statement**

REO Logistics provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, REO Logistics complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

#### **Company Description**

##### **Our Company**

REO Logistics is a 100+ year old 3rd Party Supply Chain solutions provider specializing in designing integrated transportation, distribution, warehousing and toll processing solutions for industrial manufacturers. The company has physical locations in VA, WV, KY, OH, LA and TX but services businesses around the world.

##### **Our Values**

Everything REO Logistics does is based on its core commitments to Integrity, Safety, Innovation and Quality and it is successful because of its cultural focus on its core values: integrity, problem solving, listening, initiative, accountability and positive attitude.

REO's Culture is the thing that enables its success. It is a way of life at REO Logistics.

a statement about REO's aspirations

a set of shared beliefs; values and principles. Our culture defines our expectations.

What attracts you, and lots of other amazing people just like you, and also unlike you to come work for the company.

Is work. We expect everyone to work hard. Every day. We expect everyone to care about the little details and sweat over the big ones.

An investment. We expect everyone to buy into it, to check up on it, to worry about it and to bet their future on it.

Your responsibility. No single person owns it, we all do. And we all expect each of ourselves to hold up our end of the deal.

Going to change. It has to. We expect everyone to commit to being ok with this and to doing their best to help the company correct course when their help is needed.

Always going to assume we all care about it equally.

<https://www.linkedin.com/jobs/view/851968885/>

## **Highway Technician 1 - Traffic (PN 20052892)**

State of Ohio

Washington County, OH

\$17.05 an hour

**A Physical Ability Test (PAT) and Reading Comprehension & Math (RCM) Test will be given for the Highway Technician 1 position and candidates MUST pass both tests in order to be considered for employment. PAT/RCM candidates will be selected based in part on meeting the prescribed minimum qualifications, including education and/or experience or licensure requirements of this position. Applicants selected to take the test will be notified by mail, per the address provided on the application, of the exact time and location to report for the test administration.**

Operates basic equipment (i.e., see glossary for identification of basic equipment) & performs general highway maintenance duties which vary by season (e.g., constructs, improves, maintains, repairs & cleans highways &/or roadways & right-of-way's to include excavating & grading ditches, digging channels & cleaning waterways, cuts brush, grass & other vegetation, applies chemicals to vegetation, patches & seals berm & pavement, mixes mortar & concrete, shovels backfill, installs & repairs catch basin & stream channel & completes other drainage work, screens bleeding surface, reshapes/digs ditches/trenches, pours hot tar, removes trash, cleans & repairs highways &/or roadways & right-of-way's, mows grass, moves & loads supplies & materials & completes other related highway maintenance assignments, operates any combination of basic equipment to haul trash), performs snow & ice control & related maintenance duties by

operation of snow plow with spreader, brine dispensing equipment, dump truck with attachments, maintains, repairs & installs traffic signs & pavement markings on inter-state, federal & state highways &/or roadways (e.g., repairs/replaces/straightens street &/or traffic signs & other route markers; installs & repairs guardrails).

Performs emergency response & cleanup & performs traffic control (e.g., flags traffic through work zone or around accident site; sets lane closures; places high water signs; erects barricades); receives training (on the job & formal) in various types of construction inspection activities (maintenance related inspection items).

Performs minor repairs & maintenance on equipment (e.g., sharpens; sands; paints; refuels; lubricates; checks tires for wear & pressure; replaces light bulbs; washes & cleans trucks & equipment to prevent rusting); changes tailgates & snowplow blades; conducts pre-trip inspections of equipment.

Performs miscellaneous labor & bookkeeping tasks; operates two-way radio/base station; telephones crews for emergencies; cleans offices & garage; keeps daily records & logs (e.g., fuel sheets, material check sheets); responds to general inquiries from public (e.g., gives directions; explains traffic delays; explains work underway); assists stranded motorists (e.g., telephones for needed assistance); performs general labor & maintenance functions at garage; loads & unloads freight; arranges stock in warehouse; moves equipment.

**Qualifications**

Formal education in arithmetic that includes addition & subtraction & decimals, percentages & fractions; ability to read, write & speak common English vocabulary; 3 mos. trg. or 3 mos. exp. in operation of basic equipment.

Note: Applicant must have valid Commercial Driver's License at the appropriate level pursuant to approved position description on file to operate motorized equipment of size & type regulated by section 4506 of Ohio Revised Code. Or equivalent of Minimum Class Qualifications for Employment noted above.

Knowledge of addition & subtraction, decimals, percentages & fractions; safety practices associated with highway maintenance & use of traffic control equipment\*; agency policies\*. Skill in use of basic equipment & related highway maintenance tools; traffic control equipment. Ability to recognize unusual or threatening conditions & take appropriate action; read & verbalize simple sentences; maintain accurate records; cooperate with co-workers on group projects; demonstrate strength to lift 50-100 pounds.

(\*) Developed after employment

Valid Class B Commercial Driver's License w/tanker endorsement without airbrake restriction

This position is overtime eligible based on FLSA Standards.

All Bargaining Unit new hires MUST serve a one (1) year probationary period.

Position will be filled pursuant to the provision of the OCSEA/AFSCME Contract.

The final applicant selected for this position will be required to submit to urinalysis prior to appointment to test for illegal drug use. An applicant with a positive test result will not be offered employment.

PER ORC 4506.20, Applicants applying for position s as a driver of a commercial motor vehicle must provide their employment history for the ten (10) years preceding the date the employment application is submitted to ODOT.

Applicants for CDL position must list the names and addresses of previous employers for which he/she was the operator of a commercial motor vehicle, dates employed and reason for leaving previous employers.

Physical Ability Test- The test will require candidates to physically demonstrate the ability to lift, pull, drag, and/or maneuver between 50-100 pounds. There are six (6) events to the Physical Ability Test course which consist of equipment and materials utilized on-the-job by current Highway Technician 1's. Candidates MUST successfully complete each of the six (6) events in order to pass the physical ability test and continue on to the Reading Comprehension & Math (RCM) Test. Applicants must pass both the PAT & RCM Tests in order to be considered for employment.

All applications must clearly indicate how the minimum qualifications & position specific minimum qualifications, if applicable, are met. Applications that do not indicate this, will not be given consideration.

**UNUSUAL WORKING CONDITIONS:**

Works outside exposed to weather (e.g., including rain, lightening, humidity & hot temperatures in summer time & cold temperatures in winter) & on-going traffic; may work rotating shift; may be on-call 24 hrs, 7 days per week; lift & transport 50-100 pounds; exposed to unpleasant surroundings to include dead animals, containers filled with human waste, diapers, ditches with water & sewage, loud noise from equipment & traffic, confined work area while driving truck during regular &/or double shift during snow & ice removal or in confined space while digging ditches to install pipes or digging

holes; exposed to insects such as bees, mosquitoes, flies & spiders; exposed to rodents to include mice & rats; exposed to stray dogs, dirt, dust, fumes, poison ivy/sumac & pollen.

**Primary Location:** United States of America-OHIO-Washington County

**Work Locations:** District 10 HQ 338 Muskingum Dr Marietta 45750

**Organization:** Transportation - District 10

**Classified Indicator:** Classified

**Bargaining Unit / Exempt:** Bargaining Unit

**Schedule:** Full-time

**Work Hours:** 07:00 AM To 03:30 PM

**Compensation:** \$17.05

[https://dasstateoh.taleo.net/careersection/oh\\_ext/jobdetail.ftl?job=180003Z6&tz=GMT-05:00](https://dasstateoh.taleo.net/careersection/oh_ext/jobdetail.ftl?job=180003Z6&tz=GMT-05:00)

## **Kitchen Staff**

Austyn's Marietta, OH

Full Time

Job Description

We are seeking a Kitchen Staff to join our dedicated kitchen staff! You will assist in the preparation, cooking, and presentation of meals in our professional kitchen.

### **Responsibilities:**

Prepare all served food

Plan food production to coordinate with meal serving hours

Memorize, record, and comprehend menu items, abbreviations, plate appearance, and portions

Follow standard recipes and special diet orders

Operate standard kitchen equipment safely and efficiently

Adhere to all sanitation and food production codes

Clean and maintain kitchen equipment, utensils, and appliances

### **Qualifications:**

Previous experience in cooking, culinary arts, or other related fields

Knowledge of kitchen equipment and cooking techniques

Strong attention to detail

Ability to thrive in a fast-paced environment

Ability to work well in teams

<https://jobs.newsandsentinel.com/Job/50598079/job-in-marietta-oh>

## **Dairy Farm Help**

Marietta, OH (45750)

Full Time

Call 740-516-8329

<https://jobs.newsandsentinel.com/Job/50536628/dairy-farm-worker-job-in-marietta-oh-45750>

## **Courthouse Research Specialist - WV - Wood County**

Lowers Risk Group, Parkersburg, WV

Full Time

### **Job Description**

**Join one of the fastest growing companies in the US! Lowers Risk Group provides comprehensive enterprise risk management solutions to organizations operating in high-risk, highly-regulated environments and organizations that value risk mitigation.**

Our human capital and specialized industry enterprise risk management solutions protect people, brands, and profits from avoidable loss and harm.

### **SUMMARY:**

The position of Courthouse Records Specialist conducts research on subjects based on key identifiers as provided by the client. Research is performed outside of the office and typically at the courthouse.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Include the following (other duties may be assigned):

Conduct in person research using public record information for assigned region to determine if subject has either a clear record or has criminal cases to report to the client

Enter results into the Wholesale Screening Solutions systems, either as clear (no information found) or the information found in the courts predominantly used index as specified per the client's instructions

Perform additional administrative research duties as assigned

**PERFORMANCE EXPECTATIONS:** Meet quality and productivity standards as established by the Director of Vendor Management.

**EDUCATION/EXPERIENCE:**

Minimum: High school diploma or GED and 6 months experience in Criminal Investigation work

Preferred: Associate Degree in Criminal Justice / related field or 2 years of experience in Criminal Investigation work.

**QUALIFICATIONS:**

The requirements listed below are representative of the knowledge, skills, and/or abilities required.

Please note – job location is Tennessee and relocation to the open Tennessee region is required for the role.

Position requires ability to take and pass the TN Private Investigators examination, /li>

Proficiency in Microsoft Office Suite applications

Proficiency in the use of the Internet and Web browsing

Proficiency in the use of internal WSS operating systems

Detail oriented, with good written and oral communication skills

Must have understanding of professional office etiquette exemplifying professionalism at all times

Ability to maintain high quality of work

Reliability – Must be at work on time, and work the schedule assigned by their manager

Trustworthy - Ability to handle confidential information and be able to work with minimal supervision.

Must be a team player, and have good interpersonal relation skills

Ability to drive 100% of the time within counties in assigned region

Clean driving record and valid Driver's license are required

Ability to work

**LOCATION:**

Wood County

Others as assigned

**Lowers Risk Group provides comprehensive enterprise risk management solutions to organizations operating in high-risk, highly-regulated environments and organizations that value risk mitigation.**

Our human capital and specialized industry enterprise risk management solutions protect people, brands, and profits from avoidable loss and harm.

**EQUAL EMPLOYMENT OPPORTUNITY:**

Lowers Risk Group provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, genetic information, pregnancy, gender identity, sexual orientation, status as a Vietnam-era, special disabled veteran or other veteran, or any other status or characteristic protected by applicable federal, state and/or local laws.

**AT WILL EMPLOYMENT:**

Lowers Risk Group is an "At Will" employer and nothing within the job posting or description should be construed as an offer or guarantee of employment. Lowers Risk Group reserves the right to modify, interpret or apply the job description in any way the company desires and the job description is not a contract for employment. Any offer of employment is conditional upon the successful completion of a background investigation and drug screen.

**Company Description**

Join one of the fastest growing companies in the US! Lowers Risk Group provides comprehensive enterprise risk management solutions to organizations operating in high-risk, highly-regulated environments and organizations that value risk mitigation.

Our human capital and specialized industry enterprise risk management solutions protect people, brands, and profits from avoidable loss and harm.

<https://jobs.mariettatimes.com/Job/51119556/research-associate-job-in-parkersburg-wv>

**Customer Service Representative**

Globe Metallurgical, Inc. Beverly, OH (45715)

Full Time

Globe Metallurgical, Inc., a Southeast Ohio manufacturing facility, is seeking a Customer Service Representative to interact with customers and salespersons to provide information in response to inquiries about products and services and to handle and resolve complaints.

Interact with customers and Salespersons via telephone, fax and emails regarding material request, order status, changes, or any other modifications that need to be made.

Update customer profiles as required; change pricing, packaging, shipping method, and internal customer specifications and instructions.

Process orders, order changes and deletions for customers.

Interact with the plant operations and shipping departments regarding customer orders and any changes.

Verify pricing from the purchase orders vs. the profiles for accuracy to maintain sales accuracy and historical sales records.

Minimum Qualifications:

Associate's degree preferred.

Strong people skills and strong computer skills a must.

SAP, ERP or relevant experience required.

Exceptional attention to detail

We offer a competitive salary and excellent benefit package.

An Equal Opportunity Employer

Mail, fax or email resume to:

HR Manager

Globe Metallurgical, Inc.

PO Box 157

Beverly OH 45715

740-984-8536 (fax)

jclark@ferroglobe.com

No Phone Calls Please

<https://jobs.mariettatimes.com/Job/51070906/customer-service-representative-job-in-beverly-oh-45715>

### **Veterinary Hospital Support Staff**

Parkersburg Veterinary Hospital, Inc.

#### **Description:**

Full time support staff position available in a fast paced, multi doctor veterinary practice. Must be willing to work evenings and weekends. Position duties include, but are not limited to the following: animal care, routine hospital cleaning, animal restraint while assisting technicians or doctors. Prior experience is preferred. Health insurance and retirement plans available. Applications may be picked up 3602 E 7th Street, Parkersburg Monday - Friday 8 am - 6 pm. No phone calls will be accepted. Resume should accompany application.

[https://midohiovalleyjobs.com/job\\_view.php?jobid=6746&keyword=&region\\_browse=&category=999](https://midohiovalleyjobs.com/job_view.php?jobid=6746&keyword=&region_browse=&category=999)

### **Field Reps**

U.S. Census Bureau

is hiring Field Representatives in Wood Co., WV! Pay is \$12.74-\$16.38 per hour. Please call (866) 564-5420 for more information and to be scheduled for testing. The Census Bureau is an Equal Opportunity Employer and provides reasonable accommodations to applicants with disabilities.

**provided by The Parkersburg News & Sentinel**

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### **Traffic Control Specialist - Parkersburg, WV**

#### **Category**

\*Flagging

#### **Pay Rate**

USD \$10.00/Hr.

Overview

#### **Traffic Control Specialist – AWP Protector**

*Great Compensation Package – Flexible Schedule – Advancement Opportunities*

#### **What is a Protector?**

Protectors are responsible for setting up customer's work zones using warning signs, traffic safety cones and drums. Throughout the day, Protectors maintain a consistent focus on safely controlling the traffic flow through the work zone. Protectors communicate regularly with our customers' work crews and each other. AWP expects our Protectors to be nothing less than reliable, professional, and SAFE!

#### **3 Reasons AWP is a Great Place to Work:**

##### **Great Compensation Package**

Pay Increases - Earn \$3.00/hour pay increase within one year of your initial promotion

Quarterly Safety Bonus - Earn at least \$100 a quarter with AWP's safety bonus program

Weekly pay - Get your money faster

PAID Training and Certification - AWP will pay you to become certified

##### **Flexible Schedule**

5am – 6am average start time

9 hours/day average

98% of Protectors do not work weekends

Part-time with advancement opportunities to full-time  
AWP will work around your schedule

### **Advancement Opportunities**

Promotion Opportunities - Be eligible for a promotion after 90 days  
Job stability – we are America’s traffic control LEADER and continue to GROW  
Engagement programs meant to recognize the best Protectors in the industry

### **Employment Requirements:**

Valid driver’s license with acceptable driving history  
Negative drug test and criminal background check that meets AWP’s guidelines  
Positive, safety conscious attitude  
Comfortable standing 8-12 hours per day and lifting up to 40 lbs. throughout the day in all types of weather conditions  
*Area Wide Protective (AWP) is the Industry Leader in Traffic Control. Each day, we work together to deliver on our commitment to protect our customers’ people, business, and time. The work we do and the safety we provide is more than “just a job”- it’s a career with purpose! We believe in providing endless opportunities for our team members to grow, become strong leaders, and gain expertise, providing the best in protection services.*

EOE – Equal Opportunity Employment

<https://careers-awptraffic.icims.com/jobs/6757/traffic-control-specialist---parkersburg%2c-ww/job?mode=job&iis=Job+Board&iisn=Indeed&mobile=false&width=1150&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240>

## **Resident Care Assistant**

Glenwood Community - Marietta, OH 45750

### **POSITION SUMMARY**

The Resident Care Assistant is responsible for performing duties to enhance the quality of services provided for residents; accompanying residents to external appointments; comforting residents; supervising residents, documenting what they do day to day.

### **ESSENTIAL FUNCTIONS**

#### **Reasonable Accommodations Statement**

To accomplish this job successfully, an individual must be able to perform, with or without reasonable accommodation, each essential function satisfactorily. Reasonable accommodations may be made to help enable qualified individuals with disabilities to perform the essential functions.

#### **Essential Functions Statement(s)**

Receives assignment from supervisor to assist in resident care; Receives verbal report from previous shift and provides verbal report to next shift regarding special events, changes in resident condition, incidents and accidents, etc.

Checks residents in section regularly; Answers call lights promptly; Follows through with resident problems or needs by delivering care or reporting to leader depending upon level of ability and nature of resident need.

Reports all resident and employee incidents to leader and completes incident report.

Maintains knowledge of resident needs at all times; Notes significant changes in the condition of residents and takes appropriate action; Identifies emergency situations and responds with appropriate measures. Document unusual occurrences and progress in resident medical chart.

Explains procedures to resident before administering.

Welcome new residents and helps them adjust to new environment; Assists residents, family, and staff to ensure a comfortable homelike environment, i.e.: assists resident to personalize room, monitors light and sound levels, temperature, etc.

Establishes and maintains good public relations with residents, families, and other community guests; shows empathy toward residents, as needed.

Observes safety needs of residents. Identifies safety and security hazards and reports to appropriate personnel after insuring resident is out of immediate danger.

Assists resident with personal care, including nails, hair, oral hygiene, bathing and dressing following Universal Precautions Protocols; Encourages resident to do as much as he or she can do him or herself; Notes resident need for increased assistance in resident medical record.

Prepares residents for bed rest when indicated; Gives special care to residents in casts or traction such as monitoring comfort, skin color, and temperature.

Assists residents with their physical needs including eating, but encourages residents to perform functions themselves to their capacity or ability.

Follows policies and procedures related to body mechanics, transfer, body positioning, and mobility as outlined in the nursing policies and procedures manual; Repositions residents as needed using supportive devices when necessary (handrails, pillows, etc.) and reports the same.

Assists in transferring residents, as necessary.

Prepares resident for meals; Escorts residents to dining room when necessary; checks tray with diet card before serving to resident; Sets trays for residents; Serves and collects food trays; Assists residents who require help with the eating process; Offers alternate substitute for food not eaten.

Delivers between meal nourishment and fresh drinking water to residents, encourages/assists resident in eating/drinking, and documents acceptance, as appropriate.

Completes appropriate charge and inventory slips; Monitors supply inventory daily to see what is needed; Utilizes supplies and equipment properly and without waste.

Straightens dresser tops and stands; Labels, separates, and cares for personal care items.

Maintains cleanliness of resident units, central bathing area, treatment and supply rooms, workrooms, and linen closets; sanitizes bath tub after each resident's use; Wipes spilled foods and liquids from the floor, as necessary.

Changes and makes beds; Collects and bags soiled linen and places soiled clothing in appropriate receptacle; Stores clean linen; Places personal laundry in designated place according to community policy; Maintains order of linen cart; Distributes clean towels following appropriate schedule.

Assists in transportation of residents to and from activities; Assists with and directs activities, as required.

Performs other duties as assigned.

#### **SKILLS & ABILITIES**

Education: High School Graduate or General Education Degree (GED): Preferred

Experience: No prior experience necessary

Computer Skills: Must be able to proficiently operate a computer, the Internet and basic office equipment

Other Requirements:

Ability to communicate effectively with residents and nursing staff; Ability to read, write, understand and speak the English language; Special care/dementia care employees will have additional training in caring for and treating dementia residents; Must be able to work with elderly residents, families and other health care staff members; Must be able to adhere to all terms and conditions set forth in the United Church Homes Employee Handbook

[https://recruiting.adp.com/srccar/public/RTI.home?c=2167407&d=UCH\\_External\\_Career\\_Center&r=INDEED&r=5000404845006#/](https://recruiting.adp.com/srccar/public/RTI.home?c=2167407&d=UCH_External_Career_Center&r=INDEED&r=5000404845006#/)

### **Helper (Marietta, Ohio) Increased Starting Pay!**

Rumpke

Full Time

**Marietta, Ohio**

The Residential Helper position is one of our most physically demanding jobs. Helpers assist drivers with providing safe, courteous, and complete waste removal for customers. This position routinely requires extensive physical exertion (lifting, carrying, pushing, and pulling trash receptacles weighing up to 75 pounds each from the ground approximately 300-500 times per day) and entering/exiting the truck approximately 600-1000 times per day. Residential Helpers are exposed to extreme weather conditions and unpleasant odors and sights. The hours and physical demand may vary by route or area.

#### **Responsibilities and Duties**

Perform job duties in a safe manner in compliance with all local, state, and federal regulations and company policies.

Provide waste or recycling removal services to customers on assigned route(s) by emptying trash/recycling receptacles into truck.

Replace trash/recycling receptacles neatly at the curb or designated area.

Clean up waste spills and overflows.

Operate packing mechanism and various lever/handles on truck to activate lifting/loading mechanism.

Assist Driver in safely backing up the truck by directing the Driver from outside the truck.

May assist in unloading or cleaning truck.

Professional interaction with internal and external customers.

Other duties as assigned.

#### **Knowledge and Skills**

Ability to perform physical requirements of the job (prolonged physical exertions, including repetitive lifting, pushing, pulling and climbing).

General knowledge of mechanics of trucks.

Ability to work overtime, weekends, and/or holidays.

Ability to work in all weather conditions.

Good written and verbal communication skills to be able to communicate effectively and professionally with internal and external customers.

Waste industry experience, a plus.

Additional skills may be required to perform additional task(s) specific to work location, department or line of business.

#### **Minimum Qualifications**

Legally eligible to work in the United States.

Be at least 18 years of age

Successfully complete pre-employment testing.

Be able to read and speak the English language well enough to communicate, understand, and respond to questions, directions, traffic signs, signals, and safety training.

#### **Work Environment**

Exposure to extreme weather conditions.

Exposure to residential and commercial waste.

Possible exposure to high traffic conditions while outside of the vehicle.

This job description is intended to describe the general nature and level of work to be performed by employees, and is not to be construed as an exhaustive list of responsibilities, duties and/or skills required. Furthermore, this does not establish a contract for employment and is subject to change at the discretion of the company.

#### **Company Description**

Rumpke Waste & Recycling has been committed to keeping neighborhoods and businesses clean and green since 1932 by providing environmentally friendly waste disposal solutions and recycling options. Headquartered in Colerain Township, Ohio, just outside of Cincinnati, Rumpke is one of the nation's largest privately owned residential and commercial waste and recycling firms, providing service to areas of Ohio, Kentucky, Indiana and West Virginia. Rumpke divisions include Rumpke Recycling, Rumpke Portable Restrooms, The William-Thomas Group, Rumpke Hydraulics and Rumpke Haul-it-Away.

<https://jobs.newsandsentinel.com/Job/50493871/job-in-marietta-oh>

#### **General Labor/Plant Worker (7:30AM to 4PM) 3804**

CorTech, LLC - Parkersburg, WV 26104

\$11.50 an hour - Contract

\$11.50/Hour M-F, 7:30am-4pm 1 Month Contract\*Must be available to start working ASAP once drug and background screenings are cleared! We are currently seeking a Plant Worker to ensure all waste is unloaded from vehicles, the vehicles are decontaminated, and waste is properly staged for scanning and processing. The individual will perform the duties in a safe and productive manner. Essential Duties and Responsibilities: -Unload waste from incoming vehicles. Separates non-autoclavable waste to be incinerated. Stage waste on conveyor system or properly stack waste for scanning in the Biotrack system. -Scan waste into the Biotrack system for proper recordkeeping purposes. -Load autoclave bins or incinerator hopper with waste for processing. Place re-usable containers on tub wash line for decontamination. Operates tub wash unit insuring the wash unit is operating properly.

Removes clean tubs from wash unit, inspects tubs and stacks for loading onto assigned vehicle for re-use. Operates tub wash sprayer for oversized reusable tubs insuring the unit is operating properly. Inspects tubs and stacks for loading onto assigned vehicle for re-use. Decontaminates vehicles cargo-carrying portion, reloads assigned re-usable tubs and insures cargo-carrying portion of vehicle does not have free liquid on the floor. Informs plant supervisor the vehicle is ready to be moved from dock area. Insures housekeeping issues, e.g., spills cleaned up, floor is dry, and debris not on floor, etc., are addressed immediately. Assists in other areas of the plant operation as directed. Education and Experience: High school diploma or equivalent (GED). One-year related experience or training or combination of experience and training, demonstrating strong communication skills and tact. Position requires extensive lifting, walking, bending, and pushing. Must be able to lift up to 55 pounds and push and/or pull carts weighing as much as 500 pounds. Demonstrates knowledge of barcode scanning and basic computer skills. Demonstrates knowledge of Hazardous Materials and OSHA Regulations. Desired but not required: -Demonstrates the ability to operate a powered industrial truck, e.g., forklift.

[http://jobstalker.net/JobDetail.aspx?JobOrderID=195184&utm\\_source=Indeed&utm\\_medium=cpc&utm\\_campaign=Indeed](http://jobstalker.net/JobDetail.aspx?JobOrderID=195184&utm_source=Indeed&utm_medium=cpc&utm_campaign=Indeed)

#### **Housekeeping Attendant**

Microtel Inn & Suites by Wyndham Marietta - Marietta, OH 45750

\$9.00 - \$9.10 an hour - Part-time

cleaning rooms. dusting, sweeping, changing beds and cleaning bathrooms.

Job Type: Part-time

Salary: \$9.00 to \$9.10 /hour

Experience:

hotel: 1 year (Preferred)

**Indeed.com**

# We Staff Better LLC

## OPEN INTERVIEWS FROM 9a-noon every Wednesday

Washington County Ohio Means Jobs  
1115 Gilman Avenue, Suite B, Marietta, Ohio 45750

### Current positions:

- Forklift Driver \$12/hr – Williamstown, WV
- Concrete Worker \$12-12.75/hr – Williamstown, WV
- Foundry Worker \$10 – Belpre, OH
- Plant Laborer \$9.20-\$10.30/hr – Ravenswood, WV
- Machine Operator \$10/hr – Millwood, WV
- Maintenance Entry Level \$11/hr – Ravenswood, WV
- Plastic Milling Associate \$12/hr – Belpre, OH
- Polymer Production \$12/hr – Reno, OH
- Warehouse Light Labor \$12/hr – Parkersburg, WV

# We Staff Better LLC

## GRASSROOTS STAFFING DONE BETTER



### Parkersburg, West Virginia Area

As part of our continued effort to best serve our Customers and Associates, We Staff Better has partnered with Ohio Means Jobs and will be available for processing and interviews at the Center on Gilman Avenue in Marietta **every Wednesday**. Stop in and see us! [hashtag#grassrootsstaffing](#) [hashtag#westaffbetter](#) [hashtag#communitymatters](#)

To apply today, visit [www.westaffbetter.com](http://www.westaffbetter.com) or call us at (304) 489-7272.

[https://www.indeedjobs.com/we-staff-better-llc/hl/en\\_US](https://www.indeedjobs.com/we-staff-better-llc/hl/en_US)

We Staff Better, LLC has several immediate positions to fill in Ravenswood, WV and Marietta, OH for general laborer and plant positions. Applicants can email their resume to [westaffbetter@gmail.com](mailto:westaffbetter@gmail.com) or apply on Indeed.

For immediate consideration come in to process in We Staff Better, LLC office located at 58 Fox Run Road Mineral Wells, WV. Open Monday-Friday 9-3:30pm.

Applicants must bring in two forms of ID. (Driver's License or State Issued ID and Social Security or Birth Certificate). Google Maps Mineral Wells PSD, it will bring you to the Fox Run Business Plaza. Located off of Route 21 in Mineral Wells.

## **Production Line Operator**

Magnum Manufacturing

Marietta, OH, US

### **Nature of Work:**

This position performs general utility duties associated with the production and finishing of magnetic products.

### **Examples of Work:**

Operate production equipment such as punch press, strip line equipment, Mark Andy, RF Welder, etc.

Package product into containers, label containers, and prepare for shipment.

Complete required paperwork according to Company guidelines.

Select and moves components to weighing area or dumping station.

Examine in-process materials to determine compliance with quality standards.

Samples product according to Quality Control procedures.

Maintain equipment.

Responsible for cleanliness of work area and adherence to OSHA regulations.

Cleans equipment on a regular basis and as needed.

May operate forklift to move and store raw materials and finished goods.

Perform regular safety inspections and makes recommendations for improvement.

Recommend improvements to product appearance and flow.

Assists mechanic as required.

Performs other duties assigned by management.

### **Required Knowledge, Skills and Abilities:**

Attention to detail skills.

Ability to operate packaging equipment and computers.

Ability to accomplish multiple tasks.

Ability to become a licensed forklift operator.

Ability to communicate well with other employees, particularly regarding production issues.

Ability to establish and maintain effective working relationships with others.

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.

Ability to follow all safety rules and regulations.

Ability to write routine correspondence and complete production paperwork.

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

Ability to work in a fast-paced, deadline driven environment.

Ability to work extended hours as needed.

### **Minimum Qualifications:**

**Training:** High School education or equivalent.

**Experience:** Six months related experience preferred.

<https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=27f3eeb6-88fe-4a5f-972d-2b30e1d222cd&jobId=53042&source=IN>

## **Account Manager - Industrial Sales Representative**

Snap-on Inc.

Ohio Means Jobs Job Number/Reference Code: 3703756

Desired Skills/Duties: Overview Snap-on Inc., a global premiere tool and equipment manufacturer has an opportunity in our Industrial Business Group for an outside salesperson to represent our company and our products in the business to business market in a territory covering Northern West Virginia and East Central Ohio. The ideal candidate will reside within the territory. Our Industrial Group employs hundreds of professional sales representatives around the world that work with our customers in exciting markets such as Aviation, Power Generation, Manufacturing, US Government, Fleet Maintenance, and Education. If you are a successful, proven B2B outside sales professional that enjoys helping your customers be more productive then we would love to talk to you. As we approach our 100 th anniversary we are doing remarkable things and are looking for remarkable people. Qualifications \* 3-5 years of outside selling experience preferably serving the Industrial tool market. \* Proven track record of prior goal achievement showing increase in sales and customer growth. \* Bachelor degree or Associate degree preferred. \* Proficient in Microsoft Office suite products including: Word, Excel, PowerPoint, and Outlook. \* Strong organizational and communication skills are required and comfortable working with and presenting to all levels within an organization. \* Must hold and maintain all required credentials including a valid driver license with an impeccable driving record is required as well as the ability to acquire adequate auto insurance. \* Physical requirements apply. \* Some overnight travel may be required. Snap-on offers a competitive compensation package, which includes a base expense, commissions, plus sales bonus opportunity. Snap-on

also offers a complete benefits package which includes: medical, vision, dental, life insurance, 401(K) Savings and offers a company paid retirement plan and many other benefits. Snap-on is a drug free work environment and welcomes all qualified candidates to apply. Local candidates within the territory are strongly encouraged to apply, since we are not offering relocation assistance at this time. Snap-on is an Equal Opportunity Employer, Minority/Female/Disabled/Veteran. <http://www.aplitrak.com/?adid=YmJnZW5lcmljLjU0OTk5Ljg3NzFAc25hcG9uY29tcC5hcGxp dHJhay5jb20>

### **Laborer/Swamper (FT)**

Warren Drilling in Dexter City, OH is looking for a Full-time Laborer/Swamper.

#### **Duties:**

Assist in loading and unloading equipment from haul trucks, including chaining/strapping (securing loads) and unchaining/unstrapping.

Work with Bed trucks and or Pole trucks attaching and detaching bridle/rigging to equipment.

Signal/communicate and spot equipment and trucks.

Assist operators with equipment inspections.

Must comply with all company, customer, and industry policies and procedures including all PPE requirements, safety policies, and safe work practices. No exceptions.

#### **Qualifications and Experience:**

Must be dependable, trustworthy, have a positive attitude and work well with others.

Must be drug-free and pass pre-employment, random, and job location spot tests.

Have valid driver license and be insurable in company vehicle a plus.

Must be willing to work flexible hours meeting a demanding schedule.

Oil and gas industry/drilling rig experience preferred.

Safeland or equivalent training preferred. Additional oil and gas industry training a plus, ie. Fall Protection, OSHA, Equipment Operator cards, H2S awareness, First Aid/CPR and other related certifications/education and or training.

#### **Compensation:**

Good hourly pay and overtime.

Expense allowance.

#### **About Warren Drilling**

Warren Drilling provides services to the oil and gas industry since 1944. We specialize in trucking and rig moving.

**Indeed.com**

### **Delivery Driver Vienna, WV**

R. E. Michel Company, LLC - Vienna, WV 26105

**Job Title: Branch Delivery Driver**

**Full Time/Non-Exempt**

**Location: Vienna, WV**

**Reports To: Branch Manager**

**General Summary:** Branch Driver must ensure safe operation, loading and unloading of 12' delivery truck; safe and timely deliveries to customer locations; maintain vehicle(s) with correct fluids, clean interior /exterior and timely completion of delivery records Deliveries are made to customer's place of business and/or job site; ability to operate manual transmission if applicable. Good interpersonal skills are necessary to interact with co-workers and to service customers in the branch, on the telephone and/or at the delivery site.

#### **Requirements Include:**

valid driver's license;

clean driving record;

ability to successfully complete/pass required DOT physical;

satisfactory, safe driving record;

ability to read maps / directions in order to determine the most efficient manner to make deliveries.

knowledge of material handling equipment to safely move product weighing more than 70 pounds 50 percent of work time.

Must be at least 18 years of age to operate forklift.

**R.E. Michel Company, LLC is an equal opportunity/affirmative action employer. All qualified applicants will receive consideration for employment without regard to sex, gender identity, sexual orientation, race, color, religion, national origin, disability, protected veteran status, age, or any other characteristic protected by law.**

R.E. Michel Company, LLC is an Equal Opportunity / Affirmative Action employer. Qualified applicants will receive consideration for employment without regard to Race, Color, Religion, Sex, Sexual Orientation, Gender Identity, National Origin, Disability, Veteran status or any other protected status.

**Indeed.com**

## Technician - Optical

EyeDoctors

Parkersburg, WV

Full Time

Job Description

Fast paced, 4 doctor, growing optometry practice has an opportunity for a full time optometric assistant. We are looking for an energetic, friendly, and self-motivated individual for our patient centered team.

Responsibilities include (but not limited to):

- Taking detailed case histories
- Patient pretesting including OCT, topography, and Optomap
- Occasional scribing for the doctor
- Contact lens application and removal training
- Scheduling appointments for multiple doctors
- Managing correspondence with other doctor offices and patients
- Maintaining a clean, organized, and sterile clinic environment
- Use of patient management software (Officemate/Examwriter)

Requirements:

- Able to multi-task with a smile in a fast-paced environment
- Strong verbal skills
- Dependable, caring, compassionate, and professional
- Must pay attention to detail
- Work well on a team

Preference will be given to those with optometry/ophthalmology experience. Pay is based upon experience and skills.

Benefits after 90-day probationary period include paid vacation, holidays, bonuses, and vision care as well as retirement matching.

Company Description

Progressive optometrist office with large dispensary.

Location/Region: Parkersburg, WV (US)

<https://jobs.mariettatimes.com/Job/49681716/optometric-technician-job-in-parkersburg-wv>

## Class A required with Tanker Endorsement & Class B strongly preferred

Fountain Quail Energy Services

Ohio Means Jobs Order #3703203

**\$2000 SIGN ON BONUS**, 120 hours of paid PTO per year, 9 paid holidays! \$21-\$23 per hour starting pay

Local routes home every night.

Flexible schedule options

Very little changeovers on location

Vision, Dental, and Health insurance options

Hands-free Blue Parrot provided by the company

Uniforms provided

Flex spending account option

Exceptional safety program

Training regardless of experience

Intermittent bonuses

Bereavement pay for family deaths

Employee appreciation dinners/cookouts

Minimum Requirements:

CDL license required - Class A required with Tanker Endorsement & Class B strongly preferred

Requires a minimum of one-year CDL driving experience & Clean driving record

Valid Medical Card, & Tanker Endorsements

Hazmat Experience is a strong plus

Must be able and willing to work in adverse weather conditions, shift work, nights, weekends, holidays, and overtime when necessary

Must be a self-motivated individual who can work independently

Must possess good communication skills and ability to work well with others

Must be a highly safety minded individual

Washington, Morgan, and Noble County Ohio Means Jobs Centers have applications.

**If interested, please call Mike Bailey TODAY at (740)525-6569**

## **Part Time Cook All Shifts Available**

Brookdale Marietta AL/MC (OH) 150 Browns Road Marietta, OH 45750

Job #: BSL65639

Brookdale. Bringing new life to senior living.

Forget the late nights and frozen food. As a Brookdale cook you'll join a team of kitchen pros making meals from scratch on a set schedule that lets you have a life. You'll find opportunities to earn baking certifications, attend culinary road shows and get advanced training. Our cooks do more than just create delicious menus, they connect with residents and enlighten lives. Joining Brookdale opens doors to advancement opportunities in a fast growing industry and lets you truly make a difference.

Preferred skills and qualifications:

\* High school diploma or GED

\* ServSafe Certification or ability to obtain

\* One year of commercial kitchen experience

\* Flexibility with schedule including availability to work evenings, weekends, and holidays

If you're a Brookdale associate, please consider referring someone through the Good People Program!

Brookdale is an EOE-(Equal Opportunity Employer) and drug-free workplace.

[https://job-openings.monster.com/Cook-Marietta-OH-US-www-brookdalecareers-com/11/199155545?WT.mc\\_n=sk\\_feed\\_wantedtech](https://job-openings.monster.com/Cook-Marietta-OH-US-www-brookdalecareers-com/11/199155545?WT.mc_n=sk_feed_wantedtech)

[https://job-openings.monster.com/Cook-Marietta-OH-US-www-brookdalecareers-com/11/199155545?WT.mc\\_n=sk\\_feed\\_wantedtech](https://job-openings.monster.com/Cook-Marietta-OH-US-www-brookdalecareers-com/11/199155545?WT.mc_n=sk_feed_wantedtech)

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## **Electrical and Instrumentation Technician**

Allnex - Willow Island, WV

Job Function

Science, Manufacturing, Engineering

Position Overview

Electrical and Instrumentation Technician is responsible for installation, repair, and maintenance of all instrumentation & equipment used in process controls, analyzing systems, valves/actuators, and electrical systems.

Responsibilities

Installation, repair, and maintenance of all instrumentation & equipment used in process controls, analyzing systems, valves/actuators, and electrical systems including flow meters, variable speed drives, temperature sensors, pressure and level transmitters, communications devices and interfaces.

Investigate problems with instruments and sensors including flow meters, variable speed drives, temperature sensors, pressure and level transmitters, air quality sensors, communications devices and interfaces. Determines causes for malfunctioning instruments and takes appropriate action to correct.

Repairs and maintains electrical and instrument equipment using hand tools, power tools, & precision measuring and testing instruments. Engages in rebuilding, repairing, and maintaining a variety of machines, equipment, and instruments. Inspect and test operation of instruments and systems to diagnose faults using pneumatic, electrical and electronic testing devices and precision measuring instruments. Performs and documents maintenance, calibration, installation, diagnostic analysis, and repair of electrical, mechanical, and pneumatic instruments and systems.

Other duties as assigned.

Required Skills and Experience

Ability to read and interpret electrical drawings, instrument loop diagrams, and P&ID's

Capability of working with DCS, programming and troubleshooting programmable logic controls (PLC), control software and human-machine interface systems would be an asset.

Ability to work under minimum supervision.

Effective organizational, time management and communication skills.

Good troubleshooting and problem-solving skills.

Good interpersonal skills in communication, listening, and good safety practices.

Qualifications

High School Diploma / GED -required.

Must have one of the below

Minimum of 3 years of maintenance experience in instrumentation / electrical field.

Journeyman Instrument / Electrical Certificate or Equivalent.

Associates Degree in I & E Technology.

*Physical Demands and Working Conditions*

*Balancing/lifting/carrying up to 50 pounds, reaching above shoulders*

*Walking/standing/bending/stooping/twisting/kneeling/crouching*

*Stairs/ladders/working at heights: scaffolds, platforms, man-lifts*

*Environmental extremes: working outside year-round  
PPE including head, eye, hand, foot, body (FRC), various respirators*  
Equal Employment Opportunity  
allnex is an Equal Opportunity Employer m/f/d/v.

#LI-GK1

[https://www10.mycoatingresins.com/psp/eRecruit/EMPLOYEE/HRMS/c/HRS\\_HRAM.HRS\\_CE.GBL?Page=HRS\\_CE\\_JO  
B\\_DTL&Action=A&Siteld=1&JobOpeningId=2211&PostingSeq=1](https://www10.mycoatingresins.com/psp/eRecruit/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_CE.GBL?Page=HRS_CE_JO<br/>B_DTL&Action=A&Siteld=1&JobOpeningId=2211&PostingSeq=1)

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## **Customer Relationship Coordinator**

Microbac

Marietta, OH

Job Description

### **Tracking Code**

996-899

### **Job Description**

#### **JOB SUMMARY**

Customer Relationship Coordinators work within our Customer Relationship team, supporting CR and operations by providing world class customer experience (CX) to Tier III customers through timely response and effective communication. Customer Relationship Coordinators engage in a variety of client centered tasks such as greeting clients, addressing and routing client questions and concerns, partnering with management and operations to solve basic customer issues, assisting in the creation of reports and addressing other clerical duties as needed.

#### **MAJOR/ESSENTIAL FUNCTIONS:**

Ensure clients have a positive customer experience through proactive and professional customer service efforts.

Execute a number of administrative duties such as making and fielding phone calls, emailing and faxing documents, data entry and other clerical functions as needed

Maintain a high level of professional contact with assigned Tier III clients

Administrative duties that include data entry, formulating, compiling and reviewing reports, and developing informational materials

Works with the CRM/CRS to ensure proper execution of the welcoming and on boarding process in a consistent, professional, and timely manner for all assigned Tier III accounts. Accountable for accurate account set up and responsible for setting up programs and testing information in the laboratory information management system (ELEMENT / CRM / AXIS / CONTROL and any other system set ups critical to customer management.

As part of the onboarding process, review first sample Certificate of Analysis (COA) and invoice with the customer to verify that appropriate tests and reporting format are as requested.

Answer customer phone and email inquiries, identify customer requirements, provide results and additional information that meets or exceeds the customer's expectations and follow up with solutions.

Contact customers with information regarding test results that will be late or are out-of-specification and document all customer interactions in the customer relationship management (CRM) system.

Field incoming leads and ensure they are transferred to the correct TSM/AM/Sales.

Communicate and collaborate with technical staff to uncover solutions to client needs.

Set up accounts, file documents, and ensure documents are thoroughly and accurately completed

May support sales team with various duties including answering questions and preparing quotes

Verify chain of custody forms/schedule work

Assist with the logging and tracking of client test samples

Perform other related duties as needed

#### **PREFERRED QUALIFICATIONS:**

Job Requirements:

Broad knowledge and proven experience in customer service

Excellent written and verbal communication skills

PC proficiency

Basic problem-solving abilities

General technical industry knowledge as evident by a basic understanding of concepts, terminology and instrumentation used

General understanding of EPA and/or FDA/USDA regulatory standards and protocols related to analytical testing is preferred. Education and Experience:

Bachelor's Degree in a field related to the Sciences or 1 year of relevant experience preferred

Prior customer service experience required

Prior commercial laboratory experience preferred

#### **WORKING CONDITIONS AND PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met to successfully perform the essential functions of this job. Reasonable accommodations may also be made to enable individuals with disabilities to perform the essential functions in accordance with applicable law. While performing the duties of this job, incumbent is regularly required to use hands and fingers to feel objects, tools or controls. Position requires standing, sitting, walking and reaching with hands and/or arms, talking clearly and/or hearing and understanding. Position often requires climbing, balancing, stooping or kneeling and lifting 30 pounds. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Microbac is an Equal Opportunity Employer - Minorities/Females/Veterans/Disability/Sexual Orientation/Gender Identity  
Veteran Friendly Employer

**Job Location**

Marietta, Ohio, United States

**Position Type**

Full-Time/Regular

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, sexual orientation, gender identity, or protected veteran status.

<https://www.ohiojobnetwork.com/job/detail/33230225/Customer-Relationship-Coordinator>

**Store Associate/Stocker - 5380 - Now Starting at \$9.50/HR at Big Lots Inc**

MARIETTA, OH

**Description**

Performs general store operational duties including cashiering, customer service, truck unloading, stocking, merchandise recovery, and light cleaning or maintenance as assigned.

1. Greets and assists customers as needed in order to maintain the highest level of customer service.
2. Maintains and operates point-of-sale systems efficiently and accurately.
3. Drives customer loyalty program participation, including sign ups and rewards processing at check-out.
4. Participates in the freight flow process including truck unloading, stocking, merchandise presentation and recovery.
5. Participates in furniture department operations including carry-outs and display assembly as needed.
6. Maintains appearance of the store's interior and exterior to company standards including light maintenance duties and cleaning.
7. Performs daily front-end maintenance including check stand cleanliness, replenishment of merchandise and supplies and floor safety.
8. Performs other tasks as assigned by Store Leadership, such as cart retrieval, shrink control and safety-related tasks.

**Qualifications**

1. High School Diploma, GED or equivalent work experience required. Must be at least 18 years of age.
2. Strong customer service and communication skills required.
3. Ability to work a flexible work schedule including nights, weekends and holidays required.
4. Prior retail experience preferred.
5. Previous experience operating a cash register preferred.
6. Ability to lift, carry, push, and pull a minimum of 50 pounds required. Ability to unload freight, to move product on and off of store shelves, to walk, stand, bend, stoop, or kneel for long periods of time, and to move freely throughout store on a continual basis required.
7. Basic English literacy and math skills required.

We will consider for employment all qualified applicants, including those with criminal histories, in a manner consistent with the requirements of applicable state and local laws.

**Primary Location:** US-OH-MARIETTA

**Work Locations:**

STORE~5380\_MARIETTA, OH  
603 HART STREET FOOD 4 LESS  
MARIETTA 45750

**Job:** Store Associates

**Schedule:** Regular

**Shift:** Standard

**Job Type:** Part-time

[https://www.monster.com/jobs/search/?q=big-lots&where=45750\\_2C-Marietta\\_2C-OH&jobid=d5bec90a-2f9a-4e1e-9bb2-b164bcd55035](https://www.monster.com/jobs/search/?q=big-lots&where=45750_2C-Marietta_2C-OH&jobid=d5bec90a-2f9a-4e1e-9bb2-b164bcd55035)

## **RT Assistant**

Acuren- Marietta, OH

With 90 locations throughout North America, Acuren Inspection, Inc. is the leader in Nondestructive Testing (NDT). Providing a wide range of services in many industries including: Oil and Gas, Petrochemical, Pipeline, Power Generation, Pulp and Paper, Construction, Fabrication, Automotive, and Aerospace. Inspection is our history and our focus for growth. We are a Rockwood company, the worldwide leader in NDT service and technology with over 3,000 technical professionals in Acuren, Hellier NDT Training, and Sperry Rail Service -- NDT firms run by NDT people!

### **Position Summary**

Set up and utilize Nondestructive Test equipment

Assist Radiographers in the calibration of NDT equipment

Assist Radiographers to conduct tests to ensure quality or detect discontinuities (defects) using NDT methods of inspection

Record results of inspections

Assist performing NDT procedures, carrying equipment and other operations

Perform other job-related tasks as assigned by management

Will be performing field radiography at customer sites in PA, WV and OH.

### **Education and Experience**

High School Diploma or equivalent

40 hours radiation safety

Technical background desired

IRRSP Card or State Carded Radiographer preferred.

Must be able to have experience, credentials and history to be certified as Trustworthy & Reliable to comply with federal and state regulations, as determined by a thorough background check

Motor Vehicle Driving record must meet company standards to drive company vehicles

### **Desired Competencies**

Strong work ethic

Dependable

Exceptional safety and quality awareness

Mechanical aptitude

Adaptable to changing schedules

Exceptional attention to detail

Team work

Ability to follow directions and procedures

Willingness to routinely travel overnight

Must be flexible and able to respond to work assignments with minimal notice

### **Physical Demands and Work Conditions**

Climbing. Frequent Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms up in excess of heights of 100 feet.

Balancing. Maintaining body equilibrium to prevent falling and walking, standing or crouching on narrow, slippery, or erratically moving surfaces.

Stooping. Bending body downward and forward by bending spine at the waist.

Kneeling. Bending legs at knee to come to a rest on knee or knees.

Crouching. Bending the body downward and forward by bending leg and spine.

Reaching. Extending hand(s) and arm(s) in any direction.

Standing. Upwards of 95% of workday.

Walking. Moving about on foot to accomplish tasks.

Pushing. Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.

Pulling. Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.

Lifting. Raising objects in excess of 100 pounds from a lower to a higher position or moving objects horizontally from position to position.

Fingering. Picking or pinching or otherwise working with fingers rather than with the whole hand as in handling.

Grasping. Applying pressure to an object with the fingers and palm.

Feeling. Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.

Talking. Expressing or exchanging ideas by means of the spoken word accurately, loudly and quickly.

Hearing. Perceiving the nature of sounds at normal speaking levels with or without correction and to make discriminations in sound.

Repetitive motion. Substantial movements of the wrists, hands, and/or fingers.

Able to perform very heavy work (exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of

force frequently, and/or in excess of 20 pounds of force constantly to move objects).  
Ability to perform visual inspection involving small defects, small parts, and/or operation of machines (including inspection); using measuring devices; and/or assembly of fabrication parts at distances close to the eyes.  
Ability to operate motor vehicles and/or heavy equipment.  
Ability to determine the accuracy, neatness, and thoroughness of the work assigned or to make general observations of facilities or structures.  
Able to perform in both inside and outside environmental conditions.  
Able to perform in extreme cold (Temperatures below 32 degrees for periods of more than one hour).  
Able to perform in extreme heat (Temperatures above 100 degrees for periods of more than one hour).  
Ability to withstand loud noise.  
Able to perform in and near hazards to include proximity to moving mechanical parts, moving vehicles, electrical current, working on scaffolding and high places in excess of 100 feet, exposure to high heat, extreme cold, or exposure to chemicals.  
Able to perform in conditions that affect the respiratory system or the skin such as fumes, odors, dust, mists, gases, or poor ventilation.  
Ability for frequent mobility in close quarters, crawl spaces, shafts, small enclosed rooms, line pipes, and other areas that could cause claustrophobia.  
Able to function in narrow aisles or passageways.  
Able to work long workdays of up to 16 consecutive hours in one day.  
Equal Opportunity Employer Minorities/Women/Protected Veterans/Disabled  
<https://recruiting.adp.com/srccar/public/RTI.home?c=1163051&d=External&rb=INDEED&r=5000397113006#/>

### **REAL ESTATE LOAN SECRETARY**

2018-08-03 Confidential Parkersburg

Description:

Law firm seeking mortgage loan processor. Must be able to work in a fast-paced environment and possess good customer service skills. Experience is a plus but will train the right person.

[https://midohiovalleyjobs.com/job\\_view.php?jobid=6736&keyword=&region\\_browse=&category=999](https://midohiovalleyjobs.com/job_view.php?jobid=6736&keyword=&region_browse=&category=999)

### **Clayton Homes Sales Representative**

Clayton Homes - Belpre, OH

\$24,000 a year - Full-time, Commission

Sales Representative

Compensation

Average earnings for our first-year Sales Representatives - \$39,990

Average earnings for Sales Representatives companywide - \$67,218

Average earnings for the top 1/3 of all Sales Representatives - \$107,601

As a Sales Rep with Clayton Homes, you will receive a \$24k base salary plus a lucrative commission plan

We offer a paid training program and a progressive New Hire sales incentive to help you build your business

Unlimited career and earning potential as a Sales Pro!

Benefits

Performance Perks – we offer incredible rewards for our top performers – Cruises, Resort Trips, etc.

Comprehensive Benefit Package - Medical, Dental, Life, Vision and 401k with aggressive employer match for all Sales Reps

A Berkshire Hathaway Company - an integrity based organization offering unlimited career growth

Home Centers are closed on Sundays – we believe in offering a balanced working environment

Training/Sales Professional Development – we offer online educational opportunities and training seminars to all Sales Reps

Requirements

Previous sales, retail or customer service experience

At least 6 months of relationship driven business to consumer sales preferred

Strong verbal communication skills

Ability to excel and contribute to a team environment

Possess solid phone skills

Must be reliable and dependable

Strong organizational and time management skills

Professional demeanor and appearance

General understanding of the retail environment

All Sales Reps must pass criminal background check and post offer drug screen

Ability to learn business and finance mortgage concepts

Ability to obtain appropriate manufactured home sales licensing  
Ability to move and lift furniture, promotional items, etc. (up to 75 lbs.)

#### Job Responsibilities

Clayton Ambassador – as a Sales Rep, you will protect the Clayton Homes branding and assets by maintaining a high level of integrity throughout the sales process  
Constant Learner – develop expertise in areas such as finance mortgage concepts, product, sales acumen, sales presentation skills and your local market  
Customer Follow-up – maintain customer files and provide timely follow-up with prospective buyers via the company's CRM system  
Merchandising – assist manager by helping select inventory, decorate models and maintain appearance of the homes  
Personal Prospecting – develop, refine and execute a strategic sales and marketing plan to increase home center traffic  
Product Demonstration – show prospects display homes, demonstrate features and benefits to create added value  
Set Appointments – set home center visits utilizing prospect database and by converting ad calls and web leads  
Sales – sales reps will facilitate the buying process by building trust, meeting needs and converting prospects to satisfied homeowners  
Team Contributor – be a positive team member and assist in the development of other Clayton Homes Team Members  
Training– sales reps will participate in all sales meetings, training opportunities and other company sponsored functions  
World Class Customer Service – provide a great home buying experience by exceeding the customer expectations and honoring commitments

Clayton Homes, a Berkshire Hathaway company and one of the nation's leading housing provider, is a vertically integrated housing company that builds, sells, and insures affordable housing.

As a New Home Sales Representative with Clayton Homes, you will create a world class home buying experience by assisting prospects to identify a floor plan, select options, and coordinate the construction process.

To be successful in this role, New Home Sales Reps must possess an ability to create an initial rapport, establish trusting relationships and provide a high degree of leadership that allows prospects to have the confidence to select Clayton Homes as their housing solution.

Our commitment to creating a World Class Customer Experience is unparalleled in the housing industry; we take pride in ensuring that all Clayton homeowners receive a high level of customer service from the time they visit one of our Home Centers all the way through to the time they take ownership of their new home.

You will find much more information about Clayton Homes by visiting our website at:

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

[https://careers.claytonhomes.com/en-US/job/clayton-homes-sales-representative-belpre-oh/J3S76Y6GSQ0XWRKGT5V?electronic\\_referral=indeed](https://careers.claytonhomes.com/en-US/job/clayton-homes-sales-representative-belpre-oh/J3S76Y6GSQ0XWRKGT5V?electronic_referral=indeed)

### **Unit Assistant Full Time**

Marietta Center - Genesis HealthCare - Marietta, OH

**POSITION SUMMARY:** The Unit Assistant performs various nonprofessional services related to caring for the needs and comfort of the customers. Her/his function may not include any activity accorded to the Certified Nursing Assistant.

1. Assumes responsibility for specific customer tasks as assigned by the Charge Nurse. The Charge nurse and/or a nurse designee will supervise all Unit Assistant tasks.
2. Tasks related to admission of the customer:
  - 2.1 Mark personal items (clothing, glasses, other items as assigned)
  - 2.2 Complete an Inventory List of personal items
  - 2.3 Assist customer to hang or to place personal items in closets and drawers
3. Tasks related to transfer / discharge of customer:
  - 3.1 Pack clothing and other personal items
  - 3.2 Transport items to designated locations
  - 3.3 Remove name tags and other identifying items from room
  - 3.4 Strip the bed
4. Tasks related to meals:
  - 4.1 Transport customers to the Dining Room to designated seating assignment
  - 4.2 Deliver trays
  - 4.3 Prepare trays (open cartons, butter bread, cut meat, insert straws)
  - 4.4 After food percentages and/or I - O is completed by the CNA, remove the trays and return them to the tray cart
  - 4.5 Collect clothing protectors and table linens and place them in the appropriate soiled receptacle
  - 4.6 Transport customers from the Dining Room to appropriate activity/location
  - 4.7 Pass ice and fresh water
  - 4.8 Assist with Center's Hydration process / activities as assigned
5. Tasks relating to bed making:
  - 5.1 Make unoccupied beds as assigned

- 5.2 Secure clean linen from the linen cart
- 5.3 Deposit soiled linen in the soiled linen receptacle
- 6. Tasks related to transport: After the customer has been transferred to a wheelchair or gerichair by the CNA, transport:
  - 6.1 To activities
  - 6.2 To beauty / barber shop
  - 6.3 To therapy
  - 6.4 To dining room
- 7. Tasks related to personal appearance for assigned customers:
  - 7.1 Apply nail polish
  - 7.2 Assist with make-up
  - 7.3 Brush hair
- 8. Tasks related to customer service:
  - 8.1 Read to the customer (books, newspaper)
  - 8.2 Deliver mail; open and read to customer if requested
  - 8.3 Water customer's plants
  - 8.4 Report any unusual occurrence to the charge nurse
  - 8.5 At the customer's request, help to organize and straighten contents of bed side cabinet, closets and drawers to provide a neat, orderly environment
- 9. Tasks related to cleaning. Does NOT clean blood or body fluids from surfaces:
  - 9.1 Notify CNA or nurse if any blood or body fluid spills on any surface
  - 9.2 Clean the unit pantry and other areas as assigned
- 10. Tasks related to Unit resource management:
  - 10.1 Transport records, charts and other items as assigned
  - 10.2 Obtain items from other areas in the Center as requested by nurse
  - 10.3 Answer telephone and/or place calls as directed
  - 10.4 Re-fill paper supplies; file paperwork

**QUALIFICATIONS:**

**SPECIFIC EDUCATIONAL/VOCATIONAL REQUIREMENTS:**1. Must be at least 16 years old.2. Must be able to read, write and understand the English language.3. High school diploma / equivalency preferred, but not essential.

**Position Type:** Full Time

**Req ID:** 280057

[https://www.genescareers.jobs/jobs/280057/Unit-Assistant-Full-Time?lang=en-us&rx\\_campaign=indeed0&rx\\_group=110595&rx\\_job=5000388557506&rx\\_source=Indeed](https://www.genescareers.jobs/jobs/280057/Unit-Assistant-Full-Time?lang=en-us&rx_campaign=indeed0&rx_group=110595&rx_job=5000388557506&rx_source=Indeed)

**Laborers and Freight, Stock, and Material Movers, Hand**

IC Staffing Solutions

**Ohio Means Jobs Job Number/Reference Code:** 3692474

**Desired Skills/Duties:** Must submit to functional Capacity/Hair Follicle test to be considered. Must be able to work Weekends, Overtime and Holidays if needed. Looking for individuals for ALL SHIFTS to start in our Parkersburg locations. Please call 740-421-9139 to set up your interview. You will mix compounds per work instructions. Batch compounds as required using FIFO of raw materials. Label all materials with date, compound number, type, and weight. Keep anti-adhesive(Barbe)system in proper working condition. Store compounds into their proper WIP locations. Setup and shut down of computers. Use weigh scale to measure out ingredients for the recipe, which are posted on the computer screen. Have a specific understanding of raw materials that will be worked with and any hazards they may impose. Utilize knowledge of startup and shutdown methods. Glue splicing. Pack & Label production. Operate all equipment needed to perform job functions/tasks. Read/update/use the Schedule. Produce and use material identification labels. Coils product to meet quality standards. Performs changeovers and set up the equipment. Perform quality assurance tasks. Coil and package auto reels. Pull needed material from production racks. Completes all applicable paperwork. Please call 740-421-9139 to schedule your interview M-F 9a-4p.

**Package Handler - Part-Time**

UNITED PARCEL SERVICE - Parkersburg, WV

Part-time

Shift: Sunrise (5:00 AM - 9:00 AM)

Twilight (5:30 PM - 9:30 PM)

UPS is hiring individuals to work as part-time Package Handlers. This is a physical, fast-paced position that involves continual lifting, lowering and sliding packages that typically weigh 25 - 35 lbs. and may weigh up to 70 lbs. Part-time employees usually work 3 ½ - 4 hours each day and workdays can vary (Monday – Friday) or (Tuesday – Saturday) depending on the building needs. Package Handlers typically do not work on holidays.

Package Handlers receive a competitive hourly rate and also an attractive benefits package. Please note that these opportunities are part-time only working approximately 17 1/2 – 20 hours per week.

UPS provides an excellent employment opportunity for students. Through the UPS Earn and Learn program, our student employees receive all the paid benefits of a great part-time job with UPS, plus outstanding education assistance of up to \$2,625 per semester / \$5,250 per year with a maximum lifetime benefit of \$25,000. This assistance can be used for tuition, books and fees as long as you are attending an approved college, university, trade or technical school. You will be eligible for the Earn and Learn program on your first day of work.

UPS is an equal opportunity employer. UPS does not discriminate on the basis of race/color/religion/sex/national origin/veteran/disability/age/sexual orientation/gender identity or any other characteristic protected by law

<https://www.jobs-ups.com/job/parkersburg/package-handler-part-time/1187/559751>

## **Assoc Customer Service Rep**

Highmark Health - Parkersburg, WV

### **Description**

#### **GENERAL OVERVIEW:**

*This section contains a synopsis of the main purpose(s) or functions(s) of the job, indicating what is done. This information will be used to develop the position posting.*

Handles customer inquiries by telephone and/or email and/or in person from individual members, groups, providers and brokers in a customer service center. Troubleshoots and resolves customer complaints. Ensures that responses to inquiries are completed timely and according to established service and quality standards.

#### **ESSENTIAL RESPONSIBILITIES:**

*This section lists the major duties and responsibilities of the position. This is not an exhaustive list of all job duties/functions/attributes. Depending on Role, essential responsibilities may also include oversight and management of people and functions described below.*

1. Resolves customer inquiries and complaints via written, telephonic and face-to-face communication in a timely and accurate manner.
2. Prepares adjustments for services not properly processed, either systematically, or by forwarding to the appropriate area for follow up and resolution.
3. Meets all production, quality, and adherence standards. Attends all required training classes.
4. Elevates issues to next level of supervision, as appropriate.
5. Maintains accurate records, including timekeeping records.
6. Other duties as assigned or requested.

#### **III. QUALIFICATIONS:**

Education, Licenses/Certifications, and Experience (For Experience requirements please see appropriate role/level guide. If not applicable, list experience requirements below.)

##### **Minimum**

*Describe in objective and non-comparative terms the minimum education level, previous experience, specific knowledge skills and abilities the individual must have to perform the job.*

##### **Preferred**

High School Diploma or GED required for all levels

1-2 years customer service experience in a call center preferred with healthcare customer service strongly preferred

Knowledge, Skills and Abilities (*This section describes additional preferred characteristics*)

Knowledge of principles and processes for providing customer service, including customer needs assessment and meeting standards.

Ability to handle many tasks simultaneously and respond to customers and their issues promptly and professionally.

Ability to take direction and to navigate through multiple systems simultaneously.

Ability to maintain composure under stressful and fast-paced conditions.

Strong written and verbal communication skills

Ability to communicate complex information in a simple, customer facing way

#### **IV. SCOPE OF RESPONSIBILITY (People Management Responsibility)**

Does this role supervise/manage other employees? No  Yes

If yes, indicate the number of direct reports:

#### **V. WORK ENVIRONMENT**

*Most company positions are performed in a normal office environment. Please use this section to describe unusual work conditions, such as exposure to high noise levels, temperature extremes, etc. If "none," please indicate with "Not Applicable."*

Is Travel Required?

No

Yes

## Unusual Working Conditions

### Physical Demands

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

**This job requires the ability to work as a team member. Additionally, this job requires the willingness and ability to report to work on a regular and timely basis and may require irregular work hours, holidays and/or weekends.**

[http://jobs.highmarkhealth.org/jobs/2933417-assoc-customer-service-rep?tm\\_job=J128002&tm\\_event=view&tm\\_company=2438&bid=326&source=INDEED](http://jobs.highmarkhealth.org/jobs/2933417-assoc-customer-service-rep?tm_job=J128002&tm_event=view&tm_company=2438&bid=326&source=INDEED)

## Resident Supervisor

Oriana House, Inc. - Marietta, OH

\$12 - \$13 an hour - Full-time, Part-time

### Job Summary:

**Resident Supervisors are responsible for the direct supervision of clients in the facility. They monitor and interact with our clients to help reduce recidivism in the community and make a difference in their lives. We currently have full-time and part-time positions available.**

### PAY RATE:

**\$12.00/hour with HS Diploma or GED**

**\$13.00/hour with Bachelor's Degree**

*(50 cent pay increase after one year of employment)*

### Responsibilities and Duties:

#### **Essential functions of this job include, but are not limited to:**

Accurately accounts for the whereabouts of each client by conducting and documenting facility whereabouts three (3) times per shift in accordance with Agency policy and procedures.

Maintains an active presence on the floor (common and dorm areas) by conducting frequent circulations of the facility at a minimum 60- minute interval.

Completes scheduled activities including, but not limited to: intakes, random alco-sensor tests, urine drug screens, dorm searches, pat downs, and emergency drills (fire, tornado, etc.) in accordance with established policies and procedures.

Supervises the daily activities of clients while in the facility to include, but not limited to: clean up, signing in and out of the facility, recreation, visitation, and meal times.

Reads, initials, and dates action reports and shift reports within first 60 minutes of shift.

Checks all perimeter doors at the onset and end of each shift to ensure they are locked and alarms are armed. Records results of check on shift report each shift.

Maintains chain of custody for facility keys. Does effective key transfer at shift change accounting for all keys and tracks keys at all times. Follows emergency key procedures.

Consistently adheres to, enforces, and effectively implements Agency and program policies and procedures and keeps current of any changes in policies and procedures.

Assists with and accurately documents job checks by phone when needed and/or directed in the absence of employment personnel.

Conducts alcohol testing in accordance with Agency policy and procedure.

Collects urine specimens in accordance with Agency policy and procedure.

Accurately orders client meals and submits order to kitchen in accordance with policy.

Facilitates and maintains productive communication while maintaining a professional, prosocial relationship with clients and employees.

Maintains appropriate boundaries with clients as outlined in Agency Code of Ethics, Relationships with Clients, Former Clients, and Notification Requirements, and other policies.

Recognizes antisocial thinking and behaviors. Addresses them immediately, positively, and in a non-threatening manner.

Acknowledges clients' prosocial behaviors and generates a reward report if warranted.

Facilitates groups as assigned or directed.

### Qualifications:

**This position requires a High School diploma or GED.**

**Candidates must also have a valid Driver's License or State ID.**

### Part-time Benefits

#### **\$500 Medical and Dental Reimbursement.**

Part-time employees can receive up to \$500 in reimbursement per calendar year for medical and dental expenses incurred for themselves, their dependents, and/or their spouses after their six (6) month orientation period.

*Oriana House Inc., is an Equal Employment Opportunity Employer (including veterans, disabled, and other protected categories) and a Drug-free Workplace.*

Job Type: Part-time  
Salary: \$12.00 to \$13.00 /hour  
Education:  
High school (Preferred)  
License:  
Valid Driver's License (Preferred)  
Indeed.com

### **Full Time Cook**

Station Lounge & Grill LLC

**Ohio Means Jobs Job Number/Reference Code:** 3712503

**Licenses/Certifications Required:** Local food certification would be nice but not required

**Desired Skills/Duties:** Full time cook for a busy little restaurant and lounge. Must have experience in short orders as well as be a take charge person. Will be responsible for running the kitchen as well as ordering food and daily prep work. Will also be responsible for cleaning and keeping kitchen in code with local health department codes.

595 Joe Skinner RD

Apply in Person at:

BELPRE, OH 45714

**Contact Name:** George Ruth

**E-mail Resume to:** [ruthpools@att.net](mailto:ruthpools@att.net)

### **WAREHOUSE POSITION**

2018-08-21 Confidential Marietta/Parkersburg

Description:

Local supply company searching for an energetic, organized, and self-motivated individual. Become a team member on a fast paced and growing organization. 40 hours per week minimum. Starting wage of \$9.50 per hour. Insurance, 401K program, and vacation available following probationary period. Must pass mandatory pre-employment drug/alcohol test. Equal opportunity employer.

[https://midohiovalleyjobs.com/job\\_view.php?jobid=6743&keyword=&region\\_browse=&category=999](https://midohiovalleyjobs.com/job_view.php?jobid=6743&keyword=&region_browse=&category=999)

### **Industrial Painter**

Waterford Tank Beverly Ohio

Company Website: <http://waterfordtanks.com>

#### **Description:**

*WATERFORD TANK & FABRICATION, LTD*

*203 SR 83 BEVERLY, OHIO*

#### **HIRING EXPERIENCED PAINTERS**

**PAINTERS, Applying epoxy, urethanes**

FULL TIME EMPLOYMENT

40 HOURS, PLUS

ALL APPLICANTS MUST PASS A PRE EMPLOYEMENT PHYSICAL& DRUG TEST.

**Qualified applicants may apply in person or Send resumes to [brwaterfordtank@yahoo.com](mailto:brwaterfordtank@yahoo.com)**

### **Part-time Retail Sales - Vienna, WV**

Holl's Chocolates Inc Vienna, WV

Our Sales Associates are the most significant link in ensuring that our customers have a gratifying experience that will keep them coming back again and again. Sales Associates must deliver exceptional customer service, provide product knowledge as well as store history, and work as part of a team to meet and exceed company objectives.

**Location** – Vienna, WV

**Position** – Part-time Retail Sales

**Hours per Week** - 10 – 20 (more at holiday times)

**Starting Wage** - \$10.70 per hour

**Required shifts we schedule** –

**Monday through Saturday: 9:30am to 6:00pm, 9:00am to 2:00pm, 1:00pm to 6:00pm**

**During peak times (Christmas and Valentine's Day), overtime and some Sundays are required. No requests for time off are given during holiday times.**

**Basic job requirements include** –

Must have graduated high school or equivalent

Must possess basic math skills

Must be able to lift 50 pounds

**Must be able to stand for up to 8 hours at a time**

Must possess a good level of manual dexterity

Must have basic level of computer competency

Must be able to work quickly and accurately

Must be well-groomed and professional in appearance and demeanor

Must be personable and pleasant in interactions with co-workers and customers

Must be committed to maintaining a neat and clean work space

**Must be available to work all above shifts as required**

**A typical day as a Holl's Retail Sales Associate may include -**

Greeting customers and assisting them with whatever they may need

Answering questions regarding our shop, our history, chocolates, and prices

Assisting customers select chocolates, wine & coffee for whatever occasion needed

Answering telephone calls and taking phone orders

Completing customer transactions using POS system

Counting register drawers and preparing bank deposit

Taking inventory and stocking shelves

Boxing chocolates for store purchase and mail orders

Cleaning retail area and maintaining a beautiful store appearance

Staying productive and constructive during slow times by prepping packaging (folding boxes, organizing, etc.)

Assisting in merchandising, display maintenance and organization of storage areas

<https://www.ziprecruiter.com/c/Holls-Chocolates-Inc/Job/Part-time-Retail-Sales-Vienna,-WV/-in-Vienna,WV?jobid=aaae125d-16f11fa4&source=email-candidate-job-alert-bridged&mid=278>

### **Full-time Chocolate Maker Trainee - Vienna, WV**

Holl's Chocolates Inc Vienna, WV

**Location** – Vienna, WV

**Position Open** – Full-time Chocolatier in-training

**Hours per week** – 40 plus (mandatory overtime at holiday times)

**Starting Wage** - \$11.00 per hour

**Job Description** –

As a Chocolate Maker in-training you will assist our team of experienced chocolate makers in all aspects of the production and packaging of our handcrafted Swiss chocolates.

This is a hands-on manufacturing job that requires the ability to perform repetitive tasks for long periods of time while maintaining focus and attention to detail. You will be part of a small team that will count on you to be dependable and flexible in order to meet their production goals.

The successful candidate will be a quick learner who takes direction well, displays a positive attitude and has the ability to complete tasks quickly, accurately and efficiently. No previous chocolate experience is required, but food experience or culinary education are a plus.

**Normal Hours** – Monday – Friday 7:30am to 4:30pm with 1-hour lunch break

Additional Availability Requirements - Some Saturdays are required and

there is some mandatory overtime at holiday times – Christmas, Valentine's

Day, Easter and Mother's Day

**If you are not available to work the shifts listed above, then please do not apply**

**Benefits include -**

Health Insurance through Highmark WV (after 3 months)

401K retirement savings plan (after 1 year)

Up to 17 Days Paid Time Off

6 Paid Holidays

Sam's Club Membership

**Basic job requirements include–**

Must have reliable transportation

Must have graduated high school or equivalent

Must possess basic math skills

Must be able to lift 50 pounds

Must be able to stand for up to 8 hours at a time

Must possess a good level of manual dexterity

Must be able to work quickly and accurately  
Must be well-groomed and professional in appearance and demeanor  
Must be personable and pleasant in interactions with co-workers and customers  
Must be able to work alone and with others  
Must follow safe food handling procedures  
Must be committed to maintaining a neat and clean work space

**A typical day as a Chocolate Maker in-training may include -**

Putting away previously cleaned tools and utensils  
Operating a commercial dish machine  
Hand washing chocolate molds, tools and utensils  
Placing centers onto a chocolate enrobing machine to cover in chocolate  
Removing and boxing finished chocolates from enrobing machine  
Packaging and decorating molded chocolate items  
Packing chocolates into assortment gift boxes  
Weighing and preparing ingredients for chocolate production  
Extensive daily cleaning of the kitchen including machines, work surfaces, and utensils

**A successful candidate will have the following skills and abilities -**

Must be able to complete repetitive tasks for long periods of time while maintaining focus and attention to detail  
Should be competent in both oral and written communication in the English language  
Be self-motivated and take satisfaction in maintaining a spotless workspace where every item is in its place  
Demonstrate a passion and enthusiasm for chocolate  
Have strong interpersonal skills and ability to get along with others  
Demonstrate an ability to take initiative and complete tasks  
Must be able to recognize and adhere to our quality standards on a consistent basis  
Must be on time for work  
Maintain a neat and professional appearance

<https://www.ziprecruiter.com/c/Holls-Chocolates-Inc/Job/Full-time-Chocolate-Maker-Trainee-Vienna,-WV/-in-Vienna,WV?jobid=aaae125d-bc13fb3c&source=email-candidate-job-alert-bridged&mid=278>

## **SALES FLOOR ASSOCIATE**

Dollar Tree - Marietta, OH

### **Summary of Position**

Responsible for assisting with the complete operations of assigned store, in conjunction with assigned tasks and duties.

Assist in the merchandising of the store.

Fully cross-trained to assist with cash register operations, customer service and stock replenishment.

### **Principal Duties and Responsibilities**

Handle all sales transactions while operating assigned cash register.

Maintains security of all cash.

Protects all company assets.

Maintains a high level of good customer service.

Maintains a pleasant, friendly, cooperative attitude with customers, co-workers and supervisors.

Receives merchandise.

Assist with unloading trucks.

Works in a safe manner.

Adheres to and upholds policies and procedures.

### **Minimum Requirements/Qualifications**

General math skills to allow for cash accounting.

Strong verbal communication skills to allow for proper interaction with customers.

High level of integrity and honesty; will be responsible for handling cash.

*This job specification should not be construed to imply that these requirements are the exclusive standards of the position.*

*This is not to be considered a complete list of job duties, which appear in the job description for this position, and which may be amended from time to time at the discretion of Dollar Tree. Incumbents will follow any other instructions and perform any other related duties as may be required by their supervisor. Dollar Tree is an equal opportunity employer.*

[https://sjobs.brassring.com/TGnewUI/Search/home/HomeWithPreLoad?partnerid=25600&siteid=5477&PageType=JobDetails&jobid=1307895&Codes=Indeed#jobDetails=1307895\\_5477](https://sjobs.brassring.com/TGnewUI/Search/home/HomeWithPreLoad?partnerid=25600&siteid=5477&PageType=JobDetails&jobid=1307895&Codes=Indeed#jobDetails=1307895_5477)

## **Housekeeping Attendant**

Holiday Inn Express & Suites, Marietta, Ohio - Marietta, OH

Part-time

#### Requirements:

Vacuum, cleaning and dusting the rooms to ensure that they are in a spotless nature for the occupancy of the guests  
Thoroughly clean bathrooms, to include, mirrors, sinks, tubs, tiles, shower curtains and mopping floors  
Cleaning of guest bedrooms all areas to include replace bedding, cleaning tables, chairs, lamps and empty trash  
Keep storage area and carts well stocked, clean and tidy  
Reacting to any complaints or concerns as may pertain to the guests, and have the concerns dealt with accordingly  
Should ensure the room's equipment and facilities are functioning properly and report any faulty appliances  
Replenish all amenities in rooms  
Inspect the rooms and report appropriately on their status

Other duties as assigned

Skills and Specifications Room attendant job skills include the following;

Excellent time management

An extremely honest person with high levels of integrity

A keen eye for details

Good interpersonal skills

Should be very patient and have high tolerance

Should possess and display high levels of energy since the job demands that you operate on 15 to 25 rooms a day depending on the size of the work force

Job Type: Part-time

Required education:

High school or equivalent

We have set up application questions for your job.

You have requested that Indeed ask candidates the following questions:

Have you completed the following level of education: High school or equivalent?

Job Type: Part-time

Indeed.com

## Manager

Par Mar stores - Williamstown, WV

**Purpose of Position:** Direct the day-to-day operation of an assigned Par Mar Store in a manner which exceeds Company Goals and Expectations of Total Quality Service to our Guests. Direct and maintain the store in a manner which is above and beyond Par Mar Stores Image Standards. The Store Manager is the primary person of responsibility, providing support and guidance to the employees to ensure the best customer service.

**1. Availability:** The Store Manager must be available at all times to react to emergencies, customer concerns and any incidents that occur at the location. If the Store Manager is not physically at the location, they must be available by phone. When training a new Assistant Manager, the Store Manager must be flexible enough to work evenings or weekends with that individual to ensure proper on-the-job training on different shifts.

**2 Driving on Company Business:** Consistently maintain and provide a current valid driver's license and proof of insurance on a vehicle you will be using to drive for company purposes including but not limited to: banking, gas surveys, or other company duties. To be considered for, or remain in the Store Manager position you must have the items required above in addition to a signed "Statement of Understanding" recognizing that you are aware of said requirements.

**3. Safety:** Actively practice and enforce all safety measures to ensure a safe work environment is maintained in a manner which protects company assets, employees and Guests.

In the event of an employee or guest injury, ensure that an Incident Report is immediately and properly filled out, typed then communicated with Supervision and Human Resources so that a claim can be reported in a timely manner.

**4. Guests:** Greet and Welcome each Guest to Par Mar with the proper greeting: "Good (morning, afternoon or evening)", "Welcome to Par Mar". Acknowledge a Guest leaving the store by using an exit statement such as: "Thank you, please come again, have a nice day." Set the example and ensure that all employees are doing the same.

Ensure a high standard of Guest satisfaction is maintained at all times through prompt, courteous and knowledgeable service in all areas of the store, not exclusive to the check-out area.

Respond quickly with courtesy and professionalism when resolving guest complaints at your location. Make it your goal to resolve customer issues at store level and communicate with your Supervisor any complaints that require their attention to resolve.

**5. Image:** Maintain a Store Atmosphere which is consistent with the Company Standards for Professionalism, Image and Total Quality Guest Service, Above and Beyond.

Immediately address any employee who is not in proper dress code, including but not limited to: name badge, proper attire, apron, gloves, hat, footwear, Jewelry (facial or otherwise per Brand) or general appearance in violation of company Policy.

Observe the Assistant Manager and Lead CSA's to ensure they are holding employees accountable for any infractions.

Develop and maintain a professional image as a member of the company management team, supporting the Company Image, in actions and words at all times.

Display a consistent team oriented demeanor at all times by maintaining clear channels of communications with Supervision, employees and Guests in compliance with Company policies.

Ensure all decisions regarding employees, company issues, Guest Service, laws, rules, regulations and safety are made from an objective analysis of the situation and the stated position of the Company.

**Store Exterior:** Daily maintain a clean and attractive exterior of the store location by directing employees to consistently wipe down dispensers, removing excessive signage from windows, cleaning windows, keeping counter areas, which can be viewed from the outside neat and orderly and sweeping the lot on a daily basis.

**Store Interior:** Maintain the interior of the store in a clean and attractive manner, daily by directing employees to complete all tasks on the shift duty checklist. Ensure the office is neat, clean, organized and all confidential information is secured at all times.

Maintain all island supplies and keep debris out of customers view with trash being emptied every shift.

**6. Training:** Maintain and increase personal knowledge base by completing approved online and other available training applicable to this position and the company direction.

Train and retrain store level employees in a manner consistent with Par Mar Goals, Policies, Procedures and Image.

Assign the Assistant Manager or Lead CSA to train new employees and follow-up to ensure the accuracy and consistency of the training program.

Train and direct store employees to meet daily expectation in all operations of the store in a manner which will meet all federal, state, local and industry laws, rules and regulations, such as in the sale of alcohol, tobacco and lottery, etc.

Utilize the "Manager's Redbook" according to company policy. Train and direct employees in utilizing and maintaining the "Manager's Redbook" that controls daily shift functions and acts as communication tool for all employees.

**7. Employee Development:** Set goals for employees which will encourage long term growth and promote career opportunities with the company. Be a positive example.

Assist and encourage employees in meeting goals for the purpose of increasing store growth and personal growth within the Company. Review employee's performance in an accurate, timely and objective manner consistent with company policies.

Arrange promotions for those employees who meet company standards and go Above and Beyond for the level of performance demanded by the position which is open.

**8. Compliance:** Ensure compliance with all laws, applicable rules, regulations and necessary controls, including but not limited to: lottery, alcohol, tobacco, health, fuel regulations, etc.

Follow, promote and enforce the Company Policies and Procedures at all times in a manner which supports the Company Mission Statement and Image Standards. Follow-up with employees to ensure they are complying with Policy.

**Smoking:** It is the policy of Par Mar Stores to support its employees in complying with all federal, state and local laws and regulations regarding the sale and use of tobacco and tobacco products. Smoking any form of tobacco products including e cigarettes and hookahs are prohibited in Par Mar Stores including in front of ANY Par Mar Store entrance. It is not

permitted according to Local, State and Federal Laws and Regulations. Set the expectation in your store in regard to break times and procedures. Enforce any violations of this Policy.

**Alcohol:** It is the policy of Par Mar Stores to support its employees in complying with all federal, state and local laws and regulations regarding the sale and use of alcoholic beverages. Enforce any violations of this Policy.

**9. Loss Prevention:** Effectively control loss prevention by following company policies and procedures and practice honesty in the workplace at all times and reporting all dishonest findings to the Manager. Complete the proper accountability documentation per Policy.

Responsible for completion of Full Cigarette/Tobacco/Lottery Counts and Cost Food Inventory per Policy. If these counts are delegated to the Assistant Manager or Lead CSA, follow up to ensure accurate completion.

Complete paperwork in an accurate, neat and timely manner which exhibits a high level of expertise. Look for discrepancies by observing loss trends utilizing reports and viewing video.

Ensure the accurate handling of company assets, including but not limited to: cash over/shorts, inventory shrink, merchandise handling, store profitability, minimizing controllable store expenses, labor costs and Guest service in accordance with Company Standards. Investigate and hold employees accountable for all dishonest findings.

**10. Par Mar Store Promotions:** Support and promote with all employees Par Mar Stores Special Promotions, Events, Facebook and branded Fuel Promotions at store level. Promote good will on behalf of Par Mar Stores by attending community events including any Loyalty Program set by the Company.

**11. Food Service:** Maintain an attractive image in the food service area and ensure accurate handling of the Food Service Department including but not limited to: preparation, inventory, scheduling, profitability, Guest Service, training, hiring, marketing, brand standards and providing the quality of food in accordance with Company Standards.

Comply with, train and direct all employees to meet daily expectations with State, Local and Federal laws and regulations of the governing Health Department. Secure a food handlers card where applicable by the State when prepared foods are present.

**12. Receiving Merchandise:** Properly receive all merchandise and accurately complete all invoices pertaining to the merchandise in a manner which maximizes inventory control as stated in the Company Standards.

**13. Vendor Procedures:** Ensure proper vendor procedures are followed at all times to protect Company assets and merchandise the store in a manner which will supports Company Guest satisfaction policies and Image Standards.  
PHYSICAL/MENTAL ESSENTIAL FUNCTIONS OF THE JOB

**Position:** Store Manager

**Reports to:** District Supervisor

1. Must be able to stand up to an eight (8) to ten (10) hour shift on a hard surface floor in order to perform all type of job duties and responsibilities.
2. Must be able to lift, push and/or pull up to 50 pounds up to 3 feet high without the aid of another person, in stocking the store.
3. Must be able to lift items onto a dolly and maneuver dolly into position.
4. Must be able to work in a cold environment in stocking the coolers and freezers.
5. Must be able to push and/or pull a mop/broom or shovel in order to clean floors, parking areas and sidewalks.
6. Must be able to tolerate chemicals such as gasoline, cleaning agents, and other products necessary for customer service or cleaning the facility.
7. Must be able to maintain balance and climb up to eight (8) feet on a step ladder or climb into the attic in order to stock and arrange coolers and shelves, replenish cups, ice, etc., in the fountain area and changing signs.

8. Must be able to bend, twist and reach in order to perform various job functions such as washing windows and gas pumps, stocking shelves, coolers and fountain areas and picking up trash.

9. Must be able to handle a variety of shapes, sizes, and textures. Items handled include, but are not limited to: stock items, money, credit cards, supplies and paper work.

**10. Must be able to use fingers bilaterally and unilaterally:**

A. The fingers are used bilaterally to count money, unload boxes, operate machines/equipment and to perform various other job functions.

B. The fingers are used unilaterally to punch in prices on the cash register and computer.

**11. Must be able to have corrected hearing to listen to:**

A. The needs and direction from management;

B. The needs of customers; and

C. The environment to be aware of surroundings.

**12. Must be able to have corrected vision to:**

A. Be aware of surroundings and location of products and customers;

B. Identify colors and descriptions of automobiles at gas pumps; and

C. Count money, read price tags, cash register and gas pumps and perform job duties.

**13. Environmental conditions:** must be able to work around various odors, dust and fumes in a mostly moderate temperature, except for extreme cold below 40 degrees in refrigerator/coolers or the drive-in winter conditions.

14. Must be able to have dexterity to perform repetitive tasks and force in the use of deli meat slicers and knives in a safe manner which meets company standards.

15. Must be able to understand and use all safety equipment when using a slicer and cleaning machinery.

16. Must be able to perform tanks inventory by reading the fuel tanks manually by lifting the 20-30pound lids off the tank by using a screwdriver then "sticking" the tanks or by inserting the tool into the lid and accurately reading the measurement.

17. Must not be short-tempered and must be slow to anger and able to respond in a calm demeanor in stressful situations such as dealing with customers who may be dissatisfied or emergencies.

18. Must be alert and able to identify a hazard in order to avoid it by reporting immediately, or if necessary, take immediate corrective measures.

**19. Must not be impaired in anyway due to:**

A. the use of drugs (legal or illegal),

B. alcohol use, or

C. in any other way,

which may affect the employee's ability to act and/or react in a manner that will ensure their safety, the safety of other employees, customers and the assets of the company.

20. Must be able to physically react in an immediate manner to emergencies such as fires, fuel spills, robberies or other life-threatening situations.

**21. Driving on Company Business:** Consistently maintain and provide a current valid driver's license and proof of insurance.

<https://my.peoplematter.com/mja/parmaroilco/jobapp/GetStarted?sourceCode=Indeed&jobOpenings=09eba367-33bc-42ed-83ef-a92c012b5025&jobPostId=b1f627eb-00ac-45fa-b08f-a92d0083d611&referrerUrl=https://www.indeed.com/>

**Maintenance Technician**

Novolex - Caldwell, OH

Responsible for maintaining facility and industrial maintenance. Maintaining, repairing and rebuilding various production machines and equipment. Responsible for the set up and use of tools and equipment before production use in order to

ensure the optimum level of safety. Familiar with a variety of the production floor's concepts, practices and procedures. Relies on experience and judgment to plan and accomplish goals. A wide degree of creativity and latitude is expected.

**Essential Functions & Key Responsibilities:**

Provide general facility maintenance and repair.

Provide repairs and modifications to plant equipment.

Research repair parts.

Responsible for reading, understanding and interpretation of blueprints, sketches and drawings.

Responsible for calibrating, maintaining, repairing and troubleshooting instrumentation and equipment for laboratory and manufacturing plant to ensure conformance to establish calibration standards.

Troubleshooting and repairing industrial ovens, HVAC systems and air compressors.

Maintain computer-controlled motion of equipment during maintenance process, applying knowledge of program controls.

Modifies sketches or computer-generated designs of machine components, such as hydraulic system and drive mechanism, applying knowledge of shop mathematics, hydraulics, and mechanics, utilizing computer and software programs.

**Candidate Requirements:**

Associates degree in area of specialty or completion of a Technical School program preferred.

3 years' experience in a manufacturing environment.

Must be able to lift 50 lbs.

Basic computer skills with MS Excel, Word and Outlook Email.

Strong Electrical and Mechanical Skills.

Experience with 3 phase and high voltage electrical systems.

Working knowledge of PLC's.

Experience working with AC and DC drives.

Core Competencies: Customer Focus, Action Oriented, Decision Quality, Functional/Technical Skills, Integrity and Trust, Peer Relationships

Other Competencies Required: Organization/Time Management

**About the Company**

Novolex™ is North America's leader in packaging choice and sustainability.

The leadership of Novolex's packaging brands sprouts from innovation, a diversity of products and markets, and a dedication to sustainability and quality.

The family of historic Novolex™ brands includes Bagcraft® Packaging, Hilex Poly®, Fortune Plastics®, Duro Bag®, De Luxe® Packaging, Burrows Paper, Novolex Custom Film & Bag™, International Converter®, General Packaging® Products, and Heritage Bag®.

Each of the Novolex™ brands brings a unique sustainability and product story in plastic, paper, foil, recycling, or composting applications. The Novolex™ brands are unified by four common values: Manufacturing Innovation and Quality; Service; Packaging Choice; and Sustainability.

Novolex™ is headquartered in Hartsville, SC and has 46 manufacturing facilities around the globe, including the world's largest closed loop plastic bag recycling plant located in Indiana. The company has over 7,000 employees in the US, Canada, Mexico and Europe.

Novolex™ focuses on customers within the retail, grocery, convenience store, deli, food service, hospitality, institutional, processor and industrial markets. The Novolex™ product portfolio and our engineered solutions are designed to meet customer packaging application needs in the areas of food contact, customer experience, resale items, checkout systems, can liners and packaging operations.

The company rebranded under the name Novolex™ in November 2014. The change signifies a number of great companies coming together under a new name focused on delivering value to our customers, suppliers and employees through broader product categories and markets. Novolex's family of packaging brands creates value and synergies by covering the full spectrum of retailer and institutional companies packaging requirements.

The Novolex™ name is based on the Latin "NOVO" for new and "LEX" a tip of the hat to Hilex Poly, the first brand to become part of the family. The blue and red of our logo represents the integration of both paper and plastic into our sustainability platform with red and blue being the legacy corporate colors of Hilex Poly® and Duro Bag® respectively.

**Our Mission**

Novolex's™ mission is to continue a tradition of leadership established by our historic brands in the areas of packaging choice, customer service, manufacturing innovation, quality, and sustainability.

**Our Vision Statement**

To be a leading provider of packaging solutions that are environmentally friendly, create value for the customer and Novolex™, have excellent quality, and provide superior service.

We want to accomplish this with an entrepreneurial culture which drives operational excellence and proactively creates ecological solutions.

**Our Environmental Mission**

Novolex's sustainability goal is to establish a viable environmental program and product line that:

Reduces the impact of plastic and paper on the environment through recycling and increased recycled content

Sets a high standard of industry leadership and corporate citizenship

Creates meaningful benefits for the environment and the community

Facilitates environmental action by retailers and the community

For more information on Novolex™, visit our website at: [www.novolex.com](http://www.novolex.com)

*The Company has reviewed this job description to ensure that essential functions and basic duties have been included. It is not intended to be construed as an exhaustive list of all functions and responsibilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. Pre-employment, as well as post-hire substance testing, is required for specified positions through Novolex. Must be legally authorized to work in the United States without Company sponsorship.*

*Novolex™ is committed to providing equal employment opportunity in all employment practices, including but not limited to, selection, hiring, promotion, transfer, and compensation to all qualified applicants and employees without regard to age, race, color, national origin, sex, pregnancy, sexual orientation, gender identity, religion, handicap or disability, genetics, citizenship status, service member or veteran status, or any other category protected by federal, state, or local law. Any individual, who because of his or her disability, needs an accommodation in connection with an aspect of the Company's application process should contact Jamie Wells at 800-845-6051.*

*Novolex is an E-Verify Employer.*

Following GMP in compliance with all food safety requirements.

[https://career8.successfactors.com/career?career\\_ns=job\\_listing&company=NOVOLEX&navBarLevel=JOB\\_SEARCH&rcm\\_site\\_locale=en\\_US&career\\_job\\_req\\_id=12464&selected\\_lang=en\\_US&jobAlertController.jobAlertId=&jobAlertController.jobAlertName=&\\_s.crb=f9BfjVvs0v0iwnjRsK1B28bk48=&jobPipeline=Indeed](https://career8.successfactors.com/career?career_ns=job_listing&company=NOVOLEX&navBarLevel=JOB_SEARCH&rcm_site_locale=en_US&career_job_req_id=12464&selected_lang=en_US&jobAlertController.jobAlertId=&jobAlertController.jobAlertName=&_s.crb=f9BfjVvs0v0iwnjRsK1B28bk48=&jobPipeline=Indeed)

### **Parkhurst - Dishwasher**

Parkhurst Dining | Eat'n Park Hospitality Group - Marietta, OH

#### **JOB SUMMARY**

Responsible for thoroughly cleaning all dishes, silverware and other items in accordance with Parkhurst standards and procedures under strict food safety and sanitary conditions.

#### **ESSENTIAL FUNCTIONS**

Run dishes and silverware through dish machine following proper procedures.

Clean and maintain certain equipment and areas as designated by management.

Keep sufficient supply of china, silverware, trays, cups and glasses during service periods.

Sweep and mop dish room floor at the end of each day, and empty mop bucket.

Exercise extreme precaution and carefully follow instructions and procedures when using chemicals.

Follow the uniform dress code and maintain proper personal hygiene.

Follow all Parkhurst *Hospitality Gold Standards*. Use *Smile Plus* hospitality imperatives.

Assist fellow associates at every opportunity.

Perform any other duties as assigned by management.

#### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by a team member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Standing and/or walking - 100% of time.

Occasionally lifting up to 50 lbs.

Frequently lifting up to 30 lbs.

Brand: Parkhurst Dining

Address: Parkhurst Marietta, OH - 45750

Property Description: Parkhurst 7580

Property Number: 7580

[https://secure.jobappnetwork.com/apply/c\\_eatn/l\\_en/Parkhurst--Dishwasher-job-Marietta-OH-US-1977511.html?src=indeed&dt=0718#s](https://secure.jobappnetwork.com/apply/c_eatn/l_en/Parkhurst--Dishwasher-job-Marietta-OH-US-1977511.html?src=indeed&dt=0718#s)

### **Parkhurst - Barista/Cashier**

Parkhurst Dining | Eat'n Park Hospitality Group - Marietta, OH

#### **JOB SUMMARY**

Responsible for serving quality food and beverages to our guests in a friendly and helpful manner in accordance with Parkhurst Culinary Gold standards, Hospitality Imperatives and service procedures under strict food safety conditions.

#### **ESSENTIAL FUNCTIONS**

Brew Barista coffee along with flavor of the day coffee.

Make specialty drinks to order, following all Parkhurst recipes.  
Adhere to all cash handling procedures.  
Merchandise area using Barista signage and other approved materials.  
Maintain an open line of communication with management, informing them of products and supplies needed.  
Follow the uniform dress code and maintain proper personal hygiene.  
Assist fellow team members at every opportunity.  
Perform any other duties as assigned by management.

#### PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by a team member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Standing and/or walking - 50% of time.

Occasionally lifting up to 25 lbs.

Frequently lifting up to 10 lbs.

Brand: Parkhurst Dining

Address: Parkhurst Marietta, OH - 45750

Property Description: Parkhurst 7580

Property Number: 7580

[https://secure.jobappnetwork.com/apply/c\\_eatn/l\\_en/Parkhurst--BaristaCashier-job-Marietta-OH-US-1977006.html?src=indeed&dt=0818#s](https://secure.jobappnetwork.com/apply/c_eatn/l_en/Parkhurst--BaristaCashier-job-Marietta-OH-US-1977006.html?src=indeed&dt=0818#s)

### **Automotive Lot Technician- Pioneer/Family**

Pioneer-Family Automotive Group in Marietta, OH USA

Pioneer-Family Automotive is a family-owned auto dealership with over 40-years of experience in automotive sales, service and customer satisfaction in the area. Located conveniently in Marietta, Ohio, Pioneer-Family is a short drive from Parkersburg, Athens, Huntington, and Vienna. Apply below for an opportunity to be a part of our team!

What We Offer:

You will have the opportunity to meet fascinating people from a variety of backgrounds, to work with a team of people who share your values, and to inspire them to meet and exceed their customers' expectations every day. You will receive ongoing training and career development opportunities aligned with your personal goals and dreams.

We also offer:

- \* Competitive pay
- \* Opportunity to grow and advance
- \* Continuous paid training
- \* Company supported medical, dental, vision, and life insurance available
- \* 401K Plan (employee match after 1 year)
- \* Paid holidays
- \* Vacation
- \* Equal Opportunity Employer

Responsibilities Include:

- \* Washing/Drying Vehicle Exteriors
- \* Sweeping Vehicle Interiors
- \* Manicuring Showroom Vehicles
- \* Grounds Keeping, i.e. trash removal/lot debris removal
- \* Daily sweeping/mopping service write-up areas and vehicle lanes
- \* Perform other duties of a similar nature as may be required

Requirements:

- \* Must be insurable and possess a valid Driver's License
  - \* Ability to drive vehicles with standard and automatic transmissions
  - \* Strong attention to detail
  - \* Strong communication skills in order to interact effectively with dealership personnel and follow directions precisely
  - \* Operate all vehicles in a safe manner and in compliance with all applicable company policies and procedures, traffic laws and regulations
  - \* Observe rules of the road and demonstrate courtesy and defensive driving techniques
  - \* Work effectively in a team atmosphere
  - \* Vision abilities required. Close, distance and color vision, depth perception and ability to adjust focus
  - \* Constantly required to enter and exit vehicles
- \*No Paper Applications Available. Applicants Must Have a Valid Email Address

<https://www.ziprecruiter.com/jobs/pioneer-family-automotive-group-bee80e0f/automotive-lot-technician-pioneer-family-ce1d5fd0>

### **Laundry Aide - FT/PT**

CommuniCare Health Services - Parkersburg, WV

Full-time, Part-time

Laundry Aide - Full Time and Part Time Positions Available

Worthington Nursing & Rehabilitation, a premier provider of long term and short-term care, is currently seeking full time and part time laundry aides. Long term care experience and experience with industrial size machines is preferred.

The laundry aide position's responsibilities include to gather, sort, launder, fold and distribute personal clothing and facility linens.

Our employees enjoy a warm and friendly work environment, competitive wages, paid time off, and an outstanding benefits package for full time employees.

Apply now via e-mail or at our facility for a chance to join a world class team of professionals!

Experience using industrial size washers and dryers preferred.

Nursing home experience strongly preferred.

Must be flexible with availability.

Physical ability to sit, stand, bend intermittently throughout shift and to lift 50 lb.

Criminal background and drug testing required.

[https://www.appone.com/maininforeq.asp?Ad=234790&R\\_ID=2063925&Refer=https://www.indeed.com/&B\\_ID=44](https://www.appone.com/maininforeq.asp?Ad=234790&R_ID=2063925&Refer=https://www.indeed.com/&B_ID=44)

### **Automotive Service Technician**

J.D. Byrider in Marietta, OH 45750 USA

#### **Benefits Offered**

401K, Dental, Life, Medical, Vision

#### **Employment Type**

Full-Time

J.D. Byrider is searching for two motivated, high-energy Automotive Service Technicians for our Marietta, OH location. The Automotive Service Technician is the primary person responsible for performing approved maintenance on any authorized vehicle.

What the Automotive Service Technician will be doing:

- Perform approved vehicle maintenance
- Drivability, diagnostics, heavy line work and more
- Maintain the Service Department in both cleanliness and safety

What the Automotive Service Technician will need for this position:

- High School Diploma or GED
- ASE Certifications are preferred
- Previous domestic line experience
- Your own tools
- Valid driver's license

What's in it for you:

- Excellent compensation structure (top hourly pay, not flat rate) with monthly bonus opportunities!
- A great work environment
- Monday through Friday day time hours
- A generous benefit package

If your career needs a tune up and are looking for a growing company with good opportunity for career growth, apply today!

JD BYRIDER CONDUCTS PRE-EMPLOYMENT DRUG SCREENING AND BACKGROUND CHECKS

#### **About J.D. Byrider:**

J.D. Byrider was founded to solve a problem: a large group of good, hard-working people needed good transportation to get to their jobs and no one would finance them. The solution: The J.D. Byrider Program. Hire good people and train them to serve the needs of the market. It's probably best reflected the J.D. Byrider Purpose: To provide a program that exceeds the customer's expectations and maximizes their opportunity for advancement.

J.D. Byrider is the largest automotive sub-prime franchise company in America. There are currently over 130 locations in 30 states. We lead the industry in brand name awareness, high-tech support systems, marketing strength and the energy level it takes to continue our aggressive growth. With a market that continues to grow and a strong employee focus there is an opportunity for growth for our associates.

Company address: 114 Industry Road, Marietta, OH 45750

<https://www.ziprecruiter.com/jobs/j-d-byrider-af4fee55/automotive-service-technician-b960f785>

## **Assistant Driller - Marietta, OH**

Elwood Staffing- Marietta, OH

\$15 - \$19 an hour

Assistant Driller

Up to 95% Travel

Marietta, OH

Direct Hire Employee - Not a contract

\$15 - 19 Hourly, depending on experience

To apply, please email your resume, a cover letter, and at least two professional references to

Nadean.Ostler@ElwoodProfessional.com.

**THE ROLE YOU WILL PLAY:** Assistant Driller

You will be the assistant to the primary Drill Operators and Engineers, will operate environmentally friendly drilling rig and drilling equipment, drive large work vehicles, and travel around the country as needed for up to 2 weeks at a time or more.

You will be obtaining soil samples, setting up and operating rigs, digging wells, underground utility digs.

The Driller Assistant supports the drilling crew in drilling operations.

The Driller Assistant will move, set up, and operate drilling rigs and related equipment to drill holes.

Work is outdoors in all weather conditions and generally physically demanding.

This position requires travel and the ability to work with a small crew of three or four.

The Driller Assistant must be able to do all the responsibilities and duties of the Field Technician.

This position is the "2nd man" on the crew.

Mechanical aptitude enough to perform minor repairs

Conduct pre-trip inspection and set up control zone

Perform physical labor, shoveling, drilling debris, and transporting materials, maintain equipment and to fill in for driller when qualified

Will be expected to maintain all certifications

**BACKGROUND PROFILE:** Assistant Driller

High School Diploma or GED, with 1 year of steady working experience in construction or drilling preferred

Have a valid driver's license - CDL preferred but not required

Good mechanical aptitude/skill

Must be willing to travel extensively

Ability to lift up to fifty (50) pounds throughout the day

Knowledge of safety policies and procedures

Will be forklift trained

To apply, please email your resume, a cover letter, and at least two professional references to

Nadea.Ostler@ElwoodProfessional.com.

[http://jobs.elwoodprofessional.com/jobseeker/Assistant\\_Driller\\_MariettaOH\\_J02611290.aspx?utm\\_source=Indeed&utm\\_medium=cpc&utm\\_campaign=Indeed](http://jobs.elwoodprofessional.com/jobseeker/Assistant_Driller_MariettaOH_J02611290.aspx?utm_source=Indeed&utm_medium=cpc&utm_campaign=Indeed)

## **Assistant General Manager**

Taco Bell | Charter Foods, Inc. - Marietta, OH

"You are applying for work with a franchisee of Taco Bell, not Taco Bell Corp. or any of its affiliates. If hired, the franchisee will be your only employer. Franchisees are independent business owners who set their own wage and benefit programs that can vary among franchisees."

The Taco Bell Assistant General Manager supports the Restaurant General Manager by running great shift and meeting Taco Bell/Charter Foods standards. You take ownership and responsibility to solve problems with a smile, seek help when needed and are willing to help and guide others. Key responsibilities include making sure Teams Members and Shift Managers complete all assigned duties, inventory management, and financial accountability and serve safe, quality food in a friendly manner. You'll also ensure that the restaurant is a safe place for all employees and customers. A successful candidate will have a positive attitude and good communication skills. If you want to build a great career, be part of a winning team, and learn valuable leadership skills, Taco Bell/Charter Foods is the place to learn, grow and succeed!!

**Job Requirements and Essential Functions**

High School Diploma or GED, College or University Degree preferred

1-3 years supervisory experience in either a food service or retail environment, including Profit and Loss responsibility

Basic personal computer literacy

Must be at least 18 years old

Must have reliable transportation

Basic business math and accounting skills, and strong analytical/decision-making skills

Able to sweep and mop floors, dust shelves and lift and carry out trash containers and place in an outside bin

Able to clean the parking lot and grounds surrounding the restaurant  
Able to tolerate standing, walking, lifting up to 50 lbs. and stooping during 80% of shift time  
The company and/or Upper Management may change or add to these job duties and responsibilities at any time with or without prior notice.

Brand: Taco Bell

Address: 342 Pike St Marietta, OH - 45750

Property Description: 031443 - Pike St - Marietta, OH

Property Number: 031443

[https://secure.jobappnetwork.com/apply/c\\_tbl/en/Assistant-Store-Manager-job-Marietta-OH-US-2021296t19.html?src=indeed&dt=0718&codes=IND#s](https://secure.jobappnetwork.com/apply/c_tbl/en/Assistant-Store-Manager-job-Marietta-OH-US-2021296t19.html?src=indeed&dt=0718&codes=IND#s)

## **Maintenance Person**

McDonald's of McConnelsville - McConnelsville, OH

Maintenance Person - McDonald's® company-owned and independent Owner-Operator restaurants are staffed by great people, and right now we're looking for more of them. People with lots to offer. People like you. If you're interested (and we sure hope you are), let's get together. The Maintenance Person assists management in achieving and maintaining outstanding interior and exterior restaurant cleanliness and maintaining restaurant equipment. As a member of the Maintenance Team, your restaurant will support you with the tools and training needed to succeed.

The Maintenance Person's responsibilities may include, but are not limited to:

Filtering oil fryers daily

Maintaining outside grounds

Clean equipment, inside and outside windows, stock rooms and restrooms

Unload delivery truck 2 times a week

Take out and empty trash compactor

Change light bulbs

Clean HVAC/Exhaust units and roof of debris

<https://my.peoplematter.com/mja/USMCD1000891911/jobapp/GetStarted?sourceCode=Indeed&jobOpenings=71d71069-3da9-4c4a-bfe8-a6b401372925&jobPostId=d132da07-f0cd-40bf-bd00-a9180083d610&refererUrl=https://www.indeed.com/>

## **Auto Parts Delivery Driver (Full-Time)**

AutoZone-US- Marietta, OH

AutoZone's Full-Time Auto Parts Delivery Driver performs work in the operation of a vehicle to assure safe delivery of parts to and from commercial customers. In addition, this AutoZoner will be required to perform duties inside our stores, driving, and at our customers' place of business. Drivers are responsible for ensuring maximum productivity in a safe environment, increasing commercial sales, and ensuring compliance with company procedures in accordance to AutoZone's expectations. The incumbent will exceed customer's expectations by delivering WOW! Customer Service to all AZ Commercial accounts.

**POSITION RESPONSIBILITIES:**

Utilizes ZNET to help customers locate merchandise or find suitable alternatives

Adheres to AutoZone dress code

Follows all company policies, procedures and management direction, including all fleet and safety policies

Ensures commercial products are delivered on time and in excellent condition

Drives delivery vehicle to transport parts to Commercial customers, including the loading and unloading of parts

Maintains a safe driving and working environment, including PPE (Personal Protective Equipment)

Picks up parts from nearby stores and outside vendors

Ensure appropriate delivery documentation is generated and issued for each delivery, then appropriately filed at the AutoZone store

Follows proper accident procedures

Properly maintains vehicle(s) and takes the necessary steps to report vehicle maintenance issues

Ensures that assigned company vehicle is kept clean and presentable

Builds long term professional relationships with the customers

Handles cash transactions, charge transactions, and core/part returns per company policy and guidelines

Inspects, protects, and maintains company assets, merchandise, and vehicles

Assists DIY customers between deliveries by performing the following duties:

Utilizes OBDII to read codes from customer's automobiles

Practices GOTTChA and assists with the installation of wipers blades, batteries and light bulbs

Maintains product knowledge and current promotions through AutoZone systems and information sources

Maintains store appearance and merchandising standards as directed

## Position Requirements

High School Diploma or equivalent

Basic knowledge of automotive parts is required

Excellent communication and decision-making skills

Ability to lift, load, and deliver merchandise

Ability to work a flexible schedule to meet the business needs, including holidays, evenings and weekend shifts

Valid driver's license and ability to meet AutoZone's driving requirements

Drivers – 21 years or older

<https://careers.autozone.com/jobs/auto-parts-delivery-driver-full-time-60214?src=JB-10144>

## Cash Advance Supervisor

First Cash Financial Services - Marietta, OH

\$15 - \$16 an hour

At Cashland and Payday Advance, we take pride in our coworkers because they are talented, considerate individuals who are passionate about building trusted relationships with each other, our customers, and our community. Our unwavering commitment to provide an environment of integrity and fairness is only equaled by our desire to develop and empower each person to reach their full potential. We are a fully diverse organization built on the uniqueness of our customers and our coworkers. We've discovered it pays to be different! Will you come join us?

Cash Advance Supervisors have responsibility and accountability for carrying out the day-to-day operation of a Cash Advance location, including leadership and development of all store personnel, meeting or exceeding all financial goals and profitability and developing the location within the local business community. The Supervisor oversees all aspects of running a store including customer service, sales and marketing, meeting or exceeding performance objectives, and all other duties that support the growth and overall operation of the store as assigned by his/her Market Manager.

Supervisors must comply with all Company policies and procedures, and must ensure proper company standards of quality in all areas of running the business.

The starting typical hourly pay range is \$15.00 - \$16.00 with potential monthly bonus incentive.

General Duties and Responsibilities:

Create and promote a customer-friendly atmosphere in the store by greeting and meeting each customer in a friendly and helpful manner. Assist customers with loan process, including without limitations, answer all customer questions and concerns in person as well as over the phone.

Manage all administrative processes and procedures within the store, including without limitations, auditing, reminder calls, local store marketing, store presentation, cash drawer balancing, daily banking procedures, store opening and closing activities, store systems, security checks, daily reports, and all other duties as assigned.

Review store's daily operating, production, and performance reports, communicating results to staff and setting goals for associates that will maximize store profits. Make any necessary changes in operations that maximize the use of store assets, control loan balance, and generate new business through the use of local marketing.

Satisfy or exceed goals for each area of responsibility: Financial (including loan balance, collections, and profitability), Customer Relations, Store Standards, and Human Resources (recruit and retain quality associates).

Provide security (without limitation) for confidential data maintained at the store. Insure cabinets remain securely locked as required by company operating standards. When appropriate, properly destruct documents by following designated company operating procedures.

Develop and implement store marketing plan, sales strategies, and marketing objectives. Implementation includes but not limited to; developing marketing relationships with local businesses, posting marketing materials at nearby establishments and developing and retaining a viable customer base.

Source and recruit associates, ensuring each individual employed is the best available talent for the store.

Train associates to insure the development needs meet prescribed Company standards.

Lead and direct associates to accomplish performance and marketing goals and objectives.

Evaluate performance of associates, giving each individual consistent and fair feedback on his/her performance on an ongoing basis.

Implement, test, and maintain internal controls for store including security, audit procedures, and cash controls.

Provide clear and concise communication to store coworkers so that all coworkers understand store's mission and profit objectives. Communications should take on the form of meetings, memos, and general bulletin board postings.

<https://recruiting.adp.com/srccar/public/RTI.home?c=1212301&d=ExternalCareerSite&rb=INDEED&r=5000281444206#/>

## Client Service Representative - P/T or F/T

VCA Animal Hospitals in Parkersburg, WV 26101 USA

**VCA Dudley Avenue Animal Hospital** is seeking an experienced part-time or full-time **Client Service Representative** to join our respected, 2-doctor small animal in friendly Parkersburg, West Virginia.

At VCA Animal Hospitals, we take our mission statement - your pet's health is our top priority and excellent service is our

goal - very seriously. With every opportunity, we aim to exceed each pet owner's expectations. We're looking for a personable yet highly professional "service extraordinaire" to join us in delivering our mission to our clients and their pets.

### **Job Description**

As the face of VCA, the Client Service Representative sets the tone for the practice as we build and maintain each customer's trust and confidence in our abilities. The CSR combines customer service with sales skills to develop the relationships we have with our clients, as well as positively impact our business.

### **Skills and Qualifications**

VCA's Client Service Representatives come from a wide variety of professional backgrounds: careers in medical & healthcare fields, retail, hospitality, restaurant service, sales, management, administrative assisting, and call centers. Yet they all share a common passion the satisfaction that comes from providing an outstanding client experience. The successful CSR candidate will share VCA's commitment to delivering the highest quality patient care with exceptional client service. He/she will bring a positive attitude, a service orientation, and high energy along with:

At least one year of proven past experience helping customers.

High School Diploma/GED or equivalent.

Excellent listening and communication skills.

Compassion for pets and people-as well as awareness and understanding of others' reactions.

Proven decision-making skills to choose the most appropriate course of action.

The ability to integrate new information into problem-solving.

Proficiency in Microsoft Office.

Willingness to work non-traditional hours, including nights, weekends and holidays.

The ability to lift up to 40 lbs. and be exposed to hazards associated with pets such as allergies, contagious diseases, noises, odors, bites, scratches, and animal waste.

### **Duties and Responsibilities**

The Client Service Representative plays a key role in the hospital's success, as his/her immediate interaction with customers impacts revenue, repeat visits, and satisfaction. While this position does not have any clinical duties, the CSR will work hand-in-hand with Veterinarians, Veterinary Technicians, Hospital Managers, Regional Directors, and Kennel teams. The CSR is the pivot around which the hospital operates and is responsible for:

Customer service functions, including: greeting visitors, answering telephones, and guiding clients and their pets to exam rooms.

Scheduling and confirming appointments.

Placing outbound calls for follow-ups and reaching out to prospective clients.

Presenting and explaining fees, including processing payments.

Recommending, selecting, and obtaining products and services, including prescriptions.

Answering questions regarding products and services, including educating clients on general animal husbandry and non-medical pet care (i.e., heartworm prevention, housebreaking, and flea & tick control).

Managing medical records, charts, reports and correspondence.

Hospital maintenance (including removal of animal waste) and ensuring that facility is neat and clean at all times-both inside and outside.

### **Benefits**

We offer competitive compensation along with a comprehensive benefits package, including, medical/dental/vision and paid vacation (for F/T employees only), 401(k), generous personal pet care discounts and more!

**If interested in this opportunity, please click the "Apply" link below.**

**If you think this would be an ideal opportunity for someone you know, click "Share."**

Required Skills

Required Experience

<https://www.ziprecruiter.com/jobs/vca-animal-hospitals-9c73832b/client-service-representative-p-t-or-f-t-b00db75a>

### **Customer Relations Specialist**

Big Sandy Superstore in Parkersburg, WV 26101 USA

Our customer service representatives are an important piece of the overall success of Big Sandy Superstore as customers who are provided with an exceptional experience will not only return, they will refer us to their friends and family. Our customer service jobs are focused around helping customers with warranty issues, product concerns and processing their orders in a timely manner. The ultimate goal is to ensure a fully satisfied positive experience with their purchases and with our organization as a whole.

At Big Sandy Superstore, we allow our customer service team members the chance to gain a wide range of experience through job rotation throughout our customer service department and we offer flexible schedules to help support their work-life balance.

**We have a great benefits package consisting of:**

**Health Insurance** - Affordable health insurance with the 2 plan options: PPO 2000 or HSA 3000

**Dental Insurance** - Affordable dental insurance with NO waiting period.

**Vision Insurance** - Quality vision coverage for very little cost.

**Life Insurance** - \$10,000 Life Insurance Policy paid in full by the company.

**401K Plan** - All administrative fees are paid by the company.

**Paid Time Off** - Competitive paid time off policies.

**Employee Discount** - Generous employee discount on ALL merchandise.

**Essential Duties & Responsibilities:**

Verifies all information related to orders is accurate; identifies and corrects discrepancies.

Completes all documentation in an accurate and efficient manner and processes information regarding cash balances, deliveries, sales orders, account balances in compliance within corporate guidelines.

Provides customer service support by answering phones, managing counter inquiries, processing payments, solving customer complaints/questions.

Completes and processes credit applications, payments and financing paperwork.

Communicates with internal and external personnel in a professional and timely manner.

Maintains accurate files and processes in order to maximize productivity.

Performs clerical support for store staff as needed.

Other duties as assigned.

**Required Skills**

**Skills and Abilities:**

Excellent verbal and written communication, and listening skills.

Basic reading and comprehension skills.

Basic numerical reasoning skills.

Ability to complete paperwork in an accurate, neat and efficient manner.

Demonstrated knowledge of software, including Microsoft Office.

Excellent organizational skills.

Outstanding customer service skills.

**Physical Demands:**

Ability to sit, stand, bend, stoop, and reach regularly.

**Education and Experience:**

High school diploma or equivalent combination of education and experience.

Previous clerical experience preferred

<https://www.ziprecruiter.com/jobs/big-sandy-superstore-013354b4/customer-relations-specialist-77bcf975>

## **Delivery Driver/Helper**

Big Sandy Superstore

Parkersburg, WV 26101

**Big Sandy Superstore, a top 50 National Power Ranking Home Furnishings Retailer, is eagerly expanding!**

We are looking for individuals who have a will to win, enjoy assisting others in making their house a home, and go above and beyond to ensure our customers complete satisfaction. If you're looking for more than just a "job" and want to join a company that strives to be Bigger and Better every day, we want to talk to you!

We have a great benefits package consisting of:

Health Insurance - Affordable health insurance with the option of 2 plans: PPO 2000 or HSA 3000

Dental and Vision Insurance - Affordable dental insurance with NO waiting period and quality vision coverage for very little cost

Life Insurance - \$10,000 Life Insurance Policy paid in full by the company.

401K Plan - All administrative fees are paid by the company.

Paid Time Off - Competitive paid time off policies.

Employee Discount - Generous employee discount on ALL merchandise.

**Delivery Driver/Helper**

The delivery team at Big Sandy Superstore is responsible for more than just delivering furniture, they are responsible for providing an outstanding customer experience. This means making a great impression through a clean, neat appearance and behaving in a polite manner. We offer two main types of delivery jobs: driver jobs and helper jobs, both are very similar in nature, as both people load, unload and set-up furniture. The driver must have an excellent driving record while safely operating the delivery truck and both positions must take pride in delivering our furniture in excellent condition. Both of these roles offer competitive wages, considering that no day is ever routine for Big Sandy Superstore delivery teams.

Apply today!

**Required Skills**

Excellent verbal and written communication, and listening skills.

Basic reading and comprehension skills.

Basic numeric reasoning skills

Ability to bend, stoop, reach, stand, push, pull and lift cartons weighing approximately 50-100+lbs repetitively.

Required Experience

Maintain an acceptable Motor Vehicle Record

Obtain and maintain a DOT physical card

Must be able and willing to fill in for driver as needed

<https://bigsandysuperstore->

[openhire.silkroad.com/epostings/index.cfm?fuseaction=app.dspjob&jobid=83&company\\_id=17326&version=1&jobBoardId=3338](https://bigsandysuperstore-openhire.silkroad.com/epostings/index.cfm?fuseaction=app.dspjob&jobid=83&company_id=17326&version=1&jobBoardId=3338)

## **Loader/Unloader at Randstad**

Marietta, OH 45750

Our client is one of the largest employers in Washington County that is seeking entry level laborers for its operation in Marietta, Ohio.

Hours:

1st Shift 8:00AM - 5:00PM

2nd Shift 3:00PM - 11:30PM

Pay: \$11.00/hr.

Responsibilities:

Loading and unloading product in and out of freezers

Repetitive lifting up to 40 pounds

Standing on feet for length of time

Working hours: 8:00 AM - 5:00 PM

Skills:

Able to lift up to 40 pounds regularly

Flexibility to work in different environments including freezers

Comfortable working with minimal supervision

Qualifications:

1 year warehouse experience preferred

Ability to work in a team environment

Ability to work overtime as needed

HS Diploma or equivalent

Must be flexible weekly on the shifts

If interested, call the Randstad Heath Office at (740)-522-8367 and ask for Chris Poe.

Randstad is a world leader in matching great people with great companies. Our experienced agents will listen carefully to your employment needs and then work diligently to match your skills and qualifications to the right job and company.

Whether you're looking for temporary, temporary-to-permanent or permanent opportunities, no one works harder for you than Randstad. EEO Employer: Race, Religion, Color, National Origin, Citizenship, Sex, Age, Disability, Ancestry, Veteran Status, Genetic Information, Service in the Uniformed Services or any other classification protected by law.

<https://www.monster.com>

## **Client Service Specialist**

Rea & Associates - Marietta, OH

Rea & Associates is a Top 100 Accounting firm in the country and is committed to being the dominant firm in our markets.

We are focused on the well-being of our staff and their professional development. Our culture respects a work-life balance for our team. We also provide a competitive compensation and robust benefit plan.

We are looking for an energetic and enthusiastic Client Service Specialist/Bookkeeper to work in our Marietta, Ohio office location. This is an outstanding opportunity to join a team who continues to grow and support The Rea Advantage, our strategic plan.

This Client Service Specialist/Bookkeeper has the exciting opportunity to succeed and support the firm's cornerstones, Our People, Our Clients, Our Growth and Our Firm while exhibiting the following skills:

Preparing monthly, quarterly, and annual financial statements including cash flows for multiple clients and industries

Preparing bank reconciliations, monthly and quarterly sales, use and CAT tax returns

Understanding payroll preparation and monthly transaction entry

Relating to year-end information; ability to review accounts and calculate retained earnings

Assisting clients with accounting, payroll and basic software issues

Assisting tax/accounting and audit departments with obtaining/providing annual adjusted client trial balance

Carrying out the internal bookkeeping function for clients such as entering or paying bills and invoicing from their software

Calculating bonus payments and appropriate deductions from bonus checks

Calculating and/or processing payroll tax deposits and payments, as require.

Preparing quarterly and year-end payroll tax returns

Qualifications

Qualifications and Requirements:

High School Diploma or GED is required; Associates or Bachelor's degree in accounting or comparable accounting and bookkeeping experience is beneficial

Knowledge of general accounting concepts

Knowledge of Microsoft Office applications with advanced skills in Word and Excel required

Experience with QuickBooks & Accounting CS preferred

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=2967&clientkey=68369D7B463FAEC0E7A596672590F59A>

## **Customer Service / Cashier / FOH Crew Member / Team Member**

Chick-fil-A - Vienna, WV

Full-time, Part-time

Thank you for your interest at a great career opportunity with Chick-fil-A. Here, you are taking the first step towards a very rewarding career. Every job at Chick-fil-A will prepare you to be the best you can be. That is our promise to you.

Here at chick-fil-A, you'll have the opportunity to work closely with a highly motivated and driven owner Operator who is personally vested in your success.

Your Success is our Success

We encourage you to fill out your application completely and let us know your availability. Add a cover letter to help us get your unique personality.

Our Restaurant Customer Service / Cashier / FOH Crew Member / Team Members are the face of our company and are the first step in providing quality service and hospitality to our guests.

The Front of House Team Member's responsibility is to continually interface with guests to provide quick, friendly, and accurate service.

We offer you a great work environment, a fair pay, education scholarship opportunity, awesome training and lot of advancement opportunities.

Job opportunities as Customer Service/FOH Team Member are generally offered as full time or part time restaurant job.

Prior experience as customer service, cashier, associate, restaurant crew member, team member or other part time restaurant job experience is not required but is preferred.

Requirements/Responsibilities

Restaurant Customer Service / Cashier / FOH Crew Member / Team Member Requirements & Responsibilities

We are looking for applicants who exhibit the following qualities:

Consistency and Reliability

Cheerful and Positive Attitude

Values Teamwork

Loves Serving and Helping Others

Applicants must be able to:

Smile

Create and Maintain Eye Contact

Speak Enthusiastically

Make Emotional Connections with Guests

Applicants will also be expected to be able to work on their feet for several hours at a time.

Customer Service / Cashier / FOH Crew Member / Team Member is generally offered as full time or part time restaurant job.

Prior experience as customer service, cashier, associate, restaurant crew member, team member or other part time restaurant job experience is not required but is preferred.

Special Instructions

Please do not send any emails, resumes, or call.

We are making it really easy to apply for this position.

Simply submit a ZippyApp application package which may include the Common Employment Application, Resume, and a Cover Letter. In your Cover Letter, please write a short paragraph describing yourself and why you would make a great addition to our team.

ZippyApp is the Common Employment Application for online and mobile that allows you to apply for jobs with one click, and is being accepted at a growing number of businesses each day.

[https://zippyapp.com/biz/cfa-02274/jobs/11415-customer-service-cashier-foh-crew-member-team-member?utm\\_source=indeed](https://zippyapp.com/biz/cfa-02274/jobs/11415-customer-service-cashier-foh-crew-member-team-member?utm_source=indeed)

## **Service Writer**

Polar Service Centers - Marietta, OH

**ROLE AND RESPONSIBILITIES:** Assure quality customer service; support through in person, phone, or e-mail. This often includes quoting service work, selling additional services, updating the customer in a timely manner, contacting the customer when quotes and/or work is completed with final pricing. Support the service team by maintaining complete job files, including correspondence relative to approvals, etc., which tie back to more prompt payment(s).

Technician time keeping and review on a daily basis; submittal to payroll bi-weekly.

Creation of repair orders to include customer concerns, contact info, unit info, etc.

Prepare repair orders review for service manager; finalize shop invoicing; mailing and filing of same.

Maintain job files with all pertinent correspondence to each job.

Daily yard checks and logs

Daily/weekly customer correspondence of unit updates/progress.

Update daily key performance indicators (electronic and printed) to be posted in the shop.

PowerPoint, Excel

Interact with service management team, and technicians.

**QUALIFICATIONS AND EDUCATION REQUIREMENTS:**

High School Diploma required; Associates or Bachelor's degree a plus

**PREFERRED SKILLS:**

Must be a self-starter and possess analytical/planning skills.

Must be organized and be competent in Microsoft Office applications.

Must have a real eye for detail.

Prefer at least 5+ years' experience in a similar role.

**ADDITIONAL NOTES:** We operate Karmak Fusion as our business system; experience a plus, but will train as needed.

<https://recruiting2.ultipro.com/ENT1007/JobBoard/f656bd2d-005d-40b0-9d0a-8d18b8ba81b4/OpportunityDetail?opportunityId=f6593ef2-a26c-47a5-b5a5-fe8ac7b1158e>

## **Warehouse/Driver**

Polar Service Centers - Marietta, OH

Polar Service Centers, a division of Polar Corporation, is the largest nationwide commercial repair and parts supplier serving the tank truck market in the United States. We have over 30 service centers throughout the U.S. and we are actively searching for more skilled individuals to join our team.

Currently, we are seeking a motivated individual with a clean driving record and at least a Class C driver's license to be a Warehouse Associate and Parts Driver.

**Job Requirements:**

Must have a clean driving record

Certified or able to be certified to drive a forklift

Must be at least 18 years of age

Able to pass all pre-employment screens

Be authorized to work in the United States

Demonstrate a positive, driven attitude

Proven ability to problem solve and quickly obtain and apply knowledge

Basic computer skills

Strong verbal communication skills

Ability to efficiently perform routine tasks and work well with others

Previous parts delivery experience is preferred

Previous warehouse/inventory experience is a plus

**Job Responsibilities:**

Pick, pack and ship parts orders out

Receive and put away parts

Operate forklift

Write parts tickets for walk in customers

Oversee inventory consignment at local customers

Drive delivery truck to make local deliveries to customers

Order parts from suppliers as needed for customer orders

Research new potential customers and assist with sales initiatives

Other projects and duties as assigned

**Physical Demands:** The employee must regularly lift and/or move up to 50 pounds and, with assistance, occasionally lift and/or move up to 100 pounds.

Competitive pay dependent on experience and knowledge along with a superior benefits package including:

Medical, Dental and Prescription Insurance

Disability and Life Insurance

Paid Time Off program

401k (with Employer Match),

To learn more about our company visit us at [www.polarservicecenters.com](http://www.polarservicecenters.com)

[https://recruiting2.ultipro.com/ENT1007/JobBoard/f656bd2d-005d-40b0-9d0a-](https://recruiting2.ultipro.com/ENT1007/JobBoard/f656bd2d-005d-40b0-9d0a-8d18b8ba81b4/OpportunityDetail?opportunityId=5403280a-5a42-4ded-8813-8c74ed45b1f0)

[8d18b8ba81b4/OpportunityDetail?opportunityId=5403280a-5a42-4ded-8813-8c74ed45b1f0](https://recruiting2.ultipro.com/ENT1007/JobBoard/f656bd2d-005d-40b0-9d0a-8d18b8ba81b4/OpportunityDetail?opportunityId=5403280a-5a42-4ded-8813-8c74ed45b1f0)

## **Lot Maintenance Associate**

Par Mar Stores - Mineral Wells, WV

Position: Lot Maintenance Associate

Reports to: Store Manager

Purpose of Position: To serve Guest needs and wants at all times in a manner which exceeds Company Goals and Expectations of Total Quality Service to our Guests.

1. Consistently follow the daily work schedule by reporting prepared and ready to work at the scheduled time, in the proper uniform, as per company procedures.
2. Record time worked in a timely and accurate manner according to Company Timekeeping Policy.
3. Guests: Greet and Welcome each Guest to Par Mar with the proper greeting: Good (morning, afternoon or evening), Welcome to Par Mar. Acknowledge a Guest leaving the store by using an exit statement such as: Thank you, please come again, have a nice day.
4. Greet Guests by their personal names by observing their name on their credit card or personal check.
5. Meet daily expectation in all operations of the store in a manner which will meet all federal, state, local and industry laws, rules and regulations, such as in the sale of alcohol, tobacco and lottery, etc.
6. Ensure the accurate handling of company assets, including but not limited to: cash over/shorts, inventory shrink, cleanliness of the facility, Guest service in accordance with Company Standards.
7. Store Exterior: Maintain a clean and attractive exterior of the store location by consistently:
  - A. Wiping down dispensers
  - B. Removing excessive signage from windows
  - C. Cleaning windows
  - D. Replenishes fuel dispenser paper and ensures amenity units are filled with wiper fluid and paper towels at all times
  - E. All trash receptacles are monitored and replaced when needed (restrooms, in-store, exterior and amenity units)
  - F. Keeps dumpster area clear of debris and keeps dumpster doors closed; any out buildings are clean and organized
  - G. Makes sure lot is swept and clear of trash, cigarette butts, and debris
  - H. When required, applies salt and shovels snow on sidewalks and customer walk areas
  - I. Complete assigned duties to maintain Par Mar's clean and safe exterior / interior image
8. Store Interior: Maintain a clean and attractive interior of the store location by consistently:
  - A. Keeping counter areas which can be viewed from the outside neat and orderly
  - B. Maintain a clean and stocked coffee/fountain area
  - C. Ensures restrooms are clean and stocked with paper products
9. Maintain Coffee/Cappuccino Fountain Bar by keeping all products stocked, cleaned and accessible to Store Guests at all times in a manner which promotes the Par Mar Image standards.
10. Smoking: Smoking is prohibited in Par Mar Stores including in front of ANY Par Mar Store entrance. It is not permitted according to Local, State and Federal Laws and Regulations.
11. Par Mar Store Promotions & Loyalty Programs: Support and promote Par Mar Stores Special Promotions, Loyalty Programs and Events at store level. Promote good will on behalf of Par Mar Stores by attending community events including any Loyalty Program set by the Company.
12. Loss Prevention: Effectively control loss prevention by following company policies and procedures and practice honesty in the workplace at all times and reporting all dishonest findings to the Manager and/or Supervisor.
13. Follow the Company Policies and Procedures in a manner which supports the Company Mission Statement and Image Standards including, dress code, merchandise handling, Guest Service and minimizing controllable store expenses.
14. Maintain a Store Atmosphere which is consistent with the Company Standards for Professionalism, Image and Total Quality Guest Service, Above and Beyond.
15. Display a consistent team oriented demeanor at all times by maintaining clear channels of communications open with upper management, fellow co-workers, employees and Guests in compliance with Company policies.
16. Safety: Actively practice all safety measures to ensure a safe work environment is maintained in a manner which protects company assets, employees and Guests. Informs manager of any possible safety hazards inside or outside the facility

17. Ensure all decisions regarding company issues, Guest Service, laws, rules, regulations and safety are made from an objective analysis of the situation and the stated position of the Company.

18. Maintain and increase personal knowledge base by completing approved online and other available training applicable to this position and the company direction.

My signature indicates my ability and commitment to perform this position. PHYSICAL/MENTAL ESSENTIAL FUNCTIONS OF THE JOB

Position: Lot Maintenance Associate

Reports to: Store Manager

1. Must be able to stand up to an eight (8) to ten (10) hour shift on a hard surface floor in order to perform all type of job duties and responsibilities.

2. Must be able to lift, push and/or pull up to 50 pounds up to 3 feet high without the aid of another person, in stocking the store.

3. Must be able to lift items onto a dolly and maneuver dolly into position.

4. Must be able to work in a cold environment in stocking the coolers and freezers.

5. Must be able to push and/or pull a mop/broom or shovel in order to clean floors, parking areas and sidewalks.

6. Must be able to tolerate chemicals such as gasoline, cleaning agents, and other products necessary for customer service or cleaning the facility.

7. Must be able to maintain balance and climb up to eight (8) feet on a step ladder or climb into the attic in order to stock and arrange coolers and shelves, replenish cups, ice, etc., in the fountain area and changing signs.

8. Must be able to bend, twist and reach in order to perform various job functions such as washing windows and gas pumps, stocking shelves, coolers and fountain areas and picking up trash.

9. Must be able to handle a variety of shapes, sizes, and textures. Items handled include, but are not limited to: stock items, money, credit cards, supplies and paper work.

10. Must be able to use fingers bilaterally and unilaterally:

A. The fingers are used bilaterally to count money, unload boxes, and operate machines/equipment and to perform various other job functions.

B. The fingers are used unilaterally to punch in prices on the cash register and computer.

11. Must be able to have corrected hearing to listen to:

A. The needs and direction from management;

B. The needs of customers; and

C. The environment to be aware of surroundings.

12. Must be able to have corrected vision to:

A. Be aware of surroundings and location of products and customers;

B. Identify colors and descriptions of automobiles at gas pumps; and

C. Count money, read price tags, cash register and gas pumps and perform job duties.

13. Environmental conditions: must be able to work around various odors, dust and fumes in a mostly moderate temperature, except for extreme cold below 40 degrees in refrigerator/coolers or the drive-in winter conditions.

14. Must be able to have dexterity to perform repetitive tasks and force in the use of deli meat slicers and knives in a safe manner which meets company standards.

15. Must be able to understand and use all safety equipment when using a slicer and cleaning machinery.

16. Must be able to perform tanks inventory by reading the fuel tanks manually by lifting the 20-30-pound lids off the tank by using a screwdriver then "sticking" the tanks or by inserting the tool into the lid and accurately reading the measurement.

17. Must not be short-tempered and must be slow to anger and able to respond in a calm demeanor in stressful situations such as dealing with customers who may be dissatisfied or emergencies.

18. Must be alert and able to identify a hazard in order to avoid it by reporting immediately, or if necessary, take immediate corrective measures.

19. Must not be impaired in anyway due to:

A. the use of drugs (legal or illegal),

B. alcohol use, or

C. in any other way,

which may affect the employee's ability to act and/or react in a manner that will ensure their safety, the safety of other employees, customers and the assets of the company.

20. Must be able to physically react in an immediate manner to emergencies such as fires, fuel spills, robberies or other life-threatening situations.

21. Driving on Company Business: Consistently maintain and provide a current valid driver's license and proof of insurance.

My signature indicates my ability and commitment to perform this position.

<https://my.peoplematter.com/mja/parmaroilco/jobapp/GetStarted?sourceCode=Indeed&jobOpenings=7f01ec33-c1be-4124-84a6-a8a90187ac2e&jobPostId=c792e91a-d282-4d3b-abf4-a9260083d60f&refererUrl=https://www.indeed.com/>

## **ASST STORE MGR PERISHABLES in VINCENT, OH**

Dollar General - Vincent, OH

### **Company Overview**

Dollar General (NYSE: DG) is a Fortune 200 company with more than 14,500 retail locations in 44 states, 15 distribution centers and 130,000 employees that embody our mission of Serving Others each and every day. We work in an energetic atmosphere that embraces innovation, diversity and teamwork, all while keeping our customers and communities at the center of everything we do! At Dollar General, employees have numerous growth and development career opportunities through award-winning training and being part of one of America's fastest-growing retailers. Apply today and let's grow together!

### **Job Details**

#### **GENERAL SUMMARY:**

Reporting to and under the general supervision of the Store Manager, manage the Perishable and Food Direct Store categories including perishable products in the coolers and freezers and other food direct ship items. Supervise store employees in the absence of the Store Manager. Assist the Store Manager in ensuring efficient and effective inventory management, appealing and profitable merchandise presentation and quality customer service. Assist the Store Manager in ensuring a safe working environment and providing protection for company assets according to required procedures. Assist the Store Manager in ensuring employee and store compliance with all food handling rules and regulations. Provides support to other key carriers as directed by the Store Manager.

#### **DUTIES and ESSENTIAL JOB FUNCTIONS:**

Open the store a minimum of two days per week; close the store a minimum of two days per week.

Authorize and sign for refunds and overrides; count register; deposit money in bank.

Assist in ensuring the financial integrity of the store through strict cash accountability, key control, and adherence to company security practices and cash control procedures.

Manage store in Store Manager's absence.

Assist Store Manager, if directed, with: scheduling employees; ensuring adequate scheduling coverage; entering payroll information into computer; assessing work completion and following up with employees regarding performance.

Assist Store Manager, if directed, in providing training for employees.

At Store Manager direction, order drop-shipments and other areas of store.

Assist Store Manager in following prescribed ordering practices to ensure the meeting or exceeding of in-stock targets; assist the Store Manager in reviewing ordering plan, seasonal direction and inventory management issues on a weekly basis.

Assist with the efficient staging, stocking and storage of merchandise; unload trucks.

Ensure that merchandise is presented according to established practices and Store Manager direction; utilize merchandise fixtures properly including presentation, product pricing and signage.

At Store Manager direction, assist in plan-o-gram implementation and maintenance.

At Store Manager direction, assist in maintaining accurate inventory levels by controlling damages, markdowns, scanning, paperwork, and facility controls.

If directed by Store Manager, conduct safety meetings; assist Store Manager in maintaining a clean, well-organized store and facilitating a safe and secure working and shopping environment.

Provide superior customer service leadership.

Follow company policies and procedures as outlined in the Standard Operating Procedures manual, Employee Handbook, and company communications. Assist Store Manager in ensuring employee compliance.

Assist Store Manager, as directed, in completing all paperwork and documentation according to guidelines and deadlines. Perishable departments and processes specialized areas include;

Maintain correct perishable stock levels based on store volume using the following tools:

Current Ads/Planners

Direct Vendor Order Guide

Assist Store Manager in training assigned employees in the proper presentation, freshness and pricing standards for all perishable areas.

Assist Store Manager in training assigned employees in the proper and safe handling of food in compliance with rules and regulations.

Assist Store Manager in training assigned employees in the proper execution of hourly recovery standards to model store standards.

Train assigned employees in the proper stocking and rotation of Perishable products.

Receives the Direct Vendor deliveries and checks in Drop Ship Delivery perishable food product vendors.

Record Perishable Markdowns, while analyzing causes and taking corrective action to prevent recurrences.

Assist Store Manager in training assigned employees in the proper grading standards in produce to minimize markdowns and ensure product freshness.

Accurately record inventory levels as requested by the Store Support Center and as directed by Store Manager.

Assist Store Manager in ensuring compliance with sanitation standards and training employees assigned in the Perishable departments using the Cleaning Schedule.

Qualifications

**KNOWLEDGE and SKILLS:**

Ability to read and interpret documents such as diagrams, safety rules, operating and maintenance instructions, and procedures manuals.

Ability to perform mathematical calculations such as addition, subtraction, multiplication, division, and percentages.

Ability to learn and perform IBM cash register functions to generate reports.

Ability to review Operating Statements and identify business trends (including sales, profitability and turn) expense control opportunities, shrink and errors.

Knowledge of cash handling procedures including cashier accountability and deposit control.

Knowledge of cash, facility and safety control policies and practices (deposits, store keys, SAFE program, etc.)

Knowledge of inventory management and merchandising practices.

Ability to read and follow plan-o-gram and merchandise presentation guidance.

Knowledge of and willingness to comply with company policies and procedures as outlined in the Standard Operating Procedures manual, Employee Handbook, and company communications.

Effective interpersonal oral and written communication skills.

Good organization skills with attention to detail.

Ability to solve problems and deal with a variety of situations where limited standardization exists.

Understanding of safety policies and practices.

Ability and willingness to obtain required certifications in food handling.

**WORK EXPERIENCE and/or EDUCATION:**

High school diploma or equivalent strongly preferred.

One year of experience in a retail environment and six months supervisory experience preferred.

Previous lead experience and/or grocery store experience preferred.

Attainment of required local and state food handling certifications, if applicable.

Dollar General Corporation is an equal opportunity employer.

[https://retail-dollargeneral.icims.com/jobs/169418/asst-store-mgr-perishables-in-vincent%2c-oh/job?iisc=Indeed.com\\_O&mobile=false&width=960&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240](https://retail-dollargeneral.icims.com/jobs/169418/asst-store-mgr-perishables-in-vincent%2c-oh/job?iisc=Indeed.com_O&mobile=false&width=960&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240)

## **Home Health Aide / HHA - Full Time**

Interim HealthCare - McConnelsville, OH

Full-time, Part-time

Job Description

**CAREER OPPORTUNITIES FOR STNAs and HHAs, APPLY TODAY!!**

Are you looking for an exciting new career in healthcare? A career where you can make a difference in the lives of people in need.

Interim HealthCare can offer you that career opportunity and so much more. So, don't delay, stop by and apply today!

Interim HealthCare of McConnelsville is hiring Home Health Aides, STNAs and CNAs for home care cases throughout Morgan and Perry Counties. Full-time, Part-time and Per Diem assignments and hours available.

Employees can earn up to \$250 in gift cards as work recognition bonuses through our AVA Rewards Program.

Requirements include:

Candidate must be state-tested or have at least a year of documented experience.

Candidate must have a clean criminal background

Candidate must have reliable transportation

Candidate must be drug free

Benefits:

Locally Owned and Operated

Free Education Courses

Flexible Assignments to fit your needs

Competitive Salary & Benefits

Paid Time Off

Paid Holidays

Flexible Scheduling and Assignments

Weekly Pay with Direct Deposit

Career Growth Opportunities

Salary: \$8.50 - \$9.00 per hour

Interim HealthCare is America's leading provider of home care, hospice and healthcare staffing. We offer one of the most comprehensive selections of career opportunities in the industry ranging from per diem to full-time.

If you're looking for a stable career opportunity, look no further. We offer the freedom of a flexible work schedule

combined with the security of working for an established company. Nationally, Interim HealthCare has been providing great jobs to great people for 50 years and there are more than 300 offices across the country. That kind of stability combined with our commitment to integrity makes us your perfect career partner.

Interim HealthCare® is an equal opportunity employer who does not discriminate against applicants, employees or clients on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, age, marital status, genetic information, disability, veteran status or any other category protected by the law, or patients' decisions regarding advance directives. Each Interim HealthCare office is independently owned and operated. Not all services are available at all offices. ©2015 Interim HealthCare Inc.

#### Job Requirements

Requirements include:

Candidate must be state-tested or have at least a year of documented experience.

Candidate must have a clean criminal background

Candidate must have reliable transportation

Candidate must be drug free

**Company Overview**  
Interim HealthCare is America's leading provider of home care, hospice and healthcare staffing. We offer one of the most comprehensive selections of career opportunities in the industry ranging from per diem to full-time.

If you're looking for a stable career opportunity, look no further. We offer the security of working for an established company. Nationally, Interim HealthCare has been providing great jobs to great people for over 45 years and there are more than 300 offices across the country. That kind of stability combined with our commitment to integrity makes us your perfect career partner. Interim HealthCare is an Equal Opportunity Employer. Each Interim HealthCare location is independently owned and operated. ©2018 Interim HealthCare Inc.

<https://www.liquidcompass.com/interim/job/8741145/home-health-aide>

### **Kitchen Staff**

Austyn's Marietta, OH 45750 USA

#### Compensation

\$21,000 to \$26,000 Annually

#### Employment Type

Full-Time

#### Why Work Here?

*"Flexible hours/great teamwork atmosphere"*

We are seeking a Kitchen Staff to join our dedicated kitchen staff! You will assist in the preparation, cooking, and presentation of meals in our professional kitchen.

#### **Responsibilities:**

Prepare all served food

Plan food production to coordinate with meal serving hours

Memorize, record, and comprehend menu items, abbreviations, plate appearance, and portions

Follow standard recipes and special diet orders

Operate standard kitchen equipment safely and efficiently

Adhere to all sanitation and food production codes

Clean and maintain kitchen equipment, utensils, and appliances

#### **Qualifications:**

Previous experience in cooking, culinary arts, or other related fields

Knowledge of kitchen equipment and cooking techniques

Strong attention to detail

Ability to thrive in a fast-paced environment

Ability to work well in teams

<https://www.ziprecruiter.com/jobs/austyns-1a9ee7a3/kitchen-staff-85a94ea4>

### **CNC OPERATOR OR APPRENTICE**

Sunshine Metals Davisville, WV Based on experience hour

Website: <http://sunshinemetals.com>

#### Description:

Growing industrial service center is looking for two CNC operators or apprentices. Experience in precise cutting or machining is preferred.

Will seriously consider qualified person for training program.

[https://midohiovalleyjobs.com/job\\_view.php?jobid=6716&keyword=&region\\_browse=&category=999](https://midohiovalleyjobs.com/job_view.php?jobid=6716&keyword=&region_browse=&category=999)

## **Production Operator**

ProFusion Industries 700 B.F. Goodrich Road \$13.50 hour

Company Website: <http://www.profusionindustries.com>

### **Description:**

#### **Production Operator**

**ProFusion Industries**, a highly regarded manufacturer of extruded plastics and industrial films is seeking **Production Operators** to join our team in Marietta, Ohio. As a production operator you will be responsible for operating and/or supporting a wide range of manufacturing equipment in a three (3) shift production facility.

The successful candidates for these positions must have the following minimum qualifications:

A high school diploma or GED equivalent.

1+ year of experience in a manufacturing, production or warehouse setting (preferred).

Candidates with 2+ years of stable work experience in other occupations will also be considered.

Candidates with schooling or certifications in a technical discipline, chemical operations, manufacturing technology, etc. will be considered in lieu of work experience.

Must be able to work any shift including ten (10-hour days) and weekends as necessary to support production needs.

Must be able to work safely around manufacturing equipment in a drug free work site.

**ProFusion Industries** offers a starting pay of \$13.50 per hour. Upon completion of 950 hours worked, new associates will have their pay increased to \$14.64 per hour, paid a hiring bonus, and become eligible for full benefits. (Medical benefits are offered after 90 calendar days).

An Equal Opportunity Employer

Do not contact this company in solicitation of any product or service.

[https://midohiovalleyjobs.com/job\\_view.php?jobid=6722&keyword=&region\\_browse=&category=999](https://midohiovalleyjobs.com/job_view.php?jobid=6722&keyword=&region_browse=&category=999)

## **STEEL FABRICATION FITTERS AND WELDERS**

Confidential Marietta/Parkersburg

### **Description:**

Regional steel fabricator seeking experienced fitters and welders. Qualified fitters must be capable of reading fabrication drawings, fitting beams, channels, etc., and tack welding. Qualified welders must be competent in mig and flux core welding processes and capable of passing associated weld tests. Equal Opportunity Employer.

[https://midohiovalleyjobs.com/job\\_view.php?jobid=6719&keyword=&region\\_browse=&category=999](https://midohiovalleyjobs.com/job_view.php?jobid=6719&keyword=&region_browse=&category=999)

## **PRESS ROOM SUPERVISOR/SETUP/MACHINIST**

Confidential Marietta

### **Description:**

Press brake, punch press experienced setup supervisor needed. Working with galvanized and stainless steel. Knowledge of reading and working off a blueprint. Must be able to read vernier calipers and micrometer. Maintenance experience.

Pay depending on experience.

[https://midohiovalleyjobs.com/job\\_view.php?jobid=6710&keyword=&region\\_browse=&category=999](https://midohiovalleyjobs.com/job_view.php?jobid=6710&keyword=&region_browse=&category=999)

## **Laborer/Swamper (FT)**

Warren Drilling in Dexter City, OH is looking for a Full-time Laborer/Swamper.

Assist in loading and unloading equipment from haul trucks, including chaining/strapping (securing loads) and unchaining/unstrapping.

Work with Bed trucks and or Pole trucks attaching and detaching bridle/rigging to equipment.

Signal/communicate and spot equipment and trucks.

Assist operators with equipment inspections.

Must comply with all company, customer, and industry policies and procedures including all PPE requirements, safety policies, and safe work practices. No exceptions.

Qualifications and Experience:

Must be dependable, trustworthy, have a positive attitude and work well with others.

Must be drug-free and pass pre-employment, random, and job location spot tests.

Have valid driver license and be insurable in company vehicle a plus.

Must be willing to work flexible hours meeting a demanding schedule.

Oil and gas industry/drilling rig experience preferred.

Safeland or equivalent training preferred. Additional oil and gas industry training a plus, i.e. Fall Protection, OSHA, Equipment Operator cards, H2S awareness, First Aid/CPR and other related certifications/education and or training.

Compensation:

Good hourly pay and overtime.

Expense allowance.

About Warren Drilling

Warren Drilling provides services to the oil and gas industry since 1944. We specialize in trucking and rig moving.

<https://warrendrilling.betterteam.com/laborer-swamper>

### **Automotive Detailer- P/F**

Pioneer-Family Automotive Group - Marietta, OH

The Pioneer-Family Dealerships are family-owned auto dealerships with over 40-years of experience in automotive sales, service and customer satisfaction in the area.

What We Offer:

You will have the opportunity to meet fascinating people from a variety of backgrounds, to work with a team of people who share your values, and to inspire them to meet and exceed their customers' expectations every day. You will receive ongoing training and career development opportunities aligned with your personal goals and dreams.

We also offer:

Competitive pay

Opportunity to grow and advance

Continuous paid training

Company supported medical, dental, vision, and life insurance available

401K Plan (employee match after 1 year)

Paid holidays

Vacation

Equal Opportunity Employer

RESPONSIBILITIES:

Wash, wax, and buff the vehicle

Clean interior and exterior windows

Vacuum and scrub interior of vehicle

Clean engine and engine compartment

Apply dressing on tires and tire wells

Utilize special purpose cleaners to ensure lasting cleanliness of vehicles

Operate all tools in a safe manner

Report any safety issues immediately to management

REQUIREMENTS:

Ability to pay attention to detail

Excellent customer service skills

Ability to follow instructions

Positive attitude

<https://careers.hireology.com/noursemarietta/202322/description?ref=indeed.com>

### **Associate Customer Service Representative**

Highmark

WV- Parkersburg

**Job Description:**

GENERAL OVERVIEW:

*This section contains a synopsis of the main purpose(s) or functions(s) of the job, indicating what is done. This information will be used to develop the position posting.*

Handles customer inquiries by telephone and/or email and/or in person from individual members, groups, providers and brokers in a customer service center. Troubleshoots and resolves customer complaints. Ensures that responses to inquiries are completed timely and according to established service and quality standards.

ESSENTIAL RESPONSIBILITIES:

*This section lists the major duties and responsibilities of the position. This is not an exhaustive list of all job duties/functions/attributes. Depending on Role, essential responsibilities may also include oversight and management of people and functions described below.*

- 1.Resolves customer inquiries and complaints via written, telephonic and face-to-face communication in a timely and accurate manner.
- 2.Prepare adjustments for services not properly processed, either systematically, or by forwarding to the appropriate area for follow up and resolution.
- 3.Meets all production, quality, and adherence standards. Attends all required training classes.
- 4.Elevates issues to next level of supervision, as appropriate.

5. Maintains accurate records, including timekeeping records.

6. Other duties as assigned or requested.

### III. QUALIFICATIONS:

Education, Licenses/Certifications, and Experience (For Experience requirements please see appropriate role/level guide. If not applicable, list experience requirements below.)

#### Minimum

*Describe in objective and non-comparative terms the minimum education level, previous experience, specific knowledge skills and abilities the individual must have to perform the job.*

#### Preferred

High School Diploma or GED required for all levels

1-2 years customer service experience in a call center preferred with healthcare customer service strongly preferred

Knowledge, Skills and Abilities (*This section describes additional preferred characteristics*)

Knowledge of principles and processes for providing customer service, including customer needs assessment and meeting standards.

Ability to handle many tasks simultaneously and respond to customers and their issues promptly and professionally.

Ability to take direction and to navigate through multiple systems simultaneously.

Ability to maintain composure under stressful and fast-paced conditions.

Strong written and verbal communication skills

Ability to communicate complex information in a simple, customer facing way

### IV. SCOPE OF RESPONSIBILITY (*People Management Responsibility*)

Does this role supervise/manage other employees?      No       Yes

If yes, indicate the number of direct reports:

### V. WORK ENVIRONMENT

*Most company positions are performed in a normal office environment. Please use this section to describe unusual work conditions, such as exposure to high noise levels, temperature extremes, etc. If "none," please indicate with "Not Applicable."*

Is Travel Required?

No

Yes

Unusual Working Conditions

Physical Demands

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

This job requires the ability to work as a team member. Additionally, this job requires the willingness and ability to report to work on a regular and timely basis and may require irregular work hours, holidays and/or weekends.

Highmark Health and its affiliates prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, national origin, sexual orientation/gender identity or any other category protected by applicable federal, state or local law. Highmark Health and its affiliates take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, sexual orientation/gender identity, protected veteran status or disability.

EEO is The Law

Equal Opportunity Employer Minorities/Women/Protected Veterans/Disabled/Sexual Orientation/Gender Identity

[http://www1.eeoc.gov/employers/upload/eeoc\\_self\\_print\\_poster.pdf](http://www1.eeoc.gov/employers/upload/eeoc_self_print_poster.pdf)

We endeavor to make this site accessible to any and all users. If you would like to contact us regarding the accessibility of our website or need assistance completing the application process, please contact number below.

For accommodation requests, please call HR Services at 844-242-HR4U or visit HR Services Online at

[HRServices@highmarkhealth.org](mailto:HRServices@highmarkhealth.org)

[https://highmarkhealth.wd1.myworkdayjobs.com/en-US/highmark/job/WV--Parkersburg/Associate-Customer-Service-Representative\\_J121188](https://highmarkhealth.wd1.myworkdayjobs.com/en-US/highmark/job/WV--Parkersburg/Associate-Customer-Service-Representative_J121188)

## Security Officer

G4S8,- Beverly, OH

Job Introduction

PLEASE CLICK APPLY OR TEXT "JOBS" TO 561-660-9797 FROM YOUR SMARTPHONE! The world's leading private security organization, G4S, has an immediate job opportunity for a Traditional Security Officer. G4S is a security provider for the United States government, fortune 500 companies, nuclear power plants, oil and gas companies, airport, ports, banks, hospitals, factories, warehouses, commercial facilities, residential communities and much more.

G4S offers job security, excellent pay and benefits, and career opportunities. We offer entry level careers, management careers, sales careers and executive careers across the United States and internationally.

#### Main Responsibilities

#### Specific Duties and Essential Functions

Perform security patrols of designated areas on foot or in vehicle

Watch for irregular or unusual conditions that may create security concerns or safety hazards

Sound alarms or call police or fire department in case of fire or presence of unauthorized persons

Warn violators of rule infractions, such as loitering, smoking or carrying forbidden articles

Permit authorized persons to enter property and monitors entrances and exits

Observe departing personnel to protect against theft of company property and ensure that authorized removal of property is conducted within appropriate client requirements

Investigate and prepare reports on accidents, incidents, and suspicious activities

Provide assistance to customers, employees and visitors in a courteous and professional manner

#### The Ideal Candidate

#### Education, Licenses and Certifications Required

Must possess a high school diploma or equivalent

Must complete any State-required training or other qualifications for licensing

Must successfully complete a State licensing test if driving a company-owned or client-provided vehicle

#### Type and Length of Specific Experience Required

If previously employed, meaningful and verifiable work history

#### Skills Required

Ability to operate radio or telephone equipment and/or console monitors

Ability to interact cordially and communicate with the public

Effective oral and written communication skills

Active listening skills

Ability to assess and evaluate situations effectively

Ability to identify critical issues quickly and accurately

Attention to detail

#### Other

Must be at least 18 years old or the minimum age required by the State

Must be a U.S. citizen or a foreign citizen authorized to legally work in the United States

Must have access to reliable transportation

Must not use illegal drugs. Must submit to a pre-employment drug test.

Must submit to an extensive background check, including criminal history, personal references, employment and education verifications, and Department of Motor Vehicle and credit checks if applicable

Must be able to provide, upon job offer, a DD214 discharge document with discharge status indicated, if prior military

Upon acceptance of a job offer, must successfully complete the following:

MMPI - Psychological testing, if armed or otherwise required

Physical exam, if armed or required by client contract

#### Physical Requirements and Environment

Environment: Indoor and outdoor, temperature ranges from moderate to extreme cold and heat

Major activity: Walking, standing, speaking, listening, observing

Physical efforts to carry out job duties: Standing, walking, and sitting. Minimal to no stooping or kneeling.

#### About the Company

EOE Minority/Female/Disabled/Veteran/Sexual Orientation/Gender Identity

G4S is an Equal Opportunity/Affirmative Action Employer

and an Alcohol- and Drug-Free Workplace

If you have any questions regarding Equal Employment Opportunity, Affirmative Action or Diversity and Inclusion, or have difficulty using the online system and require an alternate method to apply, please contact our Corporate Human Resources Department at (800) 506-6265.

To receive an update on your application status, please contact our local office by following this link:

<http://www.g4s.us/en-US/Site%20Tools/Contact%20us/>

<https://community.g4s.com/members/modules/job/detail.php?record=118266&jobboard=Indeed&c=organic>

## **Commercial Banker - Corporate Banking Administration**

WesBanco Bank, Inc. - Parkersburg, WV

Responsible for the management of borrowing and depository relationships with commercial clients, with a primary focus in C&I Lending. In addition, the solicitation of new commercial clients through direct sales calls. The development of community and business relationships is necessary to facilitate sales referrals to our sales partners (trust, insurance, treasury management, retail, mortgage partners) and to maintain knowledge of local business conditions. This commercial

banking officer must also support the Bank's CRA lending initiatives.

#### INTERPERSONAL SKILLS:

Willingness to provide a high level of professional service which will clearly differentiate us from our competitors.

Employee must be willing to become familiar with and promote bank products and services.

Professional demeanor in appearance, interpersonal relations, work ethic and attitude.

Possess clear, concise, effective written and oral communication skills to effectively express thoughts, ideas and concepts to bank employees, bank customers and prospects.

Must be willing to work as part of a team.

Must possess a high degree of leadership skills.

Possess ability and commitment to develop business relationships with business borrowers.

Ability to work under pressure.

#### EMPLOYEE SKILLS:

Ability to originate and manage lending and deposit relationships with middle market as well as larger commercial customers.

Ability to maintain and effectively manage an individual commercial portfolio in all respects.

Ability to analyze financial statements and customer profiles to support the needs of existing and potential customers.

Ability to work with other bank departments, such as CRM and BBS to effectively manage the credit process.

Able to provide training, oversight and mentoring and daily direction of administrative assistants in carrying out an effective work environment.

Ability to work on multiple complex projects simultaneously, and successfully.

Work closely with the Special Asset Unit in the collection of past due loans and workout of problem credits.

Actively participates in community and civic organizations. Leverages both community development and external relationships in order to meet bank growth and community development goals.

Cross sells banking services to existing and prospective commercial customers.

Assist with the coordination of CRA lending initiatives within the corporate lending department.

Supports the bank's sales culture. Originates, develops and maintains relationships with commercial customers for their financial needs through direct and ongoing sales calls and referrals.

Provide loan structures to meet customer needs and ensure that appropriate documentation exist in order to adequately protect the bank. Adheres to bank policy.

Originates new business opportunities through outside business development sales calls to centers of influence and prospective customers.

Follows up all internal and external customer referrals. Actively supports all internal business units by providing quality referrals through development of community and business relationships.

Responsible for the sales management of assigned accounts.

#### OTHER:

Banking is a highly regulated industry and you will be expected to acquire and maintain a proficiency in the bank's policies and procedures, and adhere to all laws, rules and regulations that are applicable to your conduct and the work you will be performing. You will also be expected to complete all assigned compliance training in a timely manner.

Travel required for training, meetings and to meet with clients and prospects.

Bachelor's Degree (B.S.) degree or equivalent from four-year College or university.

5 to 10 years related experience and/or training; or equivalent combination of education and experience to include the management of both Commercial Real Estate and Commercial & Industrial (C&I) relationships.

Equal Opportunity Employer Minorities/Women/Protected Veterans/Disabled

<https://recruiting.adp.com/srccar/public/RTI.home?c=1145507&d=ExternalCareerSite&rb=INDEED&r=5000373937506#/>

### **Route Sales Driver / Delivery Driver / Route Salesman**

Your Linen Service - Parkersburg, WV

IND123

Maggot Wagon Driver (Route Sales/Service Driver)

Many companies in our industry service accounts that are not "ideal". They can be exceptionally dirty and not what you would want to handle.

We paint a different picture at our company. We serve only the best and cleanest customers in the Restaurant, Hospitality, and Healthcare industries.

You, as a Route Sales/Service Driver for our company (aka a Not Maggot Wagon Driver), will be making a significant difference in the lives of customers of many businesses that you will personally know and trust.

#### RESPONSIBILITIES

Position picks up and delivers textile and disposable products to customers on an established route

Frequent interaction with customers, and sell products with commission opportunities

This position is labor intensive, requiring loading, pushing, pulling and lifting up to 50lbs

It also requires reaching, squatting and bending while delivering products to the customers and delivering products across a wide variety of weather conditions

#### QUALIFICATIONS

Must have flexibility in hours

Prior route delivery experience within a service industry, helpful but not necessary

Clean driving record required

Pass the required background checks

Pass the required drug test and physical capabilities test

#### BENEFITS

Independence! You are on your own serving your established route and customers in a custom designed modern vehicle.

No overnight stay.

Group benefits package (Medical, Dental, Long-term Disability, Vision, Life Insurance, and 401k)

Paid Vacation

Work in a positive culture where people are recognized and make a difference

Competitive wages.

<https://www.indeed.com/rc/clk?jk=27ccd0fb396aa91a&from=vj&ia=1&pos=top>

### **Restaurant Maintenance**

Taco Bell | Charter Foods, Inc. - Marietta, OH

HVAC/R Maintenance

Our maintenance technicians provide year round ongoing preventative maintenance and repair of kitchen equipment and HVAC/R within our restaurants.

Experience: 3-5 years

Minimum Education: Technical School Graduate or Degree

Certifications: Universal EPA

HVAC/R, Kitchen Equipment, Ice Machines, and Basic Maintenance Skills

Skills-System Size: 1 - 20 Tons

Skills-Manufacturers: American Standard; Carrier; Johnson Controls; Lennox; Ruud; Trane; York; Delfield; Pitco; Henny Penny; Manitowoc; Cornelius; Scotsman; Taylor Freeze; Electro Freeze; BEV Air

Skills-Equipment: Air Dist. Equipment; Air Handlers; Boilers; Forced Air Systems; Furnace; Gas; Heat Pumps; HVAC Equipment; Oil; Package Units; Propane; Rooftop Units; Split Systems; Variable Speed Equipment; VAV

Skills-Parts and Accessories: Coils; Condensers; Electric Motors; Fans; HVAC Parts

Skills-Applications: Commercial; Light Commercial; Refrigeration (Walk in Coolers, Freezers); Restaurant Kitchen Equipment

Skills-Computer Related: Must have basic computer skills.

Skills-Physical: Must be able to lift 50 lbs. and able to climb ladders.

Skills listed above are not an all-inclusive

The company and/or Upper Management may change or add to these job duties and responsibilities at any time with or without prior notice.

Brand: Taco Bell

Address: 342 Pike St Marietta, OH - 45750

Property Description: 031443 - Pike St - Marietta, OH

Property Number: 031443

[https://secure.jobappnetwork.com/apply/c\\_tbl/en/Restaurant-Maintenance-Tech-job-Marietta-OH-US-2021903t13.html?src=indeed&dt=0618&codes=IND#s](https://secure.jobappnetwork.com/apply/c_tbl/en/Restaurant-Maintenance-Tech-job-Marietta-OH-US-2021903t13.html?src=indeed&dt=0618&codes=IND#s)

### **PRESS ROOM SUPERVISOR/SETUP/MACHINIST**

Confidential Marietta, Ohio

Press brake, punch press experienced setup supervisor needed. Working with galvanized and stainless steel. Knowledge of reading and working off a blueprint. Must be able to read vernier calipers and micrometer. Maintenance experience.

Pay depending on experience.

Do not contact this company in solicitation of any product or service.

[https://midohiovalleyjobs.com/job\\_view.php?jobid=6710&keyword=&region\\_browse=&category=999](https://midohiovalleyjobs.com/job_view.php?jobid=6710&keyword=&region_browse=&category=999)

### **Plug Hand**

Nine Energy Service LLC - Marietta, OH

PURPOSE:

The Plug Hand is responsible for delivering and picking up plugs for the Completion Tools Department as assigned by the Regional Manager.

## QUALIFICATIONS:

Education – High School Diploma or equivalent

Communication – Written and verbal communication skills with the ability to read, write and comprehend correspondence, instructions and memos

Mechanical – Demonstrated ability to build and maintain oilfield related equipment

Presentation – Ability to effectively present information in one-on-one and small group situations to customers, clients and other employees of Nine Energy Service

Mathematics – Ability to add, subtract and multiply in all units of measure

## POSITION RESPONSIBILITIES:

Deliver and pick up plugs

Ensure job tickets are signed accordingly

Manage plug inventory

Serve as Plug Hand when requested by customer

Assemble oilfield tools

Maintain shop and setting equipment upkeep

Interact professionally and regularly with customers and consultants

Keep accurate logs for driving

## SUPERVISORY RESPONSIBILITY:

This position has no supervisory responsibility

## WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee will work outside for moderate periods of time and is frequently exposed to oil and gas operational hazards e.g. H2S, noise, chemicals, hazardous energy, exposed and moving mechanical equipment and driving. Personal protective equipment (PPE) is required in certain areas.

Travel requirements for this position could range between 50-80% of the time.

## PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job, with or without reasonable accommodation.

While performing the duties of this job, the employee is frequently required to stand, walk, use hands to handle/feel objects, tools or controls and reach with hands and arms. Occasionally it may be required to climb, balance, stoop or kneel.

Must regularly lift and/or move up to 50 pounds. Specific vision abilities required by this job include vision, peripheral vision, depth perception and the ability to adjust focus.

This position requires that you will walk on the job site, climb ladders, climb stairs and walk on uneven ground.

This position will require the employee to spend a small amount of their time on drilling sites.

## HEALTH, SAFETY AND ENVIRONMENT:

Health, Safety and Environmental (HSE) requirements shall be met in all activities. Nine Energy Service is responsible for providing a safe and healthy work environment for its employees, contractors and visitors. As an employee of Nine Energy Service, you are responsible for ensuring that you are working safely, have the appropriate tools and equipment for the job and that you protect the environment and fellow employees. This responsibility shall be taken seriously and work should always be made towards continual improvement.

*Nine Energy Service does not discriminate for employment based on race, color, creed, religion, national origin or ancestry, sex, age, disability, genetic information, veteran status or any other legally protected status under local, state or federal law.*

<https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=c5af9dad-083a-4d44-90e7-2df16addd434&jobId=199624&source=IN>

## Medical Screener - Reception Technician (Customer Service)

CSL Behring - Parkersburg, WV

Responsible for greeting donors at the plasma collection center and conducting a series of registration procedures to verify donor suitability for the plasma pheresis process.

1 In compliance with Standard Operating Procedures (SOPs), assists qualified donors in completing the screening process. The screening procedures includes but are not limited to: assessing the self-administered health history, answering basic medical questions associated with the donation process, referring donors to medical staff when appropriate and performing health screening procedures such as blood pressure, pulse, weight, temperature. Performs finger stick to obtain sample to obtain donor's hematocrit and total protein levels.

2 Upon completion of the appropriate training, may educate new donors on the use of therapeutic products made from donated plasma. This includes explaining the screening process, the health screening tests performed, the appointment system, donation fees, center policies, proper nutrition and any other information pertinent to the donor. Ensures that all

donor questions are answered timely, accurately and professionally.

3 May be involved in registering applicant and transfer donors based upon completion of appropriate training and operational needs of the center.

4 May answer the telephone and answer callers question or transfer call to appropriate staff member.

5 Maintains alertness and awareness to any reaction by a donor may have during or after the pheresis process and notifies appropriate staff.

6 Alerts Group Leader or Supervisor of donor flow issues.

7 Ensures the accurate recording of donor data in the electronic donor information management system as outlined in the SOPs.

8 Understands the policies and procedures associated with hyper immune programs at the center if applicable.

9 Maintains clean efficient work environment and ensures sufficient operating supplies and forms are available as needed. Follows all Health Safety & Environmental (HSE) and Occupational Safety and Health Administration (OSHA) policies and procedures. Promotes safety in all actions.

10 Maintains confidentiality of all personnel, donor and center information.

11 May be cross-trained in other areas to meet the needs of the business.

12 Bilingual skills may be required, at the discretion of the organization, to meet the needs of the business.

13 Perform other job-related duties as assigned.

Education

High school diploma or equivalent required

Experience

Minimum of three (3) months experience in a clerical or customer service related position, preferably in medical or health provider environment or equivalent combination of education and experience

Must be able to perform basic math calculations

Working Conditions

(physical & mental requirements)

Ability to understand, remember and apply oral and/or written instructions

Ability to understand and follow basic instructions and guidelines

Must be able to see and speak with customers and observe equipment operation.

Occasionally perform tasks while standing and walking up to 100% of time

Reach, bend, kneel and have high level of manual dexterity

Occasionally be required to lift and carry up to 25 pounds

Fast paced environment with frequent interruptions

Frequently exposed to hazardous chemicals, extreme temperatures and to blood borne pathogens

Required to wear Personal Protective Equipment while performing specific tasks or in certain areas

Required to work overtime and extended hours to support center operational needs

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

Worker Type: Employee

Worker Sub Type: Regular

[https://csl.wd1.myworkdayjobs.com/en-US/CSL\\_External/job/Americas-US-WV-Parkersburg-178-CSL-Plasma/Medical-Screener---Reception-Technician--Customer-Service- R-0001200?src=JB-10061](https://csl.wd1.myworkdayjobs.com/en-US/CSL_External/job/Americas-US-WV-Parkersburg-178-CSL-Plasma/Medical-Screener---Reception-Technician--Customer-Service- R-0001200?src=JB-10061)

## Full Time Sales Associate

Great American Cookies | The Cookie Place, Inc. - Parkersburg, WV

Would you like to Share the Fun of Cookies by working for a dynamic and growing company? Then Great American Cookies is the place for you! We are looking for a talented Full Time Associate who is a highly motivated team player.

This position is responsible for supporting the sales and production efforts and servicing all customers.

As a Full Time Associate, we are looking for candidates who possess the following skills:

Ensuring sales transactions are completed accurately and promptly

Maintaining accurate work orders and requests

Displaying product according to company standards

Taking customers orders

Great product knowledge

Ensure displays are according to company standards

Maintain store cleanliness

Basic Qualifications:

Must be at least 18 years of age

Must have reliable transportation

Must be legally authorized to work in country of employment without sponsorship for employment via status

Minimum Qualifications:

High school diploma or comparable certification (e.g. GED)

Preferred Qualifications:

Prior experience in a sales or customer service position

Customer service skills, including problem solving and handling customer complaints

Good written and verbal communication skills

If you possess these skills and requirements and you are interested in applying for the position, we would be glad to have you complete an application and assessment. We strive to promote within and are looking for applicants who are willing to grow with our company.

Brand: Great American Cookies

Address: 100 Grand Central Ave Unit 267 Parkersburg, WV - 26101

Property Description: 5720-Grand Central Mall-Parkersburg, WV

Property Number: 5720

[https://secure.jobappnetwork.com/apply/c\\_tcp/l\\_en/Full-Time-Sales-Associate-job-Parkersburg-WV-US-1465966t33.html?src=indeed&dt=0518#s](https://secure.jobappnetwork.com/apply/c_tcp/l_en/Full-Time-Sales-Associate-job-Parkersburg-WV-US-1465966t33.html?src=indeed&dt=0518#s)

## **Production Worker**

Quanex Building Products - Parkersburg, WV

Looking for highly motivated and hardworking candidates to fill full-time, Day/Swing shift positions. You could be a part of fast pace production team in our Parkersburg, WV facility which is focused on safety, efficiency and customer service.

Only applicants with good attendance and safety record need to apply.

[http://jobs.jobvite.com/careers/quanex/job/oyWS5fwb?\\_jvst=Job%20Board&\\_jvsd=Indeed](http://jobs.jobvite.com/careers/quanex/job/oyWS5fwb?_jvst=Job%20Board&_jvsd=Indeed)

## **Groundperson with DL- NON-UNION 760033**

Asplundh Tree Expert, LLC- 061 - Marietta, OH

\$11.40 an hour

We are currently seeking a Vegetation Groundperson to join our team.

Starting pay rate is \$11.40 per hour.

Essential Functions

Uses a chainsaw to cut brush, logs and stumps of larger trees.

Gathers brush and feed brush into wood chipper.

Applies chemical herbicide to right-of-way, following brush removal

Utilizes hose and spray nozzle from truck mounted spray equipment which includes tank, pump, hose reel, 200 feet of ½ inch hose, or utilizes back-pack to treat remote areas.

Services truck, chipper, and equipment, maintaining them in neat, clean, and specified mechanical order.

Assists senior spray person in mixing herbicide in holding tank.

Works around hazardous equipment.

Works around excessive noise from machines, chain saws, wood chipper, with hearing protection.

Works in all temperatures and weather and will be exposed to nature, i.e., irritating plants, biting or stinging insects, dust, etc.

Works on unlevel ground.

Works around falling limbs with protection.

Minimum Requirements

Due to the inherently dangerous nature of the industry and requirements to work with or around hazardous equipment, employees must be able to maintain attention and concentration for extended periods of time.

Must be able to wear necessary PPE as necessary.

Must be able to enter and exit a vehicle numerous times a day.

Must be able to withstand exposure to all kinds of weather while completing work assignments, i.e., rain, heat, sun, cold.

Must be able to traverse various terrains.

Must be able to write, read and comprehend written and verbal job instructions/information.

Must be able to communicate with others.

Must be able to maintain attention during dangerous tasks.

Must be able to lift, move and maneuver up to 50 pounds on an infrequent basis, and up to 10 pounds on a frequent basis.

Must have endurance necessary to perform these duties throughout a standard eight or ten-hour day. Must be able to work long hours and overtime during emergencies (including holidays, weekends, etc. Subject to call out work.

Must have sufficient eyesight to judge distances and coordination to get and use the appropriate equipment and tools.

Must be able to operate and service all required tools and equipment.

Must have transportation to and from the show up location.

Must have a valid driver's license.

Must pass a pre-employment drug test.

**Key:**

Rarely = less than 10%

Occasionally = up to 33%

Frequently = up to 66%

Continuously = 67% to 100%

Individuals must be able to perform the essential functions of the position with or without a reasonable accommodation. Individuals with a disability who desire a reasonable accommodation should contact the ADA Coordinator at 1-800-248-8733, ext. 1339.

An Equal Opportunity Employer, including disabled and vets.

<http://jobs.ourcareerpages.com/job/336170~Primary?source=Indeed>

## **Stores Utility Operator**

On-Board Companies - Washington, WV

Full-time, Contract

Storeroom Technician

Job Location: Parkersburg, WV Area

Apply Below! It's Easy to Apply for this Job! \*

Note only 1-2 Positions are Available! Must Apply Quickly. This Job will fill FAST. \*

Overview:

On-Board PMO, Incorporated is an on-site contract service provider for a local manufacturing entity.

"Am I Qualified?":

Do you have a GED or High School Diploma? Yes! Great, keep reading!

Are you able to stand, bend, and lift up to 55 pounds repeatedly? Yes! Great, this job may be for you!

Are you safety oriented and able to follow written work instructions? Yes! Excellent.

Are you able to meet production expectations and uphold quality standards? Yes! Fantastic!

Do you have SAP experience? Yes! You may be perfect!

"What will I do in this Job?":

You will receive material into SAP

You will be picking material from Stores

You will be putting Away Stores Inventory

You will complete cycle counting

You will Job Kits

You will coordinator Misc. Tasks

You will delivery

"Yes, This is Me! How do I apply to this Storeroom Job? ":

Applying is EASY! Don't worry about writing an elaborate cover letter (just send a detailed resume). If you meet the requirements above then I will likely contact you faster than you can scope out your next project! (=) I want to help you in your career, so please apply quickly so we can help get you an interview FAST!

Couple of necessary disclaimers...

You cannot begin a job without successfully passing a pre-employment drug screen and background check

On-Board Services provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.

[https://www1.jobdiva.com/candidates/myjobs/openjob\\_outside.jsp?source=indeed.com&id=11205144&StatesString=&SearchString=&compid=-1&a=sjdnw0y9rup0r0evfibd9i9y34bhe0567m89u2i2uh03xg5xval9tkjrcdog17y](https://www1.jobdiva.com/candidates/myjobs/openjob_outside.jsp?source=indeed.com&id=11205144&StatesString=&SearchString=&compid=-1&a=sjdnw0y9rup0r0evfibd9i9y34bhe0567m89u2i2uh03xg5xval9tkjrcdog17y)

## **Account Representative at PMA USA**

Parkersburg, WV

### **Description**

Washington National Insurance Company's largest American marketing partner, PMA USA, is looking for the right individuals who have the desire to earn a good living, work a flexible schedule and help hundreds of our clients and their employees by educating, advising and servicing them to improve their quality of life.

This is a business-to-business sales position helping employers find health care benefit solutions, and improve employee retention by creating or enhancing their employee benefits packages with our products.

You will be working with our currently contracted school district, local government, and small business accounts, re-opening dormant accounts as well as developing new accounts.

**DESIRED SKILLS AND EXPERIENCE:**

The ideal candidate for this position is enthusiastic, career-minded, self-motivated individual with a proven record of professionalism and success in fast-paced environments. The individual selected will receive comprehensive sales

training along with dependable home office support to grow his/her own business and realize the unlimited growth potential unique to the employee benefits industry and to PMA USA as a leader in the national market.

Motivated and goal-oriented

A professional presence and demeanor

A dedication to customer service

Ability to travel in state

Experience prospecting, networking and/or new business development

Passion for making a difference in the community

Stable work history

Excellent communication and time management skills

Coachable and competitive spirit

Ability to earn client trust along with excellent relationship management skills

WE OFFER:

One of the best commission and bonus programs in the industry.

Residual and renewal income opportunities for life.

Incentives, such as world-class travel experiences offered annually to top performers.

One of the most effective training and go-to-market processes in the industry.

Earn what you're worth, make a difference in people's lives, and have a great time while you do it!

PMA USA is an Equal Opportunity Company.

[https://job-openings.monster.com/Account-Representative-Parkersburg-US-PMA-USA/22/fa089f7f-e0a2-4a8c-a47d-18605754dabf?jvs=ccx,u,u,1-n&mescoid=4100683001001&WT.mc\\_n=olm\\_sk\\_feed\\_clickcast\\_cloud](https://job-openings.monster.com/Account-Representative-Parkersburg-US-PMA-USA/22/fa089f7f-e0a2-4a8c-a47d-18605754dabf?jvs=ccx,u,u,1-n&mescoid=4100683001001&WT.mc_n=olm_sk_feed_clickcast_cloud)

## **Immediate Shipping/Receiving Worker Position Available In Parkersburg, WV!**

Kelly Services - Parkersburg, WV

Temporary, Contract

Job Description

Warehouse employee needed immediately to assist with loading/unloading trucks, processing equipment, and repackaging hardware and supplies for distribution. Employee should have computer experience as well. Employees may use computer system to log, track, test devices, and prepare products for shipment. Position is located in Parkersburg, WV.

Requirements

High School Diploma Required. Candidates must be able to lift 50 lbs. without accommodation. Background and drug screens will be conducted.

Highlights

Monday through Friday schedule. Shift is 8am-5pm.

Why Kelly®?

At Kelly Services®, we work with the best. Our clients include 95 of the Fortune 100™ companies, and more than 70,000 hiring managers rely on Kelly annually to access the best talent to drive their business forward. If you only make one career connection today, connect with Kelly.

About Kelly Services®

As a workforce advocate for over 70 years, we are proud to directly employ nearly 500,000 people around the world and have a role in connecting thousands more with work through our global network of talent suppliers and partners. Revenue in 2017 was \$5.4 billion. Visit [kellyservices.com](http://kellyservices.com) and connect with us on Facebook, LinkedIn and Twitter.

Kelly Services is an equal opportunity employer including, but not limited to, Minorities, Females, Individuals with Disabilities, Protected Veterans, Sexual Orientation, Gender Identity and is committed to employing a diverse workforce.

Equal Employment Opportunity is The Law.

[https://kelly.secure.force.com/CandidateExperience/CandExpJobDetails?id=a7V8000000UWTq&source=Indeed&utm\\_campaign=Indeed&utm\\_medium=cpc&utm\\_source=Indeed&rx\\_c=kcn&rx\\_campaign=indeed30&rx\\_group=101401&rx\\_job=US6361MB\\_25392529&rx\\_source=Indeed&rx\\_medium=cpc](https://kelly.secure.force.com/CandidateExperience/CandExpJobDetails?id=a7V8000000UWTq&source=Indeed&utm_campaign=Indeed&utm_medium=cpc&utm_source=Indeed&rx_c=kcn&rx_campaign=indeed30&rx_group=101401&rx_job=US6361MB_25392529&rx_source=Indeed&rx_medium=cpc)

## **Production Assembler**

Kelly Services - Marietta, OH

Job Description

Participates in a one-piece-flow assembly operation to produce products requiring attention to details and focus on work duties.

Assembles products according to blueprints and sequence sheets by identifying production needs, pulling materials, etc. Bolts, clips, screws, cements, braze, or otherwise fastens parts together by hand, or using hand tools or portable power tools.

Cleans and finishes assembly products using approved cleaners/chemicals and tools according to PSS book and refers to

MSDS to insure safe handling and proper PPE equipment is utilized.

Inspects product to verify that optional/custom equipment changes have been made according to customer order.

Tests assembled component to insure that quality and workmanship meets standards before moving piece to next stage of production.

Order and retrieve supplies/materials such as cardboard, bags, warehouse items, etc., using paper and SAP documents.

Requirements

Must have prior assembly experience with hand tools

Highlights

Weekly Electronic Pay

Equal Opportunity Employer

Never a Fee

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As a workforce advocate for over 70 years, we are proud to directly employ nearly 500,000 people around the world and have a role in connecting thousands more with work through our global network of talent suppliers and partners. Revenue in 2017 was \$5.4 billion. Visit [kellyservices.com](http://kellyservices.com) and connect with us on Facebook, LinkedIn and Twitter.

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Equal Employment Opportunity is The Law.

[https://kelly.secure.force.com/CandidateExperience/CandExpJobDetails?id=a7V8000000UJEL0&source=Indeed&utm\\_campaign=Indeed&utm\\_medium=cpc&utm\\_source=Indeed&rx\\_c=kcn&rx\\_campaign=indeed30&rx\\_group=101401&rx\\_job=US6361JC\\_24985292&rx\\_source=Indeed&rx\\_medium=cpc](https://kelly.secure.force.com/CandidateExperience/CandExpJobDetails?id=a7V8000000UJEL0&source=Indeed&utm_campaign=Indeed&utm_medium=cpc&utm_source=Indeed&rx_c=kcn&rx_campaign=indeed30&rx_group=101401&rx_job=US6361JC_24985292&rx_source=Indeed&rx_medium=cpc)

## **Sales Representative Rental**

Walker Cat - Parkersburg, WV

DESCRIPTION:

To professionally manage an assigned territory in order to aggressively market all products represented by the company to achieve sales, profit, and market share objectives. Promotes rentals and the rental concept to customers, educating them in proper equipment applications along with technology advancements that enable greater productivity.

REQUIREMENTS:

Bachelor's degree or equivalent industry experience

Sales/Marketing experience in the construction machinery industry with a thorough understanding and knowledge of products, applications, and markets

Excellent communication, organizational, and presentation skills

Good working knowledge of computers, spreadsheets, and word processing programs

Must be easily accessible by customers and staff as needed

Must be perceived by customer as a problem solver, handling follow-up calls and customer problems effectively

ESSENTIAL FUNCTIONS:

Create, develop, and close new and used rental deals within assigned territory and achieve sales volume, profit, and market share objectives

Cover assigned territory by achieving established call standards

Improve the company's market coverage by prospecting for and developing new customers

Establish and maintain excellent customer relationships through professional and ethical business conduct

Develop and maintain knowledge on products, applications, industry, selling skills, and product support to enhance and achieve required sales performance

Develop a database of customers, company, and project information

<https://www.walkercathiring.com/jobDesc.asp?JobID=74>

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## **Maintenance**

Par Mar Oil Company - Marietta, OH

Job Title: Maintenance Technician

Reports to: Director of Maintenance

Purpose of Position: Provide general repairs and maintenance support to assigned locations.

1. Availability: A Maintenance Technician is required to work 50 hours per week and must maintain an open availability in the event of maintenance issues requiring immediate attention.

2 Driving on Company Business: Consistently maintain and provide a current valid driver's license and proof of insurance.

To be considered for or remain in the Maintenance technician position you must have the items required above in addition to a signed "Statement of Understanding" recognizing that you are aware of said requirements. A maintenance vehicle will be provided for travel between locations and transport of tools and supplies.

3. Safety: Follow safety practices and procedures at all times including proper lifting techniques, utilizing the right equipment or tool for tasks and maintaining a safe and clean work environment. In the event of an injury, ensure that an Incident Report is completed immediately. The Incident Report is to be sent to Director of Maintenance and Human Resources so that a claim can be reported in a timely manner.

4. Basic Functions: A Maintenance Technician must have a basic working knowledge of carpentry, plumbing, glass replacement, painting, masonry, pest management; appliance repair, electrical wiring, grounds keeping including sprinkler systems, maintenance of hand tools and gas-powered equipment. Use standard practices and tools needed in the maintenance and repair of building facilities.  
 Work with regulatory agencies to maintain compliance of fueling equipment and maintain fuel equipment by troubleshooting, repairing, cleaning and maintaining gasoline dispensers and related equipment.  
 Provide preventive maintenance and testing of the fuel system(s). Maintain gas dispensers by changing nozzles, hoses, splashguards, filters and electronic circuit boards.  
 Must be able to work independently, staying focused for the timely completion of tasks.

5. Image: Develop and maintain a professional image as a member of the company maintenance team, supporting the Company Image, in actions and words at all times.

6. Compliance: Ensure compliance with all laws, applicable rules, regulations and necessary controls, including but not limited to those set by: EPA, OSHA, state Weights and Measures, fuel regulations, etc.

1. Must be able to stand up to an eight (8) to ten (10) hour shift on a hard surface floor in order to perform all type of job duties and responsibilities.
2. Must be able to lift, push and/or pull up to 50 pounds up to 3 feet high without the aid of another person.
3. Must be able to lift items onto a dolly and maneuver dolly into position.
4. Must be able to work in various weather conditions.
5. Must be able to push/pull and/or maneuver a mop, broom, shovel, power washer, pallet jack or dolly.
6. Must be able to tolerate chemicals such as gasoline, cleaning agents, and other products necessary for cleaning a facility.
7. Must be able to maintain balance and climb up to eight (8) feet on a step ladder.
8. Must be able to bend, twist and reach in order to perform various repair functions.
9. Must be able to handle a variety of shapes, sizes, and textures. Items handled include but are not limited to: hand/power tools, wiring and various fasteners.
10. Must be able to use fingers bilaterally and unilaterally:
  - A. The fingers are used bilaterally to load and unload boxes, and equipment, operate machines/equipment and to perform various other job functions.
  - B. The fingers are used unilaterally to operate computer key pads.
11. Must be able to have corrected hearing to listen to:
  - A. The needs and direction from Supervision;
  - B. The needs of customers; and
  - C. The environment to be aware of surroundings.
12. Must be able to have corrected vision to:
  - A. Be aware of surroundings and location of products and customers;
  - B. Identify colors of wiring.
  - C. operate tools, read gas pumps and perform job duties.
13. Environmental conditions: must be able to work around various odors, dust and fumes and extreme temperatures.
14. Must be able to have dexterity to perform repetitive tasks and force in the use of tools and equipment in a safe manner which meets company standards.
15. Must be able to understand and use all safety equipment when operating machinery.
16. Must not be short-tempered and must be slow to anger and able to respond in a calm demeanor in stressful situations such as dealing with customers who may be dissatisfied or emergencies.
17. Must be alert and able to identify a hazard in order to avoid it by reporting immediately, or if necessary, take immediate corrective measures.
18. Must not be impaired in anyway due to:
  - A. the use of drugs (legal or illegal),
  - B. alcohol use, or
  - C. in any other way,
 which may affect the employee's ability to act and/or react in a manner that will ensure their safety, the safety of other employees, customers and the assets of the company.
19. Must be able to physically react in an immediate manner to emergencies such as fires, fuel spills, robberies or other life-threatening situations.

## **Production Assembler**

CorTech, LLC - Marietta, OH

**Job Duties and Responsibilities:** Participates in a one-piece-flow assembly operation to produce products requiring attention to details and focus on work duties. Prepares components and assembles product following diagrams with emphasis on quality. Assembles products according to blueprints and sequence sheets by identifying production needs, pulling materials, etc. Bolts, clips, screws, cements, braze, or otherwise fastens parts together by hand, or using handtools or portable power tools. Inserts and tightens setscrews to secure components to housing. Cleans and finishes assembly products using approved cleaners/chemicals and tools according to PSS book and refers to MSDS to insure safe handling and proper PPE equipment is utilized. Inspects product to verify that optional/custom equipment changes have been made according to customer order. Reads PSS/blueprints to determine position of unit and component parts. Utilizes SAP system shared plant-wide to accomplish production goals. Tests assembled component to ensure that quality and workmanship meets standards before moving piece to next stage of production. Tests assembled units, using proper equipment such as recorders, meters, temp probes, RPM testers, etc., according to specifications to insure quality. Completes quality inspection process during sub-assembly and at key points at designated and completes appropriate internal control documents. Utilizes Electric Static Discharge PPE equipment when needed to insure safety. Inspects assembly components for leaks by connecting gas/water/air and performing specified process and listen for or observe results. Order and retrieve supplies/materials such as cardboard, bags, warehouse items, etc., using paper and SAP documents. Work in an assembly area that requires adjustments to work process based on identifying product, customer, etc., to determine customized assembly needs. Assembles and braze components throughout assembly process. Assembles components, tests, cleans, boxes/packs (foam), label, load to pallet, and designates readiness to move to warehouse. Troubleshoots work-related problems by applying knowledge and experience toward resolution and taking appropriate steps for assistance. Calibrates circuit boards as designated by PSS in conjunction with referencing product specifications on-line. Enters product related data into computer system to track component serial numbers, scan bar codes, production rates (percent good), track physical location, etc. Reads electrical wiring diagrams to accomplish accurate assembly and high-quality results. Aligns components, and bolts, screws, or rivets them together, using hand tools or portable powered tools. Evacuates and charges unit/compressors by pumping gases as specified by documented specifications. Perform paint touch-up when needed to maintain quality and customer satisfaction. Adjusts assembly process to obtain specified clearances, allowances, etc., and uses gauges, test instruments, and hand tools to accomplish job specifications. Positions production pieces using hoist, and bolts stationary parts in place, using impact wrench and hand tools. Works with 120-220V in order to test equipment and participate in related safety/quality training and certification. Fastens lift chain around components and operates controls of hoists, lifts, etc., to navigate and move production pieces as needed. Moves assembly to storage area using electric crane or caster based carts, etc. Lays out and marks reference points onto components, using template, rule, square, compass, scale, etc. Removes burrs and rough spots from parts with hand file and portable pneumatic grinder. Removes small quantities of metal, using hand files or portable grinders, to clean parts or to produce close fit between parts. Inserts shims and turns setscrews to set clearance between parts, and verifies clearance, using scale and fixed gauges. Installs moving parts, such as shafts, levers, or bearings, and works them to test free movement by following job guidelines and drawings. Joins coils, plates, hairsprings, and other parts, connects and solders wires, using hand tools, tweezers, and soldering iron. Tends assembly-related machines, such as riveting machine, porta-power, etc. to perform force fitting or fastening operations on assembly line. Operates machines in other areas of production throughout training process, such as punch press, form roll and drill press, etc. Completes documents such as Final Inspection Sheets, Total Quality Control sheets, etc., as determined by process guidelines. Holds and maintains fork lift certification when asked to do so. Perform all job duties in a safe manner and obey all safety policies and procedures Perform all job duties consistent with the Code of Ethics and the 4-I Values Perform all job duties within ISO standard sWork on Continuous Improvement and support all PPI, Keys and Lean Projects Perform other duties and cross training as assigned.

[http://jobstalker.net/JobDetail.aspx?JobOrderID=182795&utm\\_source=Indeed&utm\\_medium=cpc&utm\\_campaign=Indeed](http://jobstalker.net/JobDetail.aspx?JobOrderID=182795&utm_source=Indeed&utm_medium=cpc&utm_campaign=Indeed)

## **Meter Reader**

First Energy Corp. Parkersburg, WV 26101 USA

Employee Type: Reg Full Time (FT)

Requisition ID: 11666

FirstEnergy (NYSE: FE) is dedicated to safety, reliability and operational excellence. Headquartered in Akron, Ohio, FirstEnergy includes one of the nation's largest investor-owned electric systems, more than 24,000 miles of transmission lines that connect the Midwest and Mid-Atlantic regions, and a diverse generating fleet with a total capacity of nearly 17,000 megawatts.

\*\*About the Opportunity\*\*

This is an open position with Mon Power, a subsidiary of FirstEnergy Corp.[MP]

**\*\*\_Responsibilities include:\_\*\***

- Reading meters installed on customer premises, including visually checking for and reporting service diversion and meter irregularities.
- Performing collection activities when assigned.
- Performing single phase reconnects, disconnects and meter exchanges when assigned.
- Performing duties in alignment with storm restoration efforts.
- Use of personal vehicle required.

**\*\*\_Qualifications:\_\*\***

- High school diploma or GED.
- Successfully pass the EEI MRAB test.
- Must live within 30 minutes of the reporting service center.
- Must possess a valid driver's license and a clean driving record.
- Previous meter reading experience preferred.
- Must possess and use an all-wheel or four-wheel drive vehicle to read meters (eligible for mileage reimbursement).
- Ability to safely drive and walk in all types of weather over all types of terrain.
- Ability to successfully deal with customers.
- Excellent verbal and written communication skills.
- Ability to work overtime as needed.

**\*\*Benefits, Compensation & Workforce Diversity\*\***

At FirstEnergy, employees are key to our success. We depend on their talents to meet the challenges of our changing business environment. We are committed to rewarding individual and team efforts through our total rewards philosophy which includes competitive pay plus incentive compensation, a company-sponsored pension plan, 401(k) savings plans with matching employer contribution, a choice of medical, prescription drug, dental, vision, and life insurance programs, as well as skills development training with tuition reimbursement. Please visit our website at [www.firstenergycorp.com](http://www.firstenergycorp.com) to learn more about all of our employee rewards programs. FirstEnergy proudly supports workforce diversity. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, or status as a qualified individual with a disability. No recruiters or agencies without a previously signed contract. Unable to sponsor or transfer H-1B visas at this time.

**\*\*Safety\*\***

Safety is a core value for FirstEnergy and is essential to all of our business activities. We ensure employees have the tools, information, and processes to perform their duties in a manner that assures safety for themselves, their co-workers, our customers and the public. Our goals are to provide a safe work environment, to maintain an accident-free, injury-free workplace, and to promote and maintain public safety. To meet these goals, we dedicate ourselves to achieving world-class safety standards.

**\*\*Position Classification\*\***

NUET

**\*\*FirstEnergy Human Resources Team\*\***

**\*\*Nearest Major Market: \*\*** Marietta

**\*\* Job Segment: \*\*** Meter Reader, Utility, Energy

[https://www.ziprecruiter.com/ojob/d518448564bd95182f608d5f4518f460?mid=278&source=directemployersassociation\\_cp](https://www.ziprecruiter.com/ojob/d518448564bd95182f608d5f4518f460?mid=278&source=directemployersassociation_cp)

**Title: Security Officer**

ID: 804-Marietta

Job Classification: Security Officer

Job Type: Full Time

Hourly Rate: \$9

Locations: Marietta, OH

**\$300.00 Sign on Bonus After 90 days of successful employment\***

**No experience required!**

**IS THIS JOB FOR YOU?**

Thank you for your interest in working with U.S. Security Associates, Inc. (USA). Before taking the time to complete the application and interview process, we request that you read the following information so you will have a clear understanding of what USA requires of all security officers, as well as what your duties would include if you were hired.

Everyone USA hires must meet the following minimum requirements:

**Be able to obtain a Local or State Guard Card (where applicable).** This includes having a criminal background evaluation, being able to show valid identification, and be able to pay the State Security License fee that is required. Some clients may require specific pre-employment background checks and/or annual background checks. **USA does not make the decisions regarding issuing security licenses.**

Be at least 18 years of age (21 for some positions)

Have a reliable means of communication (i.e. home phone, cell phone)

Have a reliable means of transportation to and from work

Effectively speak, read and write English

Must comply with USA appearance standards:

Your hair must be neatly cut and groomed. Hair will be cut short enough or styled sufficiently to prevent it from standing out when the uniform cap or hat is worn or from extending below the top of the shirt or jacket collar.

Refrain from wearing earrings, necklaces or jewelry worn in the nose, eyebrows, lips, tongues, or other extremities by men or women while on duty.

Your face must be clean-shaven except that neatly trimmed mustaches may be worn unless there is a client requirement prohibiting them (such as interfering with the wearing of special safety masks, etc.). Reasonable accommodation based on race, religious belief or for disability will be considered on a case-by-case basis.

All uniformed security officers must furnish their own black shoes (plain toed, suitable for wearing with a uniform) and furnish their own black socks. All shoes must be maintained in good condition.

As a USA security officer, you may be expected to perform one or more of the following essential job functions with or without a reasonable accommodation:

Be able to work overtime and on various shifts as needed; including weekends and holidays. Reasonable accommodation based on religious beliefs or disabilities will be considered on a case-by-case basis.

Be able to maintain accurate records

Effectively comprehend numerous policies, procedures, and concepts in order to respond appropriately to various situations

Communicate effectively with others

Walk up and down stairs

Stand for long periods of time sometimes in excess of eight hours

Work outside in a variety of weather conditions depending on the assignment

USA does not discriminate based on an applicant or employee's disability and will engage in an interactive process to determine whether there is a reasonable accommodation available. If you have questions regarding an appropriate reasonable accommodation, please contact the Human Resources department at 770-625-1500.

USA thrives on our security guards being customer service oriented to ensure that we exceed our clients' expectations. Satisfied clients are the reason for our existence. It is up to each and every security guard to ensure that our clients are pleased with the service they receive.

#### **JOB SUMMARY:**

Under direct supervision, the Security Officer position patrols assigned areas to ensure protection of clients, visitors, property and equipment. Responsibilities include:

Watches for irregularities, such as security breaches, facility and safety hazards, and emergency situations; contacts emergency responders, such as police, fire, and/or ambulance personnel as required.

Remains alert for the presence of unauthorized persons and/or security code violators; approaches suspicious person and/or notifies police as appropriate; may confront and detain violators, as required, until police arrive.

Patrols assigned area on foot, on bicycle, or in motor vehicle, as assigned, to ensure personal, building, and equipment security

Examines doors, windows, and gates to ensure security; uses client keys to open and close buildings; monitors closed buildings for unauthorized persons and/or suspicious activities.

Prepares routine, standardized reports.

Provides escorts as necessary

Informs and warns violators of rule infractions, such as loitering, smoking, or carrying forbidden articles.

May provide specialized security in complex operational areas, requiring specific knowledge of the operating environment.

Performs periodic checks of emergency call boxes and/or street lights to ensure proper functioning; reports all malfunctioning as required.

Performs miscellaneous job-related duties as assigned.

#### **JOB SKILLS AND RESPONSIBILITIES:**

High School Diploma or equivalent required.

Must have a valid state security officer license, if applicable.

Ability to communicate effectively with others both orally and in writing.

Ability to walk and climb stairs.

Ability to walk extended periods of time.

Ability to work outside in extreme weather conditions.

Ability to see and hear accurately in both day and nighttime conditions.  
Ability to comprehend numerous policies, procedures, concepts and to be able to respond using discretion and interpretive judgment based on general and specific policies.  
Ability to retain knowledge, information, and directions on an ongoing basis and communicate effectively with others.  
Ability to maintain accurate records.  
Ability to react appropriately in emergency situations.  
Knowledge of cardiopulmonary resuscitation and first aid.  
Knowledge of portable fire extinguishers and their locations.  
Knowledge of the geography of the site to which assigned.  
Skill in operating portable radio devices.

**REQUIRED COMPETENCIES:**

He/she must be customer service oriented.  
The successful candidate will pay close attention to detail.  
He/she must embody U.S. Security Associates' values as a highly visible representative of the branch and set high standards for him/her and others.

**ENVIRONMENT:**

Position based in Field Operations. Requires the ability to work in a fast-paced, multi-faceted environment

**DISCLAIMER:**

All the above duties and responsibilities are essential job functions subject to reasonable accommodation. All job requirements listed indicate the minimum level of knowledge, skills and/or ability deemed necessary to perform the job proficiently. Employees may be required to perform any other job-related instructions as requested by their supervisor, subject to reasonable accommodation. This document does not create an employment contract, implied or otherwise, other than an "at will" employment relationship.

**U.S. Security Associates is an Equal Opportunity Employer (Minorities/Females/Vets/Disabled)**

<https://ussa804.applicantstack.com/x/detail/a2i5hqona1wf>

**Front Office Assistant**

MedExpress Urgent Care Vienna, WV

**General Position Description:**

The Front Office Assistant will be responsible for greeting patients, activating patient files, and provide support to patients and medical staff.

**MedExpress Core Responsibilities:**

Has a contagious and positive work ethic, inspires others, and models the behaviors of Genuine, Caring, Friendly. Demonstrates effective verbal and written communication that is clear, well-organized, and demonstrates an understanding of audience needs.  
Through genuine and positive communication, makes each customer feel informed, understood, and special. An effective team player who contributes valuable ideas and feedback and can be counted on to meet commitments. Is able to keep up in the MedExpress environment by facing tasks and challenges with energy and passion. Pursues activities with focus and drive, defines work in terms of success, and can be counted on to complete goals. Adherence to standards of business conduct and compliance.

**Principal Duties and Responsibilities:**

Welcome all MedExpress patients and visitors by greeting them in person, answering inquiries, and directing them through the registration process.  
Answering multi-phone lines, filing, faxing, scanning documentation, and completing daily patient callbacks.  
Discharge patients, assist office and clinical staff, and close office at the end of the night.  
Collect all insurance information, verify patient demographics, process payments, post patient balances, and complete phone sheets.  
Maintain a neat and clean work environment and professional appearance, and adherence to relevant health and safety procedures.

**Working Relationships:**

Other center staff if applicable.

**Qualifications:**

1 year of prior customer service OR experience in a medical office setting required.  
Ability to multi-task and work well under pressure.  
Knowledge of basic computer software and the ability to learn Electronic Medical Records.  
Communicates well with patients and medical staff.  
Ability to follow OSHA/HIPAA guidelines.

**Working Conditions:**

Center-Based. Requires working in a clinical setting. The noise level is moderate and there is a potential for exposure to infectious diseases and blood-borne pathogens. Also requires: travel to other Centers, the ability to stand and sit for hours at a time, (with some bending and stooping), ability to use manual dexterity in relation to clinical requirements, and ability to lift 50 lbs.

[https://www.appone.com/maininforeq.asp?Ad=169612&R\\_ID=1929806&Refer=https://www.indeed.com/jobs&B\\_ID=44](https://www.appone.com/maininforeq.asp?Ad=169612&R_ID=1929806&Refer=https://www.indeed.com/jobs&B_ID=44)

## **Customer Service Representative - Full Time**

Advance America in Marietta, OH 45750 USA

707 Greene Street, Marietta, Ohio 45750

Advance America is a respected leader in the consumer financial and loan services industry. Helping people advance in life – with fast access to cash transfers, pre-paid debit cards, loans and tax services – is what we're all about. We are currently seeking highly-skilled, career-oriented individuals ready to be part of a growing company!

We offer:

- + Competitive Wages
- + Uncapped Bonus Potential
- + Life/Health Benefits
- + 401(k) Savings Plan
- + Educational Assistance
- + Paid Vacation/Holidays
- + Great Schedules
- + Comprehensive Training

To learn more about Advance America visit <https://www.advanceamerica.jobs>

The Full Time Customer Service Representative (CSR) position is a performance based, hands-on, customer-focused role that is responsible for completing tasks associated with the center's daily operation. Job responsibilities are expected to be completed in a manner that complies with all federal and state regulations and adheres to company policies, procedures, and practices. This position is responsible to perform an active role in meeting all performance goals and metrics for the center as defined by management. In order to do so, this position requires attention to detail, excellent customer service skills, and a passion for sales. This position is responsible to develop, assist, and participate in all marketing and collection efforts, both internally and externally.

**Responsibilities**

**Customer Service, Sales, & Marketing:** Actively assist in meeting the center's performance metrics as defined by management. Understand, recommend, and sell financial products and services to customers. Build strong relationships with current and prospective customers, in person and over the phone. Manage customer concerns, and actively participate in customer transactions. Deploy marketing efforts in the community to generate sales and customer growth, and complete marketing tracking sheets as required.

**Operations, Compliance, & Collections:** Assist in managing the P&L to meet all budgeted numbers and in meeting management's expectations related to center performance. Adhere to the Company's policies, procedures, Creed, and to all applicable state and federal regulations. Maintain accurate cash controls and ensure that security procedures are in line with Company and Loss Prevention (LP) Standards. Enter customer and transaction information accurately into the point of sales system, and create and maintain accurate customer files with all required documentation. Perform and document collection calls, field visits, and any other approved collection activities. Complete other duties as assigned.

**Team & Leadership:** Work closely with and support others in a positive, team environment to enhance the customer experience.

**Qualifications**

**Equivalent Education Level Required:** High School Diploma or equivalent required; some college preferred.

**Experience Required:** Sales and/or customer service experience required, or equivalent experience. One year of experience in one or more of the following areas preferred: sales, retail, banking, or collections.

**Knowledge Required:** Strong math skills, including the ability to count cash; professional verbal communication by phone and in person; ability to read, write, evaluate, and apply complex and detailed information; may work alone; ability to interact professionally and exhibit appropriate social skills; ability to negotiate payment terms and effectively communicate loan requirements; ability to understand and ensure compliance with policies, procedures, and laws governing our industry/business and employees; ability to use computer programs required to process customer transactions; ability to maintain composure in stressful situations; ability to follow procedures in the normal course of business and in stressful situations; ability to develop and maintain business relationships.

**Physical Requirements:** Standing for long periods of time; sitting occasionally; walking, including extended distances; bending; squatting; kneeling; pushing/pulling; reaching; twisting; frequent lifting of less than 10 lbs., occasional lifting of up to 20 lbs.; driving and having access during the workday to an insured and reliable transportation in order to complete tasks including, but not limited to, banking, marketing, and providing staffing coverage within the division; exposure to outdoors limited to elements that the ordinary person would be exposed to at that time; typing; data entry; grasping;

transferring items between hands and/or to another person or receptacle; housekeeping/cleaning (vacuuming, dusting, cleaning windows, bathroom, etc., including exposure to cleaning chemicals); use of office equipment to include computers; able to be physically present Monday through Saturday from 8am – 8pm; ability to travel to, be physically present at, and complete the physical requirements of the position at any center within the division (distance varies by division)

Travel: Must have a valid driver's license and access to insured, reliable transportation. Ability to travel within division for marketing, collections, staffing, special events, and banking responsibilities.

Attire: Professional business attire or Advance America logo apparel required.

Other: Must be 18 (except in AL where the age requirement is 19), eligible to work in the USA, and able to successfully complete all post offer screens, including a criminal background check, MVR, credit check if required by state law, reference check, and drug test. Regular and punctual attendance is required. Schedules may be changed as needed to accommodate business needs. Overtime may be required. Must meet all applicable state and local regulatory requirements. In some states, you may be required to become a notary upon request (at the Company's expense).

Requisition ID2018-6157

Address707 Greene Street

Category Operations Customer Service

Position Type Regular Full-Time

[https://www.ziprecruiter.com/ojob/aa4befab12ed6fa22fcb10510f4a4d28?mid=278&source=directemployersassociation\\_cp](https://www.ziprecruiter.com/ojob/aa4befab12ed6fa22fcb10510f4a4d28?mid=278&source=directemployersassociation_cp)  
[c](#)

## **Delivery Driver- Marietta, OH**

Advance Auto Parts

Job Description

***We are an Equal Opportunity Employer and do not discriminate against any employee or applicant for employment because of race, color, sex, age national origin, religion, sexual orientation, gender identity, status as a veteran and basis of disability or any other federal, state or local protected class.***

Entry level store position capable of supporting delivery of parts to commercial customers. The role has the responsibility to deliver parts to our commercial customers and assist with task and inventory processes in the store. This position can be part time or full time and must be MVR certified.

### **Primary Responsibilities**

Safely deliver parts to customers as needed

Pick and stage parts for customer orders

Pick up returns and cores

Drop off weekly / monthly sales flyer

Daily collection of credit accounts

### **Secondary Responsibilities**

Store Cleanliness including floors, bathrooms, facing, dusting, parking lot

General stocking including truck stocking and back stock

### **Success Factors**

Basic driving and navigation ability

Ability to use delivery board system

Friendly communication

Ability to locate and stock parts

Safety knowledge and skills

Operating inventory systems (Back stock) and store equipment

### **Essential Job Skills Necessary for Success as a Driver**

Speak and write English (Spanish a plus); communicate effectively and build strong relationships with customers, peers and management

Read and interpret documents such as safety rules, operating and maintenance instructions, parts catalogs, and procedure manuals

Use basic math accurately: add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals

Ability to work an assortment of days, evenings, and weekends as needed

### **Prior Experience that Sets a Driver up for Success**

Automotive parts experience is preferred

### **Education**

High school diploma or general education degree (GED)

### **Certificates, Licenses, Registrations**

Must have a valid driver's license and be fleet safety certified

## Physical Demands

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job, with or without reasonable accommodation. While performing the duties of this job, the employee will predominantly be walking or standing. The employee is required to be able to talk and hear, and use hands and fingers to handle or feel; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and ability to adjust focus.

## Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job, with or without reasonable accommodation. While performing the duties of this job, the employee is usually working inside; however, they will occasionally be outside and exposed to various weather conditions while performing such tasks as installing batteries and wiper blades. The employee is also occasionally exposed to moving mechanical parts; high, precarious places; toxic or caustic chemicals; risk of electrical shock; explosives; and vibration. The noise level in the work environment is usually moderate.

## Job Requirements

***We are an Equal Opportunity Employer and do not discriminate against any employee or applicant for employment because of race, color, sex, age national origin, religion, sexual orientation, gender identity, status as a veteran and basis of disability or any other federal, state or local protected class.***

<https://www.advanceautoparts.jobs/en-US/job/delivery-driver/J3Q3QH6HRNZHMZJM2GX?source=Scrape&sourceType=INDEED>

## Sephora Product Consultant - Grand Central Mall

JCPenney - Vienna, WV

### General Description

Are you constantly reviewing magazines, TV shows, and blogs to learn about the latest beauty trends? Do you enjoy interacting with people on a personal level and helping make their lives better through your beauty advice? Well...being a SEPHORA Product Consultant in the new JCPenney might be the position for you! Come be a part of our team.

The Product Consultant engages Clients to ensure sales, profit, and Client service objectives are met.

### Responsibilities:

Assists Clients – You seek out clients and do whatever you can to ensure they have an amazing experience through great service, targeted selling, and product application. You listen, help, and you make them want to come back.

Participates in a learning environment – You are always asking questions and are curious to learn more about beauty. You feel that sharing your product knowledge with others is rewarding and you love seeing the smile on a client's face when you find a product they love!

Participates in operations – You take pride in your work, keeping your assigned area well-stocked, well-merchandised, and hygienic. You enjoy working as a team to maintain a beautiful environment for your clients to shop.

Supports company programs – You are happy to participate in and represent company programs that positively impact the business. You are comfortable discussing reward programs and inviting clients to special events.

### Skill and Characteristics:

Knowledge of Beauty Industry – You are plugged in to all of the latest beauty trends and techniques

Results: Solve problems and make smart decisions that drive sales, profit or customer service; execute your work efficiently and effectively; inspire strong performance in yourself and others

Ownership: Provide great customer service; cooperate and build positive, inclusive and respectful relationships; take accountability for your actions and outcomes

Intensity: Proactively find ways to improve the customer experience; show the confidence and courage to do what's right; take action with energy and urgency

[http://jobs.jcp.com/jobs/1612946-sephora-product-consultant-grand-central-mall?bid=326&tm\\_company=1447&tm\\_event=view&tm\\_job=1056601-2A](http://jobs.jcp.com/jobs/1612946-sephora-product-consultant-grand-central-mall?bid=326&tm_company=1447&tm_event=view&tm_job=1056601-2A)

## Housekeeper & Laundry Assistant

Trilogy Health Services- McConnelsville, OH

### Responsibilities

Our Environmental Services Assistant / Housekeeping & Laundry Assistant will perform day-to-day housekeeping/ laundry functions as assigned. Must be able to work a flexible schedule and must be able to read, write and follow written and verbal instructions.

### **Here are a few of the daily responsibilities of a Housekeeper & Laundry Assistant:**

Clean/polish furnishings, fixtures, ledges, room heating/cooling units, etc., in resident rooms, recreational areas, etc., daily as instructed

Clean, wash, sanitize, and/or polish bathroom fixtures. Ensure that water marks are removed from fixtures

Clean windows/mirrors in resident rooms, recreational areas, bathrooms, and entrance/exit ways  
Clean floors, to include sweeping, dusting, damp/wet mopping, stripping, waxing, buffing, disinfecting, etc.  
Clean hallways, stairways, etc.  
Discard waste/trash into proper containers and reline trash receptacle with plastic liner. Discard infectious wastes into appropriate containers  
Clean vacant rooms as assigned

Qualifications

**You would be a great fit for our team if you have the following:**

High School diploma or equivalent

Prior experience in housekeeping/ laundry

Prior experience in Long-Term Care/Healthcare is preferable

Overview

Founded in December 1997, **Trilogy Health Services, LLC** is a customer service focused provider of senior living and long-term healthcare services including independent and assisted living, memory care, skilled nursing and rehabilitative services. These services are delivered by staff specially trained to honor and enhance the lives of our residents through compassion and a commitment to exceeding customer expectations. Our goal is simple: to be the Best Healthcare Company in the Midwest!

We offer a competitive compensation and benefits package including:

Competitive Salaries

Weekly Pay

Professional Growth

Generous Benefits

Innovative Training Programs

Tuition Reimbursement

And much more!

<https://trilogycareers-trilogyhs.icims.com/jobs/44854/housekeeper-%26-laundry-assistant/job?mode=job&iis=Job+Board++Indeed.com&iisn=Indeed.com&mobile=false&width=820&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240>

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## Health Aide - Per Diem

Amedisys, Inc.

Ohio Means Jobs Job Number/Reference Code: 3596495

Desired Skills/Duties: Home Health Aide - Per Diem (17006515) What You Will Do: As a home health aide for Amedisys you will provide one on one personal care to patients in their home setting using a patient specific care plan to facilitate the patient's self-care and independence with activities of daily living. You will have the opportunity to spend quality time with the patient, in their own home, to promote their health and independence. You will work independently while having the direction, support and collaboration of a full team of healthcare professionals. \* Provide personal care which includes bathing and personal hygiene. \* Reads and records vital signs such as reading of temperature, pulse and respiration and/or blood pressure. \* Assists the patient with ambulation, transfers, and positioning or prescribed exercises as instructed by the registered nurse or a therapist. \* Prepares medically prescribed nutrition and fluids and may perform other homemaking or environmental services as required. \* Document and report progress of patient's health and condition using required reports and established timelines. Qualifications Required: \* High school graduate or equivalent \* Minimum of one (1) year full-time direct, patient care experience within the last five (5) years, in an institution or agency setting and has not had a consecutive twenty-four (24) month or more lapse in practice for compensation since last competency training. \* Current state certification as a nurse assistant, nurse aide, certified home health aide or proof of registry as required by state, if applicable\*. \* Home Health Aide (HHA) competence will conform with requirements in the Medicare Conditions of Participation found in 42CFR 484.36. Must be able to successfully pass the competency program of the agency. Additionally, upon hire, HHAs will have received at least 75-hours of training, the content of which addresses all subjects listed at 484.36(a) \* Current CPR certification \* Transportation access to and from work assignments. In instances where employee performs tasks that require the use of their automobile, evidence of current driver's license and required liability insurance. \*California, Colorado, Idaho, Kansas, Maine, Nevada, New Hampshire, New Jersey, New York, North Carolina, Oklahoma, Oregon, Rhode Island, Utah, Virginia, Washington D.C., Wisconsin and Wyoming Preferred: \* Current state certification as a nurse assistant preferred unless required by the state in which the employee is assigned to work \* Previous home health or hospice experience Amedisys is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, pregnancy, marital status, national origin, citizenship status, disability, military status, sexual orientation, genetic predisposition or carrier status or any other legally protected characteristic.

**Apply Online:** <http://ipc.us/t/9B61336309244DE2>

## **Office Associate - State Farm Agent Team Member**

Darrin Campbell - State Farm Agent - Parkersburg, WV

### Position Overview

Do you have aspirations to run your own business? If so, you may want to consider working in the office of Darrin Campbell - State Farm Agent. As a member of our agency team, you have an opportunity to experience first-hand what it takes to be a State Farm Agent. You will build and develop customer relationships within the community to promote State Farm products including auto, home and life insurance. This position will allow you to experience working in an agent's office and to explore the opportunity to become a State Farm agent yourself.

### Responsibilities

Develop leads, schedule appointments, identify customer needs, and market appropriate products and services.

Work with the agent to establish and meet marketing goals.

Use a customer-focused, needs-based review process to educate customers about insurance options.

Maintain a strong work ethic with a total commitment to success each and every day.

As an Agent Team Member, you will receive...

Hourly pay plus commission/bonus

Valuable experience

Growth potential/Opportunity for advancement in my office

### Requirements

Sales experience (outside sales or inside sales representative, retail sales associate, or telemarketing) preferred

Successful track record of meeting sales goals/quotas preferred

Interest in marketing products and services based on customer needs

Excellent interpersonal skills

Excellent communication skills - written, verbal and listening

Enthusiastic about the role insurance and financial products play in helping people manage the risks of everyday life, recover from the unexpected, and realize their dreams

People-oriented

Self-motivated

Detail oriented

Proactive in problem solving

Able to learn computer functions

Pride in getting work done accurately and timely

Ability to work in a team environment

Ability to make presentations to potential customers

Achieve mutually agreed upon marketing goals

Knowledge of life products

Selected candidate is expected to remain current in product changes, licensing, technical developments, and continuing education

Associate's degree or higher preferred

My Training Program Includes

Learning to market property/casualty, life, health, bank and mutual fund products

Setting sales and growth goals

Working closely with the agent to gain an understanding of the agent's role and office logistics

If you are motivated to succeed and can see yourself in this role, please complete our application. We will follow up with you on the next steps in the interview process.

State Farm agents are independent contractors who hire their own employees. State Farm agents' employees are not employees of State Farm Insurance Companies. This position is with a State Farm independent contractor agent, not with State Farm Insurance Companies. State Farm agents control which licensing requirements and training programs are offered or must be successfully completed by their employees. By accepting employment with a State Farm agent and/or successfully completing any licensing or training programs required by a State Farm agent, you are not guaranteed, promised or given any form of selection preference, should you choose to leave the agent's employment and pursue the opportunity of becoming an independent contractor agent for State Farm Insurance Companies. If you choose to pursue an agency opportunity, you will need to apply and go through the regular State Farm Insurance Companies' agent selection process

<https://darrincampbell.sfagentjobs.com/jobs/66049/apps/new>

## **Human Resource Professional**

Matheny Motors in Parkersburg, WV 26101 United States

Seeking a knowledgeable Human Resources Professional with a proven track record to join our team. The potential candidate must be well versed in all facets of Human Resources including on-boarding, workforce planning, performance management, compensation and benefits and labor law. Competitive salary with benefits included based on qualifications and experience.

#### RESPONSIBILITIES

- \* Provides timely and accurate reports as required
- \* All facets of Human Resources

#### QUALIFICATIONS

- \* B.S. Degree in Human Resources Management, Labor/Industrial Relations or Business Management with at least 3 years of previous HR experience.
- \* Strong verbal and written communication skills
- \* Approachable and able to build credibility
- \* Ability to lead change
- \* Excellent time management skills
- \* Proficient in Microsoft Word, Excel, PowerPoint

#### BENEFITS

- \* Personal Days
- \* Vacation

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[https://www.ziprecruiter.com/ojob/acf808bc1e3bd049dd403fd36ad779d5?u=Kwkh5aO\\_yVre0x0UHXi2PB0ROC6JAXvUGhrZhaMRHdxIQztwPOFMBipQrXwhwTIZTWb7nKKnULhzb5oD1hHVjwwn17UyzHr-V9YSs\\_BLe0ZICPa8g5FhOf9PDy-\\_0mUSXLHbpWtWjdhUt5rVmUv2AW1YWHLNbX9yKzRjzINeSG8I7\\_o3hwjccqJhm\\_g-B8MohaxX\\_uKZ9zyus31hiR9urzn\\_TjmRA0NWqKZ5Gbts2kzNzM2-AF4ZqMAozIVnhKSfXzE67QflzWBoxLM2L1wydXp3MzmbmdCdJYo0Ux9mZVaduCstjoeS0hTg83jtrtiCyRkNrnROUO6\\_7Epqc3KKKE0siduAdK77tOVHmF-cSvf96I2UZwoROX5RDIQydnfdvCy4dlf4bqZKqsyxopdf2OG-iUXhZojJcie8i6FvqbRlt9dyeOQi2o\\_Z6GoOD59eRX4d2EHnYWkVrsWnhOacsBRL6VOe-iJqzfZY2QNG3z3Vjv-8cQfyv92a\\_CuJkyx-DtEH0vFMrTX3jMSX0vNXoyVDclBA5swWnU39ie94ZRz3sxDXb\\_14QbDfFPD1pZf6GT1tQJFNpKImV5fDAYSUCAKUGR0liTmaLV9-kMs7nN9QWSIOZMI65uIniMYJ6hViBPVW6MUW568NZvQrAOu6WpsaPDUdKwTPfUnj\\_qcG--D7MRsJKfBX9J1XHeMhXrnqFpgkJJ4HI7cxZiZrT7qfksE19HaUfT594B2aj\\_ZdfUKGI7N04eteLWZ7DZ17CJ5JiLLoZBmvr1nIL6SrNJVBvsdcCDVmRkTXjxjE4fP90mMxqB2MCBnDfVkJMqjLXKhYgpxkVa\\_Kpl\\_LZ7xEc40pFCARfynKBI3euA22LKl4-NmKJ2DyvCupVolIYIdA1CRn2x2yR8E2CnzqSO4jc\\_cGFFYT4E-6sJc-5uYJMhzunon\\_CP2NFJdKvHcUphFY\\_a0d9FRHi\\_bZprWZTDkHfdl7VKTdF4VzbuVkhIW1c3rfAalLfpJu8mnk3B-UJ9muZmeVRI4h495nquPYCWzR\\_wZA](https://www.ziprecruiter.com/ojob/acf808bc1e3bd049dd403fd36ad779d5?u=Kwkh5aO_yVre0x0UHXi2PB0ROC6JAXvUGhrZhaMRHdxIQztwPOFMBipQrXwhwTIZTWb7nKKnULhzb5oD1hHVjwwn17UyzHr-V9YSs_BLe0ZICPa8g5FhOf9PDy-_0mUSXLHbpWtWjdhUt5rVmUv2AW1YWHLNbX9yKzRjzINeSG8I7_o3hwjccqJhm_g-B8MohaxX_uKZ9zyus31hiR9urzn_TjmRA0NWqKZ5Gbts2kzNzM2-AF4ZqMAozIVnhKSfXzE67QflzWBoxLM2L1wydXp3MzmbmdCdJYo0Ux9mZVaduCstjoeS0hTg83jtrtiCyRkNrnROUO6_7Epqc3KKKE0siduAdK77tOVHmF-cSvf96I2UZwoROX5RDIQydnfdvCy4dlf4bqZKqsyxopdf2OG-iUXhZojJcie8i6FvqbRlt9dyeOQi2o_Z6GoOD59eRX4d2EHnYWkVrsWnhOacsBRL6VOe-iJqzfZY2QNG3z3Vjv-8cQfyv92a_CuJkyx-DtEH0vFMrTX3jMSX0vNXoyVDclBA5swWnU39ie94ZRz3sxDXb_14QbDfFPD1pZf6GT1tQJFNpKImV5fDAYSUCAKUGR0liTmaLV9-kMs7nN9QWSIOZMI65uIniMYJ6hViBPVW6MUW568NZvQrAOu6WpsaPDUdKwTPfUnj_qcG--D7MRsJKfBX9J1XHeMhXrnqFpgkJJ4HI7cxZiZrT7qfksE19HaUfT594B2aj_ZdfUKGI7N04eteLWZ7DZ17CJ5JiLLoZBmvr1nIL6SrNJVBvsdcCDVmRkTXjxjE4fP90mMxqB2MCBnDfVkJMqjLXKhYgpxkVa_Kpl_LZ7xEc40pFCARfynKBI3euA22LKl4-NmKJ2DyvCupVolIYIdA1CRn2x2yR8E2CnzqSO4jc_cGFFYT4E-6sJc-5uYJMhzunon_CP2NFJdKvHcUphFY_a0d9FRHi_bZprWZTDkHfdl7VKTdF4VzbuVkhIW1c3rfAalLfpJu8mnk3B-UJ9muZmeVRI4h495nquPYCWzR_wZA)

#### Quality Assurance Officer (882-899)

Microbac in Marietta, OH 45750 United States

Position Summary and Interrelationships:

The Quality Assurance Officer (QAO) reports to the Senior Vice President, Head of Organizational Quality, and functions independently of the laboratory operations. The QAO supervises the QA Administrative Assistant and coordination with the Document Control Officer. The QAO is responsible for development, implementation, and oversight of the laboratory Quality Assurance Program. It is the QAO's responsibility to assess and help ensure the quality of all work performed in the laboratory. The QAO must have a general knowledge of the analytical methods for which data review is performed.

Responsibilities and Authorities:

- \* Reviews and approves quality policies, the quality manual, and laboratory standard operating procedures (SOP)
- \* Maintains SOP documents file in hard copy and computer format and distributes revisions to the various laboratory departments
- \* Reviews laboratory quality assurance data, laboratory records for precision and accuracy, statistical control limits, and method detection limits, limits of detection (LOD), and limits of quantitation (LOQ)
- \* Reviews statistical warning and control limits and analytical control charts.
- \* Performs internal system and technical audits and recommends corrective action plans for areas of deficiency
- \* Prepares monthly quality assurance reports to management
- \* Communicates any quality concerns to the Laboratory Manager and Managing Director
- \* Communicates the QA program objectives and requirements to the laboratory staff

and clients

- \* Schedules and orders proficiency testing (PT) samples and prepares reports for auditing or certifying agencies
- \* Reviews PT data and scores, communicates unacceptable analytical performance to the Managing Director, and prepares corrective action plans for auditing or certifying agencies
- \* Implements system for maintaining calibration records of balances, thermometers, etc.
- \* Maintains all records of laboratory certification
- \* Assists in the development of technical and quality training procedures and performs staff training
- \* Reviews and approves laboratory and analyst demonstrations of capability
- \* Performs other duties as directed by the Managing Director
- \* Performs audits of sub-contractor laboratories as necessary
- \* Approve policies and procedures
- \* Implementation and maintenance of the quality management system
- \* Approve certificates-of-analysis (laboratory report)
- \* Evaluating staff training effectiveness
- \* Stopping nonconforming work
- \* Resuming nonconforming work

Education/Experience Requirements:

- \* Bachelor's degree in a basic or applied science
- \* Minimum of 4 years of laboratory experience and familiarity with laboratory quality systems
- \* Familiarity with ISO 17025 and NELAC

Microbac is an Equal Opportunity Employer – Minorities/Females/Veterans/Disability/Sexual Orientation/Gender Identity

Required Skills

SDL2017

[https://www.ziprecruiter.com/ojob/cc2bbb58f3349c78e3b0d2e5e3926142?u=IwPfmnzYXorjn-5NNwTo-MwZDCIkusRq3BKfgEhOTuulzUa2Fltru3R9UPbfnsCvO-mLTtcadga7wV2HuplyuVXozKz5BqBGR1XI4JMKFZ4JBWMmvo7ITb4hMTrfyaxmbB8mxMTs1F73LnCeQhiRvXN5IsSnrV\\_VtOEarpk6XFLWlb2F9aJd-D2SaB\\_hfZvjOeXyzexaxZb\\_OAD0c7bhV2HDRs-DYYDetmDnLpTrRM1I4573uvv4KssLBJOIhL9uzYBJY5W9QfPBM\\_eq5XCjz12qY4WHRtB8tN-h6b7\\_fgZ1H0eBF7aodksj6YtH\\_Tchq\\_ig8APPIGYKHKDQGtnFmUARmA0TZAMuf1isnPHhVJDjQF9VA3qv14o7K3VPRD7jZpSWETTbdaym9fmAFtW2yj1miOMjemCSsOFkN13YCaXNBWluqkm\\_dXX\\_FOnJ4lk-fy5y9RADDti-tUUikghErA-NfUiM8DpNFSHoM--Wiz4DFdPhULObOn8cVmXEAKP8eIFHifRj53wvAdLFWT3QNjvG-5lJLn\\_axaEARa6UOMDuFfPVVtVUEk6\\_kq3uW42LghpEFj7jLtDRwaxpWQifT5usSouK5kM\\_IlkHjwkKKFIDkPap6zXZx3ik9vRBRqcextQx76OAOQdd99WoT\\_0Oz4dPPEdljaFPnPoeGdn8BuuuT\\_Vt8M571\\_IVXm4\\_mi7GO0K18uctgWic0rkKWgTgwVjcvl777VzCZTCSBtJ676xdGwpZO1QTQS-k3PsVEc-YOh-cn10pT\\_G59CMQh6NpeVfwP8LJJwed3xHAHbGjumAvbQhb2b3wmbVQJHUYWWVzSVMiWrUulgzSvXtrFZKnSuJvl\\_DhkZ3GkDEoyjBfLWm8wiUemKOIP3RkQuZWwXwEgAghosPDCUtMvt0KWBAKH3y1gMYUwpjmFXqHaGU2Z4pjpxb2Y1a0uQGqPGZbTTsx5Q2sUK6ljiFo0ZQM8AAV0CCWbVs\\_kru3gZpipYEWtOsR58EOenu\\_X6myM3aPJBepn-8AVcGjVck19AJ4hPA6w](https://www.ziprecruiter.com/ojob/cc2bbb58f3349c78e3b0d2e5e3926142?u=IwPfmnzYXorjn-5NNwTo-MwZDCIkusRq3BKfgEhOTuulzUa2Fltru3R9UPbfnsCvO-mLTtcadga7wV2HuplyuVXozKz5BqBGR1XI4JMKFZ4JBWMmvo7ITb4hMTrfyaxmbB8mxMTs1F73LnCeQhiRvXN5IsSnrV_VtOEarpk6XFLWlb2F9aJd-D2SaB_hfZvjOeXyzexaxZb_OAD0c7bhV2HDRs-DYYDetmDnLpTrRM1I4573uvv4KssLBJOIhL9uzYBJY5W9QfPBM_eq5XCjz12qY4WHRtB8tN-h6b7_fgZ1H0eBF7aodksj6YtH_Tchq_ig8APPIGYKHKDQGtnFmUARmA0TZAMuf1isnPHhVJDjQF9VA3qv14o7K3VPRD7jZpSWETTbdaym9fmAFtW2yj1miOMjemCSsOFkN13YCaXNBWluqkm_dXX_FOnJ4lk-fy5y9RADDti-tUUikghErA-NfUiM8DpNFSHoM--Wiz4DFdPhULObOn8cVmXEAKP8eIFHifRj53wvAdLFWT3QNjvG-5lJLn_axaEARa6UOMDuFfPVVtVUEk6_kq3uW42LghpEFj7jLtDRwaxpWQifT5usSouK5kM_IlkHjwkKKFIDkPap6zXZx3ik9vRBRqcextQx76OAOQdd99WoT_0Oz4dPPEdljaFPnPoeGdn8BuuuT_Vt8M571_IVXm4_mi7GO0K18uctgWic0rkKWgTgwVjcvl777VzCZTCSBtJ676xdGwpZO1QTQS-k3PsVEc-YOh-cn10pT_G59CMQh6NpeVfwP8LJJwed3xHAHbGjumAvbQhb2b3wmbVQJHUYWWVzSVMiWrUulgzSvXtrFZKnSuJvl_DhkZ3GkDEoyjBfLWm8wiUemKOIP3RkQuZWwXwEgAghosPDCUtMvt0KWBAKH3y1gMYUwpjmFXqHaGU2Z4pjpxb2Y1a0uQGqPGZbTTsx5Q2sUK6ljiFo0ZQM8AAV0CCWbVs_kru3gZpipYEWtOsR58EOenu_X6myM3aPJBepn-8AVcGjVck19AJ4hPA6w)

## **Night Maintenance at Cracker Barrel Old Country Store, Inc.**

Mineral Wells, WV

The Night Maintenance employee performs guest service by providing Cracker Barrel with a building and equipment that are ready for guests. The appearance of a clean building in the public areas, and a sanitized, clean food preparation area ensure guest satisfaction and safety.

Responsibilities and essential job functions include but are not limited to the following:

Responsible for making sure that guest health is protected by always using the highest standards of cleanliness in all areas of the store

Follows Cracker Barrel Old Country Store operational policies and procedures, including those for safety and security, to ensure the safety of all employees and guests during each shift

Maintains a clean and organized workspace

Maintains regular and punctual attendance

Responsibilities

Maintain regular and consistent attendance and punctuality, with or without reasonable accommodation

Available to work flexible hours that may include early mornings, evenings, weekends, nights and/or holidays

Meet store operating policies of safety and security, with or without reasonable accommodation

Available to perform many different tasks within the store during each shift

Qualifications

Stand for long periods of time

Reach and lift overhead up to 25 pounds

Work in hot and cold temperature extremes subject to fluctuations for long periods of time.

Work in environment where smoke, fumes, steam, and other airborne particles are present

Work around, handle, operate, and control hot equipment and products in a safe manner

Work at a pace consistent with changing business volume and demands

Ability to learn quickly

Ability to understand and carry out oral and written instructions and request clarification when needed

Strong interpersonal skills, ability to work as part of a team

Ability to build relationships

<https://job-openings.monster.com/Night-Maintenance-Mineral-Wells-WV-US-Cracker-Barrel-Old-Country-Store-Inc/31/b9c56818-27c9-4480-b739-8a58dc0665f3>

## Cash Advance Supervisor

FIRST CASH FINANCIAL SERVICES - Marietta, OH

At Cashland and Payday Advance, we take pride in our coworkers because they are talented, considerate individuals who are passionate about building trusted relationships with each other, our customers, and our community. Our unwavering commitment to provide an environment of integrity and fairness is only equaled by our desire to develop and empower each person to reach their full potential. We are a fully diverse organization built on the uniqueness of our customers and our coworkers. We've discovered it pays to be different! Will you come join us?

Cash Advance Supervisors have responsibility and accountability for carrying out the day-to-day operation of a Cash Advance location, including leadership and development of all store personnel, meeting or exceeding all financial goals and profitability and developing the location within the local business community. The Supervisor oversees all aspects of running a store including customer service, sales and marketing, meeting or exceeding performance objectives, and all other duties that support the growth and overall operation of the store as assigned by his/her Market Manager.

Supervisors must comply with all Company policies and procedures, and must ensure proper company standards of quality in all areas of running the business.

The starting typical hourly pay range is \$15.00 - \$16.00 with potential monthly bonus incentive.

### General Duties and Responsibilities:

Create and promote a customer-friendly atmosphere in the store by greeting and meeting each customer in a friendly and helpful manner. Assist customers with loan process, including without limitations, answer all customer questions and concerns in person as well as over the phone.

Manage all administrative processes and procedures within the store, including without limitations, auditing, reminder calls, local store marketing, store presentation, cash drawer balancing, daily banking procedures, store opening and closing activities, store systems, security checks, daily reports, and all other duties as assigned.

Review store's daily operating, production, and performance reports, communicating results to staff and setting goals for associates that will maximize store profits. Make any necessary changes in operations that maximize the use of store assets, control loan balance, and generate new business through the use of local marketing.

Satisfy or exceed goals for each area of responsibility: Financial (including loan balance, collections, and profitability), Customer Relations, Store Standards, and Human Resources (recruit and retain quality associates).

Provide security (without limitation) for confidential data maintained at the store. Insure cabinets remain securely locked as required by company operating standards. When appropriate, properly destruct documents by following designated company operating procedures.

Develop and implement store marketing plan, sales strategies, and marketing objectives. Implementation includes but not limited to; developing marketing relationships with local businesses, posting marketing materials at nearby establishments and developing and retaining a viable customer base.

Source and recruit associates, ensuring each individual employed is the best available talent for the store.

Train associates to insure the development needs meet prescribed Company standards.

Lead and direct associates to accomplish performance and marketing goals and objectives.

Evaluate performance of associates, giving each individual consistent and fair feedback on his/her performance on an ongoing basis.

Implement, test, and maintain internal controls for store including security, audit procedures, and cash controls.

Provide clear and concise communication to store coworkers so that all coworkers understand store's mission and profit objectives. Communications should take on the form of meetings, memos, and general bulletin board postings.

<https://recruiting.adp.com/srccar/public/RTI.home?c=1212301&d=ExternalCareerSite&rb=INDEED&r=5000281444206#/>

## Sales Associate

First Cash Financial Services - Marietta, OH

At First Cash, Inc. (First Cash Pawn, Cash America Pawn, Cashland, & other brands), we take pride in our employees because they are talented, considerate individuals who are passionate about building trusted relationships with each other, our customers, and our community. Our unwavering commitment to provide an environment of integrity and fairness is only equaled by our desire to develop and empower each person to reach their full potential. We are a fully diverse organization built on the uniqueness of our customers and our employees. We've discovered it pays to be different! Will you come join us?

Our sales associates ensure high levels of customer service on both the lending and retail side by greeting, engaging, and interacting with customers to process sales, loans, and transactions. Our associates work with all levels of jewelry and general merchandise, as well as all financial solutions offered to our customers.

All associate positions offer an hourly wage and earn commission based on productivity.

Your application may be considered for all sales associate levels including:

**Sales Associate (Pawnbroker)**

This is an entry-level sales position in our pawn store locations nationwide. The associate partners with the entire staff by greeting, engaging and interacting with customers in a positive, professional manner. Previous cash handling experience is required. Knowledge of jewelry, tools, and electronics is preferred.

**Cash Advance Associate/Teller**

This is an entry-level position in our Cashland and Payday Advance store locations in Ohio, Indiana, Texas and California. This associate carries out the day-to-day operations of a payday advance location and assists the Supervisor in all aspects of running the store. Must have a valid driver's license, proof of auto liability insurance, and access to a motorized vehicle during working hours for store to store coverage, marketing, meetings and banking purposes. This associate must be able to find new customers to increase store's local market share.

**General Duties and Responsibilities:**

(This is a representative list of the general duties the sales associate position may be asked to perform and is not all-inclusive; other duties may be assigned as needed.)

All Sales Associate positions work directly or indirectly to:

Greet and interact with all customers to determine their individual needs and recommend appropriate financial solutions

Perform non-management open/close procedures

Keep sales floor clean and stocked; maintain display of merchandise

Perform sales and loan transactions

Handle all cash and negotiable items in accordance with established policies, procedures and practices

Answer incoming calls per company standards

Effectively communicate to customers the legal aspects of pawn and buy transactions

Communicate effectively with fellow employees and managers, display respect, and use effective communication tools

Partner

<https://recruiting.adp.com/srccar/public/RTI.home?c=1212301&d=ExternalCareerSite&rb=INDEED&r=5000281444006#/>

**Remote Call Center**

Arise Virtual Solutions Parkersburg, WV 26101 United States

Remote Call Center Representative – Work at Home

Wow! Use your customer service and computer skills to earn money from home!

About Arise Virtual Solutions

Arise offers a technology platform that connects small call center companies, run by people like you, to prestigious clients- you provide the service, arise brings the clients, no selling! YOU pick the clients, and can also choose your schedule - from home!

Register to use the Arise Platform, and have the freedom to be your own boss!

Benefits of registering to use the Arise Platform:

Be your own boss, and work from home

Schedule your work around your life, not the other way around

Extra money for holidays or escape the 9-to- 5

A day in the life using the Arise Platform to provide service:

Providing contact center services from home

Supporting some of the largest companies in the world

Documenting all issues, resolution and follow up actions

Learning about products and services to accurately and efficiently resolve customer inquiries on the first contact

Are you ready to be your own boss?

If you're considering leaving the 9-to- 5 rush, the Arise Platform can help you establish a successful customer support business - right from your own home office – it's a unique small business opportunity,

and it's easier than you think.

Not ready to be your own boss?

Many people start-out working for a call center company already using the Arise Platform. These same people often go on to start their own call center companies, once they are comfortable with the responsibility of running a company, the Arise Platform, the client programs and they have their daily routine down pat.

Interested in this opportunity?

The registration process is easy! You can be up and running in as little as 3 days! Make your work from home business happens!

Learn more at [AriseWorkFromHome.com](http://AriseWorkFromHome.com).

This is not an offer of employment. It is an opportunity to enter into a business-to- business relationship with Arise.

[https://www.ziprecruiter.com/ojob/253ae56387c8a03ed75fc2bda58d9f54?u=B92bn1BRUNf8lj36yqH99xiZvfUHcVdT9o0kY9ugJxieWnup9U6bvogvokyQo7d0FQhtYX3-3f3uRv4COS8DFBLWTM4dW23TBqB0-0BTDrlzPrlazjLxVXu4NaiuXhuvf\\_B1uooTAgKTh6N5o7oiRBjBLdv2t0ZyAtMOKbDfCT77pFvX\\_h2leRsp9mcQ\\_ANueUdKLq-Q5J6KDxjXeVnhSTzBXILUi1GhF9cJbtd5snatan\\_jv1MwhyNZ74THJ2N\\_qFcvPo6jHpCIFbh30szL7V6jlkBVCEKoF0vLloJF4vyAP0j0MkHySdhS4zqjNreXOwvpytmbfYlwlYCBWaqcX7S29dolPLkMj2scdq6YCn5nGwZD2NDnkMUARGs4\\_SLt6MUXpB-a3ZeKDC8rtVf5fNfrGMaE-gqYcglMr2gh-uyYkEDg2Uh4FMdEWdUcvDCqavEP098RnZ4QS2fEqxAo6VLc6\\_BJMjQzVLFHtNpT7MInXIVcP3RpfSx0BJe5ge3CNtKZzyEOdjCYydgqpy5lus5C2hx1rqQtFSSu40t3c8SJERVDXWbfOc438yqSo94pp0H4j6swVcl9UviiX7W4qcwkG6hMVoOxrAUZ7R7LO6eCqSl32yoz3-eiBk0\\_QTFD9l7Zz\\_MDdjANBeT235T\\_5yf7fRiO6RywoN4B8ytUm9i4413YfspbFsbBIfQIOkOM5vlqbjZF0rDZ4suo-0zR2rtflicrPxJnlqOHnxtlRtO8qHwP3xkOqze6b6gXp5bgr\\_LAe4JUdw3LA0XZsU8k-1ajsLnafWhocbLcaL-My6E6XQ-QI-jm4wol3OLSda6GJSJqF9dOG5964U02PMifsSykCe5ktPXXeSrgzL15bdSmtrfQYF4TqvqTP6PcD7eHz2v9HJw64vym4PHjjzm3cLXIQ1O04tyN3oo\\_of1r5GZhWzFJfGkAv1\\_kS](https://www.ziprecruiter.com/ojob/253ae56387c8a03ed75fc2bda58d9f54?u=B92bn1BRUNf8lj36yqH99xiZvfUHcVdT9o0kY9ugJxieWnup9U6bvogvokyQo7d0FQhtYX3-3f3uRv4COS8DFBLWTM4dW23TBqB0-0BTDrlzPrlazjLxVXu4NaiuXhuvf_B1uooTAgKTh6N5o7oiRBjBLdv2t0ZyAtMOKbDfCT77pFvX_h2leRsp9mcQ_ANueUdKLq-Q5J6KDxjXeVnhSTzBXILUi1GhF9cJbtd5snatan_jv1MwhyNZ74THJ2N_qFcvPo6jHpCIFbh30szL7V6jlkBVCEKoF0vLloJF4vyAP0j0MkHySdhS4zqjNreXOwvpytmbfYlwlYCBWaqcX7S29dolPLkMj2scdq6YCn5nGwZD2NDnkMUARGs4_SLt6MUXpB-a3ZeKDC8rtVf5fNfrGMaE-gqYcglMr2gh-uyYkEDg2Uh4FMdEWdUcvDCqavEP098RnZ4QS2fEqxAo6VLc6_BJMjQzVLFHtNpT7MInXIVcP3RpfSx0BJe5ge3CNtKZzyEOdjCYydgqpy5lus5C2hx1rqQtFSSu40t3c8SJERVDXWbfOc438yqSo94pp0H4j6swVcl9UviiX7W4qcwkG6hMVoOxrAUZ7R7LO6eCqSl32yoz3-eiBk0_QTFD9l7Zz_MDdjANBeT235T_5yf7fRiO6RywoN4B8ytUm9i4413YfspbFsbBIfQIOkOM5vlqbjZF0rDZ4suo-0zR2rtflicrPxJnlqOHnxtlRtO8qHwP3xkOqze6b6gXp5bgr_LAe4JUdw3LA0XZsU8k-1ajsLnafWhocbLcaL-My6E6XQ-QI-jm4wol3OLSda6GJSJqF9dOG5964U02PMifsSykCe5ktPXXeSrgzL15bdSmtrfQYF4TqvqTP6PcD7eHz2v9HJw64vym4PHjjzm3cLXIQ1O04tyN3oo_of1r5GZhWzFJfGkAv1_kS)

## Dining Services

Genesis Healthcare Marietta, OH 45750 USA

Dietary positions in our center are employed by HealthCare Services Group. Should you be selected for an interview, you will be contacted by a representative of HealthCare Services Group.

**POSITION SUMMARY:** The Director of Dining Services or DDS is responsible for the overall food service function.

He/she plans, develops, organizes, implements, evaluates and supervises activities of the department to provide services for residents/patients, employees and visitors. He/She provides technical guidance and administrative direction to the Food and Nutrition Services personnel.

**RESPONSIBILITIES/ACCOUNTABILITIES:**

1. Puts customer service first. Ensures that residents/patients and families receive the highest quality of service in an attentive and responsive atmosphere which recognizes the individuals' needs and rights. Maintains resident/patient confidentiality;
2. Assures menus, recipes and menu systems are followed to prepare meals, snacks and nourishments in accordance to prescribed resident/patient diets and requests;
3. Oversees the timely and accurate preparation and service of meals, snacks and nourishments in various dining locations and times. Ensures satisfaction with meals/foods served;
4. Plans and oversees the execution of special events, celebrations, marketing events and other food related Center functions to meet resident/patient, Center and employee requests;
5. Interviews and hires personnel in accordance with department budget and Company hiring policies and procedures. Orients, trains and develops personnel to maintain a high level of performance;
6. Reviews and evaluates the work performance of the department personnel as well as counsels/disciplines personnel according to established Company personnel policies;
7. Provides direct and indirect supervision of the Food and Nutrition Services personnel. Schedules personnel to meet the needs of the department and Center;
8. Adheres to Food and Nutrition Services and Center policies and procedures;
9. Adheres to all sanitary and food safety regulations governing the handling and serving food. Maintains the department in regulatory compliance;
10. Operates department within budget. Utilizes the Company purchasing programs, food specifications and ordering system to order food and supplies needed to operate the department;
11. Performs quality improvement functions including audits, interviews and rounds with residents/patients, department personnel and co-workers. Identifies opportunities for improved customer service, food production, dining program enhancements, etc.;

12. Maintains accurate records and reports including financial, payroll, quality, sanitation, safety and all other required documents;
13. Reviews and documents resident/patient nutritional status as requested. Implements food related nutrition interventions;
14. Actively utilizes problem solving and critical thinking skills to improve food service program;
15. Works with members of the Area's Food & Nutrition Services team and Center Dietitian to ensure that the Center's food and nutrition operations meet all Company and industry standards;
16. Serves as a collaborative member of the Center management team and supports the practices that focus on improving clinical, customer, personnel and business excellence;
17. Concerns his/herself with the safety of all Center residents/patients in order to minimize the potential for fire and accidents. Also, ensures that the Center adheres to the legal, safety, health, fire and sanitation codes, by being familiar with his/her role in carrying out the Center's fire, safety and disaster plans and by being familiar with current MSDS;
18. Performs other duties as requested.

DFS1

SPECIFIC EDUCATIONAL/VOCATIONAL REQUIREMENTS: 1. This position requires that the employee is able to read, write, speak and understand the spoken English language to ensure the safety and wellbeing of our patients and visitors at the work site when responding to their medical and physical needs. 2. High school education or equivalent required.

Genesis HealthCare is an EO Employer- Veterans/Disabled and other protected categories

[https://www.ziprecruiter.com/ojob/6de532f5423f6ff6a8c0662ff0870971?mid=278&source=directemployersassociation\\_cpc](https://www.ziprecruiter.com/ojob/6de532f5423f6ff6a8c0662ff0870971?mid=278&source=directemployersassociation_cpc)

## **Warehouse Manager**

Thermo Fisher Scientific in Marietta, OH 45750 USA

**\*\*Job Description\*\***

**\*\*Job Title: Warehouse Manager\*\***

**\*\*Requisition ID: 64525BR\*\***

When your part of the team at Thermo Fisher Scientific, you'll do important work, like helping customers in finding cures for cancer, protecting the environment or making sure our food is safe. Your work will have real-world impact, and you'll be supported in achieving your career goals.

**\*\*Position Overview\*\***

The Warehouse Manager is a strategic partner in operations with responsibility for leading the site's warehousing operations to achieve required business results. The Warehouse Manager ensures products in the Warehouse are distributed with the highest level of quality in a safe and timely manner that will meet or exceed customer expectations. The position is responsible for all Warehouse functions and employees including the Supervisor, Value Stream Leader, Inventory Team Member and Warehouse Team Member positions. The Warehouse Manager is directly responsible for overall performance of the Warehouse including safety, quality, delivery, inventory, and productivity. This position and the Warehouse performs as liaison and relationship builder to internal customers to create value across the organization that focuses on improving the external customer experience to drive customer allegiance.

**\*\*How will you make an impact?\*\***

The Warehouse Manager provides leadership guidance that enables the Warehouse to achieve customer focused and financial goals while driving the implementation of PPI-Lean Enterprise and is the Lean Manufacturing resource responsible for eliminating waste and improving flow throughout the Warehouse.

**\*\*What will you do?\*\***

- + Maintains receiving, warehousing, and distribution operations by initiating, coordinating, and enforcing program, operational, and personnel policies and procedures.
- + Complies with federal, state, and local warehousing, material handling, and shipping requirements by studying existing and new legislation; enforcing adherence to requirements; advising management on needed actions.
- + Safeguards warehouse operations and contents by establishing and monitoring security procedures and protocols.
- + Controls inventory levels by conducting physical counts; reconciling with data storage system.
- + Maintains physical condition of warehouse by planning and implementing new design layouts; inspecting equipment; issuing work orders for repair and requisitions for replacement.
- + Achieves financial objectives by preparing an annual budget; scheduling expenditures; analyzing variances; initiating corrective actions.

- + Completes warehouse operational requirements by scheduling and assigning employees; following up on work results.
- + Respond to customers' or shippers' questions and complaints regarding storage and distribution services.
- + Develop and document standard and emergency operating procedures for receiving, handling, storing, shipping, or salvaging products or materials.
- + Performs all job duties in a safe manner, consistent with the Code of Ethics and the 4-I Values, and follows all ISO standards.

**\*\*How will you get here?\***

**\*\*Education\*\***

Bachelor's Degree in Business Management or related field preferred. An advanced degree such as an MBA is a plus. High School education with equivalent applicable work experience may be substituted.

**\*\*Experience\*\***

- + Five plus years working experience in a warehouse or similar environment with leadership experience.
- + Possess a solid working knowledge of other business functions such as Logistics, Finance, Sales, Engineering, and Human Resources in addition to Manufacturing and Quality.
- + Proficient in use of Microsoft Office Suite.
- + SAP experience desirable.
- + Ability to travel as required, <10% of the time.

**\*\*Knowledge, Skills, Abilities\*\***

- + Strong leadership and decision-making ability.
- + Knowledge, experience or training in Lean techniques and proficient in process auditing.
- + Possess technical engineering aptitude to understand advanced level of product line knowledge.
- + Possess a continuous process improvement mindset with the ability to effectively lead and manage change.
- + Strong project management, communication, and organizational skills.
- + Working conditions require the ability to sit, stand, walk, bend, climb stairs, and work at a computer station and on manufacturing shop floor.
- + Ability to frequently lift up to 20 lbs.; occasionally lift 40 lbs.
- + Ability to work effectively in a team environment.

At Thermo Fisher Scientific, each one of our 65,000 extraordinary minds has a unique story to tell. Join us and contribute to our singular mission—enabling our customers to make the world healthier, cleaner and safer.

Apply today! <http://jobs.thermofisher.com>

Thermo Fisher Scientific is an EEO/Affirmative Action Employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, disability or any other legally protected status.

[https://www.ziprecruiter.com/ojob/431517c9db707b1db46d69cab4c82fde?mid=278&source=directemployersassociation\\_cpc](https://www.ziprecruiter.com/ojob/431517c9db707b1db46d69cab4c82fde?mid=278&source=directemployersassociation_cpc)

## **General Manager**

Terra Sonic International Marietta, OH USA

Benefits Offered

401K, Dental, Medical, Vision, Life

Employment Type

Full-Time

**Terra Sonic International** is a specialized Sonic Drilling equipment manufacturer staffed by an experienced team of designers and manufacturing personnel. Our mission is to be the preferred provider of equipment utilizing various forms of sonic energy for drilling, pile-driving, excavating and other specialized applications. We are currently seeking a dynamic and innovative **General Manager**.

The General Manager will report directly to the President and will oversee all aspects of the business to include sales, engineering, purchasing, inventory, production and logistics. Having full P&L responsibilities, the General Manager develops strategies to ensure efficient and profitable operations within the company. This position provides the support and leadership necessary for all business functions to meet production schedules and to support customer

requirements. Additionally, the General Manager directs staff to achieve corporate objectives as described in the company's strategic plan.

About Terra Sonic International:

Terra Sonic International is a leading manufacturer and supplier of sonic drilling rigs, tooling and support equipment, located in Marietta, Ohio USA. Staffed by an experienced team, many with over 20 years of rig design, production, and service experience.

<https://www.ziprecruiter.com/jobs/terra-sonic-international-585334f9/general-manager-346541aa>

## **Process Engineer**

Dupont

**Job Number:** 192314W-04)

DuPont is seeking Process Engineers for our Washington Works Plant in Parkersburg, West Virginia.

DuPont Washington Works rests on the banks of the Ohio River in Parkersburg, West Virginia. We are proud to be part of the Mid-Ohio Valley and we work hard every day to uphold the highest standards of safe plant operation for the protection of our employees, our environment and our community. DuPont began manufacturing here in 1948. We are among the largest DuPont manufacturing facilities in the world with 3 different businesses located here at our 700-acre site. We manufacture products used in various automotive, food industry, building/construction and household items.

DuPont Washington Works has more than 600 full-time employees. On site, our employees enjoy growth and development opportunities as part of our winning team. They thrive in a collaborative, market-driven environment that rewards business savvy and scientific street smarts.

The Manufacturing Technology Process Engineer will provide day-to-day technical expertise and technical support for the processes at the site. The successful candidate will join an integrated team including process-chemical, reliability-mechanical, and control system-electrical engineers. The responsibilities of the position include solution of process problems, identifying and implementing process improvements, and leading teams and/or projects for longer-term improvements.

The Manufacturing Technology Process Engineer will be responsible for:

Providing technical expertise for the polymer processes at the site.

Providing technical support to the operations team as required.

Leading or participating on teams to upgrade processes and products ranging from incremental improvements to major technology changes.

Mentoring and assisting in operations training.

Leading/participating in PSM Technology element teams and Process Hazards Analysis (PHA) teams.

Executing the change management processes to execute both Equipment and Process improvements. (Process change requests, Change of design, Raw material qualifications).

Leading or serving on project teams to drive continuous improvement working on areas such as yield, uptime, fixed and variable cost reductions, and working capital reductions.

### **Qualifications**

Required Attributes:

B.S. or higher in Chemical or Mechanical Engineering from ABET-accredited university.

Advanced degree holders encouraged to apply.

3.0 minimum overall GPA or higher

Demonstrated ability to work safely and effectively as a process engineer in an industrial or manufacturing environment. Higher experience levels encouraged to apply; job level and compensation offered to be commensurate upon experience.

Functional Skills

Broad-based knowledge of polymer process engineering. This can include: chemical reactors, distillation, heat transfer, mass transfer, reaction kinetics, thermodynamics, filtration, casting, extrusion, cutting, drying and bulk solids handling, mixing and packaging

Experience with Process Safety Management system requirements, pressure relief design, root cause failure analysis.

Capability in batch and continuous processes, and can include recycle loops

Ability to assimilate the unit operation information into actions that impact important criteria including process safety, ingredient yield, cycle time, product quality, and capacity.

Knowledge of process modeling software (Aspen)

Familiarity with PHA (Process Hazards Analysis), especially as a team member or leader

#### General Skills

Good written, oral communication and interpersonal skills.

Must be self-motivated and have great attention to detail.

Strong trouble shooting skills.

Ability to learn and work independently.

Ability to work with others involved in a variety of functions including operators, mechanics, engineers of various disciplines, management, and other leaders.

**Job** - Manufacturing Technology

**Organization** - Transportation & Advanced Polymers

#### Education Level

- Bachelor's Degree (±16 years)

**Schedule** - Full-time

**Employee Status** - Regular

**Job Type** - Experienced

<https://dupontimpl.taleo.net/careersection/gbl2/jobdetail.ftl?job=455054>

### **Credit Card Reconciliation Auditor**

Par Mar oil Company, Marietta, Ohio

Reports to: Accounts Receivable / Cash Management / Auditing Team Supervisor

Purpose of Position: Under the direction of the Supervisor, reconcile daily credit card payment receipt files (from the processor) against the order management system report file and resolve any discrepancies in an accurate manner on a daily basis. Resolve all discrepancies after the file is received. Interact with supervisor frequently during each work period.

1. Under the direct of the Supervisor, reconcile all credit card processor file receipts against order management system transactions utilizing internal and/or processor provided software programs.
2. Resolve all reconciliation variances in an accurate manner, on a daily basis
3. Record all shortage and overages in an accurate and timely manner.
4. Report large issues to the Supervisor along with the necessary documentation.
5. Provide processor file payment summary report to supervisor on a daily basis.
6. Identify and research all processor file overpayments from the prior business date(s).
7. Maintain credit card issues spreadsheet and update database on a regular basis.
8. Maintain clear channels of communications between all levels of employees for the purpose of resolving credit card auditing issues.
7. Prepare in an accurate and timely manner reports as required by management.
8. Ensure all company information is held in confidence and used to support the company position.
9. Maintain a professional and neat appearance daily according to company policy.

#### PHYSICAL/MENTAL ESSENTIAL FUNCTIONS OF THE JOB

Position: Credit Card Reconciliation Auditor

Reports to: Accounts Receivable / Cash Management / Auditing Team Supervisor

1. Must be able to sit for up to eight (8) hours in order to perform all type of job duties and responsibilities.
2. Must possess adequate vision to assure accuracy in the tasks and duties of this position.
3. Must be able to speak in a manner to properly communicate with management, staff and customers.
4. Must be able to receive and place telephone calls in a professional manner, according to company policy.
5. Must be able to physically maneuver throughout the general office areas to perform the tasks and duties of the position.
6. Must be able to concentrate for long periods of time, paying attention to details.
7. Must be able to use fingers bilaterally and unilaterally.
8. Must be able to have corrected hearing to listen to:
  - A. The needs and direction from management;
  - B. The needs of employees; and
  - C. The environment to be aware of surroundings.
9. Must not be short-tempered and must be slow to anger and able to respond in a calm demeanor in stressful situations such as dealing with co-workers and customers who may be dissatisfied or in case of emergencies.
10. Must not be impaired in anyway due to:
  - A. the use of drugs (legal or illegal),
  - B. alcohol use, or
  - C. in any other way,

which may affect the employee's ability to act and/or react in a manner that will ensure their safety, the safety of other employees and the assets of the company.

<https://my.peoplesmatter.com/mja/parmaroilco/jobapp/GetStarted?sourceCode=Indeed&jobOpenings=69456aac-607e-41fe-b4f2-a350009c3147&jobPostId=ada2f4df-e17e-413c-8c5d-a8800083de7c&refererUrl=https://www.indeed.com/>

## **Manufacturing Positions**

Miba - McConnelsville, OH

Experience in manufacturing preferred, with ability to follow documented policies and processes.

Machinist experience or training a plus.

Okuma control knowledge helpful.

Qualified candidates must be 18 years or older and possess a High School Diploma or equivalent.

### **Responsibilities**

Candidates are considered for all aspects of manufacturing processes, including coatings, casting/foundry, and operating CNC Machines.

<http://jobs.miba.com/Job/2886>

## **SUSA Site Manager**

Securitas Security Svc USA Parkersburg, WV 26101 USA

**\*\*JOB SUMMARY:\*\*** Manages the security services provided to assigned site(s) including client service and problem resolution, service enhancement and expansion, new business development, operational effectiveness, preparation of post orders, staffing, scheduling, supervision and training.

**\*\*JOB SUMMARY:\*\***Manages the security services provided to assigned site(s) including client service and problem resolution, service enhancement and expansion, new business development, operational effectiveness, preparation of post orders, staffing, scheduling, supervision and training.

**\*\*\_Distinguishing Characteristics:\_\*\***

Performs a variety of management functions at assigned site; may be assigned a rank, as defined by client contract.

Does not perform Security Officer duties except on a limited, relief or emergency basis.

**\*\*\_ESSENTIAL FUNCTIONS\_\*\***

\* The functions listed describe the business purpose of this job. Specific duties or tasks may vary and be documented separately. The employee might not be required to perform all functions listed. Additional duties may be assigned, and functions may be modified, according to business necessity.

\* All assigned duties or tasks are deemed to be part of the essential functions, unless such duties or tasks are unrelated to the functions listed, in which case they are deemed to be other (non-essential) functions.

\* Employees are held accountable for successful job performance. Job performance standards may be documented separately, and may include functions, objectives, duties or tasks not specifically listed herein.

\* In performing functions, duties or tasks, employees are required to know and follow safe work practices, and to be aware of company policies and procedures related to job safety, including safety rules and regulations. Employees are required to notify superiors upon becoming aware of unsafe working conditions.

\* All functions, duties or tasks are to be carried out in an honest, ethical and professional manner, and to be performed in conformance with applicable company policies and procedures. In the event of uncertainty or lack of knowledge of company policies and procedures, employees are required to request clarification or explanations from superiors or authorized company representatives.

1. Serves as a key point of client contact to ensure the delivery of high quality customer service for assigned client site(s); evaluates service quality and initiates any necessary corrective action in a timely manner.
2. Meets regularly with client representatives for status updates; addresses any actual or potential problems; assists line management in negotiation of client contracts; provides support during client start-ups; supports security planning, assessments and surveys; reviews and updates post orders.
3. Oversees, coordinates with line management, and participates in the recruitment, selection, orientation, training, development and retention of high caliber staff; acts to ensure that each staff member is treated with dignity and respect; plans, assigns, and directs work; coach's employees and carries out disciplinary actions, as necessary.
4. Assists in development and administration of budget in relation to assigned site.
5. Maintains a positive, professional environment in full compliance with applicable laws, regulations, policies and procedures; acts to ensure that staff members understand and comply with applicable laws, regulations, policies and procedures.
6. Within scope of client contract and assigned duties, authorizes appropriate expenditures including equipment, supplies, and vehicles; ensures vehicles are properly maintained and administers driver training; acts to ensure that there is an adequate inventory of uniforms, radios, and other supplies and equipment; maintains and submits payroll records and other employee and business information.
7. Prepares and coordinates staffing schedules for site, in collaboration with line management as necessary; acts to

ensure that scheduling is handled effectively to meet client requirements while controlling labor costs; reviews Security Officer site reports to verify post orders and client directives have been satisfactorily followed; personally, inspects all posts as part the evaluation of security staff.

8. Provides input to company initiatives; promptly assists in the resolution of legal, financial, human resources, and administrative issues.

9. Performs tasks and duties of a similar nature and scope as required for assigned site(s).

**\*\*\_MINIMUM QUALIFICATIONS AT ENTRY\_\*\***

Additional qualifications may be specified and receive preference, depending upon the nature of the position.

**\*\*\_MINIMUM HIRING STANDARDS\_\*\***

\* Must be at least 18 years of age.

\* Must have a reliable means of communication (i.e., pager or phone).

\* Must have a reliable means of transportation (public or private).

\* Must have the legal right to work in the United States.

\* Must have the ability to speak, read, and write English.

\* Must have a High School Diploma or GED. If not, must be willing to complete the GED program within six months.

\* Must be willing to participate in the Company's pre-employment screening process, including drug screen and background investigation.

**\*\*\_Education/Experience: \_\*\*Associate's Degree and 1 year of responsible experience in the security industry and/or business management, or an equivalent combination of education and experience sufficient to perform the essential functions of the job, as determined by the company. Additional relevant experience can be substituted for the required education on the basis of one calendar year of experience for one academic year of education.**

**\*\*\_Competencies (as demonstrated through experience, training, and/or testing):\*\***

\* If required for assigned site, must be able to meet and continue to meet any applicable state, county and municipal licensing requirements for Security Officers.

\* Must be able to meet and continue to meet requirements for specific skills, certifications or authorizations specified for the assigned site.

\* Knowledge of security operations and procedures.

\* Knowledge of supervisory practices and procedures.

\* Skill in staff supervision, including assigning work and providing training and discipline.

\* Ability to provide positive direction and motivate performance.

\* Understanding of a variety of security and safety devices and controls.

\* Ability to track and maintain schedule assignments.

\* Ability to maintain professional composure when dealing with unusual circumstances.

\* Knowledge of business operations management and human resources administration.

\* Use of personal computer and spreadsheet software.

\* Ability to synthesize business/financial data and develop recommendations.

\* Planning, organizing and leadership skills.

\* Oral and written communications skills.

\* Strong customer service and service delivery orientation.

\* Ability to interact effectively at various social levels and across diverse cultures.

\* Ability to be an effective leader and member of project teams.

\* Ability to take initiative and achieve results.

\* Ability to carry out multiple assignments concurrently.

\* Ability to adapt to changes in the external environment and organization.

**\*\*\_WORKING CONDITIONS (Physical/Mental Demands)\_\*\***

With or without reasonable accommodation, requires the physical and mental capacity to perform effectively all essential functions. In addition to other demands, the demands of the job include:

\* Maintaining composure in dealing with authorities, executives, clients, staff, and the public, occasionally under conditions of urgency and in pressure situations.

\* Must undergo and meet company standards for background and reference checks, controlled substance testing, and behavioral selection survey.

\* Ability to handle multiple tasks concurrently.

\* Handling and being exposed to sensitive and confidential information.

\* May require regular use of vehicle and frequent travel in the performance of duties.

\* Regular talking and hearing.

\* Frequent lifting and/or moving up to 10 pounds and occasional lifting and/or moving up to 25 pounds.

\* Walking, reaching with hands and arms, stooping, kneeling, crouching and crawling.

\* Close vision, distance vision, and ability to adjust focus.

\* Conducting oral presentations and group meetings.

\* Directing, motivating, training, coaching, and disciplining staff in a positive manner.

\* Reading and analyzing reports and financial data, including related computer usage.

\* Responding on an on-call basis to emergencies and incidents at all hours.

[https://www.ziprecruiter.com/ojob/e74cbaa6f6331498e765ea20ddbfa4f?mid=278&source=directemployersassociation\\_cpc](https://www.ziprecruiter.com/ojob/e74cbaa6f6331498e765ea20ddbfa4f?mid=278&source=directemployersassociation_cpc)

### **Asplundh Tree Expert, LLC- 061**

Trimmer / Climber with DL - NON-UNION 760033

Marietta, OH 45750

We are currently seeking a **Trimmer / Climber** to join our team.

**Starting pay range is \$14.34 - \$15.79 per hour**

#### **Essential Functions**

Trims and/or removes trees by climbing with the aid of a ladder, safety belt, climbing line, powered trimmer lift truck, or works from the ground using gasoline, air, and hand-powered saws, pruner, etc. He/she cuts branches or trunk sections and drops or lowers them to the ground with lines.

Uses wedges, sledges, and chain saws in felling trees or trimmed trunks and in cutting and splitting logs into manageable pieces.

Sprays stumps and brush with hand-spraying equipment to prevent further growth.

Loads and unloads trucks with logs, stumps, brush, and debris and/or feeds brush into a wood chipper.

Repairs slight damage to lawns, fences, and walks caused by tree trimming.

Services gasoline, air, and hand-powered tools and other equipment.

Relays hand-signals, directs traffic, drives, and operates trucks and equipment, as assigned and keeps trucks and work area clear and orderly, as well as helps train new employees.

Performs other related work, as assigned by superiors.

Safeguards employees and public from hazards in and around work area. Cooperates with customer, police, and fire departments when blocking street or driveways. Sets up barriers, warning signs, flags, markers, etc. to protect employees and public. Trained to perform tree and bucket rescue.

Assumes responsibility for the inspection and proper working conditions of tools, truck, and other work equipment. Requests repair or replacement, when necessary. Maintains good housekeeping on truck and at work locations.

Works around hazardous equipment

Works in close proximity to energized power lines

Works in all temperatures and weather and will be exposed to nature i.e., irritating plants and biting or stinging insects, and dust.

Works around excessive noise from machines, chain saw, wood chipper and other equipment, with hearing protection.

Work will be performed at varying heights above ground.

Works on unlevel terrain.

Works will be performed at varying heights while secured.

Works around falling limbs.

Exposure to traffic hazards.

#### **Minimum Requirements**

Due to the inherently dangerous nature of the industry and requirements to work with or around hazardous equipment, employees must be able to maintain attention and concentration for extended periods of time.

Must be able to wear necessary PPE as per task assigned.

Must be able to safely drive an approved company vehicle.

Must be able to enter and exit a vehicle numerous times a day.

Must be able to withstand exposure to all kinds of weather while completing work assignments, i.e. rain, heat, sun, cold.

Must be able to traverse various terrains.

Must be able to write, read and comprehend written and verbal job instructions/information.

Must be able to work with hands above head for extended periods of time.

Must be able to walk, climb, and work from ladders, or at various heights, on uneven and slippery surfaces, performing mentally/physically demanding work under unfavorable weather conditions while handling equipment or material.

Must have own transportation to and from the show up location.

Must be able to lift, move and maneuver heavy weights up to 50 pounds on an infrequent basis, but up to 10 pounds on a frequent basis.

Must have endurance necessary to perform these duties throughout a standard eight or ten-hour day. Must be able to work long hours and overtime during holidays, emergencies, weekends, etc. Subject to call out work.

Must have sufficient eye sight to judge distances and coordination to get and use the appropriate equipment and tools.

Must be able to operate and service all required tools and equipment.

Must have good hand-to-eye coordination.

Must have transportation to and from the startup location.

Must have a valid driver's license.

Must pass a pre-employment drug test.

<http://jobs.ourcareers.com/job/293709~Primary?source=Indeed>

## **Hydroblasting Laborer**

Vadakin

### **Ohio Means Jobs**

**Desired Skills/Duties:** Travel required maybe for an extended period Must be able to pass a drug test Typically work 12-hour shifts Build a Job into a Career with Vadakin, Inc. If you've just graduated from high school or college, finished your time in the military or are making a career change, consider employment with Vadakin, Inc. One of America's most successful, high pressure cleaning companies for over five decades, Vadakin, Inc., offers you more than a job. The skills, training and certifications you can acquire as a Vadakin employee will provide you with a strong foundation for a long-term, successful career. You can build that career with us, or with many other companies in related fields. A job with us is an opportunity for you to develop and enrich your professional skills and increase your value in the work force. Competitive Compared to other entry-level jobs, Vadakin, Inc., offers higher hourly pay rates and important benefits for full-time employees, including: Health Insurance Life Insurance 401K Paid Training Daily Travel Pay Paid Accommodations Subsistence Rewarding Good work, safety and dedication are valued at Vadakin, Inc. Bonus rewards and other monetary recognition are part of our culture. In addition to monetary rewards, we offer you the opportunity to advance to management and supervisory roles within the company. Valuable Earn and learn with us. We don't believe in dead-end jobs. We want people who are excited about learning and committed, to becoming a more valuable employee resource. That is why we invest in you by offering the following as part of your employment experience: Mechanic Training Manager Training OSHA Training Fork Lift Training CDL Training Employment with Vadakin gives you experience that will benefit you throughout your career with us, or anywhere you decide to go! Please view the website at: [www.vadakininc.com/employment](http://www.vadakininc.com/employment)

## **Trimmer/Climber with DL**

Nelson Tree Service, LLC - 460

Parkersburg, WV 26101

### **Essential Functions**

Trims and/or removes trees by climbing with the aid of a ladder, safety belt, climbing line, powered trimmer lift truck, or works from the ground using gasoline, air, and hand-powered saws, pruner, etc. He/she cuts branches or trunk sections and drops or lowers them to the ground with lines.

Uses wedges, sledges, and chain saws in felling trees or trimmed trunks and in cutting and splitting logs into manageable pieces.

Sprays stumps and brush with hand-spraying equipment to prevent further growth.

Loads and unloads trucks with logs, stumps, brush, and debris and/or feeds brush into a wood chipper.

Repairs slight damage to lawns, fences, and walks caused by tree trimming.

Services gasoline, air, and hand-powered tools and other equipment.

Relays hand-signals, directs traffic, drives, and operates trucks and equipment, as assigned and keeps trucks and work area clear and orderly, as well as helps train new employees.

Performs other related work, as assigned by superiors.

Safeguards employees and public from hazards in and around work area. Cooperates with customer, police, and fire departments when blocking street or driveways. Sets up barriers, warning signs, flags, markers, etc. to protect employees and public. Trained to perform tree and bucket rescue.

Assumes responsibility for the inspection and proper working conditions of tools, truck, and other work equipment. Requests repair or replacement, when necessary. Maintains good housekeeping on truck and at work locations.

Works around hazardous equipment

Works in close proximity to energized power lines

Works in all temperatures, weather, and will be exposed to nature i.e., irritating plants and biting or stinging insects, and dust.

Works around excessive noise from machines, chain saw, wood chipper and other equipment, with hearing protection.

Work will be performed at varying heights above ground.

Works on unlevel terrain.

Works will be performed at varying heights while secured.

Works around falling limbs.

Exposure to traffic hazards.

### **Minimum Requirements**

Due to the inherently dangerous nature of the industry and requirements to work with or around hazardous equipment, employees must be able to maintain attention and concentration for extended periods of time.

Must be able to wear necessary PPE as per task assigned.

Must be able to safely drive an approved company vehicle.

Must be able to enter and exit a vehicle numerous times a day.

Must be able to withstand exposure to all kinds of weather while completing work assignments, i.e. rain, heat, sun, cold.

Must be able to traverse various terrains.

Must be able to write, read and comprehend written and verbal job instructions/information.

Must be able to work with hands above head for extended periods of time.

Must be able to walk, climb, and work from ladders, or at various heights, on uneven and slippery surfaces, performing mentally/physically demanding work under unfavorable weather conditions while handling equipment or material.

Must have no fear of heights.

Must have own transportation to and from the show up location.

Must be able to lift, move and maneuver heavy weights up to 50 pounds on an infrequent basis, but up to 10 pounds on a frequent basis.

Must have endurance necessary to perform these duties throughout a standard eight or ten-hour day. Must be able to work long hours and overtime during holidays, emergencies, weekends, etc. Subject to call out work.

Must have sufficient eye sight to judge distances and coordination to get and use the appropriate equipment and tools.

Must be able to operate and service all required tools and equipment.

Must have good hand-to-eye coordination.

Must have transportation to and from the start up location.

Must have a valid driver's license.

Must pass a background and/or MVR check.

Must pass a pre-employment drug test.

<http://jobs.ourcareerpages.com/job/290636~Primary?source=Indeed>

### **Auto Parts Delivery Driver (Full-Time) - Store#0789 at 121 Pike St, Marietta, Ohio**

Stores - Commercial Driver

#### **POSITION SUMMARY:**

AutoZone's Full-Time Auto Parts Delivery Driver performs work in the operation of a vehicle to assure safe delivery of parts to and from commercial customers. In addition, this Auto Zoner will be required to perform duties inside our stores, driving, and at our customers' place of business. Drivers are responsible for ensuring maximum productivity in a safe environment, increasing commercial sales, and ensuring compliance with company procedures in accordance to AutoZone's expectations. The incumbent will exceed customer's expectations by delivering WOW! Customer Service to all AZ Commercial accounts.

#### **POSITION RESPONSIBILITIES:**

Provides WOW! Customer Service

Utilizes ZNET to help customers locate merchandise or find suitable alternatives

Adheres to AutoZone dress code

Follows all company policies, procedures and management direction, including all fleet and safety policies

Ensures commercial products are delivered on time and in excellent condition

Drives delivery vehicle to transport parts to Commercial customers, including the loading and unloading of parts

Maintains a safe driving and working environment, including PPE (Personal Protective Equipment)

Picks up parts from nearby stores and outside vendors

Ensure appropriate delivery documentation is generated and issued for each delivery, then appropriately filed at the AutoZone store

Follows proper accident procedures

Properly maintains vehicle(s) and takes the necessary steps to report vehicle maintenance issues

Ensures that assigned company vehicle is kept clean and presentable

Builds long term professional relationships with the customers

Handles cash transactions, charge transactions, and core/part returns per company policy and guidelines

Inspects, protects, and maintains company assets, merchandise, and vehicles

Assists DIY customers between deliveries by performing the following duties:

Utilizes OBDII to read codes from customer's automobiles

Practices GOTTCChA and assists with the installation of wipers blades, batteries and light bulbs

Maintains product knowledge and current promotions through AutoZone systems and information sources

Maintains store appearance and merchandising standards as directed

#### **Position Requirements**

High School Diploma or equivalent

Basic knowledge of automotive parts is required

Excellent communication and decision-making skills

Ability to lift, load, and deliver merchandise

Ability to work a flexible schedule to meet the business needs, including holidays, evenings and weekend shifts

Valid driver's license with a clean Motor Vehicle Report and ability to meet AutoZone's driving requirements

Drivers – 21 years or older

Ability to pass pre-employment background check

*AutoZone, and its subsidiaries, ALLDATA, AutoAnything and IMC are equal opportunity employers. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status, or any other legally protected categories.*

<https://careers.autozone.com/jobs/auto-parts-delivery-driver-full-time-store%230789-at-121-pike-st-20208>

## Parts Specialist

The Pep Boys

**Ohio Means Jobs Job Number/Reference Code:** 3591093

**Desired Skills/Duties:** Overview Auto Plus is a major U.S.-based distributor of automotive aftermarket parts. Since 1921, Pep Boys has been one of the nation's leading automotive aftermarket chains with over 7,500 service bays in over 800 locations in 35 states and Puerto Rico. Together, the united organization, Auto Plus Pep Boys, has over 21,000 associates in more than 20 distribution centers and over 1,000 corporate locations. In addition, the company supports more than 530 independently-owned stores and over 2,400 independently-owned service centers across the nation. Auto Plus Pep Boys is owned by Icahn Enterprises L.P. ("Icahn Enterprises"; NASDAQ: IEP). Position Summary Sells replaceable parts, equipment, tools and accessories for motor vehicles in a parts store (s). Ascertains make, year, and type of part needed, inspects worn, damaged, or defective part to determine replacement required, or informs customer of part needed according to description of malfunction. This position has been designated as a safety-sensitive position. Duties & Responsibilities \* Provide retail and professional customers with professional, clear and courteous service. \* Operate a Point of Sale "(POS)" system to record customer transactions. \* Complete cash balance sheets accurately, practice option and add-on selling techniques. \* Ensure that parts are in stock and delivered to customers in a timely manner. \* Communicate SPIFFs, store specials, benefits and warranty policy information to customers. \* Assist in store inventories. \* May assist in deliveries of product to customers. \* Other duties as assigned. Knowledge, Skills, and Abilities \* High school diploma preferred. \* 1 year picking and packing experience. \* Ability to exercise judgement and to work independently. \* Strong customer service skills. \* Ability to handle difficult customer situations. \* Comfortable utilizing up-selling techniques. \* Strong cash handling skills, including the use of POS systems. \* Strong verbal communication skills. \* Must demonstrate consistency, accuracy and follow-through. \* Extensive product knowledge or the ability to obtain product knowledge. \* Must maintain a valid driver's license that meets the criteria under company policy. Physical Demands/Work Environment The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Physical Demands \* Extensive standing, walking, pushing and reaching. \* Need full range of motion for reaching, bending and stooping. \* Repetitive movement of hands, arms, legs. \* Lifting of heavy equipment of up to 50 pounds. \* May work outside and be exposed to weather. \* Exposure to adverse weather conditions, chemicals, odors, dirt and dust. \* Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

[https://recruiting.adp.com/srccar/public/isilogin.guid?GUID=&METHOD=GET&REALMOID=06-5f6b178c-b011-1022-a4bf-8500b9840000&SMAGENTNAME=-SM-Tx8njLF50vbeyF2hNVzyDw2WKF%2B1i4EKIFcR%2Fk1N54QynuW89Bcb9VQClaHcJwV3&SMAUTHREASON=0&TYPE=33554433& tx\\_annotation=false&c=1153251&d=RetailServiceCareerSite&isa=Recruiter&r=5000324355206#/](https://recruiting.adp.com/srccar/public/isilogin.guid?GUID=&METHOD=GET&REALMOID=06-5f6b178c-b011-1022-a4bf-8500b9840000&SMAGENTNAME=-SM-Tx8njLF50vbeyF2hNVzyDw2WKF%2B1i4EKIFcR%2Fk1N54QynuW89Bcb9VQClaHcJwV3&SMAUTHREASON=0&TYPE=33554433& tx_annotation=false&c=1153251&d=RetailServiceCareerSite&isa=Recruiter&r=5000324355206#/)

## Home Health Aides

Cambridge Home Health Care

Must be able to read and write, high school diploma or GED. A minimum of one-year experience as aide/personal care assistant in a health care setting or completion of a training program with a minimum of 75 hours instruction is required.

Demonstration of competency by written exam and successful completion of skills performance test for Home Health Aide certificate. Possess the ability to transfer, maneuver, and lift incapacitated clients in the home setting. Provides quality personal care and supportive care services to patients in their homes according to agency policies and procedures. Follows the instructions of the written care plan in providing patient care. Performs homemaking tasks as assigned and/or as

authorized under the state waiver programs. Performs accurate and thorough personal care as assigned. Observes and reports any significant observations or noted change in client's condition to the IHP Manager/Director. Observes and reports any safety hazards found in patient's home. Provides instruction and education, when appropriate to patients and caregivers on techniques for personal care to facilitate progress toward self-sufficiency. Records accurately the tasks performed for each patient. Records pertinent and meaningful observations in the comments of the HHA flow sheet. Attends/completes required in-services in a timely fashion. Attends staff meetings. Displays a willingness to learn new skills and/or knowledge. Participates in the Quality Improvement Program: Participates in data collection for the Quality Improvement activities as evidenced by participation records.

Mail resume to: 109 Scammel Street, Marietta, Ohio 45750

E-mail: [Rebeccadaniels@cambridgehomehealth.com](mailto:Rebeccadaniels@cambridgehomehealth.com)

Call: 740-568-9320

Fax: 740-568-9326

### **Peoples Bank has several positions: Apply online at**

<http://www.pebo.com>

### **Maintenance**

Rural King in Parkersburg, WV 26101 USA

#### **Employment Type**

Part-Time

We are a privately held farm & home retail company that has been in business in the Midwest for over 50 years. Founded in 1960, **Rural King** is a third-generation family-owned business aggressively positioning itself for the future. The foundation is strong and the vision for the future is growth. This, coupled with Rural King's friendly, down-to-earth atmosphere and "Positively Outrageous Customer Service," makes Rural King a very exciting and attractive career opportunity. Every individual on our team is valued, supported, trained, and given the development and opportunity to a successful career path in our organization. Whether it's in one of our 65+ Retail Stores, Distribution Centers, or the Corporate Headquarters, Rural King is looking for team players able to both envision change and strive for future growth. Look for this and other great opportunities with one of the fastest growing retailers in the midwest.

Responsibilities:

Consistent Quality Customer Service Ensuring A Successful Shopping Experience

Merchandising, Freight Stocking, & Assembly Of Merchandise When Required

Upkeep And Organization Of Department - Including Recovery & Safety

Developing Product Knowledge

Running and maintaining floor scrubber

Keeping building clean i.e.: restrooms and sales floor

Requirements:

Great Positive Attitude

Customer Service Focused

Strong Communication Skills

Bonus Points:

Familiar with Standard Concepts & Practices Within the Retail Environment

Customer Service Oriented

Must Be Able to Work 40 Hour Work Week Including Weekends & Holidays

Perks:

Fun, Growing Company with Great Opportunity for Advancement

Shares Purchase Plan

Competitive Wages

Full Time Benefits

<https://www.ziprecruiter.com/jobs/rural-king-2fd796fc/maintenance-88d211c8>

### **Plant Worker**

Stericycle – Parkersburg WV

We are looking for highly motivated, passionate individuals to join our organization.

Apply @ [www.stericycle.com](http://www.stericycle.com)

#### **Compensation/Incentives**

A competitive salary

Competitive benefits package

Monday-Friday Weekends off

2 weeks' vacation ,8 paid holidays, 40 hours personal

Medical, dental and vision coverage  
Company Paid Life Insurance  
Company Paid Short-term and long-term disability  
401(k)  
Requirements/Personal Characteristics  
Ability to maintain the highest level of customer service and professional attitude in all aspects of the job  
Must work safely to prevent injury to self and others  
Comfortable in a fast paced dynamic environment  
Understands the importance of detail and accuracy  
Ability to work well in a team environment and is always willing to assist others  
Education/Experience  
High school diploma or equivalent  
1 year related experience  
Position requires extensive lifting, walking, bending, and pushing. Must be able to lift up to 55 pounds and push and/or pull carts weighing as much as 500 pounds.  
Ability to withstand the physical demands  
Background Check/Drug Test  
Successful completion of comprehensive background check at time of application and throughout employment Successful completion of drug testing in accordance with company policies and applicable law  
Seniority Level  
Entry level

## **EMPLOYERS**

### **MARIETTA MEMORIAL HOSPITAL**

401 Matthew St Marietta, OH (740) 374-1400 <http://www.mmhospital.org/findajob>

### **CAMDEN CLARK MEDICAL CENTER**

800 Garfield Ave Parkersburg, WV (304) 424-2111 <http://wvmedicine.org/camden-clark/>

### **GENESIS HEALTHCARE/MARIETTA CENTER**

117 Bartlett St Marietta, OH (740) 373-1867 <http://www.geneshcc.com/Marietta>

### **Arbors at Marietta**

400 N 7<sup>th</sup> St Marietta, OH (740) 373-3597 <http://arborsatmarietta.com/>

### **Heartland of Marietta**

5001 OH-60 Marietta, OH (740) 373-8920 <http://www.heartland-manorcare.com/Marietta>

### **Brookdale Marietta**

150 Browns Road Marietta, OH (740) 205-0261 <https://www.brookdale.com/en.html>

### **Parkersburg Care Center**

1716 Gihon Road Parkersburg, WV (304) 485-5511 <http://www.geneshcc.com/Parkersburg>

### **Willows Center**

723 Summers St Parkersburg, WV (304) 428-5573 <http://www.geneshcc.com/Willows>

### **Worthington Nursing and Rehabilitation Center**

2675 36<sup>th</sup> St Parkersburg, WV (304) 485-7447 <http://www.worthingtonsnf.com/>

### **Ohio Valley Health Care**

222 Nicolette Road Parkersburg, WV (304) 485-5137 <http://www.ohiovalleyhealthcare.com/>

### **Cedar Grove**

110 Nicolette Road Parkersburg, WV (304) 424-6023 <http://cedargrove-wv.com/>

### **The Wingate Senior Living**

1 Wingate Drive Parkersburg, WV (304) 428-2004 <http://www.wyngateparkersburg.com/>

## **HELPFUL JOB SEARCH TIPS**

**Be Positive** Most of all; do not feel ashamed or guilty. If you have lost your job, you are not alone.

**Make A Plan** A successful job search requires planning and time.

**Use Online Job Boards** Register on OhioMeansJobs.com, Indeed.com, Monster.com and others.

**Network, Network, Network** Talking to everyone you know is key.

**Polish Your Resume** When you apply for a job, your resume is often

**Brush Up Your Interview Skills** Use the "Practice Interview Center" in your ohiojobs.com.

**Use the FREE Assistance Available from Your Local OHIOMEANSJOBS Centers!**

## **OhioMeansJobs - Washington County**

1115 Gilman Ave., Suite B, Marietta, OH 45750

740•434-0758

A proud partner of the  network

## **OhioMeansJobs - Noble County**

46049 Marietta Road, Caldwell, OH 43724

740•732•2392 x116

A proud partner of the  network

## **OhioMeansJobs - Morgan County**

155 East Main Street, McConnelsville, OH 43756

740•962•2519

A proud partner of the  network

## **OhioMeansJobs - Monroe County**

100 Home Ave., Woodsfield, OH 43793

740-472-1602

A proud partner of the  network