

## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

**Check out [www.northcoastjobs.org](http://www.northcoastjobs.org) and take a look at the calendar to see if there are any other events happening at our Job Store you might be interested in!!!!**

### US Census Bureau HIRING

**Testing Dates Will be given over the phone.** Anyone interested in Census Jobs should **CALL 419-324-7650 or 1-866-861-2010** to get date and time they are supposed to take their test. The application should be printed off the website ( <http://2010.census.gov/2010censusjobs/> ) and brought to the testing location on the date they are given. Please refer to the website for additional information regarding jobs with the US Census.

**Free Computer Classes** – Being offered again in the Job Store for the following dates: 2/17/10; 3/3/10; 3/17/10; 3/31/10. They will be doing a Basic Literacy Class from 10AM-12PM and a Microsoft Word & Excel from 12:30-4:15PM on these dates. Anyone interested in either of the must sign up in the Job Store!! Check with the Job Store for additional dates scheduled.

**APPRENTICESHIP** ~ The Sheet Metal Workers Joint Apprenticeship and Training Committee of Cleveland will be taking applications for apprenticeship on the 2 Monday of each month.(February 8<sup>th</sup>, March 8<sup>th</sup>, & April 12<sup>th</sup>, 2010), 11:30 am – 6:00 pm at the Sheet Metal Workers’ #33, Training Center at 12525 Corporate Dr., Parma, OH 44130. Must be at least 17 years of age, have a High School Diploma or GED (proof required) and a \$10.00 application fee (payable at time of application).

**REGISTER Job Seekers** – All Job Seekers should register on [jobs.jobnetwork.com](http://jobs.jobnetwork.com) and upload their resume. They can put in the type of jobs they are looking for and it will match them in the location they are looking for. Every Job Seeker should register on this site, as well as Ohio Means Jobs. If anyone needs help they can contact Karmen Ross at 419-668-8126 ext. 3457. This site will EMAIL job matches to the registered individual. **There are MANY more jobs on this site than in the newspapers in the Norwalk/Sandusky area!!**

**FREE VOICEMAIL** for anyone that does not have a phone line. Anyone interested in signing up for this FREE service or if you just have questions should contact Karmen Ross 419-668-8126 ext. 3457

**\*\*\*Resume and/or Interviewing Help\*\*\*** – Karmen Ross is taking appointments to help individuals with their resume or brush up on their interviewing skills. Anyone interested can call her at 419-668-8126 ext. 3457 to set up an appointment or just ask questions.

| Status | Date of JO (Open – Close) | Job Order # | Title                         | Wages         | City         | Education     | Experience    |
|--------|---------------------------|-------------|-------------------------------|---------------|--------------|---------------|---------------|
| Open   | 11/28/09 – 2/28/10        | OH502519    | Intermittent Receptionist     | \$8.10 – 9.00 | Sandusky     | Diploma / GED | 1 year        |
| Open   | 11/17/09 – 2/17/10        | OH502571    | Auto Repair Shop / Dealership | DOE           | Sandusky     | None          | 2 years       |
| Open   | 1/5/10 – 2/6/10           | OH504781    | Part Time Driving Instructor  | \$10.00       | Norwalk      | None          | 0             |
| Open   | 1/6/10 – 4/6/10           | OH504996    | Insurance Sales Agent         | Commission    | Norwalk      | Ged / Diploma | 0             |
| Open   | 1/7/10 – 2/6/10           | OH505116    | Diesel Technician             | DOE           | Norwalk      | Ged / Diploma | 3 years       |
| Open   | 1/7/10 – 3/6/10           | OH505115    | Sales Associate / Inside      | \$10-12       | Norwalk      | Ged / Diploma | 2 years pref. |
| Open   | 1/11/10 – 2/10/10         | OH505302    | Diesel Mechanic               | DOE           | N. Fairfield | Ged / Diploma | 1 year        |
| Open   | 1/12/10 – 2/11/10         | OH505327    | General Assembly              | \$9-10        | Willard      | Ged/Diploma   | 0             |

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|      |                   |          |                                 |                 |          |                   |          |
|------|-------------------|----------|---------------------------------|-----------------|----------|-------------------|----------|
| Open | 1/19/10 – 2/18/10 | OH505764 | Customer Service Rep            | DOE             | Norwalk  | Diploma / GED     | 3 years  |
| Open | 1/19/10 – 2/18/10 | OH505765 | Computer Technician             | DOE             | Norwalk  | Diploma / GED     | 3 years  |
| Open | 1/20/10 – 2/19/10 | OH505847 | Residential Community Caregiver | \$8             | Tiro     | Diploma / GED     | 0        |
| Open | 1/25/10 – 2/24/10 | OH506187 | Fiberglass Laminators           | \$10-12         | Lagrange | Diploma / GED     | 0        |
| Open | 1/21/10 – 2/20/10 | OH505962 | Shipping/Receiving Associate    | DOE             | Sandusky | Diploma / GED     | 3 yrs    |
| Open | 1/26/10 – 4/1/10  | OH506276 | Farmworkers                     | \$8.82          | Huron    | None              | 2 months |
| Open | 1/21/10 – 2/20/10 | OH505964 | EH&S Engineer                   | \$45-71K        | Sandusky | Bachelors Degree  | 5 years  |
| Open | 1/20/10-3/31/10   | OH505894 | Police Officer                  | DOE             | Sandusky | Diploma / GED     | 0        |
| Open | 1/20/10-2/5/10    | OH505865 | Mechanical Engineer             | DOE             | Sandusky | Associates Degree | 2 years  |
| Open | 1/11/10-6/30/10   | OH505291 | Correctional Officer            | \$8.50          | Sandusky | Diploma / GED     | 0        |
| Open | 1/11/10-6/30/10   | OH505292 | LPN                             | \$16.62-\$17.04 | Huron    | Diploma / GED     | 2 years  |
| Open | 1/11/10-6/30/10   | OH505293 | STNA                            | \$11.70-\$11.99 | Huron    | Diploma / GED     | 3 years  |
| Open | 1/7/10-2/6/10     | OH505105 | Sales                           | DOE             | Sandusky | Diploma / GED     | 0        |
| Open | 1/8/10-3/8/10     | OH505206 | Insurance Agent                 | \$20-30K        | Sandusky | Diploma / GED     | 0        |
| Open | 1/5/10-4/30/10    | OH504798 | Home Health Aide                | \$8.50          | Sandusky | Diploma / GED     | 0        |
| Open | 1/5/10-4/30/10    | OH504796 | STNA                            | \$9.00          | Sandusky | Certification     | 0        |

**\*\*\*\*Anyone interested in any of the Jobs in the Table please call the Job Store 419-668-8126 ext. 3335 or Karmen Ross 419-668-8126 ext. 3457 to inquire about them. Have the OH number ready and give us a call\*\*\*\***

### **Norwalk Reflector / Sandusky Register Ad's Monday 2/1/10**

GENERAL Needed Custodian/Maintenance person. Part time hours. Send resume to 151 Cline St. Norwalk, Oh. Attn. Trustees

HEALTHCARE Medical Assistant Willingness to enhance your skills as a medical assistant? North Ohio Heart Center has an immediate opening for a part time medical assistant to do ABI's and PVR's in our Sandusky office. We will train the right candidate to do the procedures, but must have a medical assisting certificate. Requires the ability to work a flexible schedule Monday-Friday of 24-28 hours a week. To apply, go to our website at [www.nohc.com](http://www.nohc.com) and click on careers to fill out an on-line application.

OFFICE/CLERICAL BOOKKEEPER Must have Quickbooks/taxes/ payroll experience. Very PT [mtlw@neo.rr.com](mailto:mtlw@neo.rr.com)

OFFICE/CLERICAL Customer Service/Sales Position My Wedding Reception [Ideas.com](http://Ideas.com)- located in Willard, Oh. Seeking individual for sale and customer service position weekdays 8:00am-5:00pm. \$9.00/hr. Excellent computer skills with proficiency in Microsoft Outlook, Work and Excel required. Candidates must possess excellent typing, proofreading, and communication skills for interaction with customers via phone and email. Email resume to info@[myweddingreceptionideas.com](http://myweddingreceptionideas.com)

### **Elyria Chronicle Ad's Monday 2/1/10**

#### **Welders & Fabrication Equipment Operators**

Westside manufacturer seeking qualified welders (SAW, GTAW, GMAW, FCAW) and fabrication equipment operators for upcoming projects. Also seeking up to 4 experienced grinding and polishing operators for temporary employment for processing architectural fabricated components.

Submit resume and hourly rate requirements to fax: 440-871-7752

**ARE YOU A PEOPLE PERSON?**

## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

Not enough hours where you are working? Looking to start a new career? We are a local company with immediate openings for sales trainees, no experience needed. We provide complete training! \$300/ \$500 weekly potential plus liberal bonuses. **Call for interview, 330-818-6993**

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**BIKINI BARTENDER WANTED** Looking for energetic people. All shifts, in Wellington. 440-926-2622 Leave message

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### Cable Installers Needed

For Lorain/Elyria & surrounding areas. Must have a clean, valid driver's license & must pass drug & criminal back ground checks.

Please apply at 2312 North Ridge Rd., Elyria

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Cleaning experience? Homemaker? Your skills are more valuable than you think at Molly Maid. Family friendly weekday hours, no nights, no weekends, no major holidays. Full Time only. \$270-\$420 Per Week. Call 440-327-0000

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Community Relations Director at Elmcroft of Medina Medina, OH

Plans and directs the marketing of Elmcroft's community and services. Shows and initiates leases of apartments to prospective residents. Maintains positive public contact in the community. Expands referral source base to positively impact Elmcroft's census. Routinely responsible for the community in the absence of the Residence Director. Experience in Marketing is required. Experience in Assisted Living and/or healthcare preferred. Bachelor's Degree from a four-year college or university, or one to three years related experience and/or training; or equivalent combination of education and experience. Interested applicants, please apply through our website - [www.seniorcare-corp.com](http://www.seniorcare-corp.com) & click on Careers OR Fax 502-753-6183

Equal Opportunity Employer - M/F/D/V

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### DRIVERS

Grow in 2010, that's our goal! We are adding drivers to meet the increase in freight. Come Aboard! OTR -Class A CDL, 2 yrs. min. experience **Call 330-461-0459**

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### EARN EXTRA \$\$\$\$ DELIVER THE GAZETTE

Alternate delivery car routes:

~1 day per week ~Routes average 3-5 hours ~Flexible hours ~Deliver in your neighborhood or surrounding area

ROUTES AVAILABLE IN **Brunswick Medina Hinckley Lodi Wadsworth** Call GAD Dept. 9a.m. - 3p.m. Ask For Terry Squire **330-721-4096 800-633-4623**

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**EXPERIENCED** Body Tech combo person. Must have tools for busy, fast paced shop. Apply at Rich's Auto Body, 1255 N. Main St., Amherst

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INSURANCE Agency seeking full time Group Health Sales Specialist with min. 3 years experience Excellent opportunity for the right person. Email cover letter & resume to employment@[oneillinsurance.com](mailto:oneillinsurance.com)

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LOCAL flooring company with multiple locations, has sales & management opportunities avail. Exp. in sales required. Call (440) 327-2380 ext.112

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### LPN's / RN's

needed for home health care in the North Olmsted and Medina areas. full & part time hours, day/ night/ weekend shifts.

## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

Experience with vent/trach/g-tube preferred. Benefits available (medical, vision, dental, life and PTO)

Call 800-518-2273 or email resume to: [dcantrell@pcnsohio.com](mailto:dcantrell@pcnsohio.com)

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### MENTAL HEALTH

#### PRACTICE

Seeking to fill 2 positions. Medical Billing Secretary - training or experience required. Front Desk Receptionist, people and phone skills, ability to multi task and check insurance benefits required. Full time, variable hours. Send resume to:

**Psych & Psych Services** 750 S. Abbe Rd. Elyria 44035 or email to: [csabo@psychandpsych.com](mailto:csabo@psychandpsych.com) or fax: 440-323-5134

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### SECONDARY Operations Operator

Brunswick Company has (2) immediate part time mfg. positions paying \$8.75/hr. working as a rewinder/imprinter. Shifts available Mon.- Fri. 8 am - Noon and Mon.- Fri. 11-5. Individual must have computer skills. Great opportunity for college students who need extra money and are going to school. Training provided. ID Images is an equal opportunity employer and requires both a pre-hire background check and drug test.

Please email Resume or application to: [careers@idimages.com](mailto:careers@idimages.com) Attention Kelly Michaels - Refer to Job 100

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### SENIOR FINANCIAL/ COST ANALYST

Bettcher Industries, a world-wide marketer of patented power tools for the meat processing and food service industries is looking to add a Senior Financial/Cost Analyst to our Finance / Accounting team in Birmingham, Ohio. The successful candidate will possess a Bachelor's Degree in Accounting and 5-7 years experience as an accountant/analyst in a manufacturing environment. We provide excellent benefits and a competitive salary commensurate with experience and education.

Please send resume and salary requirements to: **Bettcher Industries PO Box 336 Vermilion, Ohio 44089 e-mail:** [jobs@bettcher.com](mailto:jobs@bettcher.com) EOE

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### SITE Manager Full Time

Responsible for managing home for individuals with developmental disabilities. Must have high school Diploma/GED, 2 yrs. exp. in field of developmental disabilities with at least one year management/ supervision exp. Good driving record & auto insurance required.

**ALSO hiring: Part time Direct Care - all shifts.** Apply at: 4283 Paradise Rd. Seville, OH EOE - DFWP

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TANKER DRIVERS Class A CDL co. drivers. with 2 yrs. exp. Local, regional & OTR. Tank & Hazmat TWIC a plus. Average \$1000 weekly. Dillon Transport, 403 Bank St., Lodi, OH. [pcrofts@dillontransport.com](mailto:pcrofts@dillontransport.com) Phil at 866-329-6003. [www.dillontransport.com](http://www.dillontransport.com)

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### THE GAZETTE

Applications are being accepted for **MOTOR ROUTE DRIVERS** 6 day early morning delivery in the Medina County area Apply at: The Gazette 885 W. Liberty St. Medina OH 44256 or Call Terry 330-721-4096

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### Norwalk Reflector / Sandusky Register Ad's Tuesday 2/2/10

EDUCATIONAL Diversified Industrial Trades Coordinator, Part-Time QUALIFICATIONS: Dynamic and organized leader with excellent ability to develop training programs to meet client and student needs. Minimum of 5 years experience in supervision, including budgeting, staff and instructor evaluations, and mentoring. Industry Credential in one or more industrial trades areas (welding, electricity, construction, automotive) Excellent communication skills and experience working in a team atmosphere. Strong attention to detail, Computer literate and working knowledge of Word, Excel and email. Teaching experience preferred, High school graduation or GED required, College coursework or degree preferred. Documentation of a clear criminal record (BCI/FBI) Possession of or ability to obtain Adult Education Teaching License 25 hours per week, some evenings and weekends will be required. Submit cover letter, EHOVE application & resume by 2/20/2010 to: Tina Murray, Business and Trades Department Coordinator EHOVE

## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

Adult Career Center 316 W Mason Rd. Milan OH. 44846 419.499.4663 Ext. #293 Applications may be downloaded from:  
[www.ehove.net](http://www.ehove.net) Equal Opportunity Employer.

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GENERAL auto BODYSHOP Technician Busy GM dealership is in need of an Auto Technician for their BODYSHOP. We offer an excellent benefits package including competitive pay, medical benefits, 401k plan and paid vacations. Qualified applicants please apply in person, or send resume to [cjespinoza@kasperautogroup.com](mailto:cjespinoza@kasperautogroup.com). KASPER CHEVROLET/BUICK 300 Milan Ave. Norwalk, OH 44857

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OFFICE/CLERICAL BOOKKEEPER Must have Quickbooks/taxes/ payroll experience. Very PT [mtlw@neo.rr.com](mailto:mtlw@neo.rr.com)

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OFFICE/CLERICAL Customer Service/Sales Position My Wedding Reception [Ideas.com](http://Ideas.com)- located in Willard, Oh. Seeking individual for sale and customer service position weekdays 8:00am-5:00pm. \$9.00/hr. Excellent computer skills with proficiency in Microsoft Outlook, Work and Excel required. Candidates must possess excellent typing, proofreading, and communication skills for interaction with customers via phone and email. Email resume to info@[myweddingreceptionideas.com](mailto:myweddingreceptionideas.com)

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#### **ATTENTION**

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#### **CARPET CLEANERS**

Full & part time. **Drug free** work place. Will train. Apply at Stanley Steemer, 1669 W. 130th St. Ste. 101, Hinckley.

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Cleaning experience? Homemaker? Your skills are more valuable than you think at Molly Maid. Family friendly weekday hours, no nights, no weekends, no major holidays. Full Time only. \$270-\$420 Per Week. Call 440-327-0000

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#### **Clerical**

##### **Executive Assistant \$12-\$15/hr.**

Professional candidate needed to support Executive Director. Must have Business Admin., Public Admin. or related degree plus 3 years admin. exp. in management. Duties include transcription of minutes, preparing records for Board of Trustees. Exp. in government functions a plus! Please register with 2 ID's and resume 9-2pm.

(440) 324-1900



178 Midway Blvd., Elyria

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### DRIVER



**More than a trucking job .....EXPERIENCE a driving career!**

Excellent Equipment Great Pay/Benefits Consistent Hometime No-Force / NYC

No Hazmat Required 1 yr. OTR exp. CDL-A DRIVERS "**Dedicated to Excellence**" Devoted to Drivers Call Today! (866) 265-3713 [www.SmithDrivers.com](http://www.SmithDrivers.com) EOE

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### EARN EXTRA \$\$\$\$ DELIVER THE GAZETTE

Alternate delivery car routes:

~1 day per week ~Routes average 3-5 hours ~Flexible hours ~Deliver in your neighborhood or surrounding area

ROUTES AVAILABLE IN **Brunswick Medina Hinckley Lodi Wadsworth** Call GAD Dept. 9a.m. - 3p.m. Ask For Terry Squire **330-721-4096 800-633-4623**

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**EXPERIENCED** Body Tech combo person. Must have tools for busy, fast paced shop. Apply at Rich's Auto Body, 1255 N. Main St., Amherst

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### HELP WANTED!! CALL TODAY!!

General Labor - no exp. Packaging - no exp. CNC and Machine Operators all shifts Customer Service - Inbound Calling Electronic Technician with PLC exp. Extruder Operator Quality Control - Plastics

#### The Reserves Network

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

330-273-2600 800-501-0738

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INSURANCE Agency seeking full time Group Health Sales Specialist with min. 3 years experience Excellent opportunity for the right person. Email cover letter & resume to employment@ [oneillinsurance.com](http://oneillinsurance.com)

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**Call 800-518-2273** or email resume to: [dcantrell@pcnsohio.com](mailto:dcantrell@pcnsohio.com)

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### REGISTERED NURSE OPPORTUNITY

Life Care Center of Medina

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## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

Full-time night shift position available, 7 p.m. - 7 a.m. Current nursing licensure required. Long-term care experience preferred. We offer great pay and benefits in a mission-driven environment.

Contact Rob Berger 330-483-3131 [Robert\\_Berger@LCCA.com](mailto:Robert_Berger@LCCA.com) Visit us online at [www.LCCA.com](http://www.LCCA.com). EOE/M/F/V/D  
Job #13347



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### SALON STYLISTS

needed at J.C. Penney Salon. Find opportunities you've always dreamed of with the J. C. Penney Salon. We are looking for talented individuals like you who share a passion for artistic hair design. Must have a current license that meets state requirements EOE. Signing Bonus up to \$1000! Please apply in person or online at:

**J.C. PENNEY SALON MIDWAY MALL, ELYRIA** or

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

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STNA's full & part time, 2nd & 3rd shifts, weekends 1st shift, HOUSEKEEPING/Laundry, part time days, 555 Springbrook Dr, Medina 330-725-3393



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THERAPIST EXPANDING To Wellness & Prevention Hiring consultants for a global BBB Torch Awarded & Hall of Fame Wellness Co. Full or part time. (Career Income) Must be health + team + goal oriented. Free training. 330-635-9396 Ask for Deb to set up interview.

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### Norwalk Reflector / Sandusky Register Ad's Wednesday 2/3/10

GENERAL Auto Detailer/Clean Up Applicants must have a clean driver's license and a hard worker. Please apply in person for immediate consideration or email [cjespinoza@kasperautogroup.com](mailto:cjespinoza@kasperautogroup.com). KASPER NORWALK 300 Milan Avenue Norwalk, OH 44857

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PARTS ASSOCIATE Local John Deere Dealer Seeks Parts Associate. Full Time Position, farm background a plus. Apply within: 13 Fort Monroe Industrial Parkway, Monroeville, OH 44847.

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EDUCATIONAL Diversified Industrial Trades Coordinator, Part-Time QUALIFICATIONS: Dynamic and organized leader with excellent ability to develop training programs to meet client and student needs. Minimum of 5 years experience in supervision, including budgeting, staff and instructor evaluations, and mentoring. Industry Credential in one or more industrial trades areas (welding, electricity, construction, automotive) Excellent communication skills and experience working in a team atmosphere. Strong attention to detail, Computer literate and working knowledge of Word, Excel and email. Teaching experience preferred, High school graduation or GED required, College coursework or degree preferred. Documentation of a clear criminal record (BCI/FBI) Possession of or ability to obtain Adult Education Teaching License 25 hours per week, some evenings and weekends will be required. Submit cover letter, EHOVE application & resume by 2/20/2010 to: Tina Murray, Business and Trades Department Coordinator EHOVE Adult Career Center 316 W Mason Rd. Milan OH. 44846 419.499.4663 Ext. #293 Applications may be downloaded from: [www.ehove.net](http://www.ehove.net) Equal Opportunity Employer.

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### Elyria Chronicle Ad's Wednesday 2/3/10

#### **WAREHOUSE**

Forklift operators and laborers needed for the upcoming Auto Show and other events. Pay rate is \$10-\$12, 1st shift. Must have a clean background and be able to pass drug screening. This is a short term temporary assignment.

**Call Premiere Staffing at 440-239-4535 for appt.**

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**CDL CLASS A DRIVER** Lorain County company needs experienced driver. Benefits available. Home every night. For details call 216-961-0035. 9am-2 Mon-Fri.

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COOK experienced, Apply in person 193 Park Ave, Amherst

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#### **DRYWALL FINISHERS AND CREW LEADERS NEEDED**

Only experienced drywall finishers need apply. Must be able to run tools, have good hand work and reliable transportation. Able to work weekends a must. 440-281-4255

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#### PRACTICE

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**Psych & Psych Services** 750 S. Abbe Rd. Elyria 44035 or email to: [csabo@psychandpsych.com](mailto:csabo@psychandpsych.com) or fax: 440-323-5134

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**PARTS ASSOCIATE** Local John Deere Dealer Seeks Parts Associate. Full time position, farm background a plus. Apply at 13 Fort Monroe Industrial Parkway.



Monroeville, OH 44847 **JOHN DEERE**

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PLUMBER needed for local construction company, must have own tools, State license, workers comp & liability ins. Please send resume to P.O. Box 37, Wellington, OH 44090

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### SALON STYLISTS

needed at J.C. Penney Salon. Find opportunities you've always dreamed of with the J. C. Penney Salon. We are looking for talented individuals like you who share a passion for artistic hair design. Must have a current license that meets state requirements EOE. Signing Bonus up to \$1000! Please apply in person or online at:

**J.C. PENNEY SALON MIDWAY MALL, ELYRIA** or

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

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### SECONDARY Operations Operator

Brunswick Company has (2) immediate part time mfg. positions paying \$8.75/hr. working as a rewinder/imprinter. Shifts available Mon.- Fri. 8 am - Noon and Mon.- Fri. 11-5. Individual must have computer skills. Great opportunity for college students who need extra money and are going to school. Training provided. ID Images is an equal opportunity employer and requires both a pre-hire background check and drug test.

Please email Resume or application to: [careers@idimages.com](mailto:careers@idimages.com) Attention Kelly Michaels - Refer to Job 100

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### SITE Manager Full Time

Responsible for managing home for individuals with developmental disabilities. Must have high school Diploma/GED, 2 yrs. exp. in field of developmental disabilities with at least one year management/ supervision exp. Good driving record & auto insurance required.

**ALSO hiring: Part time Direct Care - all shifts.** Apply at: 4283 Paradise Rd. Seville, OH EOE - DFWP

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### THE GAZETTE

Applications are being accepted for **MOTOR ROUTE DRIVERS** 6 day early morning delivery in the Medina County area

## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

Apply at: The Gazette 885 W. Liberty St. Medina OH 44256 or Call Terry 330-721-4096

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**UNLIMITED INCOME POTENTIAL** If you really want to learn how to sell Real Estate, for Lorain County call Tammy Smith 440-336-0943 For Medina County call Jan Geib 330-723-2777 for confidential interview RUSSELL REAL ESTATE SERVICES

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### Want to make a Difference?

\$200-\$400 weekly average We're looking to fill 10-15 positions in our call center helping non-profit organizations. We offer 2 shifts 9:15am-2:15pm & 5pm-10pm **Candidates must be money motivated, articulate and have the desire to succeed.** We train you in an atmosphere geared toward your success. Our flexible schedules, great pay and team-oriented atmosphere make this the best part time job in town. **Call Now! Westlake, 440-835-6567**

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

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### **Norwalk Reflector / Sandusky Register Ad's Thursday 2/4/10**

GENERAL Auto Detailer/Clean Up Applicants must have a clean driver's license and a hard worker. Please apply in person for immediate consideration or email [cjespinoza@kasperautogroup.com](mailto:cjespinoza@kasperautogroup.com). KASPER NORWALK 300 Milan Avenue Norwalk, OH 44857

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PARTS ASSOCIATE Local John Deere Dealer Seeks Parts Associate. Full Time Position, farm background a plus. Apply within: 13 Fort Monroe Industrial Parkway, Monroeville, OH 44847.

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EDUCATIONAL Diversified Industrial Trades Coordinator, Part-Time QUALIFICATIONS: Dynamic and organized leader with excellent ability to develop training programs to meet client and student needs. Minimum of 5 years experience in supervision, including budgeting, staff and instructor evaluations, and mentoring. Industry Credential in one or more industrial trades areas (welding, electricity, construction, automotive) Excellent communication skills and experience working in a team atmosphere. Strong attention to detail, Computer literate and working knowledge of Word, Excel and email. Teaching experience preferred, High school graduation or GED required, College coursework or degree preferred. Documentation of a clear criminal record (BCI/FBI) Possession of or ability to obtain Adult Education Teaching License 25 hours per week, some evenings and weekends will be required. Submit cover letter, EHOVE application & resume by 2/20/2010 to: Tina Murray, Business and Trades Department Coordinator EHOVE Adult Career Center 316 W Mason Rd. Milan OH. 44846 419.499.4663 Ext. #293 Applications may be downloaded from: [www.ehove.net](http://www.ehove.net) Equal Opportunity Employer.

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GENERAL auto BODYSHOP Technician Busy GM dealership is in need of an Auto Technician for their BODYSHOP. We offer an excellent benefits package including competitive pay, medical benefits, 401k plan and paid vacations. Qualified applicants please apply in person, or send resume to [cjespinoza@kasperautogroup.com](mailto:cjespinoza@kasperautogroup.com). KASPER CHEVROLET/BUICK 300 Milan Ave. Norwalk, OH 44857

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OFFICE/CLERICAL BOOKKEEPER Must have Quickbooks/taxes/ payroll experience. Very PT [mtlw@neo.rr.com](mailto:mtlw@neo.rr.com)

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OFFICE/CLERICAL Customer Service/Sales Position My Wedding Reception [Ideas.com](http://Ideas.com)- located in Willard, Oh. Seeking individual for sale and customer service position weekdays 8:00am-5:00pm. \$9.00/hr. Excellent computer skills with proficiency in Microsoft Outlook, Word and Excel required. Candidates must possess excellent typing, proofreading, and communication skills for interaction with customers via phone and email. Email resume to info@[myweddingreceptionideas.com](mailto:myweddingreceptionideas.com)

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### **Elyria Chronicle Ad's Thursday 2/4/10**

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Applications are being accepted for **MOTOR ROUTE DRIVERS** 6 day early morning delivery in the Medina County area  
Apply at: The Gazette 885 W. Liberty St. Medina OH 44256 or Call Terry 330-721-4096

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#### CARPET CLEANERS

Full & part time. **Drug free** work place. Will train. Apply at Stanley Steemer, 1669 W. 130th St. Ste. 101, Hinckley.

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#### EARN EXTRA \$\$\$\$ DELIVER THE GAZETTE

Alternate delivery car routes:

## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

~1 day per week ~Routes average 3-5 hours ~Flexible hours ~Deliver in your neighborhood or surrounding area

ROUTES AVAILABLE IN **Brunswick Medina Hinckley Lodi Wadsworth** Call GAD Dept. 9a.m. - 3p.m. Ask For Terry Squire **330-721-4096 800-633-4623**

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**EXPERIENCED** Body Tech combo person. Must have tools for busy, fast paced shop. Apply at Rich's Auto Body, 1255 N. Main St., Amherst

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FEMALE needs assistance light chores, dependable 440-322-4144 after 1 pm

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INSURANCE Agency seeking full time Group Health Sales Specialist with min. 3 years experience Excellent opportunity for the right person. Email cover letter & resume to employment@[oneillinsurance.com](mailto:oneillinsurance.com)

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LOCAL flooring company with multiple locations, has sales & management opportunities avail. Exp. in sales required. Call (440) 327-2380 ext.112

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### MENTAL HEALTH PRACTICE

Seeking to fill 2 positions. Medical Billing Secretary/Data Entry - training or experience required. Front Desk Receptionist, people and phone skills, ability to multi task and check insurance benefits required. Full time, variable hours. Send resume to:

**Psych & Psych Services** 750 S. Abbe Rd. Elyria 44035 or email to: [csabo@psychandpsych.com](mailto:csabo@psychandpsych.com) or fax: **440-323-5134**

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**PARTS ASSOCIATE** Local John Deere Dealer Seeks Parts Associate. Full time position, farm background a plus. Apply at 13 Fort Monroe Industrial Parkway.

Monroeville, OH 44847

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RESTAURANT Manager/ Cook. LaGrange. 440- 355-4000, 216-299-3552

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**SALES PERSON** Newly renovated Mobile Home Community Seeking energetic & personable sales person Fax resume to 440-325-5396 Or call 440-986-6091

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SALES Rep, janitorial supplies, commission, send resume: 1421 East Ave. Elyria, OH 44035

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### SALON STYLISTS

needed at J.C. Penney Salon. Find opportunities you've always dreamed of with the J. C. Penney Salon. We are looking for talented individuals like you who share a passion for artistic hair design. Must have a current license that meets state requirements EOE. Signing Bonus up to \$1000! Please apply in person or online at:

**J.C. PENNEY SALON MIDWAY MALL, ELYRIA** or

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

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Please email Resume or application to: [careers@idimages.com](mailto:careers@idimages.com) Attention Kelly Michaels - Refer to Job 100

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SIDEWALK crew needed for snow removal. Must have clean driving record. 330-725-6058.

## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

### ATTENTION

Safety Corp expanding into area. Need to fill 15 full time & part time positions by 2/15. NO EXPERIENCE NECESSARY. If your not making \$650 per week. Call 440-331-3775

### **Norwalk Reflector / Sandusky Register Ad's Friday 2/5/10**

DRIVER TRANSPORTATION DRIVER NEEDED. REQUIRES A CLASS "C" CDL WITH PASSENGER ENDORSEMENT. MUST HAVE GOOD DRIVING RECORD AND PASS A CRIMINAL BACKGROUND CHECK. PICK UP APPLICATION AT SERVICES FOR AGING, INC., 130 SHADY LANE, NORWALK, EOE. NO PHONE CALLS PLEASE.

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GENERAL SEASONAL LABORER Sunrise Cooperative has openings for dependable individuals to assist with delivery of products. Successful candidates should know basic math and be able to lift a minimum of 50 lbs. Class A or B CDL helpful but not required. Sunrise offers competitive wages. Apply in person with Tony Myers at 3130 Greenwich Milan Townline Road, Norwalk, OH. 8:30 AM until 4:30 PM

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GENERAL Auto Detailer/Clean Up Applicants must have a clean driver's license and a hard worker. Please apply in person for immediate consideration or email [cjespinoza@kasperautogroup.com](mailto:cjespinoza@kasperautogroup.com). KASPER NORWALK 300 Milan Avenue Norwalk, OH 44857

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PARTS ASSOCIATE Local John Deere Dealer Seeks Parts Associate. Full Time Position, farm background a plus. Apply within: 13 Fort Monroe Industrial Parkway, Monroeville, OH 44847.

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EDUCATIONAL Diversified Industrial Trades Coordinator, Part-Time QUALIFICATIONS: Dynamic and organized leader with excellent ability to develop training programs to meet client and student needs. Minimum of 5 years experience in supervision, including budgeting, staff and instructor evaluations, and mentoring. Industry Credential in one or more industrial trades areas (welding, electricity, construction, automotive) Excellent communication skills and experience working in a team atmosphere. Strong attention to detail, Computer literate and working knowledge of Word, Excel and email. Teaching experience preferred, High school graduation or GED required, College coursework or degree preferred. Documentation of a clear criminal record (BCI/FBI) Possession of or ability to obtain Adult Education Teaching License 25 hours per week, some evenings and weekends will be required. Submit cover letter, EHOVE application & resume by 2/20/2010 to: Tina Murray, Business and Trades Department Coordinator EHOVE Adult Career Center 316 W Mason Rd. Milan OH. 44846 419.499.4663 Ext. #293 Applications may be downloaded from: [www.ehove.net](http://www.ehove.net) Equal Opportunity Employer.

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GENERAL auto BODYSHOP Technician Busy GM dealership is in need of an Auto Technician for their BODYSHOP. We offer an excellent benefits package including competitive pay, medical benefits, 401k plan and paid vacations. Qualified applicants please apply in person, or send resume to [cjespinoza@kasperautogroup.com](mailto:cjespinoza@kasperautogroup.com). KASPER CHEVROLET/BUICK 300 Milan Ave. Norwalk, OH 44857

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OFFICE/CLERICAL BOOKKEEPER Must have Quickbooks/taxes/ payroll experience. Very PT [mtlw@neo.rr.com](mailto:mtlw@neo.rr.com)

### **Elyria Chronicle Ad's Friday 2/5/10**

WANT to work for yourself? Consider a CAREER in Real Estate & New Homes Sales. Info: Adrian Frederick COLDWELL BANKER HUNTER REALTY 440-327-2123

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### **CARPET CLEANERS**

Full & part time. **Drug free** work place. Will train. Apply at Stanley Steemer, 1669 W. 130th St. Ste. 101, Hinckley.

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### **DRIVERS**

Things are bustin' loose! We need more OTR Drivers, Class A CDL. Home every weekend. Nice trucks. Nice people. **Call 330-461-0459 Anytime.**

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### **DRYWALL FINISHERS AND CREW LEADERS NEEDED**

Only experienced drywall finishers need apply. Must be able to run tools, have good hand work and reliable transportation. Able to work weekends a must. 440-281-4255

## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

### EARN EXTRA \$\$\$\$ DELIVER THE GAZETTE

Alternate delivery car routes:

~1 day per week ~Routes average 3-5 hours ~Flexible hours ~Deliver in your neighborhood or surrounding area

ROUTES AVAILABLE IN **Brunswick Medina Hinckley Lodi Wadsworth** Call GAD Dept. 9a.m. - 3p.m. Ask For Terry Squire **330-721-4096 800-633-4623**

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FEMALE needs assistance light chores, dependable 440-322-4144 after 1 pm

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### GM SERVICE DIRECTOR

Combination Service director/ service writer position for a small GM dealership in Lorain County. Knowledge of everything in the service department is necessary as job responsibilities include repair order write up, warranty claims processing, dispatching, billing, etc. Parts knowledge is also a plus. We are looking for someone to help grow the department. Salary plus bonus, hospitalization, and paid vacations. Your application will be kept in strictest confidence. Send resume to:

**GM Dealer 55 S. Main St #117 Oberlin, Oh. 44074** or e-mail it to [hw19950@gmail.com](mailto:hw19950@gmail.com)

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INSURANCE Agency seeking full time Group Health Sales Specialist with min. 3 years experience Excellent opportunity for the right person. Email cover letter & resume to employment@ [oneillinsurance.com](mailto:oneillinsurance.com)

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LOCAL flooring company with multiple locations, has sales & management opportunities avail. Exp. in sales required. Call (440) 327-2380 ext.112

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MECHANIC needed for busy Montrose area repair shop, 5 years exp. required. Exc. pay + benefits. Call Wilson Garage 330-666-8207

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**Psych & Psych Services** 750 S. Abbe Rd. Elyria 44035 or email to: [csabo@psychandpsych.com](mailto:csabo@psychandpsych.com) or fax: 440-323-5134

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### OWNER OPERATORS

With Tandem Axle Tractors. Cleveland based. Out & Back. Pull our '53 ft. Vans. 1500 mi. radius.

**Call (216) 298-4022**

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**PARTS ASSOCIATE** Local John Deere Dealer Seeks Parts Associate. Full time position, farm background a plus. Apply at 13 Fort Monroe Industrial Parkway.

Monroeville, OH 44847

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RESTAURANT HIRING Accepting Resumes for all positions in person Tue-Wed-Thur 2pm-4pm. 525 Broad St., Elyria

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RESTAURANT Manager/ Cook. LaGrange. 440- 355-4000, 216-299-3552

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**SALES PERSON** Newly renovated Mobile Home Community Seeking energetic & personable sales person Fax resume to 440-325-5396 Or call 440-986-6091

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SALES Rep, janitorial supplies, commission, send resume: 1421 East Ave. Elyria, OH 44035

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needed at J.C. Penney Salon. Find opportunities you've always dreamed of with the J. C. Penney Salon. We are looking for talented individuals like you who share a passion for artistic hair design. Must have a current license that meets state requirements EOE. Signing Bonus up to \$1000! Please apply in person or online at:

**J.C. PENNEY SALON MIDWAY MALL, ELYRIA** or

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

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### Summer Camp

Working with individuals with disabilities Positions available: Camp Counselors - All Shifts Camp Cook and Camp Nurse Life Guard Camp Paradise operates June 7 - Aug. 13 Monday - Friday HS Diploma and good driving record required Applications accepted at: 4283 Paradise Road Seville, OH 44273 330-722-1900

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### THE GAZETTE

Applications are being accepted for **MOTOR ROUTE DRIVERS** 6 day early morning delivery in the Medina County area Apply at: The Gazette 885 W. Liberty St. Medina OH 44256 or Call Terry 330-721-4096

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### TRUCK DRIVER

Established recycling factory seeking CDL Class A Drivers. Most pickup locations fall within a 1000 mile radius from Akron. Must have valid license with no more than 2 points. Min. 2 yrs. exp. req'd. We offer competitive wages, merit raises & a great benefit package. Apply in person Mon. thru Fri. 8 AM to 4 PM to: Sparton Enterprises, Inc., 3717 Clark Mill Rd., Barberton OH 44203 or call 1-888-764-3193 for more information.

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## Tiffin Tribune Weekly Ad's

### 2010 EXPANSION

- 27 immediate openings
- Tiffin distribution Company
- Expanding all departments
- No experience necessary
  - Full training provided
  - Call now for interview!

419-443-7443

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### IMMEDIATE OPENINGS

1<sup>st</sup> shift Hog Slaughter/Butcher

3<sup>rd</sup> shift Meat cutter/Trimmer

\$11.60/Sandusky Area

2<sup>nd</sup> shift Assembler

GED/Diploma required

\$9.00/Willard Area

Drug Screen & Background checks Required for all positions.

Apply at: Westaff.com

1-800-269-2262

E.O.E

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The following positions:

Lakota Jr. High Football coach-7th and 8th grade, all inquiries contact:

Athletic Director Jim Kelly at:

[jkelly@lakota-sandusky.k12.oh.us](mailto:jkelly@lakota-sandusky.k12.oh.us) or

5186 Co. Rd 15

Kansas, Oh 44841

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## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

### QUALITY control

person for inspection of parts in a machine shop.  
419-639-3937.

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### Customer Service/Inside Sales Representative

Full-time, permanent position available in the Customer Service/ Inside Sales department of a very successful, local manufacturing company. Applicants should demonstrate good communication, telephone, and computer skills. Duties include customer interaction, quoting, expediting, and order entry. The ability to multi-task and work in a fast paced environment is necessary. High school diploma is required and previous inside sales or customer service experience preferred. Competitive wages and benefits package available.

Please send resume to:

Box 722,  
The Advertiser-Tribune,  
320 Nelson St.  
Tiffin, Ohio 44883

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Local office seeking part-time

professional secretary/receptionist (20-25 hours a week). This position demands a variety of secretarial skills, working directly with clients and requires word processing computer skills. A general business background and income tax knowledge helpful. Please send resumes to: Box 723 The Advertiser-Tribune, 320 Nelson St., Tiffin, Ohio 44883.

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Home staff, 11-7 shift. Full time  
position available. Must be self- motivated & able to work independently with the elderly.

Apply at Friedman  
Village, 175 St. Francis Ave.  
No phone calls please. We are a drug free workplace.

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## **Richland County Job Leads** [www.rcjfs.net](http://www.rcjfs.net)

### **RICHLAND COUNTY:**

#### **Mansfield**

**Are you 55 or older with limited income?** If you are not currently working and live in Richland, Crawford, Erie or Huron Counties, we may have the training and employment opportunities that are just right for you. **Please contact Experience Works at: 1-877-265-7876.**

United States Census 2010: Temporary part-time positions. Census jobs offer flexible hours up to 40 hours/week, mileage reimbursement, work near home, \$8.25 - \$19.50/hour. For additional information, please call: 1-866-861-2010, or visit: [www.2010censusjobs.gov](http://www.2010censusjobs.gov).

Apprenticeships: The Ohio Engineers Local 18 is accepting applications for apprenticeships on February 4, 5, and 6, 2010, from 9:00 a.m. to 3:00 p.m. Please visit their website at: [www.local18training.com](http://www.local18training.com) for additional information.

Carriers – for the News Journal for Mansfield and Galion: Door delivery. Newspapers must be picked up at News Journal daily before 4:00 a.m. and delivered by 7:00 a.m. every day. Must have reliable vehicle and back-up. Call our Carrier Hotline at: 419-521-7368 for further information. Please leave message with your name, address, phone number, and type of vehicles.

**Cooks, Prep Cooks, Cashiers:** Part-time positions. Apply in person at: Cici's Pizza, 2156 Walker Lake Road, Mansfield.

Stylist and/or Nail Technician with clientele – for upscale salon: Must be experienced. Accepting resumes at: 2012 West 4th Street, Mansfield. Phone: 419-709-9508.

Deliver Phone Books: We are recruiting individuals to deliver phone books in the following communities: Ashland, Bellville, Bucyrus, Crestline, Loudonville, Mansfield, Shelby. For additional information, call: 1-800-373-3280 Monday through Friday between the hours of 8:30 a.m. and 8:00 p.m. EST.

## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

Single Copy Account Representative – for the Mansfield News Journal: Requirements include collections or related work experience handling financial aspects of a business. Previous experience in retail customer service/display assembly a plus. Competitive salary, healthcare/dental/vision coverage, flexible spending account, paid vacation, personal & sick leave, tuition assistance, stock, 401(k). Pre-employment drug testing & background screening required. Please mail, fax, or e-mail resume, references and salary expectations to: H.R. Department, 2 North First Street, Newark, OH 43055. Fax: 740-349-1111. E-mail: [HR@nncogannett.com](mailto:HR@nncogannett.com). For additional information regarding this job, go to [www.centralohio.com](http://www.centralohio.com), click on “Jobs at NNCO”.

Phone Work: Full-time positions available for inbound and outbound call center. Call InfoCision at 1-800-221-2573, Ext. 301 for an appointment for an interview. Or visit us on our website at [www.jobs.infocision.com](http://www.jobs.infocision.com). Use Extension 301.

Receptionist/Bookkeeper – for local healthcare company. Experience is a must. Please send your resume with references to: Box #1767-M, c/o The Mansfield News Journal, 70 West 4th Street, Mansfield, OH 44903.

Billing Coordinator: Full-time for medical practice. PPM software and computer experience needed. Reply to: 558 South Trimble Road, Mansfield, OH 44906.

Regional Retail Manager – North Group: Main office will be based at the News Journal in Mansfield. Position is responsible for achieving single copy volumes through the development/implementation of sales/marketing strategies, and working with operational managers; oversee effective collections practices to ensure that profitability levels are maintained for organization. Requirements include a college degree or equivalent experience in sales and/or distribution operations, 3-5 years' management experience. Prefer newspaper experience in sales and/or circulation operations. We offer a competitive salary, health/dental/vision coverage, flexible spending account, 401(k), stock, paid vacation, personal and sick leave, and tuition assistance. Preemployment drug testing and background screening required. Mail, fax, or e-mail resumes, references and salary expectations to: H.R. Department, 2 North First Street, Newark, OH 43055. Fax: 740-349-1111. E-mail: [HR@nncogannett.com](mailto:HR@nncogannett.com).

Executive Director – for Richland County Regional Planning Commission: Position requires a degree in Urban Planning, Public Administration, Civil Engineering, or related field, and ten years' experience. Salary range \$50-\$69,000. Submit letter of interest, resume and references to: Search Committee, Richland County Regional Planning, 35 North Park Street, Mansfield, OH 44902, by March 1, 2010.

Sales Associates: Immediate full-time openings. We offer a 5-day work week, aggressive pay plan, paid vacation, medical benefits, and 401(k). E-mail resume to: [mansfield@spitzer.com](mailto:mansfield@spitzer.com). Or contact Aric Studer, Spitzer Dodge, at: 419-524-2511.

District Sales Manager – for leading pump manufacturer: We are seeking an energetic, hard-working individual to manage established distributor accounts and expand end user business in the north central Ohio area. Degree is preferred, but will consider experience in lieu of formal education. Must be willing to travel and consider relocation convenient to the IL, MI, WI, IN, MN area. Broad pump application and sales experience are a must. Company offers excellent wages and benefits package. Please send resume and salary requirements to: Lee Wilkins, VP, Human Resources, The Gorman-Rupp Company, P.O. Box 1217, Mansfield, OH 44901. Or fax resume to: 419-755-1525. Or e-mail resume to: [lwilkins@gormanrupp.com](mailto:lwilkins@gormanrupp.com).

Service Technician – for Emerson Process Management, Valve Automation Division, Shafer Products, Mansfield: Excel and Word computer skills, along with strong problem-solving and technical/analytical skills are required. Prefer 1-2 years' minimum previous field experience. Hydraulics and pneumatics background are a plus. We offer a competitive salary and benefits package. Qualified candidates please submit a resume and salary requirements to: [shafer.personnel@emerson.com](mailto:shafer.personnel@emerson.com).

Maintenance Electrician – for Mansfield area manufacturer: Must have a minimum of six (6) years of experience in industrial electric and mechanical repair, knowledge in 120-480 voltage, and be able to read electrical schematics. Knowledge in pneumatics, hydraulics, and PLC experience a plus. Must be able to work 2nd or 3rd shift. We offer competitive wages and benefits including medical/dental/life coverage, paid holidays and vacations, and 401(k). Drug screen and background check required. Please send resumes to: Box #1765-M, c/o The Mansfield News Journal, 70 West 4th Street, Mansfield, OH 44903. Time Staffing has openings for qualified people in Mansfield, Bucyrus, and Shelby areas. Some openings may include

**Machine Operator, Material Handler**, and others. Pay is \$8.00 - \$10.00. Openings for weekend work as well. Openings are conditional on job skills, work history, shifts, and location availability. Must be able to pass pre-employment drug screen and background check. Some jobs require a high school diploma/GED. For further information, please call 419-207-0333 between 9:00 a.m. and 5:00 p.m., Monday through Friday. To apply, please go to our website at: [www.timestaffinginc.com](http://www.timestaffinginc.com).

**Production, Laborers, Carpentry/Woodworking:** Must have solid math skills and be able to read a tape measure. Valid driver's license, clean background, high school diploma, and drug screen required. \$10.00 per hour. Apply between 9:00 and

## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

10:00 a.m. at 355 Park Avenue West, Mansfield.

AK Steel, Mansfield, has an immediate need for the following positions: **Quality Systems Manager:** Bachelor's degree in Metallurgical Engineering or Material Science with 3-5 years' experience; will also consider Bachelor's degree in Mechanical or Chemical Engineering and Chemistry; Certification in quality auditing and management; knowledge and experience in the TS 16949 Quality certification process. **Maintenance Engineer:** Associate's or Bachelor's degree in related field; 2-5 years' prior experience in heavy manufacturing; engineering/mechanical/electrical knowledge; experience in trouble-shooting and problem-solving. **Maintenance Shift Manager:** Associate's or Bachelor's degree in related field or equivalent experience; 2-5 years' prior supervisory experience in heavy manufacturing; lead and direct crews; mechanical/electrical knowledge and experience in trouble-shooting and problem-solving; experience in high voltage electrical systems a plus; conduct meetings, observations, and safety contacts, working rotating shifts. **Production Shift Manager:** Must have 2-5 years' prior supervisory experience in heavy manufacturing; lead and direct crews; monitor performance; conduct meetings, observations, and safety contacts, work rotating shifts. Send resumes to: [MARecruiter@aksteel.com](mailto:MARecruiter@aksteel.com).

**Drivers, Dispatchers:** Full-time. Apply in person at 723 West Longview Avenue, Mansfield.

RN PACU: PRN position available in post-op care unit. Minimum one year's PACU experience is required. Send resume to: Director of Nursing, SurgiCenter of Mansfield, 1030 Cricket Lane, Mansfield, OH 44906.

LPN Pediatric Nurse – home care cases: All hours available. Some cases require vent and trach experience. Apply in person at: TLC Home Health, 1332 Park Avenue West, Mansfield, 8:00 a.m. to 4:00 p.m., Monday - Friday. Or fax to 419-775-5904.

STNA/CNA/HHA: High school diploma or GED and CPR required; CNA or Medicare approved HHA Certificate; current licensure and First Aid Certification preferred. Benefits: competitive pay, yearly raises, flexible hours. Apply at: Heritage Home Health Care, 2313 Village Park Court, Mansfield, OH 44906. Fax: 419-867-3806. E-mail: [HR@heritage-hcs.com](mailto:HR@heritage-hcs.com).

**STNA's, Home Health Aides** – for Ashland and Richland Counties: Full-time, part-time, and PRN positions are available. Also accepting applications for the STNA program (\$655.00), and we are WIA approved. For further information, please contact: Teresa Kreager, Office Manager, Companions of Ashland Home Care & Nurse Aide Training Center, 1247 East Main Street, Ashland, OH 44805. Phone 419-281-2273, 419-606-7710, or 1-866-353-0273.

### Other

Automotive Sales Staff – for new vehicle dealership: We are looking for a career-minded person, male or female who is enthusiastic, good communication skills, integrity, and who doesn't mind working hard to be successful. Experience is helpful, but not necessary. Our pay plan features a generous commission with big earning potential. Benefits include hospitalization, short and long-term disability insurance, paid vacations, 5-day work week, and more. Please send resume or apply in person at: Fredericktown Chevrolet, 95 South Main Street, Fredericktown, OH 43019. Or e-mail resume to: [jwalsh@fredychevy.com](mailto:jwalsh@fredychevy.com).

Office/Clerical Customer Service/Sales Position: My Wedding Reception Ideas located in Willard, Ohio is seeking individual for sale and customer service position weekdays 8:00 a.m. - 5:00 p.m. \$9.00 per hour. Excellent computer skills--proficiency in Microsoft Outlook, Word and Excel required. Candidates must possess excellent typing, proofreading, and communication skills for interaction with customers via phone and e-mail. Please e-mail your resume to [info@myweddingreceptionideas.com](mailto:info@myweddingreceptionideas.com).

### ASHLAND COUNTY:

#### Ashland

Data Entry – 2<sup>nd</sup> and 3<sup>rd</sup> shifts: Strong typing, math, phone skills required. Apply at: BookMasters, 30 Amberwood Parkway, Ashland. Or on our website at: [www.bookmasters.com](http://www.bookmasters.com).

Appointment Setters - needed in Ashland: Full-time and part-time positions available. Experience helpful, but not necessary. Must have excellent communications skills. \$7.50 - \$10.00 per hour. Call Kevin at: 419-289-0626 for additional information.

**General Labor Workers, Glaziers:** Must be able to lift 50 lbs. Please apply in person at: Starkey Glass, 1746 Claremont Avenue, Ashland, Ohio, between 8:00 a.m. and 4:00 p.m.

Bus Assistants: These positions require a high school diploma or GED; must be willing to take CPR, First Aid, and other

## WEEKLY JOB POSTINGS 2/1/10 – 2/5/10

training as necessary. Must pass BCII/FBI and drug test. Please apply in person at the Dale Roy School, 1256 South Center Street, Ashland, Ohio.

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### Other

Church Treasurer: Part-time position available with Zion Lutheran Church, 222 East Main Street, Loudonville, OH 44842. Please submit resume to church office no later than 3:00 p.m., Wednesday, February 10, 2010. For complete job description email at: [zlcfamily@verizon.net](mailto:zlcfamily@verizon.net).

### CRAWFORD COUNTY:

#### Bucyrus, Crestline, Galion, Other

**Are you 55 or older with limited income?** If you are not currently working and live in Crawford, Erie, Huron, or Richland Counties, we may have the training and employment opportunities that are just right for you. **Please contact Experience Works at: 1-877-265-7876.**

HEALTH CAREER & JOB FAIR: Wednesday, February 10, 2010, from 10:00 a.m. to 12:00 noon, at the Crawford County OneStop Jobs Plus, 225 East Mary Street, Bucyrus, Ohio. Come prepared for a job interview; bring an up-to-date resume; be prepared to fill out applications; please do not bring children. For additional information, please call: 419-562-8066, Ext. 300.

**Industrial Electricians, Machinists, Machine Adjusters** –GE Bucyrus Lamp Plant: The successful applicants will have a stable work history, ability to work all shifts and swing from shift to shift. Additional requirements for various positions are as follows: Electrician: A 2-year degree in electrical engineering, electronics, or related field; at least 3 years' experience in a manufacturing setting; experience programming/trouble-shooting GE PLC's including series 1, series 6, 90/30, 90/70, RX31, and RX71; experience with machine controls, sensors, pneumatics, and inspection systems; experience with conduit layout and installation; knowledge of operation and repair of variable freq. drives, servo drives, DC drives; knowledge of NEC and NFPA 70E. Machinist: High school diploma or equivalent; graduate of certificate program in machinist training or equivalent; and 5 years' industrial experience as a machinist. Machine Adjuster: Must have at least 3 years' mechanical experience in an industrial/manufacturing environment or equivalent; H.S. diploma or equivalent. GE offers very competitive wages, and a benefits package including pension plan, 401(k), life/medical/vision/dental insurance, and 2 weeks vacation. Applications are being accepted at the Crawford County Job & Family Services Office, 225 East Mary Street, Bucyrus, until February 5, 2010.

Production Workers: Pittsburgh Glass Work's Crestline automotive glass manufacturing plant has full-time openings for production employees. Start salary is \$9.00/hour. Candidates must successfully complete a manufacturing assessment. An intoxicant screen will be performed as part of a pre-placement physical examination. To apply, go to: [www.Jobspgw.com](http://www.Jobspgw.com); choose Crestline, OH; for position select: Crestline production. Applications/phone calls will not be accepted at PGW facility.

Carriers – for the News Journal in Mansfield and Galion: Door delivery. Newspapers must be picked up at News Journal daily before 4:00 a.m. and delivered by 7:00 a.m. every day. Must have reliable vehicle and back-up. Please call our Carrier Hotline at: 419-521-7368 for further information. Leave a message with name, address, phone number, and type of vehicles.

Accountant: A Bachelor's degree in Accounting required; prefer healthcare experience, Medicare cost reporting knowledge. CPA a plus. Position performs advanced multifaceted accounting functions in preparation of financial statements, 990's, audit work papers, account reconciliation, and budgets. Competitive salary and benefits package with excellent working conditions. Send or fax a resume, or fill out an application at: Galion Community Hospital, Human Resources Department, 269 Portland Way South, Galion, OH 44833. Fax: 419-468-9522. Phone: 419-468-0552. Visit our website at: [www.galionhospital.org](http://www.galionhospital.org).

Finance Director – for City of Galion, Ohio: BA Degree in Accounting/Public Finance or similar discipline required; Master's degree highly desired. Must have documented knowledge/experience with GAAP and GASB rules, accounting experience, 5+ years' managerial governmental finance; significant experience in debt management, revenue collection, purchasing, cash flow and investment, risk and general management, experience preparing CAFFR, strong knowledge of fund accounting, federal, state and local income tax laws; strong computer skills. Must be bondable and pass physical and drug screening test. Salary

## **WEEKLY JOB POSTINGS 2/1/10 – 2/5/10**

\$50,000 - \$70,000 plus benefits. Position reports to City Manager and administers all city finance programs. Please submit resume, cover letter, salary history and at least three (3) professional references to City of Galion, Attention Human Resources, 301 Harding Way East, Galion, OH 44833-2087, by February 15, 2010. Additional information at <http://www.ci.galion.oh.us>.

Motor Equipment Operator – 1: The Galion Civil Service Commission will conduct an examination to establish an eligibility list for this position on Monday, February 8, 2010, at 7:00 p.m. at the Galion Senior High School. Applications to take the written test are available at the Galion City Building, 301 Harding Way East, 8:00 a.m. to 4:00 p.m., Monday through Friday, and must be returned completed by noon on Friday, February 5, 2010 (along with copies of school/college transcripts). A performance deposit of \$20.00 cash must accompany each application. Qualifications: Completion of secondary education and knowledge of traffic laws and regulations governing motorized equipment operation, safety practices/procedures; street, water, and sewer maintenance techniques, materials & equipment and automotive & equipment maintenance and repair techniques; demonstrable skill in truck operations. Possession of a valid State of Ohio Commercial Driver's License is required. Starting pay rate for this position is \$11.76 per hour, plus an excellent fringe benefits package. Passing grade on written exam is: 72%.

Custodian/Maintenance person: Part-time hours. Send resume to: Attention: Trustees, 151 Cline Street, Norwalk, OH 44857.