Employment Services – Job Leads
November 21, 2022
(216) 651-5188
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Step Forward compiles a list of jobs that are available in Greater Cleveland each week. The list below is arranged by industry. Each entry includes brief information about the position with a link to the job posting for more information and to apply. "Hot Jobs" are positions that will be posted in this section for 30 days or until filled.

HOT JOBS

RETAIL ASSOCIATE – GOODWILL – MAYFIELD HEIGHTS

Full-time. Pay: From $11.75 per hour. We are currently hiring retail associates for the Goodwill store located at 6605 Mayfield Rd Mayfield Heights, OH 44124. We are looking for team players that have great customer service skills who know how to treat others with respect and put people first - like we do! Background check required.

Published 11/21/22

https://www.salary.com/job/goodwill-industries-of-greater-cleveland-east/retail-associate/j202206010028512488829?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

HOUSE CLEANING PROFESSIONALS – FRESHSPACE CLEANING – CLEVELAND

Full-time. Part-time. Contract. Pay: Up to $27.00 per hour. This is an independent contractor position, you can set your own hours. FreshSpace Cleaning Cleveland is a local cleaning company looking for professional cleaners immediately. We operate in Cleveland and surrounding cities (Bay Village, Solon, Rocky River, Avon Lake, Akron, etc.). Requirements: Have existing cleaning experience; Are reliable, responsive, and professional; Own a reliable vehicle and their own cleaning supplies and equipment.

Published 11/21/22

https://careergoalie.com/jobs/house-cleaning-professionals/rvd1v3qbtwzpd1d4wbt6x7yznqZl8tngxkld0vhjp2c3pnzpvnA2lsj6ph24bmbg2f3lvg

ssw30mgwq?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

CUSTOMER SERVICE REPRESENTATIVE – FAMILY DOLLAR – CLEVELAND

Full-time. Part-time. Pay: Est. $10.58 - $14.72. Location: 11511 Kinsman Rd., Cleveland, OH 44104. As a Family Dollar Customer Service Representative, you will be responsible for providing exceptional service to our customers. Responsibilities: Provides customer engagement in positive and approachable manner; Assists in maintaining a clean, well-stocked store for customers during their shopping experience; Helps in the unloading of merchandise from delivery trucks, organizes merchandise, and transports merchandise from stockroom to sales floor. Requirements: Prefer completion of high school or equivalent; Prefer experience working in retail, hotel, restaurant, grocery or drug store environments.

Published 11/21/22

https://www.snagajob.com/jobs/579370733?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

BARISTA – BEYOND JUICERY – CLEVELAND

Part-time. COMPENSATION: $12-$15 an hour. At Beyond Juicery + Eatery, we strive to be the BEST part of our guests' day by offering products that are healthy and delicious, along with an upbeat and welcoming atmosphere. That's why we're looking for passionate, outgoing Baristas who will go out of their way to make our guests smile. Our Baristas are cross-trained to excel in various positions in the front and back of house, offering variety and excitement, as well as incredible opportunities for advancement to management and beyond.

Published 11/14/22

https://www.glassdoor.com/job-listing/barista-part-time-beyond-juice-JV_IC1145778_KO0,17_KE18,30.htm?jl=1008249014374&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

PRODUCTION EMPLOYEE – MALLEY'S CHOCOLATES – CLEVELAND

Full-time and Part-time hours. Pay: $13.00 per hour. Hours: Monday – Friday (Saturday's during peak seasons). Production employees will pack candy into a variety of packages to meet both the high-quality standards as well as the speed of the production line. Production Employees will also provide processing line support by placing product on conveyor belts, sort raw materials and remove any defects, and other processing related tasks. Requirements: High school diploma or GED; Perform basic visual quality inspections on products; Maintaining the production pace of the production line.

Published 11/14/22

https://www.ziprecruiter.com/c/Malleys-Chocolates/Job/Production-Employee/-in-Cleveland,OH?jid=b5bfa6fd52f52237&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

KITCHEN WORKER – SALVATION ARMY – HARBOR LIGHT – CLEVELAND

Full-time. Pay: $16.00 per hour. Supports the kitchen by insuring proper and safe handling, holding, serving and storage of food. Maintains cleanliness of kitchen area. Qualifications: High School diploma or equivalent required; Entry level kitchen experience desired; At least 6 months experience with food volume production or culinary / hospitality training; Must be able to routinely lift and carry boxes weighing 50 pounds or more.

Published 11/14/22

https://www.talent.com/view?id=eefcfc440a8b&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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RECEPTIONIST – GREENBRIER HEALTH CENTER – PARMA HEIGHTS

Part-time. Greenbrier Healthcare Center, a member of the CommuniCare Family of Companies, is currently recruiting for a Part Time Receptionist to join our team. The position of Receptionist works to maintain a friendly and positive image for the center to callers, visitors, and guests through the responsibility of greeting and/or directing them. RESPONSIBILITIES: Answer telephone, determine nature of call, and direct caller to appropriate individual or department; Take accurate messages when personnel are unavailable and ensure accurate delivery; Operate paging/telephone system as required. REQUIREMENTS: High School diploma or GED required; Previous receptionist experience required.

Published 11/7/22

https://www.salary.com/job/greenbrier-health-center/receptionist-part-time/j202206010022143262171?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

DISHWASHERS – PIER W – LAKEWOOD

Full-time. Part-time. Estimated: $24,000 - $32,000 a year. Pier W is looking for Dishwashers. Come work for Cleveland's best! Candidates may apply in person at: Winton Place, 12700 Lake Avenue, Lakewood, OH 44107 or email resumes.

Published 11/7/22

https://www.simplyhired.com/search?q=dishwasher&l=Cleveland%2C+OH&job=OoP9J53FGnCf4SPWWD9fSFANZqUs01fehrE9iW9xr47hH3NFq-xAMA

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CUSTODIAL WORKER – CATHOLIC CHARITIES – CLEVELAND

Part-time. Catholic Charities, Diocese of Cleveland is seeking a dedicated person to join our Fatima Family Center as a Custodial Worker. This is a part-time position that offers 20 hours per week and includes some benefits. Responsibilities: May maintain outside property, including: removing snow and ice; cutting edging and watering the lawn, trash removal; May perform minor building maintenance: painting, repair leaking faucets, light switch etc.; Clean the interior of the building, including: hallways, floors and restrooms. Sweep, vacuum, and mop hallways and offices.

Published 10/31/22

https://www.salary.com/job/cat1012cacsc/custodial-worker-urgent-need-apply-today/j202210080725508422547?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

RETAIL STORE ASSOCIATE – DSW – WARRENSVILLE HEIGHTS

Part-time. Pay (est.): $10.58 - $14.72 per hour. Store Associates will perform salesfloor and warehouse functions throughout the store including assisting customers, placing merchandise, completing on-line and in-store transactions customer transactions, processing incoming shipment, regular cleaning and maintenance. Required Skills: Proficient in use of technology to successfully engage in customer interactions (i.e., Tablet/Register, Calculator, Register Keyboard); Some High School Education; Customer service skills.

Published 10/31/22

https://www.snagajob.com/jobs/724170931?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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CUSTOMER SERVICE

RECEPTION & FRONT DESK CONCIERGE – CLEVELAND FOUNDATION

Full-time. Estimated salary: $34,000 - $44,000 per year. The Reception and Front Desk Concierge is responsible for welcoming and providing exceptional service to foundation guests, in person, on the phone and via email. Responsibilities: Effectively manage multi-line switchboard and accurately direct incoming calls in a fast-paced environment to expedite communication between internal and external constituents; As an ambassador of the organization and often the first point of contact for visitors, greet guests and vendors in a timely and courteous manner with a high-level focus on customer service to ensure the highest level of customer service and that the foundation is consistently well represented. Qualifications: High school diploma or GED. Other credentials always welcome; 3-6 years of receptionist experience, including switchboard operation, customer service; Experience interacting with safety and security staff helpful; Proficient in Microsoft Word, Excel, PowerPoint, Teams and Outlook.

https://recruiting.paylocity.com/Recruiting/Jobs/Details/1386608

CALL CENTER REPRESENTATIVE – SPECTRUM – CLEVELAND

Full-time. Profile: A tech-savvy problem solver who can multitask to repair a variety of services and equipment. Mobile Representatives use patience and effective communication skills to uncover customer needs, answer questions, and leave a positive impression on customer interactions. Mobile Representatives make a real difference to their customers and the company, providing over-the-phone support on a wide range of mobile products and services, including accounts and billing, diagnostics, enhancements and repairs. The minimum qualifications for the Internet/Voice Representative are: Ability to read, write, speak and understand English; High School Diploma or GED.

https://jobs.wreg.com/jobs/call-center-representative-cleveland-ohio/782148536-2/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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CUSTOMER SERVICE ASSOCIATE – NATIONWIDE INSURANCE – CLEVELAND

Full-time. Salary: $38,000 to $40,000 Yearly. Location: 5689 Pearl Road. We are a large, well established Nationwide Insurance Agency located on the West Side that specializes in all forms of Personal lines (P&C) Insurance. QUALIFICATIONS: College Degree OR 2 Years Customer Service Experience.

https://www.ziprecruiter.com/c/Nationwide-Insurance-Capretta-Insurance-Agency-Inc./Job/Customer-Service-Associate/-in-Cleveland,OH?jid=452a6e276e33e6a6&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

CUSTOMER SERVICE REPRESENTATIVE - VERNE & ELLSWORTH HANN – CLEVELAND HEIGHTS

Full-time. Pay: $17.00 - $25.00 per hour. Location: 2026 Lee Rd, Cleveland Heights, OH 44118. We are a family-owned HVAC & plumbing company serving the east side communities. Verne & Ellsworth Hann has been in business for 70 years and has an excellent reputation for high end installations and top-notch service and repair. KEY AREAS OF RESPONSIBILITY: Provide a first impression that radiates that our company is extremely competent and capable of managing the caller's challenges; Engage in outbound and inbound calling to best keep the schedule full for the technicians; Provide consistency to customers while utilizing the company best practices scripting; Efficiently schedule the client based on company guidelines. QUALIFICATIONS: Ability to succeed in a fast-paced work environment; Customer service experience (2 years required); Phone etiquette experience (2 years required); Call center experience; Microsoft Office experience.

https://jobs.wreg.com/jobs/customer-service-representative-cleveland-ohio/787532483-2/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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CUSTOMER ADVOCATE – SAFELITE GROUP, INC. - CLEVELAND

Full-time. Pay: $16 Hourly. The Customer Advocate is one of Safelite's first impressions with our customers. Responsibilities: Welcome in-shop customers and resolve customer concerns quickly and efficiently -- without breaking a sweat -- often coming up with creative solutions; Manage incoming calls, e-mails and faxes for service issues, pricing, warranties, commercial, dispatch, repair, cash, wholesale and same-day reschedules/cancellations. Requirements: High School Diploma/GED/Equivalent required; Experience: 1-3 years telephone operations or business administration experience required; Ability to provide world class customer service in a changing, fast-paced operation.

https://www.ziprecruiter.com/c/Safelite-Group,-Inc./Job/Customer-Advocate/-in-Cleveland,OH?jid=203621a658a11147&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

CUSTOMER SERVICE REPRESENTATIVE – CLEVELAND-CLIFFS STEEL

Full-time. As a Customer Service Representative at Cleveland-Cliffs Steel, you will be part of a team making steel that goes into products that are visible all around you. Responsibilities: Building strong customer relationships with internal and external customers; Possessing a working knowledge of plant processes, product characteristics, and systems requirements necessary for the completion of duties; Managing orders including order entry and pricing; Managing order status and expediting to meet customer requirements. Requirements: 2 years relevant work experience or bachelor's degree; Working knowledge of computers and Microsoft Office Suite (Outlook, Word, Excel, PowerPoint).

https://www.monster.com/job-openings/representative-customer-service-cleveland-oh--79bb9404-b9a4-4cfe-a887-eeb28483d9b2?jvs=ccx%2cu%2cu%2c1-n&mescoid=4300715001001&wt.mc_n=olm_sk_feed_clickcast_cloud&mstr_dist=true&_ccid=1643210748270az4252tge

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PASSENGER SERVICE AGENT – PRIMEFLIGHT AVIATION SERVICES – CLEVELAND

Full-time. Pay: $15 Hourly. The Passenger Service Agent serves customers in a courteous, efficient, friendly, and professional manner and promotes and sells air travel to the traveling public. Responsibilities: Check-in passengers by reviewing the customer's information to determine destination, flight number, date of departure, documents needed, etc. This includes awareness of security requirements for all passenger types; Reconstruct fares and itineraries when changes are requested by the customer or are necessary due to operational reasons. Qualifications: 18 years of age; Reliable transportation; Eligible to work in the United States; Basic Understanding of Computer Applications and Data Entries.

https://www.ziprecruiter.com/c/PrimeFlight-Aviation-Services/Job/Passenger-Service-Agent/-in-Cleveland,OH?jid=7e968d872dedcb07&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

BILINGUAL INSURANCE CUSTOMER SUPPORT ASSOCIATE – TTEC – REMOTE

Full-time. Pay: $16 per hour for English and $17 per hour for bilingual in English/Spanish. As an Insurance Customer Support Associate, you'll work directly with external brokers to establish rapport/connection and build confidence in our Healthcare Insurance. Responsibilities: Identify and rectify any complicated Broker, Group or Member related issues relating to our insurance benefits, claim processes, enrollment, and billing processes for all lines of business; Work directly with external brokers to establish rapport/connection and build confidence in our Healthcare Insurance. Requirements: 1 year or more of customer service experience; High school diploma or equivalent; High speed internet connection (>25mbps); hardwired connection to your modem/router is recommended; Bilingual in English and Spanish.

https://ttec.taleo.net/careersection/10020/jobdetail.ftl?job=0395K&lang=en&src=JB-16062

CUSTOMER SERVICE REPRESENTATIVE – JERGENS, INC. - CLEVELAND

Full-time. Jergens, Inc. has been a strong presence in the manufacturing industry for over 75 years, becoming one of the world's largest manufacturers of standard tooling components, vises

and other work holding equipment. Responsibilities: Has a basic understanding of our company's policies, procedures, products and services and capabilities to serve our customers; Seeks assistance, as necessary with unfamiliar situations; Communicates effectively with the customer; and provides complete information to the appropriate internal company resources to be able to effectively serve our customers; Develops and maintains effective working relationships with assigned customers while gaining an understanding of their businesses, organization, and needs. Requirements: High school education with some additional formal education in a related field is preferred; Has the necessary training to be proficient in the position; Has a minimum of one year of customer service experience and has demonstrated the ability to meet the expectations of the position.

https://www.salary.com/job/jergens-inc/customer-service-representative/j202202170919314188377?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

CUSTOMER SERVICE REPRESENTATIVE – AVIS BUDGET GROUP – CLEVELAND

Part-time. Pay: $16.00/hour Up to $1,000 Retention Bonus Immediately hiring! What You'll Do: This is a combination role, where you will assist customers in different parts of the rental or return process. This may include, depending on location, checking cars entering information in a handheld device, processing rentals of our loyalty customers, assisting customers at our exit gates or checking-in our cars at return, while providing excellent customer service. What We're Looking For: High School Diploma (or equivalent) Valid Driver's License Basic computer skills (typing, data entry) Effective verbal communication skills Willingness to work outdoors Flexibility to work all shifts 6 months retail customer service experience in a fast-paced environment is a bonus!

https://www.avisbudgetgroup.jobs/es/empleos/lelug8wylz/customer-service-representative-pt-budget/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

SECURITY – CLEVELAND CONVENTION CENTER

Full-time. Part-time. Security: $15/HR, and we prefer some experience. We have part-time and full-time opportunities. ASM Global, the leader in event and facilities management, has an excellent and immediate opening for a Full-Time Security Officer at the Huntington Convention Center of Cleveland. Responsibilities: Patrol Service Corridors and employee break rooms; Patrol Mechanical and electrical rooms to ensure doors are locked; Patrol Event Halls and Pre-function Areas; Control flow of truck and vehicular traffic during move in and move out on loading dock. Requirements: High School Diploma/equivalent required; Minimum 6 months security experience preferred; OPOTA Certification is beneficial but not required; Maintain a valid drivers' license or have willingness and ability to obtain for required equipment operation.

https://asmglobal.wd1.myworkdayjobs.com/en-US/careers/job/Cleveland-OH/Security-Guard_R11611-001-2

OFFICE

BILINGUAL ADMINISTRATIVE ASSISTANT – GLOBAL TECHNICAL RECRUITERS – CLEVELAND

Full-time. Pay: $16/hr. - $20/hr. The primary goal of the Administrative Assistant would be to increase the pool of qualified and available candidates so that GTR can meet or exceed client staffing expectations while learning how to excel in today's competitive workforce. Responsibilities: Conduct consultations with interested candidates; Thoroughly evaluate candidates to check qualifications against job requirements; Assisting Senior Recruiters in identifying and preparing candidates for job assignments. Requirements: Must be Bilingual in Spanish; Previous secretary or customer service experience preferred but not required; Candidates must be available to work between 8:30am and 5:30pm Monday through Friday.

https://www.linkedin.com/jobs/view/bilingual-administrative-assistant-at-global-technical-recruiters-staffing-%2B-recruiting-3360874050/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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ADMINISTRATIVE ASSISTANT – STAFFING SOLUTIONS ENTERPRISES – CLEVELAND

Full-time. Staffing Solutions Enterprises is excited to partner with Karamu House, the oldest African-American theater in the United States, to identify a dynamic Administrative Assistant to give support to their CEO in their office on the east side of Cleveland. Responsibilities: Enhance the CEO's effectiveness by providing information management support; Manage appointment requests and daily schedule; Prepare confidential and sensitive documents. Requirements: Excellent organizational and multi-tasking skills; Advanced skills in MS Office; Ability to perform well under pressure while ensuring accuracy to meet extremely tight deadlines.

https://www.linkedin.com/jobs/view/administrative-assistant-non-profit-at-staffing-solutions-enterprises-3365347280/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

SUBSTITUTE SECRETARY – ROBERT HALF – CLEVELAND

Contract / Temporary $16.15 - $18.70 / Hourly. Robert Half has an open role for an experienced Front Desk Coordinator who is looking to grow their career. You will be a key player by leading the lobby area at a growing company and serving as a director of first impressions. Responsibilities: Welcome and direct all visitors including vendors, clients, and customers; Secure completion of paperwork, sign-in, and security procedures; Be responsible for special administrative projects, including overflow work from department and executive assistants. Requirements: Incoming phone call management skills required; Strong communication and social skills; Department Records experience desired; Command of Spreadsheets.

https://www.roberthalf.com/job/cleveland-oh/substitute-secretary/03340-0012513081-usen?keywords=virtual+assistant&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

GREATER CLEVELAND ADMINISTRATIVE ASSISTANT – THE SALVATION ARMY

Full-time. Administrative Assistant for Greater Cleveland Development works alongside the Greater Cleveland Director of Corporate Relations; Major Gifts Donor Relations Director and Operations Manager in a highly responsible administrative and resource development capacity. Responsibilities: Create and maintain systems for tracking and managing data related to fundraising; Maintain accurate and up to date records on major donors, corporate donors and prospects on development caseloads as well as constituent management efforts in the donor database; Organize and manage office systems (filing, mail, supplies, and information); to include creating and maintaining individual and corporate donor related files; Order Greater Cleveland Area Services business cards, letterhead and office supplies. Qualifications: Bachelor's degree or equivalent combination of relevant education and experience; Minimum of 3 years administrative experience; High degree of attention to detail, flexibility, follow through and organization skills.

https://www.linkedin.com/jobs/view/greater-cleveland-administrative-assistant-at-the-salvation-army-3348367557/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

HIGH SCHOOL SECRETARY – FAIRVIEW PARK CITY SCHOOLS

Full-time. Pay scale starts at $17.19 per hour plus benefits. START DATE: January 3, 2023. GENERAL DUTIES: Perform secretarial duties for the High School; Maintain records of the High School; Prepare reports, records and communications. QUALIFICATIONS: High School Diploma; Strong verbal/written communication skills and the ability to work well with substitutes, young adults, parents and community; Strong accounting/financial skills; Working knowledge of Microsoft Office software.

https://www.ziprecruiter.com/c/Fairview-Park-City-Schools/Job/High-School-Secretary/-in-Cleveland,OH?jid=8afb1f883a6f2060&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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RECEPTIONIST – H&R BLOCK – CLEVELAND

Full-time. Seasonal. Joining H&R Block as a seasonal Receptionist means you'll relentlessly focus on how to wow clients now, and in the future. You'll need the ability to work a flexible schedule in multiple, fast-paced locations during the tax season from January to April. Responsibilities: Answer phones and greet clients in a personalized, friendly, and inviting manner; Match clients with the best-suited tax professional for their needs; Schedule clients how they would like to be scheduled; Handle clients as they exit ensuring all current and future needs are met. Qualifications: Experience working in a fast-paced environment; Previous experience in a customer service environment; High school diploma or equivalent.

https://www.linkedin.com/jobs/view/receptionist-at-h-r-block-3334292567/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

EVENT MANAGER – JUMPSTART INC. - CLEVELAND

Full-time. Salary: $65,000 - $80,000 a year. If you have exceptional organizational skills and love planning, coordinating, and executing on hundreds of memorable events for a wide variety of clients, we would love to have you join our team as an events manager. About JumpStart Inc. JumpStart is a non-profit venture development organization whose mission is to unlock the full potential of entrepreneurship to transform entire communities. Responsibilities: Responsible for overall event leadership including all planning and day-of production for all events in which JumpStart is the lead, and as a partner to other organizations; In collaboration with other staffers; create the inventory list for each event, source and manage inventory; Assist with conference and event collateral design, print management and shipping aspects of the event; Consider needs of all sponsors/partners and build event plans to meet those needs; Ensure all deliverables for sponsors are met. Qualifications: Associates or bachelor’s degree; Five or more years of corporate, large-scale event management and or marketing project management experience.

https://jobsearcher.com/j/event-manager-at-jumpstart-in-cleveland-oh-WALn2dp?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

ADMINISTRATIVE ASSISTANT/RECEPTIONIST - MOORE COUNSELING & MEDIATION SERVICES, INC. - CLEVELAND

Full-time. Pay: $16.00 - $17.50 Per Hour (est.). We are seeking a MALE for this position. Under the general supervision of the Moore Counseling & Mediation Services provide urine collection services to same-sex participants enrolled in various programs. This position will administer a urine test to monitor MALE participants' abstinence from substances. RESPONSIBILITIES: Pleasantly and professionally greet and answer inquiries for the general public, clients, and visitors at the center and phone inquiries, taking messages for staff when necessary; Schedule client's appointments; Collect payments/generate receipts for clients; enter payments in charts; Client reminder and follow up calls. QUALIFICATIONS: Must possess a high school diploma or GED; Related experience in the field of social sciences is also preferred, but not required; Applicant must be male gender in order to collect urine from participants of the same gender (bona fide occupational qualification (BFOQ).

https://www.glassdoor.com/job-listing/administrative-assistant-receptionist-moore-counseling-and-mediation-services-inc-JV_IC1145778_KO0,37_KE38,81.htm?jl=1008068442294&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

OFFICE ASSISTANT – LAZ PARKING – CLEVELAND

Full-time. Rate: $15.00/hr. Location: University Circle - Cleveland, OH. The Office Assistant provides administrative support to the management team. Job Duties: Answer telephone calls promptly and provide excellent customer service for hospital employees; Enter all data in a timely manner; Occasionally work the front window processing parking applications and taking payments; Ensure that the office is attended and phones are answered at all times during office hours. Requirements: High school diploma or GED required; 2+ years in an administrative support role is required; Data entry experience is required; Knowledge of Excel, Word, Power Point and General Microsoft Office Applications.

https://www.ziprecruiter.com/c/LAZ-Parking/Job/Office-Assistant/-in-Cleveland,OH?jid=9779d8f9d477d610&lvk=h4H2rW0WtAoJulbUl4ZaaQ.--MfOv38O3s&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

MULTIPLE OPEN POSITIONS – STAFFING SOLUTIONS ENTERPRISES

Today, Staffing Solutions Enterprises services job locations throughout the mid-west region and nationally. So, whether it be entry-level, professional, or managerial roles, we are here to help! We hire contract, contract to hire, direct placements. We offer remote, hybrid and on-site positions.

https://www.staffingsolutionsenterprises.com/candidate-resources/

COURT ADMINISTRATIVE RECEPTIONIST – CUYAHOGA COUNTY JUVENILE COURT

Full-time. Legal Salary: $36,954.90. This position is the first point of contact to greet staff, guests, visitors, and callers, in person and over the telephone, providing department-related information and/or directing them to appropriate offices or staff members. Responsibilities: Performs diverse clerical duties for the Senior Executive Secretary, Court Administrator and/or Deputy Court Administrator(s); Answers telephone, screens and refers calls, takes messages, schedules meetings, training, hearings and prepares weekly schedules. Requirements: High School diploma Required; Associates in related field such as a court setting is preferred. Three (3) years of customer service, clerical or receptionist work in an office setting. Prior administrative duties preferred. Knowledge of Microsoft Word and Microsoft Excel; ability to learn and effectively utilize any required PC programs or software.

https://www.ziprecruiter.com/c/Cuyahoga-County-Juvenile-Court/Job/Court-Administrative-Receptionist/-in-Cleveland,OH?jid=d29df72d262b3184&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

OFFICE SUPPORT SPECIALIST – CINTAS – CLEVELAND

Full-time. Cintas is seeking an Office Support Professional to support numerous office functions. Responsibilities include accounts receivable, accounts payable, data entry, receptionist, faxing, filing, photocopying, managing incoming and outgoing mail and creating letters, memos and proposals. Requirements: High School Diploma/GED; Proficiency with Microsoft Office (Word, Excel, PowerPoint, Outlook) and intranet/internet; Administrative experience, preferably in a similar environment; Experience answering phones and transferring calls; Experience with data entry, proofreading and editing documents.

https://www.ziprecruiter.com/c/Cintas/Job/Office-Support-Professional/-in-Cleveland,OH?jid=ae4c64aaa44d3069&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

COMMUNITY SERVICE/LEADS COORDINATOR – SUMMIT COUNTY COMMON PLEAS COURT

Full-time. SALARY RANGE: $43,326.40/$20.83. DEPARTMENT: Adult Probation Department General Division. RESPONSIBILITIES: Interviews probationer referrals to the Community Service Program to establish background and determine program eligibility; resolves problems occurring during the interview process; Functions as a Terminal Agency Coordinator (TAC) for the Law Enforcement Automated Data System (LEADS) conducting record checks which may be required by the Adult Probation Department, Court of Common Pleas General Division, or may be required in the normal course of pretrial release activities; Prepares and maintains related records and reports and statistical data; prepares and maintains correspondence with judges and probation officers. QUALIFICATIONS: An associates or bachelor's degree in criminal justice, behavioral science or related discipline, or equivalent experience. LEADS (Law Enforcement Automated Data System) certification. Possession of a valid Ohio Driver's License and liability car insurance.

Letter of Interest and Resume must be sent via email in word/pdf format to: hr@cpcourt.summitoh.net

OFFICE ASSISTANT – BREAKTHROUGH SCHOOLS – CLEVELAND

Full-time. $15 per hour commensurate with experience. Breakthrough Public Schools is seeking a highly collaborative, detail-oriented Office Assistant to join the school Operations team. Essential Job Functions: Answer phones and respond to emergency calls for the purpose of notifying appropriate parties to address immediate safety and/or security issues; Greet visitors (e.g., public, parents, students, substitutes, vendors, etc.) for the purpose of responding to their inquiries and/or directing them to appropriate personnel in accordance with policies regarding building security; Distribute mail, supplies, messages, keys, etc. for the purpose of disseminating materials to appropriate parties.; Record messages left on the nightly voicemail system and distribute accordingly. Requirements: High school diploma or equivalent required; 2 years of office experience required (school office experience preferred).

https:/ /www.ziprecruiter.com/c/Breakthrough-Public-Schools/Job/Office-Assistant/-in-Cleveland,OH?jid=426722335d815cd2&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

FINANCE

BUDGET ANALYST – U.S. DEPARTMENT OF JUSTICE – CLEVELAND

Full-time. Salary: $57,105 annually. If selected for this position, you will join a well-respected Resource Managment team in the Administrative Division. Typical work assignments will include: Enters obligations, amendments, delivery, and all actions into the official financial system. Runs reports as appropriate to research obligation errors and anomalies; Monitors and tracks obligations and expenditures for the district. Verifies that obligations and expenditures occur on a timely basis in accordance with regulatory controls and within the amounts programmed. Alerts supervisor to potential problems; Enters and assists with authorizations, vouchers, and other actions in the official travel system; Runs reports as appropriate to research troubled authorizations, overdue vouchers, travel card issues and other anomalies. Requirements: You must be a U.S. Citizen or National; Initial appointment is conditioned upon a satisfactory pre-employment adjudication. This includes fingerprint, credit and tax checks, and drug testing.

Continued employment is subject to a favorable adjudication of a background investigation; You must be registered for Selective Service, if applicable.

https://us-department-of-justice.talentify.io/job/budget-analyst-cleveland-ohio-us-department-of-justice-23-ohn-11711967-de?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

STAFF ACCOUNTANT – ALLIANCE SOLUTIONS GROUP – CLEVELAND

Full-time. Pay: $52,000/yr. - $56,000/yr. Our client is looking for a Staff Accountant to join the team. Looking for someone that has General Ledger Accounting knowledge, provide some support to AP/AR but mainly general ledger, accruals, taxes, account analysis and help with financial statements. REQUIREMENTS: Degree required: Bachelor's degree preferred; Associates (they offer tuition to complete the degree if desired); 2-3 years of experience.

https://www.linkedin.com/jobs/view/staff-accountant-at-alliance-solutions-group-llc-3352944956/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

ACCOUNTING CLERK – ROBERT HALF – CLEVELAND

Contract/Temporary to hire. Pay: $19.79 - $22.91 / Hourly. Robert Half has an open position for an Accounting Clerk, whose duties will be matching invoices to purchase orders/ vouchers, data entry, and assisting with Accounts Payable (A/P) and Accounts Receivable (A/R). This is a long-term contract / temporary to hire position located in the Cleveland, Ohio area. Requirements: AA or BS/BA in Accounting or related field preferred; Skilled in Spreadsheet and ERP system; Ability to multitask and attention to detail are critical.

https://www.roberthalf.com/job/cleveland-oh/accounting-clerk/03340-0012489741-usen?keywords=accounting+clerk&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

Employment Services – Job Leads
November 21, 2022
(216) 651-5188
www.stepforwardtoday.org

TELLER RETAIL BANKER – WOODFOREST NATIONAL BANK – CLEVELAND

Full-time. Our Retail Bankers are the face of our organization and are critical in caring for our customers each day. As a Retail Banker you will receive training that will allow you to successfully engage and enhance the customer's experience by offering products and services that best meet their needs. Qualifications/Experience: 1 year of relevant and transferrable sales and/or customer service experience; OR an equivalent amount of directly related college education or volunteer service; High School Diploma or equivalent required.

https://www.linkedin.com/jobs/view/teller-retail-banker-at-woodforest-national-bank-3341473468/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

MAILROOM CLERK/LOCKBOX PROCESSOR – THIRD FEDERAL SAVINGS & LOAN – CLEVELAND

Full-time. Work hours are generally scheduled between 8:30am – 5:00 p.m. - Monday through Friday and requires Saturdays on a rotating basis. We are searching for a Lockbox Processor/ Mail Clerk. At least one year of recent Teller experience is required and Lockbox experience in a Corporate Mailroom/Lockbox environment is preferred. The job is located at our Main Office complex where you will share responsibilities for opening and sorting incoming mail, processing both manual and Lockbox payments. Requirements: Lockbox experience helpful but not required; Experience with Microsoft Excel; High School diploma or GED.

https://www.jobonom.com/jobs/mailroom-clerk-lockbox-processor---corporate-358577?utm-campaign=google-jobs-apply&utm-source=google-jobs-apply&utm-medium=organic

PURCHASING ASSISTANT – EXPRESS EMPLOYMENT PROFESSIONALS – CLEVELAND

Full-time. Pay: $16 - &17 per hour. Express Employment Professionals is looking for a Purchasing Assistant in Cleveland/Miles Road. Purchasing Assistant: Adheres to purchasing policies, processes and procedures; Obtain material quotes and creates purchase orders of

corresponding vendors/suppliers; Follows up on orders to make sure that the materials are shipped and delivered on promised dates, etc.; Responsible for processing purchasing request for supplies, services, and equipment in a fast-paced environment. Experience Required: 2 years of purchasing related experience or demonstrated knowledge, skills and abilities to perform.

https://us.trabajo.org/job-1842-20221028-23d8926f7306c3ad8f0eac5c29c174bc?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

PAYROLL SPECIALIST – COLLEGE NOW GREATER CLEVELAND

Full-time. Pay: SALARY: $40,000 - $48,000; STANDARD HOURS: 8:00 a.m. to 5:00 p.m., Monday – Friday; LOCATION: Hybrid - 3 days on-site in Cleveland office/2 days remote; The Payroll Specialist is responsible for processing payroll information, reviewing and performing payroll audits, and maintaining the payroll database regarding salary and pay for approximately 200 employees. Qualifications: High school diploma required. Associate's/Bachelor's Degree preferred; 5+ years of payroll processing experience or an equivalent combination of education/experience; Experience processing payroll for at least 200+ employees; Strong knowledge of tax and wage laws.

https://www.ziprecruiter.com/c/COLLEGE-NOW-GREATER-CLEVELAND/Job/Payroll-Specialist/-in-Cleveland,OH?jid=a686a3c0c551330c&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

PART-TIME TELLER – DOLLAR BANK – EUCLID

Part-time. As a Teller, you are part of a team whose primary focus is to provide exceptional customer service. Principal Activities and Duties: Process transactions through the teller equipment on all retail and corporate accounts, including, but not limited to, deposits, withdrawals, transfers, loan payments, and cash advances; Issue money orders, cashier checks, gift cards, and savings bonds. Qualifications: High school diploma or GED required; College

degree or a minimum of six months cash handling experience required. Will also consider related administrative experience such as accounts payable, bookkeeping, or budgeting; Professional communication skills and appearance are required; Proficient computer skills and math aptitude required.

https://dollarbankcareers.dejobs.org/euclid-oh/part-time-teller-euclid/07E18567F80E439FB02E09237F7FD5A3/job/?utm_campaign=US.jobs&utm_source=US.jobs-DE&utm_medium=NLX&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

FINANCIAL ANALYST III – MEDICAL MUTUAL – CLEVELAND

Full-time. Fully remote. This position will include financial planning and analysis related to the Company's short- and long-term operating plans. Responsibilities: Supports corporate departments, both within and outside of Finance, with generating forecasts and analyzing trends in various business areas. Duties also include compiling and reviewing the budgets for corporate departments, taking into consideration actual performance, previous expenditures, and estimated expenses and income; Assists in the creation and creates financial models of complex "what if" scenarios for business planning decisions relative to new products, new territories, new projects, and other important aspects of the Company's business. Qualifications: Bachelor's degree with Accounting, Finance, or Business Administration major; 5 years progressive accounting or finance experience preferred; MBA or representive experience preferred; Certified Public Accountant (CPA) or equivalent preferred.

https://medmutual.taleo.net/careersection/mmo_external/jobdetail.ftl?job=2200614&tz=GMT-04%3A00&tzname=America%2FNew_York

FINANCE DIRECTOR – CITY OF CLEVELAND HEIGHTS

Full-time. Salary: $74,960.00 - $119,995.00 Annually. The incumbent will be the chief Financial Officer for the City of Cleveland Heights. Incumbent is responsible for providing oversight and

direction for all internal financial operations; oversee accounting, RESPONSIBILITIES: Administer and supervise the finance operations of the City of Cleveland Heights; Strengthening and enhancing the Department's core services through innovation and the implementation of best and next practices; Direct, review, interpret, and analyze a variety of information, data, and reports, work papers, communications, schedules, and/or statements to and from internal departments, external agencies, and/or other applicable organizations in accordance with Generally Accepted Governmental Accounting Standards and makes recommendations and presentations based on findings. QUALIFICATIONS: A bachelor's degree in finance, public policy, public administration, business or closely related field from an accredited college or university. A CPA and/or master's degree is a plus; At least seven years of progressively responsible experience in executive level financial administration with a portion of that experience in the public sector or the equivalent combination of education and experience, is desired. Experience in a larger community at the assistant department head level will also be considered.

https://www.governmentjobs.com/careers/clvhts/jobs/3694914/finance-director?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

AP/PAYROLL ASSISTANT – CENTERS FOR DIALYSIS CARE – SHAKER HEIGHTS

Full-time. The Centers for Dialysis Care is an unparalleled presence in Northeast Ohio's dialysis community. We are currently looking for an AP/Payroll Assistant. Responsibilities: Accounts Payable (50%): Print out, stamp, code and scan to Onbase all invoices in AP inbox and delivery to appropriate AP staff member; Code any invoice that does not load automatically into Onbase; Hand out all invoices to proper AP Staff person. Payroll (50%): Audit and assist with timecard signoff; Assist with entering payroll information including time sheets adjustments; Accurately assist Payroll Administrator enter bi-weekly payroll batches including data from Kronos Time & Attendance; Process employment verifications as needed. Requirements: High School Diploma; Minimum of 2 years office experience preferred; Strong working knowledge of Excel, Word, and Outlook; Experience using ADP Workforce Now and reporting software helpful; Experience in Kronos helpful.

https://www.healthjobsnationwide.com/job/ap-payroll-assistant-7763275?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

HEALTH

MEDICAL RECORDS DIRECTOR/CENTRAL SUPPLY – SOLON POINTE AT EMERALD RIDGE – SOLON

Full-time. Estimated salary: $74,000 - $99,000 a year. Solon Pointe at Emerald Ridge in Solon, OH is looking for an experienced Medical Records Director/Central Supply. The primary purpose of the Medical Records Director is to maintain the patients' clinical records, including coding, auditing, and providing pertinent staff education regarding recordkeeping procedures in accordance with all applicable laws, regulations, and Life Care standards. Requirements: Must demonstrate knowledge of State and Federal legal requirements relating to documentation, confidentiality, and legal issues pertaining to health information; Must have functional knowledge in field of practice; Must be knowledgeable of medical records practices and procedures as well as the laws, regulations, and guidelines governing medical records functions in the post-acute care facility.

https://www.careermatch.com/posting/bug_39326478165/?context=merch&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

MEDICAL BILLER/PAYMENT POSTER – ADDISON GROUP – SOUTH EUCLID

Full-time. Pay: $16 - $19 / hour. We are hiring a Medical Biller/Payment Poster to join a Pediatric company in a growing, team-oriented environment. Job Duties: Oversee payment intake and the post-payment reconciliation process; Manually and electronically post billing statements; Remittance Retrieval; Payment Processing; Patient Services. Requirements: Payment Posting; Any EMR experience; Insurance Knowledge.

https://careers.addisongroup.com/job/medical-biller-payment-poster-healthcare-euclid-oh-555889/a3076fd2-5ead-11ed-b547-

42010a8a0ff7?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic#.Y3l8CKDMJhE

HOME HEALTH AIDE – ARCADIA HOME CARE – CLEVELAND

Flexible scheduling! Weekly Pay or Daily Pay from $12 to $15/hr. depending on the cases you choose!!! $400 SIGN ON BONUS for all new hires! This is an excellent opportunity for a dedicated caregiver to obtain a full or part-time schedule that works specifically for them! Job duties: Light housekeeping, meal prep and laundry; Socialization and supervision as necessary. Requirements: Must have Driver's license, current auto insurance, or access to reliable transportation; At least 1 year experience; Ability to provide 2 References from the companies(s) you gained your homecare experience with.

https://www.ziprecruiter.com/c/Arcadia-Home-Care-&-Staffing/Job/HHA-Home-Health-Aide-Flexible-Schedules-Weekly-Pay-&-$400-Sign-on!/-in-Cleveland,OH?jid=478d82d4785f55b3&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

HOME HEALTH AIDE – MCGREGOR PACE – CLEVELAND

Full-time. Part-time. PRN. Pay: $15.00/hour. McGregor PACE is a Program of All-inclusive Care for the Elderly (PACE site), the alternative to nursing home placement providing services that address the medical, rehabilitative, social and personal care needs enabling seniors to remain safely at home, in the community. Duties: Responsible for the day-to-day personal care and safety of the participant; Assists with activities of daily living (ADLs), including: personal care, toileting, bathing, ambulation, feeding, dressing and participating in recreational activities; encourages independence as appropriate; Responsible for light housekeeping, laundry, and assisting with meal preparation. Qualifications: High school diploma or G.E.D. Requires Home Health Aide certification or CNA (certified nursing assistant) or STNA (state tested nursing assistant) education required. CPR certification preferred; Prior experience working with frail, older adults, or persons with special needs, required; experience with dementia patients, desirable.

https://www.indeed.com/cmp/Mcgregor-Pace/jobs?jk=a3e917f8ff6607ca&start=0&clearPrefilter=1

PHLEBOTOMIST – BPL PLASMA – CLEVELAND

Part-time. The Phlebotomist is responsible to perform venipuncture on donors for plasmapheresis and is primarily responsible for the safety and care of the donor during the plasmapheresis process. Responsibilities: Provides a high level of customer service and strives to meet all production goals. Ensures all donor questions are answered timely, accurately, and professionally; Alerts Supervisor of donor flow issues; Maintains a clean, orderly, and efficient work environment and ensures sufficient operating supplies are available as needed; Follows all Health Safety Environmental and Occupational Safety and Health Administration (OSHA) policies and procedures. Qualifications: Must possess high school diploma or equivalent required; Phlebotomist certification preferred, but not required; Minimum one-year Phlebotomy experience, in a customer service environment, such as a medical office, retail, blood or plasma collection center preferred; Consistent work history in other industries acceptable as skills will be trained on-the-job.

https://www.ziprecruiter.com/c/BPL-Plasma,-Inc/Job/Part-Time-Phlebotomist/-in-Cleveland,OH?jid=9bb61d5636686235&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

SCHEDULING COORDINATOR – CLEVELAND CLINIC

Full-time. The Scheduling Coordinator assumes responsibility for all activities related to the successful completion of all scheduled and unscheduled pediatric and/or adult surgery and/or procedure patient admissions/appointments. Responsibilities: Ensures accuracy of system-wide master patient index through validation and capture of patient demographic data; Validates patient physician information and ensures accurate collection; Validates and captures primary, secondary and tertiary insurance coverage to ensure accurate billing; Identifies patients in need of financial counseling to ensure appropriate payment of services. Requirements: High School Diploma or GED; Working knowledge of computerized appointment/OR scheduling systems,

patient billing, insurance processing or other related office functions to coordinate patient access; Two years related experience in an area that provides broad knowledge of medical terminology that includes patient registration, patient billing, insurance processing or appointment/OR scheduling. Or three years of customer service concierge experience.

https://www.linkedin.com/jobs/view/scheduling-coordinator-at-cleveland-clinic-3323794719/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

REMOTE MEDICAL BILLER – GREENKEY RESOURCES – CLEVELAND

Full-time. Green Key Resources is representing a supplier of Medical Billing Platform who is seeking an experienced Medical Biller to join their team! This position is 100% remote and flexible in any time zone. Please note, this is full time, but is 1099. Responsibilities: Call insurance in order to research, investigate and resolve claim and payment issues (claim status and eligibility checks, denied claims, ERA and A/R reconciliation); Work with the operations team in order to prioritize and resolve the most critical claims, billing and payments issues as they arise. Qualifications: 2 years' experience in a medical biller role; Experienced with modern software/productivity tools: Google Drive, Microsoft Word, Excel, etc.; Strong understanding of and ability to learn/adapt to new medical billing processes, systems and terminology.

https://www.salary.com/job/greenkey-resources/remote-medical-biller/j202210240318155163989?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

MEDICAL ASSISTANT – NORTHEAST OHIO NEIGHBORHOOD – CLEVELAND

Full-time. Part-time. Work Schedule Options: Monday - Friday 8:30 to 5:30 per building operation hours. Monday - Friday 12 p.m. to 9:00 p.m. per building operation hours. Saturday/ Sunday- Weekend Hours Available. General duties: The Medical Assistant is responsible for assisting with all basic examination of patients; This individual will arrange for any subsequent laboratory testing of the patient, order supplies for the treatment areas, and perform other duties as requested. Requirements: High school diploma or GED; Completion of an accredited Medical

Assistant Program; Must have the flexibility to allow for work schedule at all NEON Health Center locations.

https://www.ziprecruiter.com/c/Northeast-Ohio-Neighborhood/Job/Medical-Assistant/-in-Cleveland,OH?jid=47db7ffe24e4accc&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

HEALTH INFORMATION ASSOCIATE – METROHEALTH MEDICAL CENTER – CLEVELAND

Full-time. Biweekly Hours: 32.00. Shift: 8:00 am - 4:30 pm. Supports others in the provision of high-quality clinical care by assisting with compiling, processing, providing and maintaining the medical records of The MetroHealth System (MHS) in a manner consistent with medical, administrative, ethical, legal and regulatory requirements. Responsibilities include: medical record functions with hard copy, electronic and microfilmed medical records for all patient visit types; Provides office coverage for the Health Information Management Department according to schedule. Requirements: Associates Degree in a related field or 2 years of experience in health information management, comparable physician office, clinic or hospital business office, or healthcare customer service/office setting; Medical terminology training or experience; Proficiency with computers and commonly used software applications, including Microsoft Office, internet, electronic health record and document scanning systems.

https://www.salary.com/job/metrohealth-medical-center/health-information-associate-prn-file-room-scanning/j202111262032190590198?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

HOME HEALTH AIDE – THEKEY – CLEVELAND

Now hiring for full-time, part-time, and overnight shifts. Pay: $13.00-$15.00/hr. Location: Cleveland, Cuyahoga County, and surrounding communities. TheKey provides premier in-home senior care to help older adults thrive at home with optimal independence, health, safety and happiness, all while affording their loved one's complete peace of mind. Responsibilities:

Delivering exceptional care to the dedicated client in their home; Help execute comprehensive personalized weekly schedules and care plans; Complete daily tasks in a safe and professional manner (ADLs); Supply personal companionship, remaining actively engaged with each client by providing ongoing social & emotional support; Assist with personal care activities to include personal hygiene, mobility assistance, incontinence care, light housekeeping, feeding and meal preparation. Qualifications: HHA, PCA, CNA, or GNA Certification preferred; Alzheimer's or Dementia experience is a plus; Basic computer skills as well as overall technical savviness.

https://jobs.centralillinoisproud.com/jobs/home-health-aide-caregiver-cleveland-ohio/728116103-2/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

STATE TESTED NURSING ASSISTANT – JUDSON SENIOR LIVING – CLEVELAND

Full-time. Part-time. Pay Range from $16.50 - $21/hour (Based on Experience). Judson Senior Living in Cleveland, Ohio is seeking State Tested Nursing Assistants. Job duties: Assist residents with activities of daily living (ADLs) according to guidelines and member care plans, which includes but is not limited to Bath/Shower, Mouth Care, Hair Care, Toileting, Skin Care and Nail Care; Implement fall prevention program for any resident at risk for falling; Report any changes in resident's condition/appearance/function to nurse or supervisor; Assist resident to maintain optimal nutrition and hydration status according to guidelines and member care plans for mealtimes and nourishments. Requirements: Valid and Active State Tested Nursing Assistant Certification with the State of Ohio; Minimum of one (1) year experience in healthcare and/or experience caring for the senior adult population; A CPR/BLS certification or willing to obtain within 30 days of hire.

https://judsonsmartliving.recruitpro.com/jobs/209439.html?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

ENTRY MEDICAL CLAIMS ASSISTANT – ENTRY LEVEL HEALTHCARE JOBS – CLEVELAND

Full-time. 40 hours per week. If you are looking for a medical office position in Cleveland, our client, a well-known healthcare company located in Cleveland, is now hiring Medical Billing

Specialists! Responsibilities: Enter patient data into administrative systems; Translate healthcare services rendered into requests for payment from insurance companies using appropriate medical billing codes; Create medical billing reports to obtain payment from clients and/or insurance companies; Submit billing data to the appropriate insurance providers. Requirements: No experience necessary. Qualifications: No qualifications necessary.

https://entrylevelhealthcare.com/careers/entry-medical-claims-assistantcleveland/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

COMMUNITY HEALTH WORKER – UNITED HEALTH GROUP – CLEVELAND

Full-time. $1,500 Sign on Bonus for External Candidates. As a Hybrid (Telephonic and Field) Community Health Worker (CHW), you will act in a liaison role with Medicaid members to ensure appropriate care is accessed as well as to provide home and social assessments and member education. Responsibilities: Create a positive experience and relationship with the member; Help member set goals and develop a care plan to achieve those goals; Proactively engage the member to manage their own health and healthcare; Support the members to improve their wellbeing by staying out of the hospital, and attend regular visits to their primary physician. Qualifications: High School Diploma / GED (or higher); Knowledge of culture and values of community; Familiarity with the resources available in the community; Ability to comply with UHG Telecommuting Policy and have a designated workspace inside the home with access to high-speed internet availability; Must have resided in the local community; Reliable transportation and the ability to travel locally, up to 50% of the time.

https://careers.unitedhealthgroup.com/job/16138100/community-health-worker-oh-columbus-oh/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

MEDICAL ASSISTANT – BROADVIEW HEIGHTS URGENT CARE

Full-time. This position is responsible for performing basic Medical Assistant duties. Facilitates unit operation, managing patient flow. Assist with front desk duties specific to department, including scheduling patients, collecting and verifying patient payor information and other patient documentation.

Qualifications: Graduate of an accredited Medical Assistant program with 0–1 years of experience.

https://www.ziprecruiter.com/c/University-Hospitals/Job/Medical-Assistant-Broadview-Heights-Urgent-Care/-in-Broadview-Heights,OH?jid=dcabb7adfb8e7eed&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

NON-CERTIFIED STERILE PROCESSING TECHNICIAN – CLEVELAND CLINIC

Full-time. As a Sterile Processing Technician, you will be the key part of how our operating rooms care for our patients. Surgery would not be possible if it were not for Sterile Processing Technicians. Your primary duties include: Assembling, sterilizing, organizing, packing, and wrapping all surgical instruments; Standing and lifting for extended periods of time; Understanding the importance of the decontamination process; Monitoring and controlling the surgical instrument inventory. Education: HS diploma or equivalent GED required. Certifications: If hired after 1/1/2018 Sterile Processing Distribution certification (CRST) by IAHCSMM or CBSPD required within 2 years following completing new hire period.

https://jobs.centralillinoisproud.com/jobs/non-certified-sterile-processing-technician-cleveland-ohio/711163920-2/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

CAREGIVER – COMFORT EASE HOME CARE – CLEVELAND

Full-time, Part-time. Pay: $12.50/hour. Flexible shifts, paid mileage, sign on bonus, benefits and more!! We are HIRING IMMEDIATELY! We are looking for professional Caregivers, Patient Care Aides (PCA's) and Direct Support Professionals (DSP's) who are compassionate, trustworthy, dependable, and passionate about caregiving. Job Duties: Assistance with daily personal care and hygiene; Do necessary housekeeping to maintain clean environment; Support clients with transfers/ambulation/mobility; Transport clients to errands and appointments; Prepare meals and provide companionship. Requirements: Authorized to work in the United

States; Valid Driver's License & Auto Insurance (Preferred); Must have reliable transportation; Must have a High School Diploma/GED or High School/College Transcripts.

https://www.mycnajobs.com/job-listings/15226163/2/5/?v=gi34o&utm_campaign=zone%7CCleveland-Lorain-Elyria,%20OH&utm_medium=cpc&utm_source=neuvoo&utm_content=15226163-2-5&m=b-C3A276

PHLEBOTOMY TECHNICIAN – CLEVELAND CLINIC – FAIRVIEW

Full-time. Cleveland Clinic is offering a $1,000 sign on bonus (external new hires). As a phlebotomist, you will work with patient services to perform blood collection and related tasks. Responsibilities: Performs blood collection procedures and related tasks; Verifies order requests and identifying information prior to drawing blood or collecting the specimen/kit to be tested by analytical staff; Labels all specimens collected and delivers them to the appropriate processing area; Follows venipuncture procedures and maintains appropriate log sheets; Greets patients warmly and professionally at check in or when they present to outpatient lab desks or when entering a patient's room and completes test request entry and specimen receipt using lab computer. Education: High School Diploma or GED. Certifications: Formal phlebotomy certification preferred.

https://jobs.yourerie.com/jobs/phlebotomy-technician-1000-sign-on-bonus-cleveland-ohio/703252244-2/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

MEDICAL OFFICE BILLING ASSISTANT – OHIO PROFESSIONAL GROUP – CLEVELAND

Full-time. Our client, a well-known company located in Cleveland, is now hiring Medical Billing Specialists! Responsibilities: Translate healthcare services rendered into standardized medical billing codes; Create medical billing reports to request payment from clients and/or insurance companies; Communicate directly with patients to discuss payment options and create payment

plans; Work with insurance companies to obtain payments. Requirements: High school diploma or its equivalent; Knowledge of medical terminology, current medical billing/coding procedures, and current medical billing software desired, but not required.

https://ohioprofessionalgroup.com/careers/medical-billing-cleveland/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

DIALYSIS TECHNICIAN TRAINEE – CENTERS FOR DIALYSIS CARE – CLEVELAND

Pay range: Starting pay $16.34/hour. Centers for Dialysis Care offers a FREE comprehensive dialysis training program! We pay YOU to train in dialysis! Training Program Overview:16 week paid formal training program; Weeks 1-4 – Clinical introduction to unit; Weeks 5-10 – Classroom and onsite clinical instruction; Weeks 11-16 – Onsite clinical training with preceptor. Responsibilities: Prepare hemodialysis machine for treatment; Obtain pre-treatment vital signs; weight, blood pressure, temperature, etc… on patients; Monitor and record patients vital signs and machine data throughout treatment; Troubleshoot patient and machine complications. Qualifications: High School Diploma or its equivalent; Successful completion of college level English, Mathematics, and Science – Associate degree or Bachelor's degree is a plus.

How to apply: Go to www.cdcare.com

REGISTERED NURSE HOME CARE – UNIVERSITY HOSPITAL – WARRENSVILLE HEIGHTS

Part-time. This position is eligible for a $6000 sign-on bonus to eligible candidates. Description: Provides safe efficient age specific nursing care to patients and families using the nursing process in order to assist them to attain, maintain, regain, and sustain optimal health status; Implements the nursing process by delivering effective relationship-based nursing care; Demonstrates technical skills in care delivery that result in safe practice and positive care outcomes; Demonstrates clear communication and effective collaboration to optimize patient care and clinical operations. This position will cover Eastern Cuyahoga County. Qualifications:

Associates Degree in Nursing, ADN; RN – Registered Nurse; Bachelor of Science in Nursing (BSN) from accredited program preferred.

https://careers.uhhospitals.org/job/16400653/registered-nurse-home-care-east-cuyahoga-county-6k-sign-on-bonus-warrensville-heights-oh/?utm_medium=%22mcloud%2Djobads%22&utm_campaign=Home%20Care&utm_content=Registered%20Nurse%20Home%20Care%20East%20Cuyahoga%20County%20%246K%20SIGN%20ON%20BONUS%21%21%21%21&utm_term=22000BIA&utm_source=ZipRecruiter#toggle-id-2

PATIENT REGISTRATION – LEGACY STAFFING – CLEVELAND

Full-time, Part-time, Contract. $18 - $19 an hour. Legacy Staffing has partnered with #1 Healthcare System in Cleveland who is seeking immediate help in Patient Registration! Position Requirements: Interviews patients to gather demographic and financial data; establishes a patient record and medical record number if necessary; Obtains certification and referrals from insurance companies as required; accurately screens all applicable Medicare tests for complete orders and screening the diagnosis for medical necessity; Analyzes patient's financial responsibilities and attempts to collect at the time of service. Requirements: Current 1 step TB; COVID vaccine required at this time.

Apply Directly w/ Resume, Call Kim @ Legacy Med Staff - 216-630-2800 or Apply IN Person Daily - Ask for Sandy. Legacy Staffing, 9511 Vista Way, Garfield Hts, OH 44125, 216-587-5510

NEW AVENUES TO INDEPENDENCE – URGENTLY HIRING!!!! – CLEVELAND

Direct Support Professional (DSP) part-time and full-time hourly beginning at $12.00 per hour. Hiring for all shifts. Spend your time with us enriching the lives of others and reap the immediate benefits of knowing you made a difference. Assist disabled individuals with daily living skills, personal care, cooking, and simply enjoying leisure activities. You will need to be at least 18 years old, have a HS Diploma or GED, and Driver's license (preferred).

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Qualified Intellectual Disabilities Professional (QIDP) full-time salary starting at $45,000. JOB SUMMARY: Develops and implements individualized service plans and programs which meet the needs of individuals with Developmental Disabilities and help them to live the fullest life possible. Serves as house manager and directs team of DSPs. Must be flexible in schedule to manage and be on call. QUALIFICATIONS: B.S./B.A. in Psychology, education, special education, or related field, required. Minimum 2 years working with Developmentally Disabled individuals. Excellent written and oral communication skills. Working knowledge of Medicaid/Licensure rules and regulations. Working knowledge of Word, Excel and other related computer programs.

Please upload resume to online application at: https://jobs.jobvite.com/newavenuescareers

OPEN POSITIONS – PATIENT-CENTERED CARE STAFFING AGENCY – CLEVELAND

Full-time $35 - $45 per hour. Seeking a Registered Nurse (RN) that can perform within various healthcare organizations. Some of the daily duties and responsibilities an RN should be able to perform in any healthcare establishment include: Patient assessment, recommend treatments for patients, gather diagnostic samples and administer medications as prescribed, monitor patient progress, develop and implement patient care plans. **Skills and Qualifications Required:** Multitasking, excellent communication skills, knowledge of patient care, time-management skills

Full-time $30 - $40 per hour. We seek a Licensed Practical Nurse (LPN) to provide essential medical attention to patients and assess their wellbeing as part of a larger medical team. Duties and responsibilities include but are not limited to: Monitor and record patient's vitals, assist nursing and medical staff with basic medical tasks, update patient records, evaluate the patient's wellbeing. **Skills and Qualifications required:** Strong communication skills, excellent teamwork and collaboration skills, knowledge of primary health care procedures, knowledge in measuring and administering medication.

Full-time $18 - $26 per hour. We are seeking a State-Tested Nursing Assistant (STNA) to assist patients with their day-to-day care. STNA duties include: Taking patients' vital signs, reporting any changes to the nurse, supporting the nurse with their patient duties, assisting patients with performing basic tasks such as eating, dressing, toileting, and transfers. **Skills and**

Qualifications include: Communication skills, excellent observation skills, basic knowledge of patient care, the ability to work well within a team.

Full-time $15 - $17 per hour. We seek a Resident Treatment Specialist/Assistant (RTS/RA) to help residents complete daily living and independent activity daily living tasks. No Licensure required CPR certification is required. Duties include overseeing activities for residents, assisting residents with eating, bathing, completion, chores, providing companionship, and maintaining care records for facilities.

Full-time $16 - $19 per hour. We are seeking a Medical Assistant (MA) to assist doctors and nurses in providing care for their patients. Duties include recording and updating medical histories and contact information in patient files, scheduling patient appointments and performing standard care procedures like drawing blood, checking vitals, or collecting lab samples.

Send your resumes to patientcentered@pccstaffing.com

FOOD/HOSPITALITY/RETAIL/CLEANING

RETAIL STORE MANAGER – SPECTRUM – CLEVELAND

Full-time. The Spectrum Store Manager is responsible for building a highly successful sales, retention and customer care culture inside their store. RESPONSIBILITIES: In partnership with their manager, leads a team of focused sales professionals, motivating and engaging them to meet and exceed their sales goals and customer care metrics, while delivering a clean, organized and fully operational retail experience for all customers and employees; Ensures sales teams are retaining customers through positive customer relationship building, diffusing customer escalations, utilizing strong listening skills and probing techniques to overcome objections and save/upgrade customers. QUALIFICATIONS: Ability to read, write and speak the English language to communicate with employees and customers in person, on the phone, and by written communication in a clear, straight-forward and professional manner; Bachelor's Degree or equivalent work experience; 1+ year: Management experience; 1-3 yrs.: Telecommunications/wireless experience; 3-5 yrs.: Sales/Customer Service experience.

https://jobs.spectrum.com/job/cleveland/retail-store-manager/4673/40043094368?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

SUPERVISOR PATIENT DINING – MORRISON HEALTHCARE – CLEVELAND

Full-time. Part-time. Starting Pay: $18.00 per hour. Schedule: Full-Time and Part-Time; Evenings and weekends. Some holidays. Location: Cleveland Clinic - 9500 Euclid Ave., Cleveland, OH 44195. Patient Dining Supervisors are responsible to coordinate patient meal service and special requests and needs for the Patient Dining Program. Ensure that Patient Dining Associates are adequately trained and that units are properly staffed to provide service. Requirement: Supervisor experience required. Patient dining, food service, or hospitality experience preferred.

https://jobs.khon2.com/jobs/supervisor-patient-dining-full-time-part-time-cleveland-ohio/778669972-2/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

ASSISTANT GENERAL MANAGER – DRURY HOTEL - CLEVELAND

Full-time. Property Location: 1380 East Sixth Street - Cleveland, Ohio 44114. As experts in hotel operations creating memorable guest experiences, Drury Hotels Company's Assistant General Managers support our vision, core values and goals by taking exceptional care of our team members who take exceptional care of our guests. Responsibilities: You will provide expert leadership across all departments of the hotel taking the lead on providing exceptional service to each guest and train, develop and coach team members to achieve success in their roles; You will cultivate an environment of exceptional guest service by establishing high service standards by hiring the right team members with the right attitude for the right position; You will lead, coach and develop team members in all areas of the hotel. Qualifications: A positive, can-do attitude required; Bachelor's degree in hospitality, business or related field preferred; Minimum of one-

year supervisory experience with demonstrated leadership success. Hotel specific experience preferred.

https://jobs.bigcountryhomepage.com/jobs/assistant-general-manager-cleveland-ohio/787916602-2/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

FOOD SERVICE MANAGER – FAIRFAX PLACE – CLEVELAND

Full-time. Pay: Up to $18.00 per hour. Fairfax Place is a family-owned and operated, long term facility providing a range of services, including skilled nursing care, respite care, hospice care, occupational/physical/speech therapy., and catering services. The Food Service Manager directs and oversees food service for residents, employees, and visitors in a nursing home environment. Develops, manages, and maintains food service policies/procedures in accordance with administrative directives and professional standards. Requirements: Food service supervisory experience required; a minimum of 5 years of experience in a supervisory capacity in a hospital, nursing facility, or other related medical facility preferred; High School diploma.

https://www.glassdoor.com/job-listing/food-service-manager-fairfax-place-JV_IC1145778_KO0,20_KE21,34.htm?jl=1008120493015&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

APARTMENT CLEANER – MUSICIANS TOWERS – CLEVELAND HEIGHTS

Full-time. Pay: $14.00 TO $16.00 per hour. Musicians Tower is seeking a Sanitation Engineer. Musicians Towers is an Affordable community located in the Cleveland Heights, Ohio with 240 of units. The Sanitation Engineer is responsible for the overall upkeep of the property's public areas, common areas, exteriors, vacant units, model units, floor care, and trash removal. Experience & Education: High school education or equivalent; One year of experience working in maintenance, custodial, or groundskeeping role in any industry preferred; Ability to read the English language sufficiently to understand written work orders and instructions is required.

https://jobs.bigcountryhomepage.com/jobs/apartment-cleaner-musicians-towers-cleveland-ohio/766936370-2/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

OPEN POSITIONS – THE GOOD FEET STORE – WOODMERE & WESTLAKE

Assistant Store Manager
Full-time. Address: 28811 Chagrin Blvd, Woodmere, OH 44122. Retail hours are 10 AM - 7 PM, Monday - Saturday; closed on Sundays! The Good Feet Store, a leading retailer of foot, knee, hip, and back pain solutions, is hiring an Assistant Manager for our Woodmere, OH location! Work with the Store Manager to: oversee flawless execution in daily store operations (opening procedures, closing procedures, cash register/money handling, and bank runs, etc.); communicate company-wide policies, procedures, and forecasts with the team
-ensure earnest adoption and understanding of our Company's CRM; coach Arch Support Specialists to excellence in weekly and monthly sales performances. Requirements: Sales driven mindset; Exceptional verbal and written communication skills; Organized and highly efficient; Management experience preferred.

https://apply.workable.com/j/7082822815/?utm_medium=social_share_link

Retail Sales Associate
Full-time. Average pay: $50,000-70,000 annually, based on an hourly rate plus commission and bonus. We are hiring Retail Sales Associates for our two new locations in Crocker Park (Westlake) and Eton (Woodmere). What you'll be doing: Our customers walk through the door looking for relief from foot, knee, hip, or back pain. That's where our arch supports come in! Our arch supports are designed to readjust, realign, and reposition the foot. Training will have you selling on your own in 3-4 weeks, with ongoing training over your first 90 days. Requirements: Sales driven mindset; Excellent verbal and written communication skills; Organized and efficient.

https://apply.workable.com/j/49379CE660/?utm_medium=social_share_link

Retail Sales Associate – Westlake
Full-time. Address: 220 Crocker Park Blvd, Westlake, OH 44145. Average pay: $50,000-70,000 annually, based on an hourly rate plus commission and bonus. What you'll be doing: Our customers walk through the door looking for relief from foot, knee, hip, or back pain. That's where our arch supports come in! Our arch supports are designed to readjust, realign, and reposition the foot. Training will have you selling on your own in 3-4 weeks, with ongoing training over your first 90 days. Requirements: Sales driven mindset; Excellent verbal and written communication skills; Organized and efficient.

https://apply.workable.com/j/7187BF694A/?utm_medium=social_share_link

Store Manager - Westlake
Full-time. Competitive annual salary with uncapped incentive-based performance pay. Great Management Opportunity at our New Store! Requirements: Sales driven mindset; Exceptional verbal and written communication skills; Organized and highly efficient; Minimum of 3 years relevant sales and management experience.

https://apply.workable.com/j/2CE97A678A/?utm_medium=social_share_link

ELIOT'S BARBACK – HILTON HOTEL – CLEVELAND

Full-time. A Barback is responsible for preparing and servicing permanent and portable bars throughout the hotel in the hotel's continuing effort to deliver outstanding guest service and financial profitability. Responsibilities: Retrieve orders from storeroom, visually check stock and reconcile with written requisitions to ensure order accuracy and re-check stock upon delivery; Prepare the bar by cutting, slicing and peeling perishable garnishes and fruits, mixing and pouring juices and storing back-up supplies in prescribed containers.

https://www.linkedin.com/jobs/view/eliot-s-barback-at-hilton-3341484317/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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RETAIL SALES ASSOCIATE – K&G - CLEVELAND

Full-time. Work Location: 3393 Steelyard Drive Cleveland 44109-2383. If you love getting a great deal on fashion then the only thing better is working for K&G Fashion Superstore. Responsibilities: Handling and accurately following standard operating procedures for all customer purchases, returns, exchanges, store credits and discounted transactions along with properly securing cash and other negotiable documents; Incorporating suggestive selling techniques when assisting customers and responding to any customer inquiries and needs; Assisting with replenishing merchandise, store layout, recovery, general housekeeping. Qualifications: Good communication, customer service and organizational skills; Ability to move and handle merchandise weighing 0-50 pounds, climb ladders, walk, stand, kneel, and lift during the majority of work shift.

https://www.linkedin.com/jobs/view/retail-sales-associate-at-k-g-fashion-superstore-3309948246/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

PORTER/CLEANER - INTRO CLEVELAND – CLEVELAND

Full-time. Part-time. From $16.50 an hour. INTRO Cleveland, a large apartment community, is seeking a full and part-time Porter/Cleaner to add to our maintenance team. Responsibilities: Communication: This person will possess excellent verbal communicate skills and communicate regularly with their supervisor and inform their supervisor of the progress of work each day; Assists in cleaning common areas of each building on the property and completing apartment turns; Outside: Walk the grounds daily to be sure all litter is removed. This includes the parking areas. Litter should be picked up anytime while walking the property; Walk pool deck and grill decks and clean as needed daily; Snow & Ice: When winter weather is present, caretaker may be asked to assist with application of ice melt and shoveling of entrances. Must be able to lift up to 30 pounds.

https://www.indeed.com/viewjob?jk=7c6e39d7f2782d63&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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GUEST SERVICE AGENT – DRURY PLAZA HOTEL – CLEVELAND

Full-time. Starting pay $14 per hour. Quarterly bonuses up to $1600/year (we succeed together!) based on hotel results. Responsibilities: Assist guests in a friendly, efficient, courteous, and professional manner; Perform front desk related functions, which include checking guests in and out, promoting company programs, maintaining guest records, cash handling, monitoring guest satisfaction, and problem resolution; Assist with breakfast and 5:30 p.m. Kickback service, which may include food preparation, set up, guest service (host or bartender), and clean-up. Qualifications: Warm and friendly manner in relating to and interacting with the public; Demonstrated attention to detail while handling multiple tasks simultaneously; Familiarity with handling money, making change, and using office machines in day-to-day activities.

https://www.hcareers.com/jobs/guest-service-agent-1859336/

CONCIERGE – CLEVELAND MUSEUM OF NATURAL HISTORY

Full-time. Part-time. Pay: $15 per hour. (2 positions; 1 FT and 1 PT). Work Schedule: 2-3x 8hr shifts for part time and 5x 8hr shifts for full time between 9 am and 5 pm per week. Saturdays and Sundays are mandatory, and occasional evenings for special events. Responsibilities: Provide exceptional guest service to CMNH guests; Effectively communicate with both guests and Museum colleagues Work closely with volunteers, docents, and fellow CMNH staff; Observe individuals entering and leaving the Museum garage and assist them. Qualifications: Candidates should possess a high school diploma. Extraordinarily strong people skills, high energy, and the ability to communicate enthusiastically are essential.

https://www.ziprecruiter.com/c/Cleveland-Museum-of-Natural-HistoryCleveland-Museum-of-Natural-History/Job/Concierge/-in-Cleveland,OH?jid=270999bdda032d34&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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CLEANING ASSOCIATE – BLOCK BY BLOCK – CLEVELAND

Full-time. Pay: $16.00 per hour. 8-hour shift. Monday to Friday. Weekend availability. Block by Block provides cleaning, safety, beautification, and hospitality services - in a nutshell, we provide services for anything your city needs to be a more desired destination. ESSENTIAL FUNCTIONS: Manual Litter Collection – circulate through assigned work zone with a rolling can containing supplies and tools to take care of the following tasks: Removing litter, fast food bags, cups, containers, cigarette butts and other debris on sidewalks, street gutter, and alleys; Trash removal and cleaning the sidewalks are mostly what Ambassadors do; Anything that keeps your district from looking clean and inviting has to go. REQUIREMENTS: Must have the physical capacity to walk or traverse continuously during an eight-hour shift, with normal breaks (two fifteen minutes, and one thirty-minute meal break). Must be able to work outdoors in all conditions with provided inclement weather gear.

https://www.salary.com/job/block-by-block/cleaning-associate/j202208180121133848850?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

OPEN POSITIONS – MGM NORTHFIELD PARK – NORTHFIELD, OH

Line Cook Full-time. As a Lead Cook, you will be responsible for operations of assigned stations. RESPONSIBILITIES: Follow recipe accordingly; Use proper food handling techniques, follow health & safety standards; Notify Room Chef or Sous Chef of problems that arise and how they have been corrected; Expedite and coordinate service, produce according to par levels. REQUIREMENTS: High school diploma or equivalent; One (1) year of experience as a Cook in a fast-paced, high-volume restaurant.

https://careers.mgmresorts.com/global/en/job/216375/Line-Cook-Full-Time-Northfield-Park

Buffet Server Full-time. It is the primary responsibility of the Food Server to take and deliver customer orders, maintain tables, guest satisfaction and finalize checks. RESPONSIBILITIES: Greet guests in a positive, friendly manner and make them feel welcome; Knowledgeable of selling techniques and service delivery of menu items of every course and both non and alcoholic beverages; Maintain table cleanliness utilizing a silent service approach. REQUIREMENTS: Work varied shifts, to include weekends and holidays.

https://careers.mgmresorts.com/global/en/job/216791/Buffet-Food-Server-Full-Time-Northfield-Park

EVS (Housekeeping) Full-time. As an Environmental Services Utility, you will set the stage for guest experience with your welcoming smile and service. RESPONSIBILITIES: Consistently offer professional, friendly and engaging service, in alignment with S.H.O.W. Service Basics and exceed guest expectations; Maintain the highest standards to ensure the detail quality and cleanliness in the casino, public areas, offices, restrooms and other required areas. REQUIREMENTS: No minimum requirements.

https://careers.mgmresorts.com/global/en/job/215966/EVS-Porter-Full-Time-Northfield-Park

Security Full-time, Part-time, On Call. $16.00 per hour. Security Officers act as a visual deterrent, intervening and responding to all levels of security and potential emergency needs including acts or threats of violence, emergencies, and life safety threats. RESPONSIBILITIES: Patrol and monitor all areas of the property, including the exterior by operating a bicycle or company vehicle; Monitor alarm system and surveillance cameras; Provide excellent guest service to guests and employees and resolve complaints and issues involving both guests and employees. REQUIREMENTS: One (1) year customer service experience; High School diploma or equivalent.

https://careers.mgmresorts.com/global/en/job/215007/Security-Officer-Northfield-Park

PART-TIME SALES ASSOCIATE – JOURNEYS – BEACHWOOD

Part-time. Journeys is a leader in the teen specialty retail scene, with more than 800 stores in all 50 states, Puerto Rico and Canada. Journeys is always looking for great people to join our team! Sales Associate - Job Description: Meet and exceed personal sales goal and standards of performance; Be aware of store sales goal; Provide a fun, full-service experience to all customers; Complete all point-of-sale functions as required. Requirements: Prior retail sales experience preferred; Ability to multi-task in a fast-paced environment; Excellent interpersonal and customer service skills; Must be at least 16 years of age. Age requirement for part time employment may vary based on state.

https://www.linkedin.com/jobs/view/3288496283

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SPORTSBOOK CASHIER – JACK CASINO & JACK THISTLEDOWN RACINO

Full-time, Part-time. JACK Cleveland Casino and JACK ThistleDown Racino are now accepting Part-Time and Full-Time applications for Sportsbook Cashiers. The Sportsbook will be opening up at both JACK Cleveland Casino and JACK ThistleDown Racino in January 2023. The Sportsbook Cashier is responsible for supporting the retail sportsbook operation to consistently provide betJACK customers with an outstanding experience that exceeds expectations. Essential Functions: Ensure strict compliance of all OCCC regulations and federal IRS requirements; Write, verify and finalize payment on sports wagers; Maintain accurate cash bank; Answer questions relating to sports betting wagers and/or betJACK sportsbook app. Requirements: Must be 21 years of age; Previous cash handling experience required; Will be required to successfully complete a basic math skills assessment; Sportsbook/Casino experience preferred.

Interested candidates can apply at www.jackentertainment.com/careers, and select either JACK Cleveland Casino or JACK ThistleDown Racino to view the opportunity.

INVENTORY ASSOCIATE – RGIS – CLEVELAND

Part-time. Starting Wage: $17.00 per hour. Paid hours depend on your availability and business needs; the more you are available, the more you can earn! This WIS Team provides inventory solutions to a broad array of retail, grocery and specialty customers across the nation. You will scan the barcodes for the current inventory at Customer locations to provide them with proper inventory information that will assist them in making better business decisions and better supporting their customers! Team Requirements: No previous inventory experience necessary, we are looking for awesome people like you to Come Count with Us! Access to reliable transportation; Ability to work varied, traditional and non-traditional hours, including flexible schedules.

https://www.ziprecruiter.com/c/RGIS/Job/Inventory-Associate/-in-Cleveland,OH?jid=871443e2a654255d&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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SCA FOOD SERVICE WORKER – SODEXO – CLEVELAND

Full-time. The Service Contract Act (SCA) Food Service Worker (Cafeteria Worker) serves as a cafeteria and/or delicatessen/bakery worker helping in the preparation, presentation, and serving of specialty meats, delicacies, preserved foods, cheeses, salads, breads, and sweets to patrons. Responsibilities: Reads recipes and/or product directions; Estimates food requirements; Operates a variety of kitchen utensils to weigh, measure, mix, wash, peel, cut, grind, stir, strain, season, and knead foodstuffs for cooking, serving and storing; Assists in the preparation of hot and/or cold foods, and properly stores food, utilizing knowledge of temperature requirements and spoilage. Requirements: High School diploma, GED, or equivalent experience; No previous work experience required; Must comply with any dress code requirements.

https://www.linkedin.com/jobs/view/3222960540/?refId=YwP%2FkK6ISotZD%2BKLfvG7nQ%3D%3D&trackingId=YwP%2FkK6ISotZD%2BKLfvG7nQ%3D%3D&midToken=AQH_NQadyeaGjg&midSig=19hBTsixeNQqo1&trk=eml-email_jobs_viewed_job_reminder_01-similar_jobs-50-similar%7Ejob%7Etitle%7Emercado&trkEmail=eml-email_jobs_viewed_job_reminder_01-similar_jobs-50-similar%7Ejob%7Etitle%7Emercado-null-9mo33m%7El7s8lzq0%7E6c-null-jobs%7Eview

COOK – CLEVELAND MEDICAL CENTER – CLEVELAND

Full-time. Morning Shift: Work Days of Week: M-F, Rotating Weekends $1,000 Sign on Bonus. Responsibilities: Responsible for Cold and Hot Preparation of food, works as line cook; Quality inspection, preparation, storage, and distribution of food in a safe and timely manner; Provides the highest quality of service to internal and external customers at all times; Follows basic recipes and/or product directions for preparing, seasoning, cooking, tasting, carving and serving soups, meats, vegetables, desserts and other foods for consumption in eating establishments. Qualifications: High School Equivalent / GED HS Diploma or GED preferred. Food Service Experience preferred.

https://careers.uhhospitals.org/job/16720057/cook-cleveland-medical-center-full-time-morning-shift-1-000-sign-on-bonus-cleveland-oh/#toggle-id-2

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SEASONAL SALES ASSOCIATE – BATH & BODY WORKS – STEELYARD COMMONS

Seasonal. We're looking for you to join our team as a seasonal sales associate for the holiday season. Job duties: Deliver exceptional in-store shopping experience; Build a highly satisfied and loyal customer base through engagement, uncovering needs, making product recommendations, and capturing customer information to support continued engagement with us; Support product replenishment activities that keep the store full and abundant. Qualifications: Demonstrated sales and customer service results in a fast-paced environment; Availability for varied weekly shifts including weekend, closing and peak hour shifts.

https://www.linkedin.com/jobs/view/seasonal-sales-associate-steelyard-commons-at-bath-body-works-3243546189/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

HOUSEKEEPER – CLEVELAND CONVENTION CENTER

Part-time Housekeeping/Set-Up: $13/HR and up to 30 hours a week (a.m. 6:00a – 2:30pm, 2:30pm – 11pm). **Full-time** Housekeeping/Set-Up (afternoon shift only, 2:30pm – 11pm): $15/Hr. ASM Global, the leader in privately managed public assembly facilities, has an excellent and immediate opening for a Part-Time Housekeeper / Set-Up Team Member at the Huntington Convention Center of Cleveland. Responsibilities: Perform various event related tasks efficiently before, during and after events including but not limited to the setting/striking of tables, chairs, staging, air walls, barricades, pipe and drape, dance floor and other event related inventory as needed; Sweep, mop, scrub, wax, vacuum, clean all surfaces, empty trash and operate trash and recycling compactors as directed. Requirements: High School Diploma or equivalent required; 6 months' experience within housekeeping or custodial; Maintain a drivers' license or have willingness and ability to obtain for required equipment operation.

https://asmglobal.wd1.myworkdayjobs.com/en-US/careers/job/Cleveland-OH/Housekeeper_R11329-001-2

RETAIL STORE ASSOCIATE – CVS HEALTH – CLEVELAND

Full-time, Part-time. Pay Range: The typical pay range for this role is: $15 - $18 per hour. Location: 4240 Pearl Rd. Essential Functions: Providing differentiated customer service by anticipating customer needs, demonstrating compassion and care in all interactions, and actively identifying and resolving potential service issues; Focusing on the customer by giving a warm and friendly greeting, maintaining eye contact and offering help locating additional items, when needed; Accurately perform cashier duties – handling cash, checks and credit card transactions with precision while following company policies and procedures. Required Qualifications: At least 16 years of age; High School diploma or equivalent.

https://jobs.cvshealth.com/job/13249463/retail-store-associate-cleveland-oh/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

MERCHANDISING AND STOCKING ASSOCIATE – SAM'S CLUB – BROOKLYN

Full-time, Part-time. Location: 10250 BROOKPARK RD, BROOKLYN, OH. Our merchandising & stocking associates connect all of the dots to make sure members can find everything they have on their shopping list. Depending on the shift you work, your job could include moving inventory in the backroom, unloading trucks, fulfilling club pick-up orders or helping members while stocking shelves. There are no minimum or preferred qualifications.

https://careers.walmart.com/us/jobs/WD128781-merchandise-and-stocking-associate?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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BELL PERSON – MARRIOTT HOTEL – CLEVELAND

Part-time. The Cleveland Marriott Downtown at Key Tower is looking for an experienced Bell person to heighten our guest experience. Responsibilities include but are not limited to: Greeting guests promptly and professionally; Assisting guests with luggage to and from guest rooms; Providing exceptional guest service for all customer needs. This is a weekend position.

https://www.linkedin.com/jobs/view/bell-person-at-pyramid-global-hospitality-3204898705/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

HOUSEKEEPER – FAIRFAX RENAISSANCE DEVELOPMENT CORPORATION (FDRC)

Part-time. The Housekeeping Staff position is responsible for daily cleaning of FRDC's office building. RESPONSIBILITIES: Maintains building through daily cleaning activities; Cleaning activities include daily cleaning of floors, bathrooms, common areas, restocking of bathroom supplies, cleaning multipurpose room table/chairs, empty trash; Responsible for cleaning one floor of a four (4)-story building; Identifies areas requiring repair and communicates building issues to Senior Maintenance Staff and/or Facilities Manager. REQUIREMENTS: Minimum of two to three years' experience in the area of housekeeping; Excellent communication and customer service skills required; Must have the ability to work with a diverse group of building tenants.

To apply, Email your resume to: gpowell@fairfaxdev.org or drop off your resume to: Ms. Gail Powell, Fairfax Renaissance Development Corporation, 8111 Quincy Avenue, Suite 100, Cleveland, OH 44104

OPEN INTERVIEWS – GIANT EAGLE – MULTIPLE POSITIONS

GIANT EAGLE	OPEN	OPEN	KEYWORD

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STORE	INTERVIEWS/HIRING DAY	POSITIONS	SEARCH
Southland	Every Tuesday! 2:00 PM – 5:00 PM	Overnight maintenance; Deli Clerks; Overnight Stock Clerk; Prepared Foods Clerks	Middleburgh Apply at: https://bit.ly/3890G2L
Broadview Heights	Every Tuesday! 2:00 PM – 4:00 PM	Deli Clerks; Personal Shopper; Prepared Food Clerks; Starbucks Baristas; Cashiers; Produce Clerks	274491 Apply at: https://bit.ly/3v61XAI
Watertown	Every Tuesday! 2:00 PM – 5:00 PM	Cashiers; Deli Clerks; Bakery Clerks; Meat/Seafood Clerks; Prepared Food Clerks; Overnight Stock Clerks; Curbside Personal Shoppers	Watertown Apply at: https://bit.ly/3tZwuzH
Berea	Every Monday! 2:00 PM – 4:00 PM	Cashiers; Bakery Clerks; Prepared Foods Clerks; Grocery/Produce Clerks	Berea Apply at: https://bit.ly/3EC8S80
Day Drive	Every Friday! 1:00 PM – 4:00 PM	Bakery Clerks; Prepared Food Clerks	44129 Apply at: https://bit.ly/35URPB3

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SOCIAL SERVICE/ PROFESSIONAL/ EDUCATION

SOCIAL WORKER MOBILE CRISIS TEAM – FRONTLINE SERVICE – CLEVELAND

Full-time. Pay: $50,000.00 per year. Scheduled hours are typically four 10-hour shifts that may include some evenings and weekends. As part of the Mobile Crisis Team (MCT), provides phone and community-based crisis response to adults presenting with urgent mental health needs. Services include: answering the crisis hotline; providing resource information and linkage to community providers; completing crisis assessments in community or hospital settings; and safety/disposition planning. Requirements: Must have an LSW, LPC, LISW, or LPCC with a minimum of one year professionally supervised work in the delivery of mental health, chemical dependency and/or social services to be considered; Must have a valid Ohio driver's license with good driving record and proof of insurance.

https://www.salary.com/job/frontline-service/social-worker-mobile-crisis-team/j202202030636069452917?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

HR PARTNER, HUMAN RESOURCES – AMAZON – CLEVELAND

Full-time. In this role, you will partner with front-line business leaders to innovate, implement and deploy HR strategies focused on employee engagement, internal customer service, talent management, organizational effectiveness and workforce planning. In addition, you will provide front-line support to our employee, PXT and leadership teams calling on HR expertise and empathy. Key job responsibilities: Candidate must be willing to work a 4 day, 10-hour schedule that may include weekends; Candidate will be required to work a 5am start time. Qualifications: Bachelor's Degree from accredited university; Degree in HR, HR Management, Labor Relations, Business/Management, Psychology or a related field; Highly effective verbal and written communication skills; Experienced with Microsoft Word, Excel, and Payroll Systems and/or HRIS.

https://www.amazon.jobs/en/jobs/2300849/hr-partner-human-resources?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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COMMUNITY DEVELOPMENT SPECIALIST – CCBDD – CLEVELAND

Full-time. Estimated pay: $40,000 - $56,000 a year. The Cuyahoga County Board of Developmental Disabilities (Cuyahoga DD) is seeking a full-time Community Development Specialist. The community development specialist will implement Community Development's (CD's) community outreach and development initiatives that forward equitable access for individuals with developmental disabilities to community-based services and programming. Qualifications: Bachelor's degree in communication, public relations, public administration, nonprofit services, social services or related field; Two years' experience working with people with DD, including supporting people with DD in community-based settings; Two years' experience in social service sales and/or community outreach preferred.
ADA Coordinator Certification, preferred; Valid state of Ohio driver's license and continued maintenance of excellent driving record.

https://www.glassdoor.com/job-listing/community-development-specialist-cuyahoga-county-board-of-developmental-disabilities-JV_IC1145778_KO0,32_KE33,84.htm?jl=1008280991255&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

CASE MANAGER – CLEVELAND VETERANS PROGRAM – VOLUNTEERS OF AMERICA OF GREATER OHIO

Full-time. Volunteers of America Ohio & Indiana seeks energetic, self-motivated, dynamic professionals to join its expanding team. The Case Manager will be responsible for developing service plans designed to ensure stable, permanent housing and monitoring of our clients for up to six months. Requirements: Preferred applicants will have a Bachelor's degree in the area of human and/or social services or the behavioral sciences. Licensed Social Worker designation is highly preferred. Education and/or verifiable work experience with at-risk populations is required.

https://www.linkedin.com/jobs/view/case-manager-cleveland-veterans-program-at-volunteers-of-america-of-greater-ohio-3312819688/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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SCHOOL BASED CLINICAL COUNSELORS – APPLEWOOD CENTERS, INC. - CLEVELAND

Full-time. Part-time. PRN. Now Offering Increased Starting Salary! We are hiring PRN, Part-Time, and Full-Time School Based Clinical Counselors to join our team! Responsibilities: Work collaboratively with school administration and staff in the school setting to provide them, as well as the identified students with consultative support; Coordinate on behalf of the agency with school administrative personnel, teachers and guidance counselors, building relationships and consulting on student mental health matters; Conduct individual counseling and case management. Requirements: A Bachelor's Degree in Social Work or Counseling required, Master's preferred; Valid Ohio LSW, LPC or MFT is required; Prior experience in the delivery of mental health services in the school/community to children and families with complex needs is essential.

https://www.linkedin.com/jobs/view/school-based-clinical-counselors-at-applewood-centers-inc-3349725569/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

ASSISTANT DIRECTOR –HUMAN RESOURCES – CITY OF CLEVELAND HEIGHTS

Full-time. Salary: $66,929.00 - $107,139.00 Annually. SUMMARY OF DUTIES: Administrative oversight of the Human Resources function within a high performing, professional organization committed to excellence. Examples of Duties: Provide leadership for the City's Human Resources Division and the City organization on all human resources matters including but not limited to recruitment, development and retention, benefits administration, risk management, EEO, performance management, and personnel records management; and is involved with discipline, grievance and employee legal issues; Responsible for division administrative activities including budget development and oversight, policy analysis, project management, strategic planning, and goal setting; Oversees and directs the design and implementation of employee training and staff development programs; negotiates with consultants regarding the procurement of specific training programs as required. Qualifications Bachelor's Degree or higher in Human Resources, Public Administration, Business Administration, Organizational Leadership, Law or closely related field required; Minimum of five years of professional human resource experience at the Generalist level required;

A minimum of three years of Human Resources experience at the Supervisor, Manager or Director required; Minimum of three years of coordinating or implementing public sector labor relations programs preferred.

https://www.governmentjobs.com/careers/clvhts/jobs/3645035/assistant-director-human-resources?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

MANAGER FOR PROGRAM DEVELOPMENT & IMPLEMENTATION – SEARS THINKBOX – CLEVELAND

Full-time. Housed in an iconic seven-story, 50,000-square-foot facility at Case Western Reserve University, Sears think[box] is a world-class innovation center, makerspace and entrepreneurship ecosystem that welcomes thousands of visitors each year—and is open to everyone at no cost. Working with a high degree of autonomy, the Manager for Program Development & Implementation is responsible for developing and managing all aspects of both internal and external programs. QUALIFICATIONS: Experience: 5 years of related experience preferably in program management. Education: Bachelor's degree from an accredited college/university required. Major coursework in business, marketing, engineering or a related field preferred.

Interested applicants can go to https://case.edu/hr/careers. From there they can select whether they are an internal or external candidate and search for the posting with the job ID 10674.

JOB COACH – CLEVELAND SIGHT CENTER

Part-time. Pay Rate - $15.00 - $17.00 per hour. We are looking for Job Coaches to help clients enhance their strengths and improve their job skills. Responsibilities: Demonstrates skills in a broad range of job search skills and pre-employment activities and services. This includes helping clients create cover letters, refine a resume, complete applications, and development of interview skills in addition to addressing employment related barriers or providing job retention services; Uses structured intervention techniques to help the client learn to perform job tasks to the employer's specifications and to learn the interpersonal skills necessary to be a successful

worker at the job site and in related community contacts; Provides client with immediate feedback, assistance, and follow-up from the support person. Required Skills and Experience: Education: High School graduate. Experience: Minimum of one-year previous experience working with persons with disabilities; prefer experience working with persons with blindness or visual impairment.

http://recruitingbypaycor.com/career/JobIntroduction.action?clientId=8a7883d0620df5d50162208078d04254&id=8a7887a9657e4dd90165b59e90541073&source=Indeed%20Free&code=&fromAggregate=false

DEPUTY DIRECTOR, WORKFORCE DEVELOPMENT – CUYAHOGA COUNTY

Full-time. The purpose of this position is to serve as the Deputy Director of Workforce Development and the Chief Financial Officer of the Cuyahoga County Workforce Development Board (WDB), also known as Ohio Means Jobs Cleveland / Cuyahoga County (OMJ/CCC). This role will work to ensure alignment between the strategies and implementation of the OMJ/CCC office and other County supported and led workforce and economic development strategies, and will work collaboratively with the parties above and community stakeholders to maximize the impact of the County's role in workforce through OMJ/CCC activities. Requirements: Bachelor's degree in business administration or related field with nine years of fiscal or budget administration experience, including five years in a supervisory capacity; or any equivalent combination of training and experience; Experience in workforce development program design and administration preferred.

https://www.ziprecruiter.com/c/Cuyahoga-County/Job/Deputy-Director,-Workforce-Development/-in-Cleveland,OH?jid=dbfa900e2e22fb8f&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

PROBATION OFFICER 2 – CUYAHOGA COUNTY JUVENILE COURT – CLEVELAND

Full-time. Salary: $44,918.92. Responsibilities: The Probation Officer has responsibilities for investigation of cases and/or supervision of cases; Provides services for pre- and post-

adjudicated youth and their families in a fast-paced, stressful environment in an effort to reduce recidivism and to minimize involvement into the juvenile justice system. Qualifications: Bachelor's Degree in Social Sciences, Education or a related area; Prefer candidates with one year of work experience managing a probation caseload, completion of a probation internship at the Cuyahoga County Court of Common Pleas Juvenile Division, or related experience.

https://juvenilecourt.applicantstack.com/x/detail/a2i492n48clm?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

OCCUPATIONAL THERAPIST – MEDPRO – CLEVELAND

Full-time. Pay rate: $55 per hour. MedPro Healthcare Staffing, a Joint Commission-certified staffing agency, is seeking a quality Occupational Therapist for an assignment with one of our top healthcare clients. RESPONSIBILITIES: Develops a plan of care for each occupational therapy patient; Provides skilled occupational therapy services / interventions in accordance with physician orders; Assesses patient needs, plans for, evaluates and modifies care to meet goals of occupational therapy interventions. REQUIREMENTS: Must have graduated from an accredited school; Current state license as an Occupational Therapist / OT or proactively in the process of the application process for current state licensure as an Occupational Therapist / OT; Current CPR certification.

https://jobs.medprostaffing.com/jb/Occupational-Therapist-Jobs-in-Cleveland-OH/8413111?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

BEHAVIORAL HEALTH THERAPIST – RENAISSANCE BEHAVIORAL HEALTH – CLEVELAND

Full-time. Salary: $24 - $29 Hourly. The successful candidate will support clients with mental illness to successfully integrate within their community. RESPONSIBILITIES: Collect information about clients through interview, observation, and assessment tools; Develop and implement treatment plans based on clinical experience and knowledge; Counsel clients, individually to assist in overcoming dependencies, adjusting to life, and making changes;

Working with the case management team to as client advocate in order to coordinate required services or to resolve emergency problems in crisis situations. QUALIFICATIONS: Ohio licensure required LSW, LISW, LPC, LPCC or MFT; Ability to work successfully in a team environment; Must have relevant professional experience working with a variety of mental health conditions; Must be able to communicate clearly, verbally and in writing, with a variety of audiences, and willing to represent the organization within the medical/health-care community; Knowledge of Trauma Informed Care principles.

https://www.ziprecruiter.com/c/RENAISSANCE-BEHAVIORAL-HEALTH/Job/ACT-Team-Behavioral-Health-Therapist/-in-Cleveland,OH?jid=f7d0c96367c9ef0c&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

HIGH SCHOOL GUIDANCE COUNSELOR – NORTHEAST OHIO COLLEGE PREPARATORY HIGH SCHOOL – CLEVELAND

Full-time. Northeast Ohio College Preparatory High School is seeking experienced and caring High School Guidance Counselor! Responsibilities: Deliver proactive guidance curriculum to individuals and groups; Respond to individual and group needs with responsive counseling and programming; Review transfer student transcripts and inform appropriate course placements; Maintain and review transcripts for active students and inform credit award procedures. Qualifications: Valid Ohio Guidance Counselor license; Bachelor's degree plus one (1) year previous experience in counseling and/or advisement OR equivalent combination of education and experience; Experience with the ASCA model; Experience with K-12 online learning.

https://www.glassdoor.com/job-listing/high-school-guidance-counselor-northeast-ohio-college-preparatory-high-school-JV_IC1145778_KO0,30_KE31,77.htm?jl=1007992705916&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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LIBRARIAN – CUYAHOGA COMMUNITY COLLEGE – PARMA

Part-time. Estimated wage: $26.13 to $36.15 per hour. Provide high-quality delivery of a broad range of library services, including instruction, reference, and collection management, to a diverse community of users in support of the College's curriculum and mission. Responsibilities: Prepares and delivers lectures to students on various topics in relation to a specific discipline; Evaluates and grades students' class work, laboratory work, assignments and papers; Prepares course materials such as syllabi, homework assignments and handouts; Participates in campus and community events. Qualifications: Master's Degree in Library Science from an accredited ALA program; Strong commitment to information literacy instruction, and demonstrated aptitude for teaching in multiple formats; Teaching experience; Demonstrated proficiency in Microsoft Suite (or equivalent).

https://www.higheredjobs.com/adjunct/details.cfm?JobCode=177794919&Title=Librarian+(Part-Time)&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

PLACEMENT SUPPORT SPECIALIST – THE CENTERS – CLEVELAND

Full-time. Pay: $15 - $21 an hour. Assesses clients' vocational and/or academic skills and preferences on an ongoing basis utilizing background information and employment and/or academic experiences. Essential Job Duties & Responsibilities: Initiate and engage behavioral health clients by establishing trusting, collaborative relationships directed toward the goal of competitive employment in community job settings; Assist clients in obtaining individualized information about how entitlements (e.g., SSI, Medicaid, etc.) will be affected by employment; Refers clients to benefits counseling, as needed. Helps clients report earnings, as needed. Job Qualifications: Associate's Degree in mental health, social services, or business from an accredited school; Knowledge of the worlds of work and academia; Valid Ohio driver's license with less than three points, and proof of insurance; Experience working directly with people from diverse racial, ethnic, and socioeconomic backgrounds.

https://www.glassdoor.com/job-listing/job-placement-and-support-specialist-the-centers-for-families-and-children-

JV_IC1145778_KO0,36_KE37,74.htm?jl=1008142473693&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

SUBSTANCE ABUSE COUNSELOR – BEIDT HEALTH – CLEVELAND

Full-time. Pay: $19 - $25 an hour. Local behavioral health agency seeking a full-time Clinical counselor to be responsible for assisting the Clinical Staff, and others in coordinating, planning, and delivery of services to all patients. Responsibilities: Ensures patient safety through maintaining confidentiality, verbal de-escalation techniques, and knowledge of policies and procedures regarding emergencies, performing security and safety checks and reports all patient issues to Clinical Director and Counselors; Participates with patients in their therapeutic activities and uses interventions from treatment and plan care of patients. Requirements: Education: Maintain or increase competencies and required training. Licensure/Certification: LCDC II & III, LICDC, LPC, LISW, LSW. Experience: Two (2) years of experience in the treatment of adults with addictive diseases or experience in inpatient treatment preferred; Requires basic computer skills; Requires a basic understanding of chemical dependency and 12-step philosophy.

https://beidthealth.applytojob.com/apply/Yy3gte9Ldr/Substance-Abuse-Counselor?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

ASSOCIATE ATTORNEY-ELDER LAW – BROOKSIDE TAX & FINANCIAL GROUP - PARMA

Full-time. Pay: From $60,000.00 per year. At Anselmo & Company, we are a team committed to an environment where clients come first. We're the trusted advisors for families in the community, supporting them with all areas of growth and protection of their assets. We are seeking an autonomous attorney with the highest levels of integrity… not to come and do a job, but to join our team. POSITION ACCOUNTABILITIES: Provide powerful and effective consultations; Develop relationships with existing clients and their families; Regular networking and relationship building with centers of influence; Develop strategies to expand our client base. OUR IDEAL CANDIDATE: You have experience in public speaking, excellent presentation skills, and are comfortable presenting workshops and seminars; You have a solid background in

communication, rapport building and consultations; And the unique ability to understand and clarify your clients' needs – even when they can't seem to find the right words or don't know exactly what it is that they need.

https://www.salary.com/job/brookside-tax-financial-group-llc/associate-attorney-elder-law/j202208020129200975850?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

SOCIAL WORKER – MAGNOLIA CLUBHOUSE – CLEVELAND

Full-time. Pay: $38,000.00 - $45,000.00 per year. Magnolia Clubhouse is currently looking for a skilled mental health professional to work on their Administrative Unit. You will spend your days providing mental health interventions while working with the members of the Clubhouse to operate our resale shop. You will help members coordinate pick-ups and deliveries of items, research and price donations for resale, and encourage creativity, independence and leadership in the members you work with. Qualifications: Licensed Social Worker with experience in the Mental Health field, along with experience with Medicaid billing and documentation (preferred); Bachelor's degree in social work or related field is required; Candidates must demonstrate an excellent ability to multitask and work in partnership with Clubhouse members and staff, possess strong leadership and computer skills, a driver's license, and an excellent driving record.

https://www.salary.com/job/magnolia-clubhouse/social-worker/j202208310217476643739?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

CHILDCARE PROVIDER – PROVIDENCE HOUSE – CLEVELAND

Full-time, Part-time. Starting rate of pay: $13 to $15 per hour commensurate with experience. Providence House is looking for compassionate childcare professionals who can use their strengths to support children experiencing trauma and provide a safe and loving environment. Each Childcare Provider is primarily responsible for all aspects of the children's care, including providing developmentally-appropriate educational enrichment activities and bathing/toileting/hygiene needs. Qualifications: 21 years of age or older; High school diploma or GED equivalent required; One to two years of direct paid childcare experience at minimum

Valid State of Ohio driver's license; CPR/First Aid certifications a plus.

https://provhouse.applytojob.com/apply/iG9LqdOgjj/Childcare-Provider?source=Our%20Career%20Page%20Widget

OPEN POSITIONS – JOURNEY CENTER FOR SAFETY AND HEALING – CLEVELAND

Chief Program Officer- Full Time. Salary range: $80,000-$95,000. Journey Center is seeking a full time Chief Program Officer to serve the agency and clients by ensuring high quality comprehensive services to survivors of domestic violence and child abuse that offer safety and healing; and, prevent and break cycles of abusive relationships. Duties include but not limited to: Oversee operations of programs within departments of Prevention and Community Engagement, Trauma Therapy, Latina DV Project, Helpline, Shelter, and DV Housing First Initiative; Supervise managers within departments; Lead implementation of programmatic goals in agency strategic plan; Develop and manage community partnerships. Qualifications: Master's degree or equivalent experience in nonprofit, behavioral health, public health, residential, housing, prevention, or government fields; Experience in the field of child abuse, domestic violence, behavioral health, prevention education, or public health; Strong interpersonal, writing, data, organizational, and leadership skills; Collaborative, transparent, and affirming leadership and management style; Must have and maintain a valid Ohio driver's license and appropriate insurance coverage; Must maintain appropriate driving record.
Trauma Services Manager – Full-time. Salary range $50,000-$55,000. Work hours are Monday - Friday, 10am-6pm. Journey Center is seeking a full time Trauma Services Manager to provide clinical leadership for a team of treatment providers including social workers, counselors, case managers, and interns. Duties include but not limited to: Coordinate Services with other agencies; Program planning and development; Supervise therapists, student interns and volunteers; Provide mental health services including diagnostic assessments, individual behavioral health therapy, group behavioral health therapy, and telehealth therapy. Qualifications: Licensed Social Worker (LSW) or Licensed Professional Counselor (LPC) required, independent license preferred; 2+ years of direct service experience required; Minimum 1 year of administrative/supervisory experience required; Must have and maintain a valid Ohio driver's license and appropriate insurance coverage. Must have appropriate driving record and personal vehicle.

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To apply visit Journey Center website www.journeyneo.org

INTAKE SPECIALIST HEAP UTILITIES – FAIRFFAX RENAISSANCE DEVELOPMENT CORPORATION - CLEVELAND

Full-time. The Intake Specialist HEAP Utilities is primarily responsible for processing utilities assistance applications (HEAP, PIPP, LIWAP, PRC, and Fuel Fund) through an electronic database. RESPONSIBILITIES: Conduct utility assistance intake for clients which entails; determining eligibility for multiple utility programs; following program guidelines; collecting and entering data, computing financial budgets; and verifying eligibility documentation(s); Resolve customer concerns regarding the HEAP process; Prepare and accurately maintain program files and all correspondence, summaries, and reports; Attend required agency meetings/functions and trainings. Qualifications: Minimum 2 years of face-to-face customer service experience; Excellent communication skills and the ability to work in a fast-paced hectic environment; Outstanding customer service skills required including telephone skills, public speaking skills and the ability to work with disgruntled customers.

Send resumes to: TPowell@fairfaxdev.org or Mail to Tamela Powell at: Fairfax Renaissance Development Corporation 8111 Quincy Avenue, Suite 100, Cleveland, Ohio 44104

RESIDENT ASSOCIATE – CIRCLE OF CARE – CLEVELAND

Full-time. Pay: $15 hourly. Our Residential Associate provides support services to residents of Cardinal House as part of the sober living program. Responsibilities: Establishes and maintains good rapport and working relationships with residents; Aids and encourages residents to meet established goals of their service plans; Encourages resident decision-making; Reports problems and behavioral changes to supervisor. Qualifications: High school diploma required; Minimum one-year prior work experience with the adult mental health population; Associates degree or better in Social Work.

Apply in person. Contact person: Sierra Crawford. Phone number: 202-717-7746
Email: admin@circleofcarebh.org

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COMMUNITY LIAISON – FRONTLINE RESOURCE MANAGEMENT – RICHMOND HEIGHTS

Full-time. Richmond Heights Place is seeking a passionate, creative, and detail-oriented Community Relations Liaison to manage inquiry activity and meet budgeted apartment occupancy. RESPONSIBILITIES: Responsible for creating positive and memorable experiences for potential customers and referral sources; Conducts in-home visits with prospective residents, makes direct inquiry follow-up calls and initiates follow-up letters; Ensures that meaningful tours are provided and coordinates admissions process through completion; Participates in the development and implementation of the quarterly business development plan. REQUIREMENTS: High School Diploma or GED required; One to three years of inside sales experience, preferably in the Senior Care field; Willingness to enhance professional growth and development through continuing education; Must possess a strong desire to work with the elderly.

https://www.salary.com/job/frontline-resource-management/community-liaison/j202205270228490777644?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

THERAPIST – ADULT SERVICES – OHIOGUIDESTONE – CLEVELAND

Part-time. The Community Counseling department is seeking a passionate and empathic therapist to provide Assertive Community Treatment (ACT) to adult clients with diverse mental health diagnoses. This role will start part time but has the ability to move to full time. Qualifications: Minimum educational level is a Bachelor's degree* in social work with an Ohio LSW. A Master's degree, clinical experience LPC, MFT, LISW or LPCC or IMFT is preferred. Must have a valid Ohio Driver's License and safe driving record. Licenses & Certifications: Required: MFT, LPC, LSW.

https://www.glassdoor.com/job-listing/therapist-act-program-ohioguidestone-JV_IC1145778_KO0,21_KE22,36.htm?jl=1007783693507&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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We are looking for dedicated men and women to join our team who are committed to excellence in health and human services and believe in our core values: Dignity of Person, Concern for the Poor, Justice, Hope, and Stewardship.

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Featured Positions

Clinical Supervisor



Catholic Charities, Migration and Refugee Services is seeking a motivated, mission-driven, and knowledgeable Clinical Supervisor to oversee the Ohio Center for Survivors of Torture program (OCST). OCST provides holistic, strengths-based, trauma-informed treatment for Survivors of Torture that focuses on medical, psychological, social, and legal needs.

Social Worker/Therapist, School-Based and Telehealth Services



Catholic Charities, is seeking a motivated, knowledgeable, and compassionate Social Worker/Therapist to join our team. The School-Based Family Services department provides assessment and counseling to children and their families to sustain youth in the school setting with therapeutic support or through telehealth options.

Residential Assistant

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Catholic Charities, Diocese of Cleveland is seeking a Residential Assistant (RA) at our Matt Talbot for Women site - a residential recovery center in Cleveland and Lakewood, Ohio. RA's work as part of a treatment team to facilitate daily living activities in support of clients' recovery journey. RA's work to ensure clients' safety and model and promote positive recovery behaviors.

Click on link to view current openings:
https://recruiting.ultipro.com/CAT1012CACSC/JobBoard/41d1a852-e913-429a-93ff-1d024bc3206d/?q=&o=postedDateDesc

OPEN POSITIONS – CLEVELAND CHRISTIAN HOME – CLEVELAND

Youth Residential Treatment Specialist
Full-time. 1st, 2nd, 3rd Shift. Pay: $14.00 – $15.00 per hour. Under general supervision, the Residential Treatment Specialist provides supervision and management of assigned children in the daily living routines that comprise the therapeutic milieu of the residential treatment program of Cleveland Christian Home. Responsibilities: Supervise clients in his or her charge assuring that a safe and therapeutic environment is maintained for all clients, 24 hours a day, 365 days a year (this includes weekends, holidays). Develop and consistently implement predictable routines for daily functioning, including wake-up, hygiene, meals, and bedtime. Plan and organize activities and educational groups for residents which promote change and growth in areas identified on their Individual Service Plans. Qualifications: High school diploma or GED required; additional education and/or training desirable. A minimum of one (1) year experience working with at-risk youth in a residential environment. Must have the ability to physically restrain clients of varying age/height/weight. Must have experience with moderately to severely emotionally disturbed children who have been unable to function effectively in a home setting.

RN/LPN
Full-time (40 hours a week); Part-time: Alternating weekends; Shift (12 hours shift) 8am to 8pm, holidays; PRN: On-Call as needed may include holidays. Under direction, the RN Supervisor provides medical and health services to children served at the Cleveland Christian Home and work supervision to the agency's nursing staff. ESSENTIAL FUNCTIONS, DUTIES AND RESPONSIBILITIES: · Recording medical history and symptoms. Conduct physical examinations. Administering medications and treatments. Monitoring patients' health. MINIMUM QUALIFICATIONS: 1. Education, Training, and/or Experience: A minimum of

Associates Degree in Nursing; A minimum of three (3) years' experience in pediatric and/or public health nursing. 2. Licensure: A licensed RN/LPN. Must be fully vaccinated.

https://cchome.org/careers/

MULTICULTURAL INFORMATION SPECIALIST – OCECD – NORTHEAST OHIO

Full-time. Salary is commensurate with experience The Ohio Coalition for the Education of Children with Disabilities (OCECD) is seeking a Bilingual (Spanish/English) Multicultural Information/Trainer Specialist to join our team. Responsibilities:
1.) Parent/ Assistance/Training for Spanish Speaking Families: Assists parents by phone and/or in person to understand special education rules. Assists parents by providing information/resources (emailing/mailing). Assists parents with contacting school personnel to assist in child receiving appropriate services. Assists parents by referrals and locating services to support their children's education. Assists parents by attending in person, virtual, or conference calls parent meetings, IEP meetings, evaluation review (ETR) meetings, administrative reviews, resolution sessions, mediations, and other meetings, as necessary to provide information/support to families for the educational advancement of their children with disabilities, or at risk. **2.) Workshops/Presentations:** Conducts workshops for parents (individual or groups) and professional groups on IEP's, Rights, Section 504, ETR, IEP Clinics, and all other OCECD topics, when requested.
3.) OCECD Representative: Research/Outreach the assigned Ohio Region organizations and agencies to build a collaborative relationship to support the mission of the Coalition. High school diploma required.

Interested applicants should send a cover letter, their resume, and any copy of transcripts (unofficial) to the Executive Director, Dr. Lisa Hickman at lisah@ocecd.org.

SENIOR OUTREACH COORDINATOR-NEON HEALTH SERVICES

Under the supervision of the Director of Social Services & Special Programs, the Seniors Outreach Coordinator will develop and implement initiatives and programs geared towards the senior population. The Seniors Outreach Coordinator will work to develop strategic partnerships within the community to strengthen referral relationships. The coordinator will focus on

providing seniors with advocacy, support, education, and resources within the community and NEON Health Centers. The coordinator will identify, train, supervise, and oversee volunteers who provide customer service support to NEON staff. The coordinator's overall efforts will connect new users to NEON with an emphasis on residents without a medical home, the uninsured, and the underinsured.

https://www.neonhealth.org/employment-opportunities

MANUFACTURING/TRADES/GENERAL LABOR

MANAGER OF MANUFACTURING – VOCATIONAL GUIDANCE – CLEVELAND

Full-time. Pay: $45,000 to $50,000 Yearly. Assists the director to ensure that all operations of the E. 55th and Southwest CAC are performed in the highest quality and most efficient manner possible. Responsibilities: Assists the Director in developing E. 55th Contract Shop budgets and operates Contract Shop that is consistent with department budgets; Coordinates and maintains all shop orders, purchasing, personnel and payroll systems; Assists with the shipping/receiving system. Qualifications: Associate's degree (A. A.) or equivalent from two-year college or technical school; or four years related experience and/or training; or equivalent combination of education and experience; Computer skills in the following programs: Microsoft Word, Microsoft Excel, Microsoft Outlook, and QuickBooks.

https://www.ziprecruiter.com/c/VOCATIONAL-GUIDANCE-SERVICES/Job/Manager-of-Manufacturing/-in-Cleveland,OH?jid=4356fe1ed398045f&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

CONSTRUCTION LABORER – LLK GREENHOUSE SOLUTIONS – CLEVELAND

Full-time. Estimated pay: $33,000 - $42,200 a year. This position will be responsible for, but not limited to: Clearing and preparing the construction site ensuring it is free from all debris and hazards to ensure safety at all times; Providing assistance to the site supervisors as needed. QUALIFICATIONS: Ability to travel overnight and stays for an extended period of time;

Ability to work extended hours outdoors in a variety of climates, exposure to wet and/or humid conditions, fumes or airborne particles; Seventeen years of age; 2 years' experience in construction related industry.

https://www.indeed.com/viewjob?jk=2fada24206db6353&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

MEDIA ASSEMBLER – NESCO RESOURCE – MIDDLEBURGH HEIGHTS

Full-time. Pay: Starting pay is $14.50/hour. Hours are 7am-3:30pm. Nesco Resource is looking for assemblers for a clean, temperature controlled medical manufacturing facility in Middleburg Heights. Responsibilities: Assembly of media products in both clean room and packaging environment with specialized machinery; Perform subassembly work such as building trays, boxes, and technical briefs; Packaging media and components into finished box and case box; Load and wrap pallets to be stocked safely in the warehouse. Requirements: High school diploma or equivalent; Attention to detail in a repetitive assembly environment; Excellent dexterity to produce neat, quick, and accurate assembly.

https://www.linkedin.com/jobs/view/media-assembler-at-nesco-resource-3360738183/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

PRODUCTION/GENERAL LABOR – LIBERTY LABOR – CLEVELAND

Full-time. Pay: $14-$14.50 per hour (Unlimited Overtime). The hours are M-TH 6:30am-4pm. On Fridays you will work 6:30am-10:30am. After 90 days it goes to $15.00. We are looking for Production Team/General Labor associates for a downtown company. The company makes different types of pallets. If you can read a tape measure that would be great.

https://www.careerbuilder.com/job/JCL3D95XK68HP2H5X9Q?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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PRODUCTION WORKER – DUPONT – CLEVELAND

Full-time. As a Production Operator you will be responsible for performing production operations including the safe use and operation of equipment to produce high quality products in a timely manner to ensure total customer satisfaction. Responsibilities: Learn and perform all operations on machines, operating equipment, and production fixtures; will rotate through all departmental jobs in this classification; Monitor inventory of chemicals, materials and supplies; Assemble parts and/or raw materials according to blueprints. Requirements: High School education or GED equivalent is required; Experience working in the assembly of small components, keyboarding, checking, or manual dexterity preferred.

https://careers.dupont.com/us/en/job/227767W/Production-Operator?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

GENERAL LABOR CONSTRUCTION – AREA TEMPS – CLEVELAND

Full-time. Pay: $18 per hour. Thompson, OH company is looking to hire an experienced or entry-level full-time General Labor Worker/Construction Industry. We offer excellent benefits, including medical ($400 deductible), dental vision, a 401(k) plan with up to a 4.5% match, paid holidays including some roving holidays, 100%-company-paid life insurance, 100% company-paid short- and long-term disability, significant employee discounts for all products we sell, weekly pay, and more!

https://www.postjobfree.com/job/pnxih9/general-labor-construction-cleveland-oh?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

MANUFACTURING ASSISTANT – CLEVEMED - CLEVELAND

Part-time. Pay: From $15.00 per hour. Immediate part time opening for a Manufacturing Assistant. The candidate's primary responsibility will be for the reliable assembly/kitting of medical device products and accessories. Position will provide opportunities to grow and

contribute to other manufacturing areas as skillset will allow. Desired Skills: Electronic assembly/technical background; Computer literacy (Microsoft Office Suite). Desire to learn various custom software.

https://www.salary.com/job/clevemed/manufacturing-assistant/j202208210619007346151?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

GENERAL LABORER/CONSTRUCTION - CONCRETE PLACEMENT – CLEVELAND

Full-time. Big Sky Service Co specializes in general trades work including interior build outs, rough and trim carpentry, drywall, store fixtures, millwork, and more. Operating year-round, we are seeking reliable leaders and crew members who are passionate about their trade. Responsibilities: Clean and prepare sites; Assist foreman and other tradespeople; Load, unload, or identify building materials, machinery, or tools, distributing them to the appropriate locations. Requirements: Motivated and self-disciplined; Reliable and punctual; Previous experience in the construction industry preferred but not required.

https://www.ziprecruiter.com/c/Concrete-Placement/Job/General-Laborer-Construction/-in-Cleveland,OH?jid=7f57a3aea3c7d92d&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

MAINTENANCE MECHANIC – PRESRITE – CLEVELAND

Full-time. The Maintenance Mechanic is responsible for troubleshooting, and repairing all mechanical, electrical, pneumatic, and hydraulic equipment in the plant without direct supervision. RESPONSIBILITIES: Responsible for troubleshooting mechanical/electrical problems and recommend solutions; Troubleshoot and repair all equipment in the plant; Disassemble and assemble equipment as needed; Follow proper procedures for lockout/tagout of any equipment to be worked on. QUALIFICATIONS: High school education or equivalent plus a minimum of 3 years progressive mechanical maintenance experience; Experience operating lift

truck, overhead crane and hoists; Ability to lift 50 lbs. safely and correctly; Ability to use hand and power tools required for the job.

https://recruiting.paylocity.com/recruiting/jobs/Details/1143982/Presrite-Corporation/Maintenance-Mechanic

GENERAL LABOR ALL SHIFTS – THE RESERVES NETWORK – EUCLID

Part-time. Pay: $15/hr. 6AM – 1PM or $16.13/hr. 4:30PM – 11PM. Leading Euclid, OH manufacturer has immediate part-time openings on morning and evening shift. Duties: Catch material coming off the bar presses and accurately count and places parts in the packaged tubes; Package material coming off the die presses into boxes or buckets according to weight; Applies labels to packaging material and parts; Assemble boxes and assist with building shipping crates. Requirements include: Standing, steel toes; Ability to work quickly, work from instructions, and good attendance a must.

https://jobs.trnstaffing.com/jb/General-Labor-Part-Time-All-Shifts-Jobs-in-Cleveland-OH/8280750?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

GENERAL PRODUCTION – LINCOLN ELECTRIC – EUCLID

Full-time. PRIMARY FUNCTION: The duties of General Labor (Piecework) vary. May be assigned to any Piecework Production position in the Euclid or Mentor plants that require physical labor including constructing, or building various parts used to make a finished product, or working collaboratively with computer-controlled equipment that require mechanical aptitude and spatial ability. QUALIFICATIONS: Must be 18 years or older; Ability to read and write English; Basic understanding of Math included addition, subtraction, multiplication, division, counting and problem solving; Basic Computer Literacy.

https://jobs.lincolnelectric.com/default/job/Cleveland-General-Production%2C-Euclid-OH-44117/849929001/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

ENTRY LEVEL MANUFACTURING – HANLAN COMPOSITES – WILLOUGHBY

Full-time. Pay: Up to $15.00 per hour. Schedule: 8-hour shift, Day shift, Monday to Friday. Learn how to produce fiberglass products by hand. You'll learn about raw materials, equipment and hand tools, sanding and finishing, and all phases of fiberglass production. Education: High school or equivalent (Preferred); Experience: Production & Assembly Occupations: 1 year (Preferred).

https://www.salary.com/job/hanlon-composites/entry-level-manufacturing/j202204212019579636663?location=Willoughby,%20OH

OPEN POSITIONS – CITY OF MAPLE HEIGHTS

Pay rates are commensurate with experience.

LABORER, full time – Service Department. Preferred experience and skills include: Operate dump trucks, snow plows, front-end loaders, chainsaws, jackhammers and related equipment; Cutting grass, filling chuck holes, loading and unloading asphalt, gravel, dirt, cold patch streets, carry or lift lumber and other related duties. Ability to understand and follow oral and written instructions, prepare reports, perform heavy manual work for extended periods under varying climatic conditions seasonally; Ability to lift and move objects weighing up to one hundred pounds. Valid CDL Class B driver's license required. Must be available for emergency (call in) work.

MECHANIC, full time – Service Department. Must have thorough knowledge of and familiarity with engine and chassis units, and general repair practices of the trade; good knowledge of diesel engines and air conditioning and electrical systems; ability to make repairs and adjustments to light and heavy equipment; ability to assess equipment through observation; mechanical aptitude; initiative and resourcefulness in handling repair problems; ability to learn; ability to

work well with others and perform essential job functions. Some journeyman experience in repairing automotive equipment in a general garage or automotive service station and completion of a standard high school or trade school course; preferably supplemented by Automotive Service Excellence (ASE) certification and Emergency Vehicle Technician I (EVT) or any equivalent combination of experience and training including the required knowledge, skills and abilities. Valid CDL Class B driver's license required. Must be available for emergency (call in) work.

MECHANIC ASSISTANT, full time – Service Department. Duties include repairing and performing preventive maintenance for the City's automobiles, trucks, heavy equipment, fire equipment, and ambulances. Applicants should have experience in welding and fabrication; knowledge of gas & diesel engines. Must have valid CDL Class B driver's license and your own tools. Must be available for emergency (call in) work.

POLICE PATROL OFFICERS AND FIREFIGHTERS (Lateral Transfer), full time. The Maple Heights Police and Fire Department will be accepting applications for lateral transfers of Police Patrol Officers and Firefighters. Candidates for Lateral Transfer Selection as a Patrol Officer shall possess an OPOTA Certificate, have worked as a Patrol Officer within the past two (2) years, and have at least one (1) year full time experience or 2080 hours of part time work as a Patrol Officer. Candidates for Lateral Transfer Selection as Firefighter shall possess an active Paramedic License, an active Firefighter I and II Certification, have worked as a Firefighter within the past two (2) years, and have at least one (1) year full time experience or 2080 hours of part time work as a Firefighter. Police applications may be submitted at the Police Department, and Fire applications may be submitted to the Fire Department.

Information and applications are available at www.citymapleheights.com, and applications/resumes are accepted at City Hall 5353 Lee Road, Maple Heights, OH 44137, or e-mail to: HR@mapleheightsohio.com.

SERVICE ELECTRICIAN – ROGERS ELECTRIC – CLEVELAND

Full-time. Rogers is the largest self-performing electrical, data and lighting contractor in the United States. We are currently looking for a Service Electrician with previous commercial

experience to join our team! Responsibilities: Manage the completion of various electrical tasks; Troubleshooting electrical issues; Electrical break and repair; Read blueprints, run conduit, and wire/terminate devices. Requirements: 5 years' previous service/maintenance experience; Working knowledge of installing electrical systems; Good computer skills; Possession of reliable transportation and basic hand tools; Must hold a valid driver's license.

https://www.salary.com/job/lin-r/service-electrician/j202209101019372508040?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

BASIC ASSEMBLY/PACKING - MIDWEST GLOBAL - WARRENSVILLE

Full-time. $14 to $15 Hourly. Midwest Global is a full-service warehousing, distribution, trans-loading, and packaging services provider based in Cleveland, Ohio. This Position is for entry level and packaging. We handle mostly automotive glass (windshields) and associated components. The entry position would include the following job duties: Handling and Packaging of automotive glass, mostly windshields; Perform a quality inspection on the glass and components; Perform and cleaning and polishing process on the glass; Apply components, such as rubber moldings or other components to the glass; Package the glass for shipment into steel or wooden crates. Several opportunities for advancement and higher pay, based on performance.

https://www.ziprecruiter.com/c/MIDWEST-GLOBAL/Job/Basic-Assembly-Packing/-in-Warrensville-Heights,OH?jid=9112fe2d5daad283&tsid=122003167&utm_campaign=id-5apxIc%2BCpiYf95w3FlZYCD%2FBin3J1a36&utm_source=channel-1

PROCESS TECHNICIAN 1 – WATER TREATMENT (ENTRY LEVEL) - AFFINITY CONSULTANTS - CLEVELAND

Full-time. Averaging 40-50 hrs./week. Starting Wage - $20.00 up to $23 – bump to Process Technician II. We are looking for: Motivated individuals with little to no experience in industrial operations or water treatment technologies. We will train. We also provide health and safety training and forklift certification. This opportunity places individuals on a career path with

marketable skills and experience in an industrial work environment. Essential Duties and Responsibilities: **Etch Line Management**: The etch line process involves tanks of acids, bases, and rinse waters for etching aluminum forged parts. Concentrations within the tanks are maintained within specified ranges. Employees must collect samples and perform basic analytical testing using onsite testing equipment to determine the percent acid/caustic at each of the etch lines for quality purposes. **Environmental Sampling and Technical Support**: Environmental sampling and technical support as required by client including, but not limited to, the collection of water (storm water, wastewater, process water, etc.) samples, completing labels, and sample documentation and reporting. Requirements: Graduated High School or equivalent; Valid Ohio Driver's License; Must be an American Citizen as that is a requirement from the company; Willing to do a background check and drug test; Willing to work with hazardous chemicals (we train); Experience working with metal wastewater would be great however not required.

To apply, contact with resume: Emily Gareis, emilyg@affinityconsultants.com

BUSINESS SERVICE II MECHANIC – EAST CLEVELAND SCHOOL DISTRICT

Full-time. General Description / Specific Performance Indicators: 1. Responsible for the district-wide maintenance in technical or trades field. a. Maintain a safe working environment and observes good housekeeping in the assigned warehouse space. b. Develop and prepare an ongoing program for improving, maintaining, repairing and updating equipment. c. Recommend to the Facility and Operations Manager the needs in the area of supplies, materials, equipment, and repairs. Requirements: 1. Minimum of five (5) years of experience in automotive or heavy-duty mechanics, which may include fleet experience. 2. High school diploma or equivalent.
3. Valid State of Ohio License with CDL Endorsement and Restrictions S: School Bus
4. Physically able to perform tasks required for the job function (i.e., lifting heavy objects, doing repairs, etc.)

https://www.ziprecruiter.com/c/East-Cleveland-City-Schools/Job/Business-Service-II-Mechanic/-in-

Cleveland,OH?jid=de5bfe7c1bcb1202&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

DRIVER-MOVER – BELLHOP – CLEVELAND

$24 an hour. We're seeking Mover/Drivers to join the Bellhop team and help us deliver world-class moving experiences to our customers! Requirements: Be at least 21 years old; Be willing to drive a 26' box truck on a move; Own a smartphone with an active plan; Reliable transportation - moves can be 30 miles + away.

https://www.getbellhops.com/movers-and-drivers/?utm_source=gmblisting&utm_medium=organic

LABORER/FACTORY WORKER – AREATEMPS – CLEVELAND

Full-time. Cement/Masonry/Production Line Worker – 20 needed. A manufacturing and supply company is seeking individuals who will be working the cement production line outdoors, setting-up forms that are 300 feet long. There are openings Monday through Friday from 6 a.m. to 5:30 p.m.; however, you must be flexible on start times and end times, as you could work up to 12 hours a day. Job Duties: Set-up forms, pour, and finish concrete for curing overnight; Once concrete is cured, you will strip the forms from the concrete, utilizing various tools and equipment; Once this process is complete, you will start all over again; Stripping the cured concrete is done early in the morning; late morning or afternoon is when you set-up and pour the next form so it can set for the night. Qualifications: Must be mechanically inclined; Must be able to use a hammer and scrapper; Must be able to push, pull, and constantly clean-up to alleviate safety hazards; Must be safety conscious.

https://www.salary.com/job/areatemps-com/laborer-factory-worker/j202206031823378802863?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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CONSTRUCTION SUPERVISOR – ARMCORP – CLEVELAND

Full-time. Pay: From $50,000.00 per year. Armcorp Construction is seeking an experienced Construction Superintendent. The candidate will be responsible for the overall construction of the projects assigned. The successful candidate must possess the knowledge, experience, and confidence to engage and professionally interact with the design professionals and client representatives while successfully working with the project manager, subcontractors, suppliers, estimating teams, and other construction-related personnel in planning, coordinating, and safely executing the work in accordance with the contractual obligations, schedule, and budget. DUTIES AND RESPONSIBILITIES, including, but not limited to: Actively managing and completing projects; Monitoring job sites to ensure safety compliance and quality control measures are followed; Validating schedule progression; Coordinating on-site inspections; Self-performing work as required.

Interested candidates please send resume to Kirsten Schmitz at: kirsten@armcorpinc.com

MULTIPLE JOB OPENINGS – JR WHEEL – NORTON, OH

Full-time. We offer 3 shifts: 1st 7am – 3pm; 2nd 3pm – 11pm; 3rd 11pm – 7am. $12.50 per hour 1st shift; $13.50 per hour 2nd and 3rd shift. **We are second chance friendly**. We have numerous positions available… Machine operators, polish operators, Inspectors these are entry level positions and we offer all on the job training. We also have skilled positions available currently, including… Maintenance Mechanic, Building Maintenance, CMM Layout Tech. **We work with Minute Men Staffing and provide transportation to and from our facility to their offices**: 1829 East 55th Street, Cleveland, OH 44103, 4852 Northfield Rd, North Randall, OH 44128.

To apply, contact Briana Hogston at 330-825-1565 ext. 126

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GENERAL LABOR/STEEL INDUSTRY – AREA TEMPS – CLEVELAND

Full-time. $14.00 per hour. 5 needed immediately! A large steel company is seeking individuals, who has experience in the Steel Industry, to load and unload, lift up to 50 pounds, sort products, and perform other duties as needed. Work hours are Monday through Friday from 6:30 a.m. to 2:30 p.m.; however, occasional Saturday hours may be needed. Qualified candidates must have prior experience within the Steel Industry, must have the ability to perform physical labor and lift up to 50 pounds, and must be safety-conscious. Only candidates that can pass a background check and drug screen will be considered. Any candidate that has blueprint reading experience is preferred. This company offers advancement within the company.

For an immediate interview, please call 440-788-4151 or submit your resume to mayfield@areatemps.com.

LABORERS – TWO MEN AND A TRUCK – BROOKPARK

Full-time. MOVERS EARN $16 PER HOUR PLUS TIPS! Train to become a driver and earn $18.00 + PER HOUR PLUS TIPS! TIPS earned daily! (Top performers average $250 - $500 per week!). Work five to six days per week (Off Sundays). REQUIREMENTS: Must be 18 years or older; Ability to lift heavy items (100 lbs. or more).

https://careers.twomenandatruck.com/jobs/oh/brook-park/laborers?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

INDUSTRIAL PAINTERS – RAK INDUSTRIES – CLEVELAND

Full-time. Immediate need! Compensation is commensurate with your experience. RAK Industrial Services is known to offer extremely competitive salaries and bonuses. RAK Industrial Services is a third generation, family-owned business and a full-service industrial maintenance company specializing in industry leading carbon fiber repairs and industrial infrastructure support. Your day may include: Sand blasting anything from steel girders to industry tanks,

working within an enclosed or tight environment applying chemicals to seal an industrial leak, utilizing state of the art techniques within the following industries: Steel, Power Generation, Water Treatment, Chemical Process in addition to many others. Qualifications: Experience in industrial equipment painting and process piping. Experience with blasting and all types of blasting media; sand, black beauty, glass bead, etc. Ability to gauge millage application and document with the use of a millage tester.

To Apply: Submit your resume to Joe Cianciolo at Joe@RAKCorp.com in Microsoft Word format. All resumes received are held in confidence. This is an immediate need, and all qualified candidates will be responded to promptly. Questions can also be directed to Joe@RAKCorp.com

WAREHOUSE ORDER SELECTOR – PIERRE'S ICE CREAM – CLEVELAND

Full-time. Pierre's Ice Cream Company has immediate openings for experienced order selectors to work in the freezer warehouse on second shift. Candidates must have the ability to efficiently and accurately pull products to fulfill customer orders using Voxware voice pick software; operate an electric pallet jack; and move and lift up to 50 pounds repetitively. Qualifications: High school diploma or GED required. Good math aptitude. Basic computer skills. Ability to withstand cold temperatures (-20 degrees F).

https://pierres.com/contact/careers/

MULTIPLE OPENINGS - CLIFTON STEEL - MAPLE HEIGHTS

Position	Shift	Compensation
Bevel Machine Operator https://gethired.com/a/ec317573-a0e6-4d3d-a5a9-30691685b597	3pm-11pm	$15.00/hour

Grinder https://easyapply.co/a/ca972806-ef1e-4101-b92c-bbd79d372c74	3pm-11pm	$15.00/hour
Burner https://easyapply.co/a/f6a9275c-67da-4d17-ae2f-70b08da77aba	3pm-11pm	$16.50/hour
Stock Handler https://easyapply.co/a/69a6facc-2d57-4021-996d-b20d4479357c	7am -3pm & 3pm-11pm	$15.00/hour
Plant Maintenance Technician **(Non-Union role)** https://gethired.com/a/7d4820d4-1e39-4c87-8ba1-130856d12a66	3pm-11pm	Negotiable
Engineering Technician/CAD Drafter **(Non-Union role)** https://gethired.com/a/3b3fe30b-2a1d-4bba-96f3-d10f3c75c13c	8am-5pm	Negotiable
Wheelabrator Operator https://gethired.com/a/f08b3067-0d70-45c8-bf97-921f52f31509	7am-3pm & 3pm-11pm	$15.55/hour

TRANSPORTATION/WAREHOUSE/DISTRIBUTION

CDL BUS DRIVER – GREYHOUND – CLEVELAND

Full-time. Salary: $50,000 - $65,000 per year. Our Motor Coach Operators can expect an annual income of $50,000 - $65,000 based on salary, OT and additional earning opportunities.

Candidates should be: Fully Licensed with a CDL (A/B) and Passenger Endorsement for 16+passengers; A minimum of 22 years of age and able to pass a DOT physical; Capable of successfully completing the Greyhound driver training program; Able to report to work location within a two-hour time period.

https://jobs.mystateline.com/jobs/cdl-bus-driver-cleveland-oh-10-000-bonus-incentive-mentor-ohio/789844041-2/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

SHIPPING CLERK – AEROTEK – CLEVELAND

Contract to hire 18 weeks. Pay: $18 per hour. 8:30am-5:00pm (Monday-Friday). TYPICAL DAY: Candidate will be responsible for verifying quantities and receiving all incoming small packages and freight shipments; Will verify equipment and number of items being received and shipped for customer returns; Will pick, pack and ship domestic and international shipments; Will utilize SAP, Microsoft office, Microsoft Excel and DHL for international shipping.

https://jobs.aerotek.com/ca/fr/job/JP-003053599/Shipping-Clerk?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

WAREHOUSE PACKER – SHIPPING PILOT – MIDDLEBURGH HEIGHTS

Full-time. Pay: $13.00 per hour. We are an exciting new start-up company located in Middleburg Heights, Ohio right off '71. We are looking to add more full-time employees to our staff here at Shipping Pilot headquarters in Middleburg Heights, OH. The job consists of assembly line work where you will fold then pack care crates full-time weekdays from 8:30am-5pm.

https://jobs.khon2.com/jobs/warehouse-packer-work-listen-to-music!-its-easy!-cleveland-ohio/787670423-2/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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DELIVERY DRIVER – CONRAD'S TIRE EXPRESS AND TOTAL CAR CARE – CLEVELAND

Full-time. RESPONSIBILITIES: Provides superior customer service on a daily basis that exceeds normal customer expectations, while staying within company policy and procedure guidelines; Loads orders into delivery vehicles; Checks deliveries for accuracy, and routes them effectively; Completes return forms and handles invoices, transfers, and all other paperwork correctly. QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily; The requirements listed below are representative of the knowledge, skill, and/or ability required; Two years driving experience/license preferred.

https://www.salary.com/job/conrad-s-tire-express-and-total-car-care/delivery-driver-tires-automotive-parts-cleveland/j202206010024241702335?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

CAR COURIER DRIVER – LATE AFTERNOON – LEGEND DELIVERY SERVICE – CLEVELAND

Part-time. Pay: $250.00 $500.00 per week. Schedule: Evening shift. Legend Delivery is looking for self-motivated part time independent contract drivers for home pharmaceutical deliveries within Cuyahoga and surrounding counties. You must provide your OWN FUEL-EFFICIENT VEHICLE. Most routes start late afternoon (4pm) and deliver fifteen to twenty stops which on average take three to four hours.

https://jobsearcher.com/j/car-courier-driver-late-afternoon-at-legend-delivery-service-in-cleveland-oh-4149dZV?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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SHIPPING CLERK – ELECTRONIC MERCHANT SYSTEMS – CLEVELAND

Full-time. Pay: From $16 an hour. 8-hour shift. Overtime. Monday to Friday. Job duties: Package all equipment for shipment; Process all shipments in UPS World Ship and other companies as needed; Send emails about equipment orders and supply needs when running low; Communicate with all agents and inside sales reps as needed. Qualifications: Microsoft Word and Excel experience; Ability to lift 50 lbs or more; Strong written & verbal communication skills.

https://www.indeed.com/viewjob?jk=c8b5ac8529d8addb&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

WAREHOUSE ASSISTANT – ADVACARE SYSTEMS – CLEVELAND

Full-time. Pay: $15 Hourly. AdvaCare Systems is a leading provider of Durable Medical Equipment to hospice organizations and skilled-nursing facilities throughout the Midwest. The Warehouse Assistant is responsible for the cleaning, maintenance, and testing of durable medical equipment. Job Duties: Cleaning and disinfecting of durable medical equipment; Restocking cleaned and disinfected equipment. Requirements: Preferred candidates will have up to one year experience working in a warehouse/stock room environment, as well as strong mechanical aptitude; All Candidates must pass a National Criminal Background Check.

https://www.ziprecruiter.com/c/AdvaCare-Systems/Job/Warehouse-Assistant/-in-Cleveland,OH?jid=9a60f01de5b20121&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

CUSTOMER SERVICE VEHICLE DELIVERY – CARMAX – CLEVELAND

Full-time. Pay: $17 per hour. RESPONSIBILITIES: Delivering a uniquely special experience to each and every one of our customers. Minus the red suit, you'll pretty much be a real-life Santa Claus on a daily basis! A major part of this job is driving a kick-ass single-car hauler to get the customer's purchase delivered straight to their front door. You don't need a commercial driver's license to drive the hauler and don't worry, with a little training, you'll realize driving the hauler

is a piece of cake; You will also be loading and unloading the customer's vehicle on and off of it (it's a quick and easy process, but it does require getting a little physical) and inspecting the car-hauler to ensure the vehicle maintains good maintenance and safe driving conditions. QUALIFICATIONS: We are looking for someone who is goal-oriented, enthusiastic, energetic and self-motivated. Required knowledge, skills and abilities include: High School Diploma or equivalent; Must be 21 years of age or older; Must have a valid Driver's License with a clean driving record for the past 3 years; 2+ years of customer facing experience with a passion for creating memorable customer experiences.

https://www.carvana.com/careers/apply?gh_jid=4571773&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

DRIVER – CONTRACT DELIVERY & INSTALLATION – DIAKON LOGISTICS – CLEVELAND

Full-time. Average earners make approximately $4,000 weekly with weekly payouts! Diakon Logistics is a leading Home Delivery Service provider expanding and growing our business in the Cleveland area and are looking for enterprising and motivated Independent Contract Carriers for delivery and installation of residential household goods. Contractors must have: Must be 21 years of age or older; Pass background, drug and physical checks; Valid driver's license with clean driving record -- 2 years verifiable commercial driving experience, but No CDL required; Must incorporate and obtain DOT number with interstate authority; Own or lease a late model 26' box truck (we can assist in acquiring); Provide a two-man delivery team.

https://www.helpwanted.com/22d38e819c8942fd86d152727acee3d1-Driver-Contract-Delivery-Installation-job-listings?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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TEAM LEADER-1st SHIFT – TRUE VALUE – CLEVELAND

Full-time. Hourly Rate: $ 19.50 to $20.50. Scheduled Days: Monday through Friday. Start Time: 4am. Responsibilities: Meets or exceeds set standards for productivity and quality in the productive function to which he/she is assigned; Assists the supervisor in supervising team members and completes specific duties in the Supervisor's absence; Assists supervisor with conducting associate training and defining job requirements; Assists the Supervisor in coordinating workflow with other members of the RDC /Cary leadership team. Education & Experience: High School Diploma, GED, or equivalent work experience; 1-3 years of experience, preferably in Distribution, Manufacturing, Warehouse, or similar industry; Working knowledge of industry specific applications - EX, ADS; Basic knowledge of MS Office (Word, Excel, and PowerPoint); Basic math and reading skills.

https://truevalue.jobs.net/job/J3V73X6CG45P05DH565?ipath=CRJR16&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

WAREHOUSE HANDLER – CAREERRY – CLEVELAND

Part-time. Salary: $17 - $22 / Hourly. Open Shifts: Flexible Schedules for Part timer in Cleveland. What to expect: Warehouse duties include loading, unloading, and sorting of packages of various sizes. Part time employees work one shift a day; Full time employees work two shifts; Shift lengths vary based on package volume generally part time employees work between 3 and 6 hours a day; Full time employees can expect to work between 6 and 10 hours for the Cleveland warehouse. Qualifications: High School diploma or equivalent; Previous warehouse experience is preferred but not required. Forklift certification preferred but not required,

https://careerry.com/usa/jobs/warehouse-package-handler-jobs-in-cleveland-ohio/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

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WAREHOUSE WORKER – SYSCO – CLEVELAND

Full-time. Earn up to $86,000 per year including base, overtime, and incentives. IMMEDIATELY HIRING Warehouse Order Selectors. Work in a Sysco warehouse and be a critical member of the foodservice supply chain. Warehouse Selectors pick orders for delivery to foodservice venues in the local community. Active, physical role that includes operating an electric pallet jack, and/or forklift; Organizing and palletizing product to build customer orders. Requirements: No college degree required; 6 months to 1 year experience required; Night Shift experience required; Food Specific experience required.

https://www.ziprecruiter.com/c/Sysco/Job/Warehouse-Worker/-in-Cleveland,OH?jid=2e1b174c18aaa128&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

DELIVERY DRIVERS – LOGISTICAL RESOURCE GROUP – CLEVELAND

Part-time. Pay rates are 17.25/hr. for an Amazon driver, $18/hr. for a FedEx personal vehicle driver, $18.50/hr. for FedEx Ground Van driver. Logistical Resource Group - We employ delivery drivers for FedEx Ground and Amazon Routes. Our FedEx drivers work out of the Richfield and Twinsburg Terminals, our Amazon Drivers work out of the Brooklyn, OH terminal, we however operate under a different name for Amazon. For Amazon we are coastal logistics. Job duties include driving either a large van (both FedEx and Amazon) or a Personal Vehicle (FedEx), and making deliveries. Hours vary per position but everyone is hired part time. Requirements: You need to be 21 or older (this is because there are occasional alcohol deliveries), both companies require background checks, MVRs run for driving records, and a passed drug screen.

https://logisticalrg.com/careers/

LOGISTICS COORDINATOR – CURTIS-WRIGHT CORPORATION – MIDDLEBURGH HEIGHTS

Full-time. First shift. Location: Middleburg Heights, OH. The Logistics Coordinator will be responsible for handling incoming and outgoing shipments, along with coordinating all domestic

and international shipping. Responsibilities: Works to help the flow of shipments both inbound and outbound in the manner that is most cost effective; Routes outbound delivered loads and inbound back-hauls. Utilizes logistics software; Manages load utilization. Coordinates common carrier activities; Maintains customer delivery time windows. Manages communications associated with logistics distribution of material. Maintains customer database network system. Requirements: High School Diploma or equivalent required; 1-3 years of logistics experience in a manufacturing environment; Must have experience with LTL and international shipments.

https://www.linkedin.com/jobs/view/logistics-coordinator-at-curtiss-wright-corporation-3111367753/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

PARTS DELIVERY DRIVER – CLEVELAND MACK SALES AND SERVICE

Full-time. Pay: $13.00 - $15.00 per hour. We are seeking a Parts Delivery Driver to join our team! Employees needed to do parts deliveries. Knowledge of the Cleveland area a huge plus! Responsibilities: Work in parts warehouse for stocking, sorting, and general labor needs; Deliver products to customer locations in a timely manner; Load and unload vehicle; Collect on unpaid orders and shipments. Qualifications: Experience in delivery driving, customer service, or other related fields; Clean driving record; Pass drug screening test; Will need to obtain USDOT medical card (company will pay for physical/exam).

https://www.salary.com/job/cleveland-mack-sales-and-service/parts-delivery-driver/aeb987b9-7cb4-43b0-882e-a6e77c996fab?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

HIGHWAY TECHNICIAN I – OHIO DEPARTMENT OF TRANSPORTATION – DISTRICT 12

Full-time. Winter Seasonal. Compensation: $19.15/hour. The Ohio Department of Transportation - District 12 is currently accepting applications for our Winter Seasonal Highway Technicians in Cuyahoga County. The locations are Euclid, Cleveland (off of Pershing Ave.), Riveredge (by the airport), and Warrensville Hts. You MUST have a valid CDL Class "A" or Class "B" to be considered. What You Will Do: Operate basic equipment related to snow and ice removal, and

roadway maintenance; Perform emergency response, clean-up, and traffic control; Serve the public and work to make the roads in Ohio safer. Qualifications: Formal education in arithmetic that includes addition & subtraction & decimals, percentages & fractions; ability to read, write & speak common English vocabulary; 3 months training or 3 months 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.

https://dasstateoh.taleo.net/careersection/oh_ext/jobdetail.ftl?job=2200078Q&tz=GMT-04%3A00&tzname=America%2FNew_York

FROZEN WAREHOUSE SELECTOR – GIANT EAGLE – CLEVELAND

Full-time. Rate of Pay: $16.50 per hour. Freezer Premium $3.50/hour plus Shift Differential Premium of .75/hour. Weekend premium $1.00/hour. $1000 New Hire Bonus! Ask Human Resource Representative for details. Warehouse Selectors are responsible for the safe, accurate and efficient selection of damage-free products. You will help fill our stores' orders, meet delivery schedules, and promote customer satisfaction. Job Responsibilities: Must have the ability to count; Accurately select product by matching slot numbers and product descriptions using a voice-activated warehouse management system; Lift and carry cases of up to 100 lbs. from pick slots and place them onto pallets; cases must be lifted from floor level, shoulder level and overhead; Meet and maintain established productivity standards. Education Required: No High School diploma required.

https://jobs.gianteagle.com/us/en/job/275463/Frozen-Warehouse-Selector?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

SCHOOL VAN DRIVER – COMMUNITY BUS SERVICES – CLEVELAND

Part-time. From $18 an hour. Community Bus Services is now hiring School Van Drivers at our Cleveland location with the possibility for advancement. Job Duties: Transport passengers in a safe and timely manner; Must possess knowledge of driving safety and courtesy; Maintain order

amongst students during transport. Requirements: At least 21 years of age; Minimum 2 years U.S. driving experience; Valid Ohio Driver's License.

https://www.indeed.com/jobs?q=community+bus+services&l=Cleveland%2C+OH&vjk=b8447f5313f8aadd

WAREHOUSE WORKER – TOWNTASKS – CLEVELAND

Full-time. Pay: $18 to $22 / Hour. Urgently Needed! We are looking to hire individuals as a Warehouse Associate in Cleveland, who are eager to develop and apply their skills in ways that make a positive impact to communities. Responsibilities: Picking and Packing orders from Cleveland warehouse; Pick orders that come through the app, pack the order and hand off to our drivers; Inventory and Spoilage Management. Stock receivables and manage inventory, including shelf life; Warehouse Organization. Clean and organize the warehouse. Qualifications: You're self-motivated, positive, and a team player able to work in multiple shift; You're able to be on your feet and handle Cleveland warehouse duties including lifting up to 40 pounds (with or without accommodations); You have a high school diploma or GED equivalent.

https://towntasks.com/job/warehouse-associate-jobs-in-cleveland-ohio-44130/?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

GENERAL WAREHOUSE – BROADBEAN – EUCLID

Full-time. Euclid Chemical is an integrated provider of specialty construction products including concrete treatments, restoration materials, sealants, coatings, sealers, and decorative products. Responsibilities: Read orders to determine what products are to be pulled and put on pallets. Receive incoming materials, verifying amount received against packing slip, manifests, invoices or orders and noting any shortages; Prepare product/materials for shipment- supporting the continuous retrieving of material and staging at designated locations along the production line. Qualifications and Previous Experience: High School Diploma, General Education Degree (GED) or equivalent combination of education and experience; At least 1-year previous experience/certification for sit down forklift, stand up forklift, and electric pallet jack- and ability

to demonstrate proficiency on equipment; IT Proficiency with Microsoft Office packages- ability to maintain inventory records electronically.

https://www.ziprecruiter.com/c/Broadbean/Job/General-Warehouse-Reach-High-Lift-Operator/-in-Cleveland,OH?jid=e14380a12167487c&utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

PACKAGE DELIVERY DRIVER – BLACKLINE LOGISTICS – CLEVELAND

Full-time. Pay range: $17.25-$19.00/hr. Physical location: Amazon delivery center Blackline Logistics, 1 American RD, Cleveland OH. Brief description of duties: Package delivery drivers are required to drive a company owned cargo van and deliver packages to residences and a small number of businesses; Drivers are required to make approx. 130-150 stops daily (usually in very close proximity); Must be able to lift up to 50 pounds; Must be able to operate a smartphone without assistance. Required: pass background check, drug screening (no THC screening) and motor vehicle report must be in good standing; Can't have 4 points or more on license.

https://www.indeed.com/m/viewjob?jk=57cec50dcffcf4d2

PRODUCTION & PACKING ASSOCIATE – ORLANDO BAKING COMPANY – CLEVELAND

Full-time. ***$1,000 Sign on Bonus***. Sunday-Friday varied schedule. 5-6 days per week. Must be able to work any shift. Saturday's scheduled as needed along with additional overtime. Job Summary: While in Production activities include but not limited to straightening of dough on pans or boards, feeding bread or bun pans on conveyors, feeding, retrieving or stacking empty pans to put back into system(s). While in Packaging activities include but not limited to feeding baked products into conveyor slots for slicing prior to bagging, placing finished packaged product in bread trays or corrugated box depending on packaging line. Bread racking and or palletizing. Possible re-wrapping of product and or labeling product. Preferred Education and/or Experience: High School diploma or equivalent; 2-5 years' experience preferred in production and or packaging facility.

https://www.orlandobaking.com/default.php?pinx=31

DISTRIBUTION/LOGISTICS/TOW MOTOR OPERATOR – LINCOLN ELECTRIC

Full-time PURPOSE: Responsible for duties specific to Material handling and distribution of material. Responsibilities: Maintains stock of material in a safe, orderly, and accessible manner; Utilizes handheld RF Scan guns or Computer to perform required transactions in SAP; Follows proper stock replenishment methods; Maintains proper stock rotation and housekeeping requirements. REQUIREMENTS: High School Diploma or equivalent preferred, but previous background in material handling or equivalent experience is acceptable. Excellent safety and attendance record.

https://lensa.com/distributionlogistics-tow-motor-operator-jobs/cleveland/jd/5845d035928cd5595002e9479cc7c188?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic
?utm_campaign=google_jobs_apply&utm_source=google_jobs_apply&utm_medium=organic

COMMERCIAL BAKERY DOUGH CHOPPER/DIVIDER - STONE OVEN WHOLESALE BAKERY – CLEVELAND

Full-time. Pay: $17.00 - $18.00 per hour. 3rd shift. Want to be a part of the top wholesale Artisan Bread Bakery in NEO? We are now hiring a third shift mixer/baker. This is an active position that requires the ability to lift 50-pound bags of flour. It is a fast-paced, team-oriented environment. You'll work hard and at the end of the shift you'll see/smell the results: delicious, beautiful bread!

If you're interested, send an email with your work history and personal statement to James at: james@stoneovenwholesalebakery.com

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PRODUCTION/PACKAGING SUPERVISOR – ORLANDO BAKING CO. - CLEVELAND

Full-time. $65,000 per year. Hands on supervision of the packaging and / or production activities including the operation of standard or specialized designed equipment to package bread and rolls products. This is a first line packaging supervisory position and generally supervises a crew of 15 to 20 workers on a shift. Responsibilities include training employees; planning, assigning and directing work; appraising performance, rewarding and disciplining employees; addressing complaints and resolving problems. Qualifications: High school diploma or GED required; College degree preferred; Minimum 2 years related work experience; Basic computer skills and working knowledge of MS Office Suite – Excel, Word, Outlook; Basic math skills; Ability to carry out instructions furnished in written, oral, or diagram form.

https://www.indeed.com/jobs?q=High%20Hot&l=Cleveland,%20OH&from=mobRdr&utm_source=%2Fm%2F&utm_medium=redir&utm_campaign=dt&vjk=93cd439fa65c75ca&advn=1684460376329821