

JOBS FOR THE WEEK OF 11/28/2016



The graphic features a small image of a passport on the left, with the text "Your PASSPORT to Career Success" in large, bold, blue and black letters. To the right is a circular logo for "Next Generation Zone" with a rainbow arc and the words "NEXT GENERATION ZONE" inside.

Created by the Spokane Area Workforce Development Council, *Your Passport To Success* is YOUR tool to planning your career and your success.

*****Free and available online*****

<http://www.nextgenzone.org/passport-to-success>

**See a job you like? Want to know more about the position? Want to apply?
Here is how:**

1. Go to <http://www.wa.gov/esd/spokane/>
2. On the left hand side click the “Job Seeker” tab
3. At the top of the page where it says Find Job in: Click Washington
4. At the top of the page, enter Spokane in the “Where” field and search using the Job # or title of the position you are interested.

Staffing and Temporary Work Agencies

- **Express Employment Professionals**
- **Atlas Staffing, INC**
- **Kelly Services, INC**
- **Manpower**
- **Humanix**
- **Labor Systems**
- **Personnel Source**
- **Aerotek**

1-Volunteer Opportunities

- **Spokane Regional Health Districts – “Safe Routes to School Program”**

In need of volunteers for our Walking School Buses- located at local elementary schools. Walking School Buses is when groups of children walk to school together along an organized route with pairs of trained background checked adults. Minimum commitment is one hour a week for 5-9 weeks and maximum commitment is 5-6 hours a week. If you are interested, please contact Mariah McKay at 509-324-1537.

2-SEASONAL/TEMPORARY EMPLOYMENT

CHS Inc.

Driver Seasonal

Closing 01/12/2017

Driver Seasonal Job Posting

CHS has an exciting opportunity in our Country Operations Division. We are looking for a Driver to transport grass seed. You must have a high energy level, exhibit personal integrity, have an excellent driving record and be committed to safety, customer service, and solving problems creatively. You must have a good work ethic with professional communications skills.

You will: Transport product between warehouses in a safe, timely, and professional manner, ensuring the truck is operated in a safe manner at all times.

Follow all guidelines and regulations for hauling grass seed.

Maintain logs with each shipment, completing daily invoices and reports.

Perform visual inspection of truck before leaving premises and complete maintenance report on all deficiencies. Report all accidents, traffic violations, and damage to vehicles.

Complete daily maintenance report and notify supervisor of any needed repairs.

Manage all aspects of the load on your truck and be responsible for all shortages and damages unless visual observation of loading is not possible. Must pass a DOT required physical and drug screen must meet DOT and Company requirements

Ability to read, write, and communicate in English

Ability to work additional hours, Saturdays and Sundays during months of June-August, to meet business demands. Ability to lift/carry up to 80lbs, walk, stand, sit, bend, and kneel

Sears

Seasonal Cashier

Closing 12/13/2016

Responsible for providing excellent customer service, efficiently and accurately completing sales and service transactions at the cash wraps, as well as handle customer issues that may arise on the sales floor.* Takes ownership for enhancing the customer experience * Partners with selling and sales support associates to provide superior customer service (i.e., assist customers, answer phones) * Leverages technology in order to facilitate the customer experience * Completes customer transactions accurately and efficiently at point-of-sale * Executes consistent operational and selling processes (i.e., credit application process, ratchet repair program) * Optimizes credit, gift card, Shop Your Way Rewards and multi-channel opportunities (and, where applicable, Protection Agreements, Merchandise Replacement Agreements, and other miscellaneous income opportunities) * Educates customers on our Satisfaction Guaranteed return policy; * Assists in resolving customer issues * Assists with merchandise support tasks (i.e.,

fitting room maintenance, straightening merchandise) during non-peak hours * Adheres to merchandise protection standards * Uses basic internet navigation to access and print information/reports * Performs other duties as assigned * Basic reading, arithmetic, writing and oral communication skills * Basic internet navigation * Equal Opportunity Employer / Disability / Vet.

River Park Square

Cashier

Closing 12/31/2016

If you are looking for a part-time job working for Spokane's premier shopping and entertainment center, we invite you to submit your application for the position of part-time seasonal **Cashier** at River Park Square. Assignment is scheduled to end January 31, 2017.

What we want you to do...

Calculate and receive payment from customers for parking services at RPS pay stations and completing these transactions accurately.

You will work approximately 20-30 hours per week (shifts varying between 8:00 pm and 5:00 pm) while providing top-notch customer service to our garage customers.

Greet and converse with customers in a courteous manner.

Direct customers to their requested mall locations or mall personnel.

Who you are...

You are over 18 and willing and available to work flexible hours as days and shifts will vary between 9am and 1am.

Qualified applicants understand what it means to provide exceptional customer service.

Previous customer service and cashier experience is preferred.

Who River Park Square is...

We are a premier shopping, dining and entertainment center in downtown Spokane.

We try to maintain a friendly environment where people really want to work.

We work in a supportive team environment and offer a wage of \$9.47 per hour, and a matching 401(k) after 90 days of employment!

Basic cash handling test will be given at time of application. *Drug & background check required on all finalists.* Please apply in person between 8:30 am – 3:30 pm at The Spokesman-Review building at 999 West Riverside Ave or respond to this posting. **We are an Equal Opportunity Employer. Position open until filled.**

ProPeople Staffing Services

Office/General

Closes 1/17/2017

We have several clients looking for office/customer service/general office support. Temp and temp to hire. Answer phones, some typing, assist customers, general filing, etc. If you are looking for a new position with temp to hire or some positions with working part time for the week for extra income then these are the positions for you!

Job ID: 171533876

3-APPRENTICESHIPS/TRAINING

The Barton Boys, Inc.

HVAC Apprentice

Closes 12/9/2016

The Barton Boys Heating and AC are continuing to grow and need hard working, dependable candidates to fill a need as an HVAC install helper/apprentice. Must have a clean employment and driving record. Prior HVAC experience is preferred but we will train the right candidate.
Required Licenses: Valid drivers license with clean driving record
Special Skills: HVAC experience or construction experience
Job ID: 166837199

Pioneer Human Services

Nursing Assistant Trainee

Closes 1/16/2017

Interested in becoming a Nursing Assistant?

Receive paid training at our assisted living facility, the Carlyle Care Center! This paid training program is approximately 120 days long. Upon successful completion of the program, the trainee will be qualified to apply for any Nursing Assistant position that is posted.

Pioneer Human Services is a social enterprise that provides individuals with criminal histories the opportunity to lead healthy, productive lives. You may learn more about our organization, mission, and vision here: .

The Carlyle Care Center (CCC) is a 151-bed assisted living facility providing residential and assisted care for individuals 18 year of age and older.

CCC specializes in caring for individuals with chronic mental illness, but also serves those with developmental disabilities, dementia, and/or substance abuse issues.

POSITION SUMMARY

This is a trainee position with responsibilities to include: getting acclimated to the clients at the Carlyle Care Center, learn and complete documentation, learn processes and procedures, complete outside training all leading to Home Care Aide Certification. At the successful completion of the training program, Trainees will be eligible to apply for any open Nursing Assistant positions at the Carlyle Care Center. This position supports the division goals by developing staff able to deliver quality resident care and documentation which maintains our contract compliance.

QUALIFICATIONS

Required Qualifications

High School Diploma equivalency

Ability to successfully pass a Washington State DSHS and FBI fingerprint background check; please click here for additional information:

Basic computer skills including typing to produce accurate resident records; able to navigate computer for electronic charting and e-mail communication

Preferred/Desirable Qualifications

Experience delivering quality customer service

Experience working with specialty populations (mental health, dementia, developmental disabilities) and/or individuals with disabilities

Pioneer Human Services is a drug-free employer.

In addition to pre-employment drug screening, Pioneer reserves the right to conduct random sample alcohol or drug testing of all employees. Please note that our drug-free policy includes marijuana and there are no exceptions for those with medical marijuana prescriptions.

Job ID: 176264281

4-SALES REP

ADT Security Services

Sales Representative

Closes 12/31/2016

Job Purpose:

Builds market position by locating, developing, defining, negotiating, and closing business relationships.

Duties:

- * Identifies trendsetter ideas by researching industry and related events, publications, and announcements; tracking individual contributors and their accomplishments.
- * Locates or proposes potential business deals by contacting potential partners; discovering and exploring opportunities.
- * Screens potential business deals by analyzing market strategies, deal requirements, potential, and financials; evaluating options; resolving internal priorities; recommending equity investments.
- * Develops negotiating strategies and positions by studying integration of new venture with company strategies and operations; examining risks and potentials; estimating partners' needs and goals.
- * Closes new business deals by coordinating requirements; developing and negotiating contracts; integrating contract requirements with business operations.
- * Protects organization's value by keeping information confidential.
- * Updates job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
- * Enhances organization reputation by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.

Skills/Qualifications:

Closing Skills, Motivation for Sales, Prospecting Skills, Sales Planning, Selling to Customer Needs, Territory Management, Market Knowledge, Presentation Skills, Energy Level, Meeting Sales Goals, Professionalism

Job ID: 175188162

5-CLERICAL

Lincare, Inc

Office Clerk

Closes 12/2/2016

At Lincare we believe that people create our success. Our primary goal is to hire and retain the best, most talented employees who are leaders in their own right, and provide them with a growth environment that is focused on adding value for the customer. We strongly believe that the diversity of our employees and their ongoing growth and development, combined with our national footprint and broad range of business activities, provide us with the ingredients required to maintain and grow our leading market positions around the US and Canada.

Job ID: 175249689

Catholic Charities**Clerk -FT****Closing 01/07/2017**

This position works as part of the Compliance team to provide assistance in approving and monitoring applications for the Low Income Tax Credit (LIHTC) and other applicable programs for all internally managed Catholic Housing Community properties. Insures that all policies, procedures and regulatory agreements are followed for all applicable programs. Assists with the conversion of buildings to the Tax Credit Program. Serves as a resource to all staff about compliance and related issues. Reviews eligibility, analyzes income and assets, and maintains associated records. **Job Duties/Responsibilities:** Reviews, audits and processes a variety of transactions in accordance with the applicable rules and regulations for each property and ensures all certifications are processed in a timely manner. Responsible to review annual and self-certification files for accuracy and completeness to confirm the tenant household continues eligibility. Maintains and manages confidential and sensitive files. Communicate with outside programs or sources to insure compliance with regulatory agreements. **Job Qualifications:** Education/Experience: to perform this job successfully, an individual must have a High School Diploma or a General Education Degree. To perform this job successfully, an individual must have a valid Driver's License and the ability to drive for work use. **Job ID: 170044287**

Aerotek INC**Mailroom Clerk****Closes 1/17/2017**

Aerotek is seeking a Mailroom Specialist for a part time position Monday, Friday, and Saturday from 8:00AM-4:30pm in Spokane, WA. These individuals will be entering data and handling general office duties. The ideal candidate has data entry experience and is comfortable entering data into excel. Must be comfortable utilizing all of Microsoft Office suite.

Shifts:

Monday, Friday, and Saturday 8:00AM-4:30pm

Requirements

-Microsoft Office

-Typing

If you are interested and qualified please attach a copy of your resume for review.

Job ID: 168618033

Lindauer Law PLLC**Office Assistant****Closes 1/14/2017**

Lindauer Law PLLC is an intellectual property law firm. Our clients rely on us to deliver the very best in intellectual property protection.

We are looking for a dedicated Office Assistant to support our team of attorneys, agents and paralegals.

The successful candidate will have an eye for detail, a passion for accuracy, and a desire to do the very best every time. This is a telecommute position open to applicants who reside in Washington State. Training will be provided.

Duties

Provide clerical, administrative, and organizational support to other members of the team

Draft and prepare correspondence

Document preparation and revision

Prepare and electronically file various documents

Skills

Excellent attention to detail

Ability to handle multiple tasks

Ability to prioritize and manage time appropriately

Strong communication skills

Proficiency with Microsoft Word

Education

Minimum of Associate's degree

6-JANITORIAL/HOUSEKEEPING

Frontline Housekeeping Plus

Residential Housekeeper

Closes 1/6/2017

With an A+ rating on the Better Business Bureau, our Locally "Born & Raised" professional house cleaning company has provided the finest in professional level house cleaning since 2002. We are Licensed, Bonded, and Insured and committed to giving the highest quality of service, care, and attention to detail. We stand behind each of our services with a 100% satisfaction guarantee.

Position Details:

This position requires duties pertaining to the cleaning of occupied and vacant houses alike. Including, but not limited to, scrubbing, wiping, vacuuming, mopping and minor lifting.

Our fun, tight-knit crews get to enjoy nights and weekends off! This position averages 35-40 hours a week and is Monday through Friday, 8:45am-5pm. Located in central Spokane, our office is easy to get to year-round with a bus line just a block away.

Not only is our starting hourly wage competitive but we also provide a company vehicle, fuel, uniforms, equipment, and all supplies! Pay raises are available as soon as 30 days, or when the individual demonstrates ability to perform the duties associated with the position, including mature attendance, work ethic and attitude.

Grow with us! Our local, fast-paced & growing company offers advancement opportunities, and is always looking for self-motivated leaders.

Minimum Qualifications:

Applicant must be available Monday-Friday from 8:45 am to at least 5 pm, have a valid driver's license and must be able to pass criminal and drug testing.

Skills Preferred:

We are looking for self-motivated individuals who are adaptable, can give attention to details, and have impeccable customer service skills.

How to Apply:

Please submit your resume for further consideration and make sure to include dates of previous employment and education. Failure to submit a resume will result in no response!

Job ID: 175034141

Spokane Cleaning

Graveyard Janitor

Closes: 12/25/2016

Spokane Cleaning Service is in search of prime candidates to interview! Do you consider yourself a driven individual? A person who takes pride in their work? Please apply!

Must have valid, WA driver's license, reliable vehicle, and auto insurance. Pre-employment Drug Screening. No Criminal record for the past 7 yrs. Previous experience preferred. Any experience in industrial kitchen cleaning is a plus. We are also in search of candidates with floor care experience. Submit a cover letter with updated resume and contact information.

Skills Desired: Janitorial experience / experience with auto scrubbing machines and other industrial cleaning equipment / time management / team player / attention to detail / excellent attendance history

Job ID: 167130889

Catholic Charities

P/T (St. Anne's)

Closes: 01/07/2017

This position is responsible for the overall appearance, cleanliness and maintenance of the building and grounds, providing a clean and acceptable curb appeal at all times **Job Duties/Responsibilities:** Performs all tasks related to maintaining the property to include; daily cleaning and maintenance of the classrooms, common areas and grounds, maintenance or repair duties as assigned. Creates and performs against daily, monthly and yearly cleaning and grounds maintenance plan. Maintains inventory of cleaning supplies, submitting purchase orders and picking up supplies as necessary. **Job Qualifications:** High School Diploma or a General Education Degree; or an equivalent combination of education and experience. Pass a background check and register in MERIT system. An individual must have a valid Driver's License and insurability in order to drive for work purposes. Must be 18 years of age

Catholic Charities

Maintenance Lead

Closes 1/21/2017

This position is responsible for maintaining the entire property in a safe, attractive, comfortable condition and assist in other types of maintenance when necessary.

Job Qualifications

To perform this job successfully, an individual must meet the minimum qualifications listed below. These qualifications are representative of the knowledge, skill and/or ability required to perform this job.

Education/Experience: to perform this job successfully, an individual must have: a High School

Diploma or a General Education Degree. Demonstrated experience performing maintenance / janitorial duties. Demonstrated ability in one or more building repair areas; plumbing, drywall, electrical, HVAC etc.

Certificates/Licenses: To perform this job successfully, an individual must have a Driver's License and the ability to drive for work use. Must successfully pass background check as applicable to position.

Job ID: 166801613

West Wynn Motel

Part-Time Housekeeper

Closes 12/9/2016

West Spokane motel is recruiting for a part-time Housekeeper. The position averages 4 hours a day Monday – Saturday, with occasional Sunday. Employer willing to train.

JOB REQUIREMENTS :

- Positive work record that demonstrates stability (length of most jobs one year or more)
- Reliable with a proven positive record of attendance
- Work independently with minimal supervision

PREFERRED QUALIFICATIONS :

- Prior housekeeping/janitorial experience

HOURS/DAYS/SCHEDULE :

Monday – Saturday, with an occasional Sunday. Beginning at 10:00 am to usually 2:00 depending on room occupancy. Employer is located on bus line.

SALARY/WAGE/BENEFITS :

Wage is \$11.00 per hour and no benefits.

CLOSING DATE/DEADLINE :

The recruitment period will remain active until filled, expired, at the direction of the employer or until the number of referrals have been met.

HOW TO APPLY / REQUEST A REFERRAL :

Candidates must apply in person at 2701 W Sunset Blvd. Come prepared to complete an application and interview.

Special Skills: Prior housekeeping experience preferred

Job ID: 166790567

7-WAREHOUSE /LABOR

Core-Mark

Merchandiser

Closes 12/6/2016

Established over 120 years ago, Core-Mark is a leading distributor and marketer of consumer packaged goods to the convenience retail industry. Over 29,000 retail stores rely on Core-Mark for their food and non-food product needs!

Core-Mark provides a positive and progressive, growth-oriented work environment, where you'll enjoy greater autonomy and a strong team atmosphere.

Core-Mark offers medical, dental, vision, 401(k) with employer matching and immediate vesting, tuition reimbursement, and opportunity for advancement! Please visit our Careers page at www.core-mark.com for more details of our robust benefit package.

Responsibilities:

- Performs customer service for stores.
- Provide merchandising, stocking, pricing, shelf-facing, stock rotating, and product and shelf cleaning
- Rearrange store shelves or display areas as required
- Work closely with Sales team
- Mileage reimbursement

Qualifications:

- Must be 18 years of age and have a valid driver's license, clean driving record and auto insurance
- Planning and Organizing skills
- Ability to lift 50 lbs
- Detail oriented with good problem solving skills
- Excellent customer service skills
- Must be able to pass a background check and pre-employment drug screen
- Team player

Pay=\$10+ DOE

Please apply via <https://careers.core-mark.com/job/spokane/merchandiser/1757/1735616> or in person @ 4007 North Industrial Park 1st St. Spokane Valley, WA 99216

We are an Equal Opportunity Employer

Spokane Produce Inc.

Warehouse Worker

Closes: 01/08/2017

These are full-time, year-round positions with advancement opportunities. Work 4-10s! Shifts start at 4:00pm. Successful candidates will be able to work in a cold environment year-round, and lift up to 75 pounds of product (from floor to overhead, and vice versa) for 10 hour periods on a daily. Successful candidates will be able to work in a cold environment year-round, and lift up to 75 pounds of product (from floor to overhead, and vice versa) for 10 hour periods on a daily basis. Forklift certification a plus, but not required. Must be able to read and write in the English language.

Must have reliable transportation, be able to pass a pre-employment criminal background check and drug screen, and continue to satisfy our drug testing policy if offered employment. We are a Federal Contractor and drug free workplace, which includes a prohibition on marijuana use for all employees. We offer a competitive compensation and benefits package: Medical, Dental, Vision and Life Insurance offered after 60 days of employment. After 1 year, you are eligible for paid time off and 401k with employer match. Apply in person Monday-Friday at 1905 S. Geiger Blvd between the hours of 7:30am-3:00pm!!

Personnel Source, Inc

Manufacturing, Heavy Labor

Closes: 01/08/2017

Job Description: The primary responsibility will be to produce and manufacture self-enclosed metal buildings for the farming industry. The primary purpose of these buildings is crop storage. These structures will vary in size, shape and function. This position requires an individual familiar with all aspects of construction involved in the manufacturing of steel buildings and concrete enclosures. Ideal candidates would have a high attention to detail, be able to think critically to resolve problems and ensure quality of product. **Minimum Qualifications:** HS diploma or GED Plumbing experience for water circulation systems, electrical wiring knowledge, ability to stand for an entire shift Ability to lift 55+lbs, work above shoulder level for extended periods of time **Desired Qualifications:** Knowledge of various pumps, water filtration and re-circulation processes Ability to read blueprints and design experience Heavy labor experience, Basic math skills Forklift and Overhead crane experience is a plus, must be able to pass a pre-employment drug screen and a nationwide criminal background check
Wage compensation: \$12.00/hour please apply online at www.work4psi.com

Atlas Staffing

Warehouse Production Associate

Closes 1/13/2017

Atlas is looking for an energetic and qualified individual to work for the world's leading distributor of licensed children's dinnerware and a top producer of trend-focused everyday tableware as a Production Associate in their Warehouse Department.

Duties include: Loading and unloading trucks (inbound/outbound); breaking down and repacking product for distribution to retail stores; additional duties as needed

Requirements: Ability to work standing for 8-hours; bending, stooping, and reaching throughout the day; lifting up to 20 pounds on a regular basis; working as part of a team; able to communicate clearly

Shift: Monday thru Friday, 6:00 a.m. to 2:30 p.m.

Wage: \$9.50/hour

Please visit www.atlasstaffing.net/candidates to complete an online application. After you have done this, please call 509-228-9060 to review your skills/qualifications and to schedule an interview.

Atlas Staffing is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability or protected veteran status.

Job ID: 172190709

8- HEALTHCARE

Good Samaritan Society

CAN/NAC

Closes 12/24/2016

Job Description

Helps residents by supporting personal hygiene and daily living needs; providing comfort, transportation and vital sign monitoring.

* Provides resident centered personal care including bathing, toileting, grooming, dressing/undressing, obtaining vital signs, psychosocial support and other personal cares.

- * Assists residents with meals and snacks, provides water and supplements as appropriate. Provides a positive dining experience.
- * Assists residents in transferring, repositioning and walking using correct and appropriate transfer techniques and equipment; provides range of motion and passive exercise * Documents resident cares and behaviors according to Society policy, procedure and regulations
- * Handles and disposes of linens, soiled clothing or supplies properly; follows consistent hand washing and Personal Protective Equipment use.

Qualifications

- * Completion of an accredited nursing assistant training program approved by the location and the state.
- * Ability to communicate and comprehend; ability to perform assigned tasks and meet requirements for in-services, training and meeting attendance; must be able to use the electronic medical record for documentation.
- * Ability to measure and comprehend quantities.

All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, gender identity, national origin, citizenship, age, disability, veteran status, genetic information, marital status or other protected status.

In the Good Samaritan Society, we believe that "In Christ's Love, Everyone is Someone."

Show YOU care, Join us today

Job ID: 176656597

U.S Health work

Receptionist

Closes 11/30/2016

Duties: Greet patients and visitors in a prompt, courteous and helpful manner. Answer telephone, screen and direct calls, takes messages and provides information. Determine patient has needs and processes according to type of case. Complete computer system intake at time of arrival. Clock in status and insure proper authorization
Qualifications: Excellent telephone manners and etiquette. Typing or word processing skills. Excellent interpersonal skills. Detail-orientated, organized and self-motivated. Ability to pleasantly interact with patients, clients, payer's and co-workers, High school diploma or equivalent, Prefer one year experience in a medical office position, preferably related to Workers' Compensation. Knowledge of medical terminology desirable. Computer and word processing experience

Prestige Care

NAR/NAC/CAN

Closes 12/23/2016

Currently hiring for Evenings and nights. \$1,000.00 hire on bonus paid 1/2 after 30 days and 1/2 after 60 days!

Job Summary:

The Nursing Assistant Certified provides quality nursing care to residents; implements specific procedures and programs; coordinates work within the department, as well as with other departments; reports pertinent information to the immediate supervisor; responds to inquiries or requests for information; assists the immediate supervisor with tasks to support department operations.

Essential Functions:

Provides quality nursing care to residents in an environment which promotes resident rights, dignity, freedom of choice, and their individuality while providing individualized attention and encouraging

residents to maintain or attain the highest practical physical, mental, and psychosocial well-being and answering residents' call lights promptly and courteously.

Understanding and ensuring that individualized care plans are followed and providing the charge nurse or other care planning staff with specific information, changes and observations of the residents' needs and preferences.

Attends to the individual needs of residents including assistance with grooming, bathing, oral hygiene, feeding, incontinent care, toileting, colostomy care, prosthetic appliances, transferring, ambulation, range of motion, communicating, or other needs in keeping with the individuals' care requirements.

Provides care that maintains each resident's skin integrity to prevent pressure ulcers, skin tears, and other damage by changing incontinent residents, turning, repositioning immobile residents, and applying moisturizers to fragile skin.

Protects the personal belongings of each resident including eyeglasses, dentures, hearing aids, furnishings, jewelry, clothing, memorabilia, etc. Promptly reports missing items according to established policy.

Performs various tasks assigned by the charge nurse including vital signs, residents' weights, applying creams/ointments, collecting specimens, as well as lifting, moving, and transporting residents, using proper body mechanics or lifting devices for accident prevention.

Responsible for keeping records documenting care provided or other information in keeping with department policies while performing all job responsibilities in accordance with prescribed safety and infection control procedures including thorough hand washing, use of disposable gloves where indicated, and proper disposal of soiled materials.

Communicates and interacts effectively and tactfully with the resident, visitors, families, peers, and supervisors.

Attends and participates in resident activities and the execution of the Expressions of My Life programming for Expressions memory care residents.

Incorporates the Life Story and 100 Things About Me information into routine tasks ADLs for Expression memory care residents.

Responsible for following universal precautions and safe work practices, established fire/safety/disaster plans, risk management, and security, report and/or correct unsafe working conditions, equipment repair and maintenance needs.

Compliant with current law and policy to provide a work environment free from sexual harassment and all illegal and discriminatory behavior.

Cooperates and works together with all co-workers, planning and completing job duties with minimal supervisory direction, utilizing appropriate judgment.

Employer's Job# da1841b0-576a-410b-86d2-a37e5b014520

Please visit job URL for more information about this opening and to view EOE statement.

The Salvation Army

Part Time Child Care Worker

Closes 1/8/2016

Sally's House is the only emergency foster care program in Washington, providing CPS emergency foster care for children. Some of the children have been abandoned, abused or neglected. Others are victims of domestic violence or their parents have been arrested have been taken to jail. Children often arrive upset, disoriented, and with little more than the clothes on their back. At Sally's House, children receive clothes, meals, social skills, tutoring, transportation to their original school, activities, supervised visits with family, books and toys.

Minimum Qualifications

- Be at least twenty-one years old.
- Have a high school diploma or GED.

- Have at least one year of successful experience working with children.
- Have the skills and abilities to work successfully with the challenging behaviors of children in care.
- Have effective communication and problem-solving skills.
- Be able to pass a DSHS criminal background check and a Salvation Army Child Safety background check.
- Be free from communicable diseases as indicated by a TB screening.
- Be emotionally mature and stable in order to provide consistency, structure, and nurturing.

Other Requirements

- *CPR/First Aid training.
- *Blood borne pathogen/HIV training.
- *De-escalation and restraint training.
- TB test.
- Food handlers permit.
- *Child Safety training.
- Monthly staff meeting attendance & trainings.
- Training tracks – required readings & reports for one year.
- *Driver’s fleet safety training.
- Have uninhibited physical mobility in bending and lifting up to 30 pounds.
- Be capable of auditory and visual supervision of children.
- Be able to verbally and physically interact with the children in care.
- High personal standards of cleanliness and thoroughness.
- Sally’s House operates 365 days per year; employees are required to work holidays.
- Be available to be on-call to cover other shifts during the week.

Spokane Discount

General Merchandise Processor

Closes 12/17/2016

Duties: will include repackaging damage case or packaged merchandise into a saleable condition such as repackaging bottled water cases and cases of toilet paper and dog food bags that have been ripped and stocking. We specialize in display models, overstock, damaged goods, and customer returns. Food, household items, electronics, clothing, furniture, etc. are some of the things you will be handling. **Lead type position 730-430 Mon, thru, sat.** This is a 40-48 hour per week position. Pay 10-11.00hr. If you are interested in this position, please come by and pick up an application. We are open from 10am to 6:30pm Monday thru Saturday **Special Skills:** Fast moving. Quick Learner. (509) 487-3386 Work Source Job Number: WS453718447

11-LOSS PREVENTION/SECURITY.

Universal Protection Service LP

Security Patrol Driver

Closes 12/24/2016

MUST MEET COMPANY DRIVING CRITERIA - Qualified applicants must be 21 years of age or older and have a valid driver’s license for the state in which applying. All applicants must be eligible to meet our company driving standards.

The successful Roving Security Patrol Officer candidate is responsible for providing security services at assigned locations. Duties include, but are not limited to:

- * Driving and foot patrol of interior and exterior areas of assigned locations
- * Report suspicious activities and persons
- * Write detailed narrative reports, maintain daily activity reports (DARs)
- * Respond to emergency situations requiring security assistance
- * Access control through an admittance process
- * Screen visitors and client employees in an efficient manner in order to expedite or bar their admittance to the site or facility
- * Check for unsafe conditions, hazards, unlocked doors, and security violations

Position Requirements

Qualified applicants for the Roving Security Officer position will meet the minimum requirements, as described below:

- * High school diploma or equivalent required.
- * Qualified applicants must be 21 years of age or older and have a valid driver's license for the state in which applying. All applicants must be eligible to meet our company driving standards.
- * Must have open availability and a strong sense of urgency.
- * Must be trainable for multiple locations.
- * At least 18 years of age.
- * Must be able to obtain a valid Guard License as required in the state for which you are applying.
- * As a condition of employment, employee must successfully complete a background investigation and a post-offer/pre-employment drug/alcohol test.
- * As a condition of continued employment, employee must maintain current active status of all required License at all times, and must carry the license at all times while on duty.
- * Must display exceptional customer service and communication skills.
- * Intermediate computer skills to utilize innovative, wireless technology at client specific sites.

Essential Physical and Mental Functions

Job ID: 176690654

Community Colleges of Spokane Security/Parking Officer Closes 12/22/2016

The Community Colleges of Spokane Office of Campus Safety is accepting applications to develop an applicant pool of qualified candidates for a part-time, non-permanent Security/Parking Officer position in the Office of Campus Safety. Positions may be at the Spokane Community College or Spokane Falls Community College campuses.

DUTIES AND RESPONSIBILITIES

Patrol CCS campuses on foot or in a patrol vehicle; inspect buildings and grounds for prowlers, fire, property damage, or other irregularities to enforce institution rules and regulations. Secure and open buildings as scheduled.

Assist fulltime Campus Safety staff with investigating accidents and crimes, gathering evidence, locating witnesses, and appear in court as required. In support of full time Campus Safety Staff,

work with and/or assist city or county police and state patrol when needed or in cases of emergency. Administer first aid if needed.

Direct and regulate traffic, patrol campus parking areas on foot or in a vehicle, observe parking and traffic patterns, and issue citations for parking violations. Collect and deposit parking revenues.

Operate department communication equipment, answer telephone inquiries, receive reports of criminal activity, dispatch foot and mobile units, operate paging system, and monitor alarm systems.

Complete and file reports as required.

Support and advance the CCS strategic plan, and perform other duties as assigned.

COMPETENCIES & OTHER REQUIREMENTS:

REQUIRED COMPETENCIES (Minimum Qualifications)

Knowledge of campus law enforcement, investigation procedures, rules governing public access to buildings and grounds, electronic security systems, rules of behavior, general safety precautions and fire hazards, methods and procedures for searching for violators, fire-fighting equipment and fire prevention methods, and first aid.

Ability to investigate incidents and write reports.

Ability to handle emergency situations and conflict without escalation.

Strong communication skills, both orally and in writing.

Knowledge of maintaining required reports and filing systems.

Ability to work in a team environment.

Ability to use a computer and contemporary office software.

Acceptance of the responsibility to promote the welfare and best interests of students at all times.

A demonstrable understanding and acceptance of the mission, values, goals and objectives of CCS.

The ability to perform assigned duties in a manner consistent with applicable laws, regulations and goals of the institution, community and technical college system.

Demonstrated commitment to fostering and supporting a teaching, learning and working environment that honors diversity, equity and inclusion.

PREFERRED COMPETENCIES (Desirable Qualifications)

Experience as a campus police or security officer or equivalent experience or training.

High school diploma or equivalent (GED).

Experience in a higher education environment.

Be able to obtain a Law Enforcement Commission.

PHYSICAL REQUIREMENTS

Work is commonly performed outdoors in uncontrolled elements.

Work is active in nature.

Work directly with students/clients.

Move up to 25 lbs. occasionally.

Occasional kneeling, stooping, crouching, crawling, and climbing.

Frequent use of computer and exposure to terminal screens.

Work in a semi-open office setting with frequent interruptions and background noise.

Work involves constant interruptions and requirement to answer on demand questions by phone, in person, or electronically.

CONDITIONS OF EMPLOYMENT

Persons hired must be able to provide acceptable documentation of U.S. Citizenship or lawful authorization to work in the United States. This is an absolute condition of employment. In addition, the Community Colleges of Spokane maintains a drug-free work environment and prohibits all smoking in the college buildings and state-owned vehicles. Must be able to successfully work in and promote a multicultural work and education environment. Positions in Head Start require a post offer/pre-employment physical. Requires criminal background check. If using personal vehicle for travel, proof of driver's license and car insurance required. Due to the amount of applications received, applications are kept on file for only six months. Any part time employee who works 350 hours or more in any consecutive twelve month period will be required to pay appropriate dues or representation fees to the Washington Federation of State Employees union.

REQUIRED APPLICATION MATERIALS:

To qualify for consideration, applicants must meet required competencies and submit a complete application packet, which includes the following:

CCS online application.

Cover letter addressing your qualifications as applied to the responsibilities of this position. *

Comprehensive resume. *

Names, addresses, and telephone numbers of three professional references.*

College transcript(s) if applicable - unofficial/copies of transcripts are acceptable for initial application, official copies must be submitted upon acceptance of job offer.

12-FOOD SERVICE

Pioneer Human Services

Part-Time Cook

Closes 1/13/2016

Pioneer Human Services is a social enterprise that provides individuals with criminal histories the opportunity to lead healthy, productive lives. You may learn more about our organization, mission, and vision here: .

About Brownstone Work Release:

The Brownstone Work Release houses male offenders. Programming opportunities at Brownstone include Moral Reconciliation Therapy, Marriage and Parenting, Nurturing Fathers, and After Care. Additionally, offenders may attend Alcoholics Anonymous and Narcotics Anonymous meetings in the community and programs at the Community Justice Center.

POSITION SUMMARY

The primary responsibility of a Cook within a Pioneer operated state work release program is to prepare, cook and serve food for the resident population in accordance with all Health and Safety regulations and the posted menu.

As a member of the Pioneer team, the Cook is expected to collaborate with other staff and community partners to promote a pro-social and supportive program climate that encourages the development of independent living skills. The Cook is encouraged to make recommendations to improve operational policies and procedures consistent with program goals and the Pioneer mission.

QUALIFICATIONS

Required Qualifications

High School Diploma or G.E.D required

At least two months of food service experience.

Experience operating kitchen/culinary equipment.

Valid Food and Beverage Service Worker's Permit, Valid Driver's License.

Must pass and maintain security clearances as required by the Department of Corrections.

Preferred/Desirable Qualifications

AA or culinary school experience preferred.

1-3 years cooking experience preferred.

Basic Commercial Cooking Certificate or similar industry recognized certificate preferred.

Familiarity with Microsoft Office Suite and Internet competency.

Job ID: 176033293

Catholic Charities

Wait Staff

Closes 1/21/2017

This position is responsible to assist in the service in dining room making sure the residents are taken care of as directed by the Chef or, when needed, the Assistant Chef.

Job Duties/Responsibilities

To perform this job successfully, an individual must be able to satisfactorily perform each of the essential duties/responsibilities listed below. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties/responsibilities of this job.

1. Greet residents and take beverage and food orders in a prompt and professional manner.
2. Serves food in accordance with health standards that are palatable, appetizing in appearance, garnished and at proper temperature, in a timely manner.
3. Clear and clean tables in a prompt and efficient manner. Clean and/or wipe down tables, chairs, walls, window, mirrors, and floors as necessary.
4. Assist in maintaining all work & storage areas in a clean and safe manner at all times.
5. Serves food from steam table to the resident dining area as needed.
6. Attend in-services and other meetings as directed.
7. Know and follow the Safety Rules and report incidents or accidents of residents and or staff.
8. Adhere to the tenants of Catholic Social Teaching and Catholic Doctrine.
9. Perform as a team member to assure that productivity outcome measures are achieved.
10. Perform related functions necessary to support the mission and core values of Catholic Charities.

Job Qualifications

To perform this job successfully, an individual must meet the minimum qualifications listed below. These qualifications are representative of the knowledge, skill and/or ability required to perform this job.

Education/Experience: to perform this job successfully, an individual must have: a High School Diploma or a General Education Degree; or an equivalent combination of education and experience. Dining food service experience preferred. Some knowledge of state and federal food quality standards including health guidelines and safety and sanitation standards.

Certificates/Licenses: To perform this job successfully, an individual must have a Food Handler's Permit. Must successfully pass background check as applicable to position.

Pioneer Human Services (PHS) is a social enterprise that provides individuals with criminal histories the opportunity to lead healthy, productive lives. You may learn more about our organization, mission, and vision here: .

This position is located at our facility, the Carlyle Care Center (CCC).

CCC is a 127-bed assisted living facility providing residential and assisted care for individuals 18 year of age and older. CCC specializes in caring for individuals with chronic mental illness, but also serves those with developmental disabilities, dementia, and/or substance abuse issues.

POSITION SUMMARY

The Food Service Specialist assists the cook on duty by assisting with preparation, cooking and serving of meals, cleaning of dishes, and keeping the kitchen area clean.

This position supports the division goals by maintaining contract compliance by assuring a clean and sanitary kitchen and presenting a nutritious meal to the residents.

QUALIFICATIONS

Required Qualifications

Current Driver's License and clean driving record.

Ability to read and write English.

Ability to successfully pass a Washington State DSHS background check. Please click here for additional information: .

After hire:

Must obtain a TB test within 72 hours of hire and must obtain a second step test within allotted time frame. If history of testing positive, must provide proof of chest x-ray and treatment completed or blood test results indicating negative for TB prior to working in the facility.

HIV/AIDS Training and CPR/First Aid Training must completed within 30 days of hire unless proof of completion provided upon hire.

Food handler's permit must be obtained within 14 days of hire or proof of card must be shown prior to hire.

13-DRIVERS/SERVICE PORTERS

UPS

City Driver

Open Indefinitely

Shift: Sunrise (7:00 AM - 6:00 PM)

UPS Freight is hiring individuals to work as Full-Time City Drivers. This position involves the driving of a tractor-trailer and the daily pick up and delivery of freight from numerous commercial and residential customers on a given route.

City Drivers must pass a DOT physical and successfully pass a road test. Qualified applicants must have a valid Class A Commercial Drivers' License with Haz-Mat and Twin Trailer

endorsements, issued by this state. Pick-Up & Delivery Drivers are expected to comply with our appearance policy.

Applicants must be at least 21 years of age; and must be able to read, write and speak the English language. Applicants must meet the Department of Transportation (DOT) and Company mental and physical requirements; and must be physically and mentally able to safely perform the essential job functions without obvious risk of injury to the employee or co-workers. Applicants must receive satisfactory results from a background check, as conducted in accordance with applicable laws, and must pass a drug screening.

This job posting includes information about the minimum qualifications (including the UPS Uniform and Personal Appearance Guidelines), locations, shifts, and operations within the locations which may consider my application. An applicant or employee may request an exception or change to, or an accommodation of, any condition of employment (including the UPS Uniform and Personal Appearance Guidelines) because of a sincerely held religious belief or practice.

UPS is an equal opportunity employer – race/color/religion/sex/national origin/veteran/disability/sexual orientation/gender identity

Shamrock Foods Co

Delivery Driver

Closes 12/27/2016

Corporate Summary: At Shamrock Foods Company, people come first - our associates, our customers, and the families we serve across the nation. A privately-held, family-owned and -operated Forbes 500 company, Shamrock is an innovator in the food industry and has been since being founded in Arizona in 1922. Shamrock specializes in the manufacturing and distribution of quality food and food-related products through a family of companies, including Shamrock Foods foodservice distribution and Shamrock Farms dairy manufacturing.

Summary: Drives truck over established route to safely and efficiently deliver products and render services. Collects money from customers and makes change. Driver will load and/or unload product at various locations primarily within a specific geographic territory and will usually be completed within that shift.

Responsibilities:

- * Drives truck to deliver such items as perishable foods, table top items, special equipment and frozen foods
- * Collects money from customers, makes change, and records transactions on customer receipt
- * Informs customers of new products or services and issues sales promotion materials
- * Resolves customer complaints
- * Loads returned products and empty containers in truck by placing in proper temperature zones
- * Performs daily routine vehicle condition report on truck and/or trailer
- * Must comply with company policies and D.O.T. regulations
- * Other duties may be assigned.

Qualifications:

- * Candidate must be at least 21 years of age.
- * Candidate must have Commercial Driver's License (CDL) for tractor trailer operation

- * Candidate must have a good driving record for past 39 months
- * 1+ year tractor trailer/route delivery experience
- * Must be available to work with the demands of the department which are subject to overnight shifts, weekends, and holidays
- * High School Diploma/GED preferred

Physical Demands:

While performing the duties of this job, the employee is frequently required to walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 100 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Job ID: 176735237

Mattress Firm

Delivery Driver

Closes 12/10/2016

Job Purpose:

- Responsible for ensuring on-time and professional deliveries to our customers
- Must have team-player mentality and be driven to succeed
- Must be able to handle transfer deliveries in a professional manner

Details:

- Warehouse experience preferred, not required
- Valid Drivers License required
- Clean driving record, background & drug screen required
- Must have ability to read a map and follow directions
- Flexible schedule but must be able to work some evenings, weekends & holidays
- Heavy lifting required
- Full-time opportunity
- Great opportunities for advancement!

Must be 21 to operate vehicle.

Benefits:

- Full medical, dental, vision and life insurance
- Flexible Spending Account
- Short-term & Long-term Disability
- 401(k) with company match
- Paid vacation and personal time off
- Employee purchase incentives (We want you to sleep happy!)

INTERESTED? Apply now at <https://copper.peopleanswers.com/pa/access.do?job=405440:1-215856>

Job ID: 173768002

14-RETAIL/CUSTOMER SERVICE

Diamond Parking Service

Parking Attendant

Closes 12/13/2016

Event Staff - hours vary week to week, averaging 10-20 hours per week with shifts ranging anywhere from early morning to late evening - Morning availability is a plus! Duties require excellent customer service, money handling, computer skills, and light cleaning. Shifts will be outside in the elements.

Please include availability in response/application.

Interested candidates may e-mail their resume to the above address or apply in person at 715 W. 2nd, Spokane, WA 99201 (Office hours 11AM-2PM).

Diamond Parking and Associate Companies is EEO Employer/Disabled/VETs, dedicated to a policy of non-discrimination in employment on any basis, including race, color, age, sex, religion, national origin, marital status, veteran status, the presence of mental, physical, or sensory disability, sexual orientation, or any other basis prohibited by federal, state or local laws. Job ID: 174084429

Famous Footwear

Assistant Manager

Closes 12/3/2016

We seek people who are passionate about creating an easy, rewarding and personalized shopping experience for our customers every time they step into our stores and shop online. If you share our love for shoes and are passionate about putting the customer first, you belong on our team! We seek an Assistant Sales Manager who:

- Demonstrates a passion for exceeding customer expectations
- Partners with managers to foster an environment of teamwork
- Assists in the individual growth and development of store team members
- Can work a flexible schedule

Job ID: 175302901

AMC Theatres

Film Crew

Closes: 12/1/2016

AMC amazing. That's the promise we deliver to nearly 20,000 AMC associates and 200 million guests each year. We focus on delivering friendly, superior service to our guests. We lead by example, giving back to the communities we live and work in while having fun. If you feel motivated and energized by this company culture, and if you can name your five favorite movies in the next 30 seconds, then AMC may be the right place for you.

Minimum Job Requirements

Requirements to be performed, with or without reasonable accommodation:

- Standing, walking, lifting, twisting, and bending on a frequent basis.
- Ability to lift up to 50 pounds and carry it up to 90 feet (or deposit into dumpster or trash compactor).

ESSENTIAL FUNCTIONS

All associates may be considered for cross-training; some may be assigned duties in one or more areas at management discretion.

General responsibilities for all positions include, but are not limited to:

- Exhibit excellent guest service skills.
- Present a calm demeanor that deters others from engaging in disruptive conduct, while encouraging a positive interaction with guests.
- Answer guest questions courteously and accurately or quickly direct them to the appropriate resource.
- Work effectively with supervisors and co-workers.
- Demonstrate consistent and effective sales techniques.
- Meet sales expectations through loyalty card sales, suggestive selling, upselling, merchandising, and sampling.
- Complete transactions by greeting each guest, identifying the guest's request, operating point-of-sale terminals, making change accurately, completing loyalty transactions, and thanking guests.
- Ensure the security of all cash, receipts and tickets.
- Enforce the movie ratings system courteously and effectively. Uphold "zero tolerance" policy in regards to ID checking.
- Distribute, ensure proper working order of, and understand how to operate Assisted Moviegoing Equipment.
- Clean and maintain the exterior and interior areas of the theatre including auditoriums, restrooms, lobbies, concession areas, and box office areas.
- Control access to the theatre.
- Frequently monitor auditoriums for picture and sound quality, temperature, lighting levels, audience behavior, and film piracy.
- Perform daily stocking and maintenance duties.
- Ability to work and meet deadlines with minimal supervision.
- Follow all procedures to ensure a safe work environment, as well as the safety of our guests.
- Follow instructions on safe use of all chemicals/cleaning materials.
- Uphold AMC's Business Practice Standards and ensure compliance with company programs.
- Maintain regular personal attendance for all scheduled shifts. For more details go to URL.

Job ID: 175166606

Complete Suite Furniture

Retail Furniture Associate

Closes: 12/24/2016

We are a Furniture Retailer and we are looking for an energetic and professional salesperson to add to our Sales Team. This person will assist customers in making decisions on purchasing from our vast variety of manufactures. This is a permanent full time position. Furniture experience is a plus but not necessary for the right candidate. We offer one of the best

commission schedules in this industry with a potential of high earnings. We depend on our team members to work as a team. Team members must be honest, detail oriented, flexible with changing needs and have basic PC & math skills. Must work weekends and holidays. If the following applies to you - We want to see you!

Pays \$2000 a month guaranteed/ verse commission

THE NECESSARY SKILLS:

Computer literacy and the ability to learn Furniture Factory Direct-specific programs.

Self-motivated, confident, and action-oriented.

Available to work traditional retail hours including all weekends and most holidays.

This individual should have excellent written and verbal communication skills.

Achieve personal and store sales goals.

Minimum of High School Diploma or GED required.

Applicants will be required to pass a pre-employment screening

Job ID: 174858618