

August 23, 2010 JOB LEADS

Please note that most employment leads are time sensitive and can be filled or end at any time. If you see a position that is of interest apply immediately. Dress well even when just picking up an application, you never know who may be watching. When picking up the application you should inquire about the hiring process so that you know what to expect from each possible employer. Apply anywhere you would like to work even if they are not currently advertising. Many employers begin the hiring process from current applications on-hand when hiring needs arise.

Program Manager

Education: Bachelor (BA, BS, etc.)

Location: Fayetteville, North Carolina, 28301, United States

Posted by: [Carolina Collaborative Community Care](#)

Job Category: Health & Medical

Sector: Nonprofit

Last day to apply: September 19, 2010

Last updated: July 21, 2010

Type: Full time

Language(s): English

Job posted on: July 21, 2010

Area of Focus: Health and Medicine

Description:

Cumberland HealthNET, a new community organization that will serve the uninsured, is seeking a person with 5 years + healthcare leadership and grant writing experience required. BA/BS degree required/MS degree preferred in healthcare related field. Email bsparks@carolinacc.com or fax resume to 910-485-3529

How to Apply:

Email bsparks@carolinacc.com or fax resume to 910-485-3529

Christian Daycare and Preschool Center in the Hope Mills area now hiring happy and stable Lead Teachers for 2 and 3 year olds and for after school care. Must pass criminal background check and drug testing. Credentials are required. Must be dependable and have a sincere desire to work with children in a nurturing, educational environment. Contact tiesha.gibbs@gmail.com to request an application for employment.

CLEANING POSITION AVAIL Mon-Fri - Day Shift, Valid NCDL + 3 yrs driving exp. Approx. 30 hrs, Apply 2-4 on Mon, Tues, Wed only 5864 Rockfish Rd. Hope Mills.

Classic Food Services, a division of Durham Coca-Cola Bottling Company is seeking to fill a Cook III position in the Fayetteville / Tarheel area that service a food processing plant. Position is full time and offers medical insurance, paid vacation and holidays. Cook III - requires preparing food items in large quantities and the ability to use a grill for cooking, must have great customer service skills and the ability to lift 25 lbs. Monday - Friday, 2 PM - 10:30 PM, some Saturdays. Pay range is \$8.02 - \$8.63 per hour. Qualified candidates must pass the company background check and drug test. To apply please visit <http://classic.iapplicants.com> candidates needing assistance to apply are welcome to obtain assistance at the ESC Employment Security Commission office located at 414 Ray Ave., Fayetteville, NC 28301. EOE

CUSTODIAN: METHODIST UNIVERSITY Full Time Evening position w/benefits Mon. - Fri., 2 pm to 11 pm. Duties include but are not limited to: clean and care for assigned facilities and equipment; report needed repairs. Must have ability to understand and carry out oral and written directions, lift/move heavy cleaning equipment, and maintain working relationships with those contacted in the course of work. This position may include weekends and overtime. Experience preferred. Methodist University reserves the right to authenticate academic and professional credentials and to consult public records prior to extending offers of employment. Submit applications to: Director of Human Resources Methodist University 5400 Ramsey St. Fayetteville, NC 28311 AA/EOE

Office Assistant: Needed full time m-F, starts immediately. Candidate must possess excellent typing skills, strong interpersonal communication skills and must be detail oriented. Responsibilities include scheduling service calls and ordering warranty and replacement parts. Apply in person at 2218 Wingate Rd.

Jackson Hewitt tax Service needs tax preparers. No experience necessary. Training provided. Bilingual helpful. Call 484-0991.

Caregiver wanted for infants to 12 years olds. PT and FT. NC Credentials required, Associates in Early Childhood preferred. Call 868-3416.

Unit Director Needed: Boy and Girls Club of Cumberland County. For our Cumberland Rd location, M-F 12-6 pm; \$12.00 per hour. CDL a plus; call 484-2639.

Handyman/Painter/Yard Work for Rental House maintenance. Temporary work, non smoker, \$80.00 per day; call 910-494-8890.

CUSTODIAN: METHODIST UNIVERSITY P/T weekend position Saturday and Sunday 11 am to 8 pm Duties include but are not limited to: clean and care for assigned facilities and equipment; report needed repairs. Must have ability to understand and carry out oral and written directions, lift/move heavy cleaning equipment, and maintain working relationships with those contacted in the course of work. Experience preferred. Methodist University reserves the right to authenticate academic and professional credentials and to consult public records prior to extending offers of employment. Submit applications to: Director of Human Resources Methodist University 5400 Ramsey St. Fayetteville, NC 28311 AA/EOE

PT /FT CNA'S AND CNA MEDICATION AIDES ALL SHIFTS Must be listed on the NC Nurse's Registry as a C.N.A. Background check and drug screen required. Must be able to work weekends and holidays. Apply in person to: Heritage Place, 325 North Cool Spring Street, Fayetteville, NC 28301. No Phone Calls!

EMPLOYMENT SPECIALIST : Provides vocational evaluation, work adjustment training, job coaching, supported employment, and long term support for people with disabilities. Individual will be interacting with local employers and small businesses with the purpose of job development. Requires Associates degree and 3 months experience working with individuals with disabilities or equivalent combination. One full-time and one part-time position available with benefits; hourly rate is \$11.09. To apply, visit Employment Source, 600 Ames St., Fayetteville M-F 8am-4pm or email resumes to resumes@ourpeoplework.org We are proud to be an EEO/AA employer M/F/D/V/E-verify. We maintain a drug-free workplace and perform pre-employment substance abuse testing & background checks.

KITCHEN HELP, WAIT STAFF & CASHIERS - Apply from 2-5pm: Spinners Pizza, 2805 Raeford Road

LIFEGUARDS End-of-season lifeguards needed. Must be certified can work days, evenings & weekends. Apply in person at Gates Four Golf & Country Club: 6775 Irongate Drive Fayetteville, NC. No Phone Calls Please. Must show proper ID at guard- house for entrance

CNA Weekends, 7am - 7pm Whispering Pines Nursing and Rehabilitation Center 523 Country Club Dr. Fay., NC 28301. Ph:488-0711 Fax: 910-488-8301

TECHNICIANS of FAYETTEVILLE is seeking Experienced Ford Technicians Great Pay & Benefits 401K, Medical & Dental ONLY QUALIFIED NEED APPLY! Send resume or contact information to:

JLJohnson@crownauto.com.

FOR WOMEN ONLY / VIP FITNESS / ULTIMATE SPA has the following positions available: FITNESS MEMBERSHIP SPECIALIST, (Sales) Part time, Hourly + commission + bonuses FRONT DESK, Part Time, 5am to 11am. Fax resume: 910-323-3590 or apply in person. Call for directions: 910-323-8827

DENTAL ASSISTANT Immediate opening for a full-time dental assistant. Must be caring, meticulous, and a team player. NC x-ray certification required. Strong people skills and good communications a must. Be a part of our outstanding team. Email resume to fayettevillencdental@gmail.com.

DRIVER -Needed F/T, Local Propane Company seeks delivery driver, HazMat and CDL required. Salary based on exp., Apply at 3003 Lillington Hwy. Spring Lake, NC 28390, (910) 497-7183

REAL ESTATE New & Experienced Agents: See why we are the #1 office in our market and ranked a Top Office with Coldwell Banker Call 910-483-5353 for Henry Spell, Broker-In-Charge

FRONT OFFICE SUPERVISOR/MANAGER : The Landmark Inn on Fort Bragg is accepting applications/resumes for a front office manager. This hotel is a high-volume 200 room facility, specializing in government/military business. Interested applicants must have prior experience in hotel management and be able to work flexible hours including weekends. Salary range is \$26,000-\$30,000 Resumes will be accepted Mon-Fri 10am-4pm only. NO PHONE CALLS! 1208 Glider Street, Ft Bragg.

INFORMATION TECHNOLOGY SPECIALIST Job # 3255 Part Time position. Requires 2 or 4 year degree in computer related field and 2-3 years experience indirect technical support in a healthcare or related environment. Must possess proven experience in performance tuning and evaluation, problem determination, performance analysis, problem management, change management, configuration management and operation management. Experience working on or with HER implementation is desired. Up-to-date experience with troubleshooting of PCs and peripheral equipment. A+ Certification a plus. Extensive regional travel required. Email, fax or mail resume, along with 3 references as noted below. Please specify job # of desired position(s) on correspondence. Director of Human Resources Southern Regional AHEC 1601 Owen Drive Fayetteville, NC 28304 Fax: 910-678-7231 Email jobs@sr-ahec.org An Equal Opportunity Employer

NATIVE ANGELS Home Care, Inc. Qualified Professional (QP) Native Angels has an immediate need for Qualified Professionals to assist with developing and enhancing a dynamic and growing mental and behavioral health care program. Must have a Bachelors degree from an accredited college or university and two years experience in a Human services field. Must have excellent communications skills in dealing with the populations served. Contact: Human Resources Director: 910-272-6415 or stephen.thomas@nativeangels.biz EOE

Group Session Proctor (GSP) : Part time employment opportunities are available for candidates in Fayetteville, NC to work as a University of Michigan Group Session Proctor (GSP) as part of the Army Study to Assess Risk and Resilience in Service members (Army STARRS at Ft. Bragg. Selected candidates will administer paper questionnaires to Army personnel. Candidates will be trained to conduct all tasks associated with the position. Successful GSPs will have good computer skills, reliable transportation, flexible day, evening and weekend hours, and the ability to administer questionnaires and present study information to a group as large as 250 individuals. Pay rate for the Fayetteville, NC area is \$10.00 /hr. For a full description of the project and to apply, please visit our website at <https://recruit.isr.umich.edu> 1.877.712.7284 The University of Michigan is an affirmative action/equal opportunity employer.

HEAD HOUSEKEEPER ASST HOUSEKEEPER ROOM ATTENDANT MAINTENANCE Seeking motivated individuals who are detail oriented. Experience required. Apply in person at Comfort Inn, 1957 Cedar Creek Rd.

MECHANICS NEEDED Very busy brake company needs brake & inspection mechanics. Send replies: Classified # 5025, PO Box 849, Fayetteville, NC 28302

HIRING ALL EMPLOYEES Full time, for new fast food (Subs Restaurant) Apply in person: 7737 Good Middling Dr., Ste 105 Fayetteville, NC 28304

Express Lube Tech and Line Tech Positions avail at Toyota Scion of Sanford. Great career opportunity. Apply at www.anderson-employment.com EOE DFW

RECEPTIONIST 2 part time positions needed. Must have good customer service skills, computer skills, neat appearance and be a team player. Immediate position available. Fax resume to: 910-221-9006

MECHANIC / FLEET MGR needed for service company. Truck, tractors, front end loaders. Competitive wages. Fast paced environment. 40 hours +. Fax reply to 910-433-9052

HVAC service techs needed 5 years exp. EPA Certified, clean driving record. Top pay DOE, uniforms Apply in person: Blackwell Heating & Air, 410 E. Russell Street

INSIDE SALES PERSON: PT - Flexible hrs. Experienced. Familiar w/ Fayetteville area. Apply in person, Tues. & Wed. 10am-3pm Georgetown Woodstoves 3115 Ft. Bragg Rd

MEDICAL RECEPTIONIST PT Busy Bilingual OB/ GYN Office. Must be Bilingual (Spanish). Min. typing 40 WPM. Great opportunity for motivated, friendly person. Send resumes w/salary history to: 1521 Owen Park Lane, Fayetteville, NC 28304.

OFFICE ASST F/T Must be able to multi-task & have computer skills. Experience Preferred. Apply in person: Southern Home Health Care 2018 Ft. Bragg Rd, Ste. 124. 910-483-1474

QP needed for CAP MR/DD agency in Fayetteville. Bachelors degree w/ min. 2 years experience (post degree), w/ individual with special needs. Must have a clean criminal background & excellent speaking & writing skills. Email resume to goldsboro@asmallmiracleinc.com

RN Supervisor fulltime and CNA's •Competitive salary, holiday pay. Apply in person Autumn Care, 1206 N. Fulton St., Raeford (910)875-4280.

RN Case Manager Hospice of Harnett County is seeking a full time RN. Experienced in hospice/case management a plus. Must have valid NC License. Excellent benefit package. Send resume' to dena.hhc@gmail.com or fax to 910-892-1229

LPN- On Call Nurse Hospice of Harnett County is seeking an On Call Nurse to cover week nights/week ends hours. Must have valid NC license. Excellent benefit package. Send resume' to: dena.hhc@gamil.com. or fax to 910-892-1229

RN Immediate Position for homecare agency, No weekends Flex Hours. GREAT PAY!! Call 910-483-1474 or Fax resume 910-483-2180

SHORT ORDER COOK F/T Zorba's Hope Mills 3114 North Main Street APPLY 2-5 Monday to Friday

AUTO MECHANIC -experienced, & WRECKER DRIVER - experienced Call 910-678-2020

GROUND CREW - For Tree Company CDL license required. Criminal Record and Drug Screening policy. Call 910-484-3317

UNIT DIRECTOR NEEDED Boy & Girls Club of Cumberland County For our Cumberland Rd., location, Mon-Friday 12pm-6 \$12.00/per hour. CDL a plus, Call 910-484-2639

CAREGIVER wanted for infants to 12 year olds. Part time & full time. N.C. Credentials required, Associates in Early Childhood preferred. Call (910) 868-3416

OFFICE ASSISTANT needed full time M-F, starts immediately. Candidate must possess excellent typing skills, strong interpersonal communication skills, & must be detail oriented. Responsibilities include scheduling service calls & ordering warranty and replacement parts. Apply in person at 2218 Wingate Rd., Fayetteville

Manpower is currently hiring for the following. Apply directly at www.manpowerjobs.com. Create a MyManpower account, and apply directly! Technical Support Representative (project based 12 weeks); Administrative Assistant; Production Worker; Bookstore Assistant; Door Greeter; Landscaper

Nevers Home Care located at 1537 Stackhouse Drive is hiring for a Registered Nurse with some experience in Home Care work. Applicants should call 910-229-6728 and talk with Ms. King for directions and an appointment.

DETENTION OFFICER Cumberland County Detention Center 204 Gillespie St 910-672-5671 or 910-321-6760 Paid Training, Competitive Salary, Retirement, Paid Holidays, Health Plans, Rotating Shifts, Advancement, Minimum Requirements: •U.S. Citizenship •At least 21 years of age •High School/GED grad. •Clean criminal history •Pass a background investigation •A valid NC Drivers license •Live within 40 miles of Sheriff's Office.

CITY OF FAYETTEVILLE: For Job listings go to: <http://agency.governmentjobs.com/fayetteville>.

Cumberland Community Action Program, Inc. (CCAP) For employment opportunities visit: www.ccap-inc.org

Unity and Diversity Home Care located at 1804 Murchison Rd has openings for Nursing Assistants to perform In Home Care duties in the Fayetteville area. Applicants must be Nursing Assistant Certified in NC and have good transportation. Serious and qualified applicants may call 487-9061 for information necessary to apply or apply in person at the above address Monday through Friday from 9 am to 2 pm.

Police Officer Seeking candidates for Basic Law Enforcement Training Academy. Salary: \$33,813 with education pay of \$2,500/year for Bachelor's Degree & \$1,250/year for Associate's Degree. For detailed info on requirements & the hiring process visit www.bethebadge.com

A II Z Home Health located at 2107 Ramsey Street is hiring for Nursing Assistant I, RN and LPN employees to perform In Home Health duties. Must be dependable and have adequate transportation. Experience is preferred. Serious qualified applicants may call 480-1368 for additional information and application procedures.

Probation Officers Needed: Entry – level probation Officer Trainees. A four year degree in criminal justice, social work or a related field is required, but no experience is necessary. The State is looking for energetic college graduates ready for several weeks of intensive training to become probation officers. Finding qualified, drug free applicants with clean criminal records and strong mental character is a necessity. If you have what it takes and you are ready to serve, visit: www.doc.state.nc.us/recruit.

ACCOUNTANTS, Admin., Outdoor Workers, Nurses 323-9308 www.capefearstaff.com

House of Raeford, located at 520 E Central Ave, Raeford, NC is currently hiring for production workers to work in the Raeford NC plant. Applications may be made in person on Tuesday and Thursday between the hours of 9am – 1pm.

WIS International Inventory Service (they have moved to 1017 Hope Mills Road) has several positions open for drivers. The following applies to all driver applicants: Be 25 or older; Have a clean 3 year driving record and get an MVR report (motor vehicle report) for the last 3 years; Be available to work anytime day or night; Have reliable transportation to our office (then they will drive a company van) and Submit to drug test. The driver's hourly rate will be \$10.00 per hour for drive time. They will also go into the stores to help perform inventory duties. Serious and qualifying applicants may call Robin Ragland at (910-868-4016) or (910)-868-4037. Our new office is at: 1017 Hope Mills Road, Fayetteville, NC 28304 (located in the back of the Drabek Realty Office).

First Command Financial Services is currently recruiting Financial Advisors to work as independent contractors. Advisors work one-on-one with clients to develop individually tailored financial plans to help clients accumulate wealth and protect their assets. Duties of this position will include effectively presenting the benefits of a comprehensive financial plan to clients, develop a network and obtain referrals to attract and establish clients, and assist to identify prospective advisors. Successful candidates must have effective communication skills, sales ability and attention to detail. First Command seeks advisors with 4 year college degrees, desire to work based on commission based sales. Successful advisors will possess honesty, integrity and have an entrepreneurial spirit. Individuals must be able to pass exams for federal and state licenses and registrations for securities and insurance to include Series 6, Series 63 and Series 65 NASD exams and state life/health insurance. If interested you may call 910-860-7900 or email wferry@firstcommand.com

Clerical/Office Jobs, Express Employment Profs. 815 Stamper Rd. 437-5959 www.expresspros.com.

Cumberland Co. Mental Health Ctr. Job Line: (910)222-6504. Numerous Opportunities.
www.cmentalhealth.org.

Laborers, Outdoor workers and Clean up workers. 323-9308.

Nursing & Allied Health Professionals If you're interested in taking your career - and life - in a new direction, then it's time to explore a career with First Health of the Carolinas. Learn more and apply online www.firsthealth.jobs.

T&C& Associates is looking to hire experienced part-time C.N.A.'s and Home Aides. Home Aides start at \$7.25/hr and must be at least 18 years of age and preferably be a high school graduate. Will need TB shot, CPR, First Aide, and Blood Pathogen within 30 days of hiring. C.N.A.'s will start at \$8.25/hr. Will need TB shot, CPR, First Aide, and Blood Pathogen within 30 days of hiring. Must also be listed on NC Nurse Aide Registry. Interested and qualified individuals may contact Teara Johnson or Cynthia Marshall at 910-423-0725 for instructions on how to apply for these positions.

Mega Force, located at 1001 Hay St, is currently recruiting for positions as Picker/Packer, Assembly, Forklift, General Labor, Machine Operator. There are currently over 60 positions available with pay ranging from \$7.25 - \$9.00 hour. Some skilled positions will pay up to \$11.00/hr. Many positions located along Hwy 301 and the industrial park. Interested individuals may apply Monday – Friday between 9:00am – Noon. Interviews and Orientations may take place on the same day so be prepared to stay for an extended period. Also School Cafeteria Substitute Workers Needed. More details may be available by calling 484-5313 and selecting "0" at the prompt. Must be able to pass a drug screen and background check.

CNA's: M-Fri. and Weekends; P/T, AM and PM. Apply Mon. through Friday at Southern Hospitality, 2310 Southern Ave, Ph. 485-8003.

Woodbridge Alternative, Inc. is looking for Residential Techs. Please apply in person at 1480 Pamalee Dr., Fay., NC 28303.

Pinnacle Staffing at Purolator Contact us at 910-426-4343 for Time/Days of applications. Temp assignments can be long and short term. There are 3 shifts some run 8 hours, others run 10 hours. No Felony Convictions

CNA's Wanted For Homecare Cases in Cumberland County! Immediate openings and flexible shifts! Contact Maxim Healthcare today at 910-485-2255

ComForCare Senior Services Home Care Agency Hiring CNAs Competitive Pay, Flexible Hours Weekends Available Call Diane Surgeon for an Immediate interview 910 272-0121

RGIS Inventory is now hiring Inventory Auditors \$8.00 per hour. Must be able to work anytime. EOE. Apply at www.RGIS.com

Cumberland County employment opportunities may be viewed at www.co.cumberland.nc.us. Follow the Employment Links on the site and you will be able to access opportunities with the County, DSS, Mental Health and Sheriff's Department. All applications and instructions are provided at each individual web link.

Job Corps has a program designed to attract Females age 16 - 24, with a Clean criminal history who are drug free, and who are motivated to become apart of our medical program. Blue Ridge Job Corps is the 1# job corps center which focused solely on the medical field. Prefer females but males may apply. More info contact Mr. McArthur 910-778/6879. Also we have a few Co-Ed centers that have college programs designed to produce C N A's, RNs, and LPNs. Students who qualify will pay nothing to enter into our college program to earn their AA degree. They must complete their trade first, before attempting to enter our college Program. Job Corps alone is free and we pay the student to learn. May earn a bonus upon successful completion of program. Please note that there is not a Job Corps Center located in Fayetteville.

Check job listings daily at the Employment Security website www.ncesc.com. From the website you can search for jobs in most career fields. You can also use the ESC jobs line by calling 1-800-768-5627 any time of day except Mondays and Tuesdays and following the menu prompts. You may file on line or: To file a new initial claim 7 days a week call: 1-877-841-9617. To file a weekly certification, odd number SSNs on Monday & Wednesday through Saturday, even number SSNs on Tuesday through Saturday, call: 1-888-372-3453 To obtain a referral for these jobs you must visit the Employment Security Commission at 414 Ray Avenue or call them at 486-1010 for guidance on referrals. This is a great source for any job seeker.

Job Title: Cashier I Job Number: NC3542811 Date Posted: 08/20/2010 Occupational Code: 270.357.026 Location: Fayetteville Salary: \$0.01 Education Required: High School Graduate Minimum Age: 18 Hours Per Week: 40 Duration of Job: Over 150 days Full-Time Shift(s): First Job Description: Facility service associate i- requires morning, afternoon and evening availability any day of the week. Understand and respond appropriately to basic customer and employee inquiries. Ability to apply basic mathematical concepts such as adding, subtracting, multiplying, dividing and knowledge of weights and measurements. Must stand and/or

Job Title: General Warehouse Work Job Number: NC3542723 Date Posted: 08/20/2010 Occupational Code: 921.683.050 Location: Fayetteville Salary: \$8.50 Hourly Education Required: 10 Experience Required: 3 Months Minimum Age: 18 Hours Per Week: 40 Duration of Job: Over 150 days Full-Time Shift(s): Rotating Job Description: Openings on all shifts. Must be able to lift 75 pounds throughout entire shift. A background check, including former employers, will be conducted. A clean drug test is requirement to hiring. Former applicants or employee not having favorable hiring preference need not-apply. No rehiring at this time. Must have no criminal record!

Job Title: Assembler Job Number: NC3542824 Date Posted: 08/20/2010 Occupational Code: 780.684.062 Location: Fayetteville Salary: \$0.01 Hourly Education Required: High School Graduate Experience Required: 6 Months Minimum Age: 18 Hours Per Week: 40 Duration of Job: Over 150 days Full-Time Shift(s): Second Job Description: 2nd shift - performs repetitive, routine duties in the production line areas, monitors process and product, follows control plans and work instructions, ability to perform all required assembler duties and meet production requirements. Follow safe practices. HS or GED required.

Job Title: W/R Utility Worker Job Number: NC3542976 Date Posted: 08/20/2010 Occupational Code: 862.281.022 Location: Fayetteville Salary: \$11.02 Hourly Education Required: High School Graduate Minimum Age: 18 Hours Per Week: 40 Duration of Job: Over 150 days Full-Time Shift(s): First Job Description: Construction - hiring range \$11.02 - \$14.68 per hour HS diploma or GED required. Driver's license required. Must obtain class a driver's license within 6 mos. Of employment. Perform a variety of unskilled and semi-skilled manual labor in water and sewer system repair maintenance. Background check required. Apply at ESC

Job Title: Restaurant Team Member Job Number: NC3542915 Date Posted: 08/20/2010 Occupational Code: 311.472.010 Location: Fayetteville Salary: \$0.00 Education Required: High School Graduate Minimum Age: 19 Hours Per Week: 25 Duration of Job: Over 150 days Part-Time Shift(s): Split Job Description: Requires HS diploma, GED, or equiv; 0-1 yr exp in or r elated field. Take orders over the phone & in person; package company products for delivery & assist co-workers whenever needed; ability to work long hours to include some nights & weekends; restaurant & cash management preferred. See rj screen for instructions how to apply...

Job Title: Com Soc Service Asst(As) Job Number: NC3542859 Date Posted: 08/20/2010 Occupational Code: 354.377.014 Location: Fayetteville Salary: \$20,598.00 Yearly Education Required: High School Graduate Experience Required: 1 Years Minimum Age: 21 Hours Per Week: 40 Duration of Job: Over 150 days Full-Time Shift(s): First Job Description: Position in the transportation unit located within adult services section; responsible behavior, good listening and observation skills and the ability to relate to the population served. Must be able to communicate orally and in writing; position requires respect for customer confidentiality and ability to establish rapport with custom

Job Title: Medical Office Asst Job Number: NC3542839 Date Posted: 08/20/2010 Occupational Code: 079.362.010 Location: Fayetteville Salary: \$23,443.00 Yearly Education Required: High School Graduate Experience Required: 1 Years Minimum Age: 18 Hours Per Week: 40 Duration of Job: Over 150 days Full-Time Shift(s): First Job Description: Mon-Fri, 40 hours/week, open until filled. Provide administrative/clerical, standard nursing services (clerical) under direct supervision of registered nurse and limited laboratory tasks under supervision of lab manager. May work on other clinics as needed. Submit ccpd-1 and ESC ref to employer.

Additional suggested websites for use in looking for employment:

www.careerbuilders.com
www.bestjobusa.com
www.jobs.triangle.com
www.usajobs.opm.gov
www.hotjobs.com
www.topusajobs.com
www.seniorjobbank.org
www.job-hunting.org

www.salary.com
www.bestjobusa.com
www.onestopcoach.org
www.snagajob.com
www.worktriangle.com
www.employmentguide.com
www.jobfinderusa.com
www.smarthunt.com

www.monster.com
www.nationjob.com
www.khake.com
www.indeed.com
www.simplyhired.com
www.trianglehelpwanted.com