

NEXT GENERATION ZONE JOB LISTING

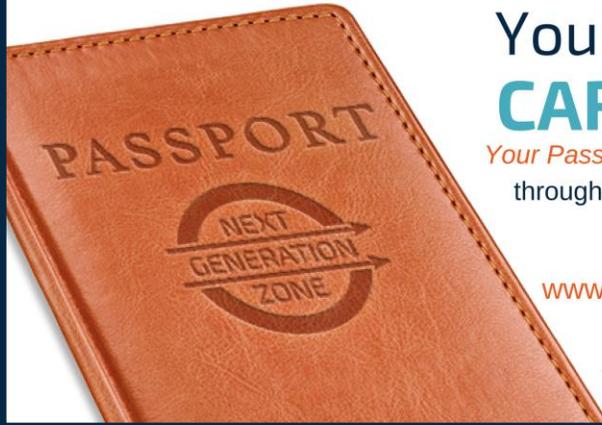
April 9th

Your **PASSPORT** to
CAREER SUCCESS

Your *Passport to Success* is a tool to navigate you through the phases of YOUR career planning.

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www.nextgenzone.org/passport-to-success

Created by:  Spokane Area Workforce Development Council



Clerical

Office Assistant-3

Community Colleges of Spokane

Positions may be located at various sites in Spokane County for Spokane Community College (SCC), Spokane Falls Community College (SFCC), or CCS District Administration. Positions may be full or part-time (50% or more) and between nine to twelve months annually, however the majority of these positions are 100%, 12-months. Review full position description and apply online at: <http://agency.governmentjobs.com/ccspokane/default.cfm>

Student Clerk/ Technician

Avista Corporation

Avista's Student Employment Program offers a variety of opportunities for students to enhance their field of study and to gain valuable work experience, critical to their future success in the job market. The Student Clerk/Technician is being opened to qualified candidates interested in employment in a clerical capacity. The majority of Avista's student opportunities are for summer employment however special circumstances may allow for part-time work during the school year. Please complete an online application and attach your cover letter and resume. www.avistacorp.com/careers/Pages/student.aspx

Church Office Administrator - PT

Bethany Presbyterian Church

Currently seeking a motivated, resourceful, adaptable, and flexible individual who is competent in computer and organizational skills. Must be knowledgeable in MS Word & Office, Excel, Power Point, and Adobe, as well as the ability to learn new church programs. Candidate must have good interpersonal skills and be able to work independently. Will be responsible for all social media and church communications. This is a 12-18 hour a week position, Tuesday through Friday, starting salary is \$14-16/hour, DOE. Please respond to bethanypresb@gmail.com with a cover letter and resume. Church address is 2607 S. Ray St.

Production/ Warehouse

NC Machine Operator

AMI Metals, INC

This position requires: verifies stock to work order requirements, sets up and operates machine to yield desired/required parts, verifies parts are within customer required tolerances using micrometer and caliper instruments, marks each part with customer required identification. High school diploma or general education degree (GED); Forklift Certification and ability to read and perform math. Apply online at: <http://www.spokesmanjobs.com/>

Retail

Store Associate/Stocker

Big Lots

Performs general store operations duties as directed, including cashiering, truck unloading, stocking and merchandise recovery. Prior retail experience preferred. Previous experience operating a cash register preferred. Review more position description online: www.indeed.com

Cashier/Produce Substitute

The Main Market Co-op

Main Market Co-op is seeking a part-time Cashier to assist customers with fast, efficient, friendly service. Being part of our Front End Team requires basic math and communication skills. Previous cashiering and/or natural food experience is preferred but not necessary. This position will include cross-over with the Produce department so we are looking for someone who is passionate about fresh, local, and organic foods, with interest and/or experience in

farming and gardening. We are hiring for 15-20 hrs/wk with the opportunity for development and more hours over time. Must be a self-motivated worker, be able to lift 50 pounds, stand for long periods, bend and turn regularly throughout the day. Must be available to work evenings and weekends.

In your email to xdjz-6553956615@job.craigslist.org please include the following:

- Your current resume with at least 2 professional references
- Why you would be a good fit for this position
- Why working in a co-operative grocery store is important and interesting to you
- Your availability

Labor/ Custodial

Golf Workers

Spokane County Parks and Rec

Golf Worker 1 (\$11.50 - \$12.10/hour): Under general supervision performs unskilled maintenance and manual labor tasks for the Spokane County golf courses.

Golf Worker 2 (\$11.79 - \$12.41/hour): In addition to the duties outlined for Golf Worker 1: under general supervision performs semi-skilled maintenance and manual labor tasks for the Spokane County golf courses. Works more independently and with greater skill than a Golf Worker 1. May operate light duty power equipment.

Golf Worker 3 (\$12.41 - \$14.44/hour): In addition to the duties outlined for Golf Worker 2: under limited supervision performs maintenance tasks requiring considerable skill; performs supervisory duties over lower level employees.

Apply online: <http://www.spokanecounty.org/1021/Current-Openings>

Club Attendant- FEMALE

Spokane Club

Maintain a high level of cleanliness in the FEMALE locker room at all times. Maintain an inventory of cleaning supplies and locker room amenities, gather soiled linens / stock clean linens, empty and remove trash as needed.

Looking for someone with experience in a maintenance/housekeeping position, ability to lift up to 50 pounds, frequent walking and demonstrating and assisting with exercise movements.

Apply online: <https://spokaneclub.applicantpro.com/jobs/761830.html>

Housekeeping Positions

Ramada at Spokane Airport

We have openings for room attendants. Must be available weekends. Candidates able to follow direction, work alone, pay attention to detail and be a team player. Great work environment, benefits available. Some experience preferred but we will train the right people. If you are looking for a steady job with a reliable company, have a good work ethic and want to be part of a team please apply at front desk, ask for Diane. I look forward to meeting with you.

Interviews will be conducted at completion of application.

Child Care

Early Childcare Assistant Teacher

YMCA

Must have an understanding of child development, developmentally appropriate practices, social/emotional development, the ability to adapt to a variety of classroom environments and the desire to be part of a dedicated team.

Experience working with children in group settings a must. Applicants currently enrolled in ECE programs or with completed ECE degrees and/or CDA certificates preferred. Apply online: <https://ymcaspokane.org/about-us/careers/>

Temporary/ Seasonal

Riverfront Park

City of Spokane

Multiple temporary/seasonal positions are available for Spring and Summer 2018. Must be 16 or older to apply. Applications available at: <https://my.spokanecity.org/jobs/temporary-seasonal/>

Aquatics Cashier/ Concessions

Spokane County

Requires ability to interact with customers and co-workers, understand and follow directions, multi-task in a fast-paced environment. Must possess current Spokane County Food Handlers Card. Apply online:

<http://www.spokanecounty.org/1021/Current-Openings>

Grain Sampler-Weigher

Dept. Agriculture

Grain Inspection Program, is searching for motivated and intelligent Grain Samplers/Weighers to join their team in our Spokane, WA location. Possess a high school, GED or equivalent education from an accredited institution.

Demonstrated ability to read, interpret and comprehend federal directives, notices, rules and regulations. Complete your careers.wa.gov profile, click green "Apply" button in upper right hand corner, complete application and attach a cover letter that highlights how your education, skills, and abilities match what we are looking for.

Food Services

Greet / Cook / Serve / Smile

The Onion Taphouse & Grill

We are interviewing a few selective positions for greeting and food running... It all starts here, learn the ropes and learn from the best. You will then be on the path towards Serving, Prep cooking and Line Cooking at one of

Spokane's #1 Restaurants - Please send resume to jdrjs-6556205855@job.craigslist.org

Please specify which location (Downtown or North Spokane) you would rather work in...