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**3.24.16 Pizza By the Guy 3115** Commonwealth Ct **hiring delivery personnel;**

**Come by for application of call 270-686-8603 for details.**

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**3.24.16**

[Janitorial Cleaner-Various Shifts 908308 Owensboro KY](http://www.indeed.com/rc/clk?jk=19b8a1e528392455&from=ja&alid=be2bbf98ed927a4c&tk=1aejis330076v3p1&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxGYkq-XwR1LuROchgpIDCk5R8hDq0JzSKS2xaNY9yJSoTL3IWU7-o5heyuRFULTlD&rd=2G0bcbLxcAqiHB9MMTYN9Q)

Kimco Services - Owensboro, KY

Janitorial Cleaner-Various Shifts 908308 Owensboro KY Duties include: Sweeping Mopping Dusting Vacuuming Emptying Trash Bins Cleaning Restrooms Maintaining

[Seasonal Associate (Part Time)](http://www.indeed.com/rc/clk?jk=933cc974a0a7fef7&from=ja&alid=be2bbf98ed927a4c&tk=1aejis330076v3p1&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxGYkq-XwR1LuROchgpIDCk5R8hDq0JzSKS2xaNY9yJSoTL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

PetSmart [2,849 reviews](http://www.indeed.com/cmp/Petsmart/reviews?campaignid=JobAlertStars&jt=Seasonal+Associate+%28Part+Time%29&jk=933cc974a0a7fef7&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, disability, genetics, and...

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**3.23.16 Hampton Inn Owensboro-South needs an evening shift (3-11 mainly) front desk team member**. We also have a full-time, day shift, maintenance position open if you know anyone looking for something in that line of work. Thanks so much for being such a sweet person, and for our relationship!

Candice Cross General Manager Hampton Inn Owensboro-South

615 Salem Drive Office Phone Number: +1.270.926.2006

[candice.cross2@hilton.com](mailto:candice.cross2@hilton.com)

[www.owensboro.hamptoninn.com](http://www.owensboro.hamptoninn.com)

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3.23.16

[Medical Record Field Reviewer](http://www.indeed.com/rc/clk?jk=89957202dbce3e69&from=ja&alid=be2bbf98ed927a4c&tk=1aegk76hl076u1le&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxuwhO6Kl2GPE9OUSGWfYbbK40sA8vNZHYYskwUZ29wBYTL3IWU7-o5heyuRFULTlD&rd=BvNCMOi6ebTuqTtC1vLQYw)

Altegra Health [127 reviews](http://www.indeed.com/cmp/Altegra-Health/reviews?campaignid=JobAlertStars&jt=Medical+Record+Field+Reviewer&jk=89957202dbce3e69&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Valid auto insurance and a valid driver's license; Travel to medical facilities in specified area of region from home to complete review services;...

Easily apply

Mar 21

[EVENT SPECIALIST - PT](http://www.indeed.com/rc/clk?jk=34fb572597d9dbb4&from=ja&alid=be2bbf98ed927a4c&tk=1aegk76hl076u1le&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxuwhO6Kl2GPE9OUSGWfYbbK40sA8vNZHYYskwUZ29wBYTL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

CROSSMARK [1,396 reviews](http://www.indeed.com/cmp/Crossmark/reviews?campaignid=JobAlertStars&jt=EVENT+SPECIALIST+-+PT&jk=34fb572597d9dbb4&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Specialized Knowledge, License, etc:. You will demonstrate knowledge of products, accessories and services, and use this knowledge to build sales, practice...

9:51 PM

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3.22.16 Several open positions available at Owensboro Health Regional Hospital:

* Café Cooks
* Cashiers
* Starbucks Baristas
* Subway Sandwich Artists
* Production Cooks
* Catering Associates
* Bakers

An excellent candidate would be dependable, hard-working, creative, flexible, a great multi-tasker, and willing to learn in a fast paced environment.

Full or Part-time positions available

Hours vary based on position

Pay $8.94 and up, based on experience.

Please apply at compassgroupcareers.com

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3.22.16 **Style Advisor (Seasonal)- Justice**

Tween Brands 71 reviews - Owensboro, KY

Ability to read documents and computer screens, and write and count in order to accurately complete company documentation and tasks....

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3.21.16

**The Salvation Army Summer Day Camp**

Is hiring for Day Camp Counselors

Seasonal- May/Aug. Monday-Friday

Hours vary from 7:00 am-6:00 pm

Part time/full time

Call 270-685-5576\* 101 or ask for Tiffany

Or stop by and pick up an application

215 Ewing Road, Owensboro 42301

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3.20.16 **UniFirst Corporation** **Customer Service Representative** willing to take the right senior and work around classes till May as part time.

**Job Summary:**

As part of an experienced CSR Team, this position focuses on Customer Service while simultaneously interacting with multiple departments to implement processing of incoming orders. The incumbent is expected to have an existing skill set in place, be able to self-pace, prioritize and troubleshoot while performing specific multitasking functions according to standardized procedures. In addition to direct support to Customers, this position will provide as-needed support to Production and Graphics Depts., Shipping Dock, Floor Supervision Team, as well as the Admin Managers and the remotely located Logistics Team.

Incumbent must be meticulous, personable, focused, well organized, and able to adapt easily and as necessary within a fast-paced and demanding environment.  Responsibilities include:

* Review, Clarification, Coordination, and Processing of incoming order
* Initiation and Implementation of outbound shipment
* Accurate Transactions and Record Keeping
* Complete, Precise and Timely Communication through every phase of service
* An exemplary Customer Service Attitude in all interactions

Job Requirements

* High School Diploma or GED equivalent
* Minimum 2 years experience in a demanding Office / Customer Service Environmentwith all applicable skills in place.
* Minimum Keyboard speed of 45 WPM
* Mastery of Multi-Line Phones & all types of Office Equipment
* Solid working knowledge of MS Outlook / Word / Excel
* Familiarity with Parcel & Freight protocols and documentation
* Ethical,  Perceptive,  Confident,  Affable, Teachable,  Meticulous

**UniFirst Corporation is an EEO/Affirmative Action Employer M/F/D/V**

Apply online. Let me know if you do and I will contact the HR department and give them a heads up to pull your appl.

<https://unifirst.mua.hrdepartment.com/hr/ats/Posting/view/8578>

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3.18.16

The **Groundskeeper** acts under the direction of the Community and/or Grounds Supervisor and is responsible for the cleanliness of the community grounds. Responsibilities will include the daily upkeep of the property, buildings, and grounds, which includes cleaning and removing trash.   
  
Essential Functions and Responsibilities:   
• Maintain the grounds of the assigned property   
• Maintains cleanliness outside each building and the grounds surrounding each building   
• Maintain a uniform landscaped look by picking up all debris around buildings and through breezeways of buildings   
• Clean out building gutters   
• Plant and tends flowerbeds, trees, and shrubs; trims, mows lawns; apply fertilizer and insecticides; and utilize pest control equipment   
• May perform pool maintenance duties   
• • Perform other miscellaneous duties as assigned

**It will start at $10.00 per hour and be around 20 hours a week. They can send their resume to my email. Let me know if you have any questions**.

Thank You,

Missy Gant Community Manager

Chandler Park Apartments

3750 Ralph Avenue

Owensboro, KY 42303

270-689-2000

[**mgant@chandlerparkapartments.com**](mailto:mgant@chandlerparkapartments.com)

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3.18.16

**PART-TIME POSITION AVAILABLE**

**Owensboro Museum of Fine Art**

**GALLERY ATTENDANT**

Part-Time Gallery Attendant at the

Owensboro Museum of Fine Art

Approximately 6-20 hours per week, flexible

Tuesday – Sunday

Apply at

901 Frederica Street

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**3.17.16 Chef’s Kitchen 3600 Frederica Street Halifax Square, is hiring servers ASAP**

**Call 270-302-2212 to set up appointment for interview.**

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3.16.16

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| [Merchandiser (Part Time/ Rotating Shifts)](http://www.indeed.com/rc/clk?jk=5e0959fb47111f44&from=ja&alid=be2bbf98ed927a4c&tk=1adufrpoq07990j7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxG3mKxLpISgnPyJ61z9zoChuHUjtWIhEl1kNLAZdpDMCkfS5Fwkj-NH-WriRzu4bV&rd=2G0bcbLxcAqiHB9MMTYN9Q)  PepsiCo [2,191 reviews](http://www.indeed.com/cmp/PepsiCo/reviews?campaignid=JobAlertStars&jt=Merchandiser+%28Part+Time%5C%2F+Rotating+Shifts%29&jk=5e0959fb47111f44&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY  Valid driver's license. Service accounts during designated **times** established by management. Pass the drug test and physical capabilities test (if applicable)....  10:32 PM  [Host/Hostess - Immediate PT/FT Openings at Cheddar's Casual Cafe](http://www.indeed.com/rc/clk?jk=6190a07a37431a13&from=ja&alid=be2bbf98ed927a4c&tk=1adufrpoq07990j7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxG3mKxLpISgnPyJ61z9zoChuHUjtWIhEl1kNLAZdpDMCkfS5Fwkj-NH-WriRzu4bV&rd=u6OEU7usVOXJqZDmQXqCJw)  Mint Julep - Owensboro, KY  But most important is a shared attitude and passion for taking care of our guests and each other.If you’re interested in a restaurant that is fast-paced, hands...  Easily apply  [Therapeutic Community Support Professional](http://www.indeed.com/rc/clk?jk=7d66cb385d9412cd&from=ja&alid=be2bbf98ed927a4c&tk=1adufrpoq07990j7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxG3mKxLpISgnPyJ61z9zoChuHUjtWIhEl1kNLAZdpDMCkfS5Fwkj-NH-WriRzu4bV&rd=5BxU4H-VG8tEAZfRuPUFEA)  Cigar Factory Complex - Owensboro, KY  Must possess valid Driver's License and ability to provide safe and reliable transportation along with possessing highly developed verbal and written...  RiverValley Behavioral Health - Mar 14  [Server - Immediate PT/FT Openings at Cheddar's Casual Cafe](http://www.indeed.com/rc/clk?jk=7a7d993270b2394a&from=ja&alid=be2bbf98ed927a4c&tk=1adufrpoq07990j7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxG3mKxLpISgnPyJ61z9zoChuHUjtWIhEl1kNLAZdpDMCkfS5Fwkj-NH-WriRzu4bV&rd=OErWDcMniQ9Vrarvw0cmog)  Mint Julep - Owensboro, KY  But most important is a shared attitude and passion for taking care of our guests and each other.If you’re interested in a restaurant that is fast-paced, hands...  Easily apply  [Direct Support Professional](http://www.indeed.com/rc/clk?jk=88729c795306fedc&from=ja&alid=be2bbf98ed927a4c&tk=1adufrpoq07990j7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxG3mKxLpISgnPyJ61z9zoChuHUjtWIhEl1kNLAZdpDMCkfS5Fwkj-NH-WriRzu4bV&rd=Is5kgSBgRSamTnvKGp7lsA)  ResCare [923 reviews](http://www.indeed.com/cmp/Rescare/reviews?campaignid=JobAlertStars&jt=Direct+Support+Professional&jk=88729c795306fedc&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY  Valid driver's license (in most cases). Paid **Time** Off. Company Discount Purchasing Program. Ability to handle physical aspects of job, including bending,...  Mar 14  [Weekend Retail Stock Merchandiser - (Wal-Mart) - PT](http://www.indeed.com/rc/clk?jk=af24ff77d695d8da&from=ja&alid=be2bbf98ed927a4c&tk=1adufrpoq07990j7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxG3mKxLpISgnPyJ61z9zoChuHUjtWIhEl1kNLAZdpDMCkfS5Fwkj-NH-WriRzu4bV&rd=wFxu5QNgPx_JskxZytfXTw)  Acosta Sales & Marketing [651 reviews](http://www.indeed.com/cmp/Acosta-Sales-&-Marketing/reviews?campaignid=JobAlertStars&jt=Weekend+Retail+Stock+Merchandiser+-+%28Wal-Mart%29+-+PT&jk=af24ff77d695d8da&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY  Acting as back-up to Field Sales Associates and running routes when needed. You have strong organizational, **time** management and communication skills....  Mar 14    [Cook - Immediate PT/FT Openings at Cheddar's Casual Cafe](http://www.indeed.com/rc/clk?jk=f4061ee7f5fa36d0&from=ja&alid=be2bbf98ed927a4c&tk=1adufrpoq07990j7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxG3mKxLpISgnPyJ61z9zoChuHUjtWIhEl1kNLAZdpDMCkfS5Fwkj-NH-WriRzu4bV&rd=Ch4cs75S2UpeL9gKE6b82g)  Mint Julep - Owensboro, KY  But most important is a shared attitude and passion for taking care of our guests and each other.If you’re interested in a restaurant that is fast-paced, hands...  Easily apply |

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3.14.16 This is a neat little boutique downtown!

[Customer Service](http://www.indeed.com/rc/clk?jk=15cd055409421733&from=ja&alid=be2bbf98ed927a4c&tk=1adnd6vi707972j6&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxGYkq-XwR1LuROchgpIDCk54g9s4dfOi61x4M1aacj04TL3IWU7-o5heyuRFULTlD&rd=BvNCMOi6ebTuqTtC1vLQYw)

C-ing Polkadots Boutique - Owensboro, KY

Receive and process cash, check and charge/credit payments. High school diploma or equivalent preferred. Answer customer queries regarding the store and the...

Easily apply

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3.10.16 Need tutors in Biology and English.

Do you have an students that would be able to do this?

270-925-8110

Thanks-

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3.8.16

[Teller - Part time - Villa Point (Owensboro, KY)](http://www.indeed.com/rc/clk?jk=734c44272f234001&from=ja&alid=be2bbf98ed927a4c&tk=1adddq7hp079642j&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxn9Z6itcuERRnfwJ8WMAWv9udFqDeacdFdDZtrla8pV4TL3IWU7-o5heyuRFULTlD&rd=2G0bcbLxcAqiHB9MMTYN9Q)

JPMorgan Chase [8,208 reviews](http://www.indeed.com/cmp/JPMorgan-Chase/reviews?campaignid=JobAlertStars&jt=Teller+-+Part+time+-+Villa+Point+%28Owensboro%2C+KY%29&jk=734c44272f234001&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Teller - **Part** **time** - Villa Point (Owensboro, KY). Minimum 3 months cash handling experience preferred, unless post-high school degree program is completed or...

[Part-Time Babysitter, Odd Hours](http://www.indeed.com/rc/clk?jk=8a6cb1aa462d4db1&from=ja&alid=be2bbf98ed927a4c&tk=1adddq7hp079642j&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxn9Z6itcuERRnfwJ8WMAWv9udFqDeacdFdDZtrla8pV4TL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

Owensboro, KY

Looking for someone to babysit occasionally in my home. Occasionally we need early morning @4:30 a.m. till 7:30 a.m. and other **times** 6:30 p.m. until as late as...

Care.com - Mar 8

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3.8.16

12 year publishing company looking for a paid journalist covering topics such as local music, art, healthcare, business , and sports. Ability to work independently, with a strong work ethic. Send resume and interest to: Jeff Sanford

[jsanford11@gmail.com](mailto:%20jsanford11@gmail.com) for consideration

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3.8.16 I am currently looking for a babysitter for my two boys, ages 9 and 5, for the following:

\* Get off the bus at my home at 2:45pm daily

\* Prepare a light afternoon snack (food and beverages will be provided)

\* Assist with completing homework (4th grade and K)

\* Allow boys to play outside in a designated area in the neighborhood

\* Boys can travel with babysitter if needed

\* End time would be between 5:30-6:00, depending on my work time (I manage a Chase branch in Bowling Green)

\* There can be some variations of time, if the applicant needs off one day a week or so.  Additional hours may be an option if the babysitter is willing and available.

Pay is $15 per day. (for the after school hours)

To apply, please call or text 270-702-2151

Nikki

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3.7.16

[Impact Service Coordinator](http://www.indeed.com/rc/clk?jk=b31bf771e7d3f4f7&from=ja&alid=be2bbf98ed927a4c&tk=1ad4bsmcr1q0lb59&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxy5G4xMdp_rqJZyqJ1fCmkFYedyFkKh2aq88pevPC90sTL3IWU7-o5heyuRFULTlD&rd=2G0bcbLxcAqiHB9MMTYN9Q)

Cigar Factory Complex - Owensboro, KY

The Impact Service Coordinator f acilitates coordination, communication and collaboration on behalf of the client/family of children who have a serious

RiverValley Behavioral Health - Mar 4

[Part Time Mortgage Servicing Coordinator](http://www.indeed.com/rc/clk?jk=299f250599ddf625&from=ja&alid=be2bbf98ed927a4c&tk=1ad4bsmcr1q0lb59&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxy5G4xMdp_rqJZyqJ1fCmkFYedyFkKh2aq88pevPC90sTL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

Heritage Federal Credit Union [7 reviews](http://www.indeed.com/cmp/Heritage-Federal-Credit-Union/reviews?campaignid=JobAlertStars&jt=Part+Time+Mortgage+Servicing+Coordinator&jk=299f250599ddf625&from=ja&alid=be2bbf98ed927a4c) - Newburgh, IN

Heritage Federal is currently seeking a **part** **time** Mortgage Servicing Coordinator. High school diploma or equivalent....

[Retail Sales Specialist - Fitbit](http://www.indeed.com/rc/clk?jk=d8e6b8b2e0bf3ea1&from=ja&alid=be2bbf98ed927a4c&tk=1ad4bsmcr1q0lb59&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxy5G4xMdp_rqJZyqJ1fCmkFYedyFkKh2aq88pevPC90sTL3IWU7-o5heyuRFULTlD&rd=u6OEU7usVOXJqZDmQXqCJw)

Creative Channel Services, LLC - Owensboro, KY

We create influence at the point of sale via innovative retail training, field marketing, field sales and promotional services that have delivered measurable...

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3.4.16

[Counter Sales Clerk](http://www.indeed.com/rc/clk?jk=7329eab5e0bbe630&from=ja&alid=be2bbf98ed927a4c&tk=1ad1h45vl1q0kc9d&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx6nUdToKc1KD7DFYBGiVBWkrUf0UICY9KC3J7bvxepIITL3IWU7-o5heyuRFULTlD&rd=qzSUTqz6QzNTDT8zjuz0sw)

Gary's Fleur De Lis, Inc. - Owensboro, KY

Negotiable/based on experience• Greet customers and answer any inquiries• Suggest items for sale and assist in locating items• Answer telephone calls and...

Easily apply

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3.3.16 Twin Rivers Nursing and Rehabilitation is hiring nurses and aides for all positions.  We also have a class that we are offering and sign on bonuses.  Send resume or inquiries to:



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3.3.16

[Early Morning Stocker (Part Time)](http://www.indeed.com/rc/clk?jk=f4ef95545246918c&from=ja&alid=be2bbf98ed927a4c&tk=1acuqo9q21q8kcf7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx1ul6xCk5oDt2u90Uf7gdZApkjSTa80rJnebrX0dBcjMTL3IWU7-o5heyuRFULTlD&rd=2G0bcbLxcAqiHB9MMTYN9Q)

PetSmart [2,321 reviews](http://www.indeed.com/cmp/Petsmart/reviews?campaignid=JobAlertStars&jt=Early+Morning+Stocker+%28Part+Time%29&jk=f4ef95545246918c&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, disability, genetics, and...

[Cashier (Part Time)](http://www.indeed.com/rc/clk?jk=1845299622f23cc8&from=ja&alid=be2bbf98ed927a4c&tk=1acuqo9q21q8kcf7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx1ul6xCk5oDt2u90Uf7gdZApkjSTa80rJnebrX0dBcjMTL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

PetSmart [2,321 reviews](http://www.indeed.com/cmp/Petsmart/reviews?campaignid=JobAlertStars&jt=Cashier+%28Part+Time%29&jk=1845299622f23cc8&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Cashiers are an integral **part** of creating sincere connections with Pet Parents. All qualified applicants will receive consideration for employment without...

[Bather (Part Time)](http://www.indeed.com/rc/clk?jk=4870e4a80e9dd310&from=ja&alid=be2bbf98ed927a4c&tk=1acuqo9q21q8kcf7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx1ul6xCk5oDt2u90Uf7gdZApkjSTa80rJnebrX0dBcjMTL3IWU7-o5heyuRFULTlD&rd=u6OEU7usVOXJqZDmQXqCJw)

PetSmart [2,321 reviews](http://www.indeed.com/cmp/Petsmart/reviews?campaignid=JobAlertStars&jt=Bather+%28Part+Time%29&jk=4870e4a80e9dd310&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Bather responsibilities also include answering telephone calls, helping to clean the Salon and maintain detailed records of services performed....

[Pet Products\Stocker Associate (Part Time)](http://www.indeed.com/rc/clk?jk=2eb55a25154ad3d2&from=ja&alid=be2bbf98ed927a4c&tk=1acuqo9q21q8kcf7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx1ul6xCk5oDt2u90Uf7gdZApkjSTa80rJnebrX0dBcjMTL3IWU7-o5heyuRFULTlD&rd=5BxU4H-VG8tEAZfRuPUFEA)

PetSmart [2,321 reviews](http://www.indeed.com/cmp/Petsmart/reviews?campaignid=JobAlertStars&jt=Pet+Products%5C%5CStocker+Associate+%28Part+Time%29&jk=2eb55a25154ad3d2&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, disability, genetics, and...

[Pet Care Associate (Part Time)](http://www.indeed.com/rc/clk?jk=4a275f91356912a0&from=ja&alid=be2bbf98ed927a4c&tk=1acuqo9q21q8kcf7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx1ul6xCk5oDt2u90Uf7gdZApkjSTa80rJnebrX0dBcjMTL3IWU7-o5heyuRFULTlD&rd=OErWDcMniQ9Vrarvw0cmog)

PetSmart [2,321 reviews](http://www.indeed.com/cmp/Petsmart/reviews?campaignid=JobAlertStars&jt=Pet+Care+Associate+%28Part+Time%29&jk=4a275f91356912a0&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, disability, genetics, and...

[Pet Training Instructor (Part Time)](http://www.indeed.com/rc/clk?jk=3889cd9ada84d474&from=ja&alid=be2bbf98ed927a4c&tk=1acuqo9q21q8kcf7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx1ul6xCk5oDt2u90Uf7gdZApkjSTa80rJnebrX0dBcjMTL3IWU7-o5heyuRFULTlD&rd=wFxu5QNgPx_JskxZytfXTw)

PetSmart [2,321 reviews](http://www.indeed.com/cmp/Petsmart/reviews?campaignid=JobAlertStars&jt=Pet+Training+Instructor+%28Part+Time%29&jk=3889cd9ada84d474&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, disability, genetics, and...

[PetStylist (Part Time)](http://www.indeed.com/rc/clk?jk=c6d38c62819a869d&from=ja&alid=be2bbf98ed927a4c&tk=1acuqo9q21q8kcf7&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx1ul6xCk5oDt2u90Uf7gdZApkjSTa80rJnebrX0dBcjMTL3IWU7-o5heyuRFULTlD&rd=X1YDzfL9RcOCldT-ZVX1YA)

PetSmart [2,321 reviews](http://www.indeed.com/cmp/Petsmart/reviews?campaignid=JobAlertStars&jt=PetStylist+%28Part+Time%29&jk=c6d38c62819a869d&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, disability, genetics, and...

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3.2.16

[Payroll Specialist](http://www.indeed.com/rc/clk?jk=aa95c7a12c936523&from=ja&alid=be2bbf98ed927a4c&tk=1acsjk9rf1q0jd6u&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx2AHnjQ_AAgPxf8cEr4gNpt7k_4OAs9DG7NINRatoLTikfS5Fwkj-NH-WriRzu4bV&rd=2G0bcbLxcAqiHB9MMTYN9Q)

Cigar Factory Complex - Owensboro, KY

Responsible for bi-weekly payroll processing to assure accuracy, timely completion and compliance with policies and procedures and state regulations....

RiverValley Behavioral Health - Mar 1

[Mental Health Associate](http://www.indeed.com/rc/clk?jk=109591a1aeacb57a&from=ja&alid=be2bbf98ed927a4c&tk=1acsjk9rf1q0jd6u&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx2AHnjQ_AAgPxf8cEr4gNpt7k_4OAs9DG7NINRatoLTikfS5Fwkj-NH-WriRzu4bV&rd=u6OEU7usVOXJqZDmQXqCJw)

Psychiatric Residential Treatment Facility #1 - Owensboro, KY

Bachelor's degree in Mental Health related field or High School/GED and 2 year experience working as direct care staff with children at RiverValley's PRTF's or...

RiverValley Behavioral Health - Mar 1

[Seasonal Employee: Loader](http://www.indeed.com/rc/clk?jk=fb9634906a62c867&from=ja&alid=be2bbf98ed927a4c&tk=1acsjk9rf1q0jd6u&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx2AHnjQ_AAgPxf8cEr4gNpt7k_4OAs9DG7NINRatoLTikfS5Fwkj-NH-WriRzu4bV&rd=Is5kgSBgRSamTnvKGp7lsA)

Lowe's [9,930 reviews](http://www.indeed.com/cmp/Lowe's/reviews?campaignid=JobAlertStars&jt=Seasonal+Employee%3A+Loader&jk=fb9634906a62c867&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

EEO Statement Lowe’s is an equal opportunity affirmative action employer and administers all personnel practices without regard to race, color, religion, sex,...

[ABA Line Therapist I](http://www.indeed.com/rc/clk?jk=ff7a108fd9f0bb14&from=ja&alid=be2bbf98ed927a4c&tk=1acsjk9rf1q0jd6u&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx2AHnjQ_AAgPxf8cEr4gNpt7k_4OAs9DG7NINRatoLTikfS5Fwkj-NH-WriRzu4bV&rd=wFxu5QNgPx_JskxZytfXTw)

RiverValley Hospital - Owensboro, KY

Bachelors in unrelated field and two (2) years experience in Human Services or school setting. Provide 1:1 instruction utilizing the principals of Applied...

RiverValley Behavioral Health - Mar 1

[Key Holder/Sales Lead](http://www.indeed.com/rc/clk?jk=4aeee102a3a97358&from=ja&alid=be2bbf98ed927a4c&tk=1acqb0k371q8jd62&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxG3mKxLpISgnPyJ61z9zoCrsgU2Ul_i2jpvOhCMV3LfikfS5Fwkj-NH-WriRzu4bV&rd=6xJNosMSNyHbTdC8J1mdPw)

Five Below [290 reviews](http://www.indeed.com/cmp/Five-Below/reviews?campaignid=JobAlertStars&jt=Key+Holder%5C%2FSales+Lead&jk=4aeee102a3a97358&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Are you ready to grow your career? Why wait? Apply Now and join an amazing brand in the New Year to start exploring the endless opportunities that Five Below

Easily apply

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3.1.16

I am a small business owner here in Owensboro. The company, PreFix Home, produces and markets an anti-chafing product for runners and other athletes. The product is called NipEaze.

I am looking for at least one student, possibly two, who would be interested in an internship and/or part-time job with an emphasis on marketing. I have experience with apprenticeships from my previous small business in home remodeling.

Pat Ward

NipEaze.com

email: [prefixhome@bellsouth.net](mailto:prefixhome@bellsouth.net)

ph: 270.691.6082

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2.29.16

[After-School Front Desk Director](http://www.indeed.com/rc/clk?jk=4085cd2a5c9c1604&from=ja&alid=be2bbf98ed927a4c&tk=1aci3fol3079556b&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vO-EUqtPer-Yoqeed9TazGFYTL3IWU7-o5heyuRFULTlD&rd=BvNCMOi6ebTuqTtC1vLQYw)

Cliff Hagan Boys & Girls Club - Owensboro, KY

The Cliff Hagan Boys & Girls Club is in search of an after-school Front Desk Director. Those applying for this job would be responsible for answering phone...

Easily apply

Feb 26

[Medical Office Assistant](http://www.indeed.com/rc/clk?jk=b0f615573e00c056&from=ja&alid=be2bbf98ed927a4c&tk=1aci3fol3079556b&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vO-EUqtPer-Yoqeed9TazGFYTL3IWU7-o5heyuRFULTlD&rd=6xJNosMSNyHbTdC8J1mdPw)

Health Quest Medical Care - Owensboro, KY

High school diploma. Seeking office assistant for part-time with the possibility of full-time employment....

Easily apply

Feb 26

[Kroger Retail Hourly Associate](http://www.indeed.com/rc/clk?jk=6497fedffeaca5ac&from=ja&alid=be2bbf98ed927a4c&tk=1aci3fol3079556b&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vO-EUqtPer-Yoqeed9TazGFYTL3IWU7-o5heyuRFULTlD&rd=u6OEU7usVOXJqZDmQXqCJw)

Kroger Stores [259 reviews](http://www.indeed.com/cmp/Kroger-Stores/reviews?campaignid=JobAlertStars&jt=Kroger+Retail+Hourly+Associate&jk=6497fedffeaca5ac&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

As a **part** of our team, you could:. Our primary focus is to create an outstanding customer experience through exceptional service....

Kroger - Feb 26

[Teller - Part time - Frederica (Owensboro, KY)](http://www.indeed.com/rc/clk?jk=4c03276b88456e73&from=ja&alid=be2bbf98ed927a4c&tk=1aci3fol3079556b&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vO-EUqtPer-Yoqeed9TazGFYTL3IWU7-o5heyuRFULTlD&rd=5BxU4H-VG8tEAZfRuPUFEA)

JPMorgan Chase [8,154 reviews](http://www.indeed.com/cmp/JPMorgan-Chase/reviews?campaignid=JobAlertStars&jt=Teller+-+Part+time+-+Frederica+%28Owensboro%2C+KY%29&jk=4c03276b88456e73&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Teller - **Part** **time** - Frederica (Owensboro, KY). Minimum 3 months cash handling experience preferred, unless post-high school degree program is completed or...

4:10 PM

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2.26.16 Trunnell's Farm Market is holding open interviews for bakery staff on Sat March 5th 1-3pm! Pick up application next Tues-Fri 11am-5pm @Utica market.

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2.26.16 **In need of both full and part time nursery workers.**

Pay is based on experience. Hours may vary. Needing nursery full time worker, ones fulltime and 2 part time floaters. Must be reliable. Experience is not required but is a plus.

Apply at Snuggle Bugs Nursery and Preschool 722 West Byers Avenue.

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2.24.16 Cedar Grove Baptist Church . We are actively seeking youth minister. Church is located in Ohio Co. Here are the job's descriptions and responsibilities. Thanks 

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Repost: Both my husband and I work full-time outside the home and we are looking for summer help in mostly chaperoning our children. My daughter is 15 and my son is 9.  As you might imagine, at this age they are pretty self-sufficient but we prefer they have fun over the summer and not sit at home all day. We’re looking for someone to take them out on fun activities during the week and transport them to baseball/softball practice, VBS at church, park, library, movies, etc.  We will provide a summer membership to Atlantis as well for swimming.  We are blessed with two well behaved kids who are easy going and fun to be around.

Food would be provided and may require some preparation at mealtimes. We’ll pay for extra activities such as movies, bowling and a day of eating out.  Neither child has any health issues or regular medication.  The schedule is flexible since my daughter is old enough to help with her brother.  We’re thinking of a time frame of mostly 9:00 am – 3:00 pm. There will be a couple of weeks throughout the summer in which this time will change when one elects to participate in a sports camp or the week of VBS at church.  In these instances, transportation would be needed earlier.  Also, each child will be spending a week at church camp so there will be a week when only one child will need transportation/entertainment.

We’re looking for a college student maybe seeking a career in education.  Interested candidates can reach me by phone or email: 270-903-3981; [christie.poe@bwpmlp.com](mailto:christie.poe@bwpmlp.com).

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2.24.16  **Environmental Education Internship or seasonal staff**:

**Kentucky 4-H Camp** is now actively seeking three interns (or seasonal staff) for its fall 2016 environmental education camping program. We will be hiring two individuals for North Central 4-H Camp (Carlisle, KY) and one person for West Kentucky 4-H Camp (Dawson Springs, KY). I have attached a job description to share with students. For more information, please contact Darrell Stillwell (Darrell.Stillwell@uky.edu) or Shane Browning (Shanebrowning@uky.edu).

Interested students or recent graduates may apply here:

North Central Location: <https://ukjobs.uky.edu/postings/95728>

West Kentucky Location: <https://ukjobs.uky.edu/postings/95733>



Thank you for your help and efforts in recruiting students for the Kentucky 4-H environmental education camping program!

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[Territory Assistant](http://www.indeed.com/rc/clk?jk=321a9790894e2032&from=ja&alid=be2bbf98ed927a4c&tk=1aca3ighf076j66j&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxuwhO6Kl2GPE9OUSGWfYbbBcCo6xem1vLjfpdyAseUbMTL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

Hallmark [635 reviews](http://www.indeed.com/cmp/Hallmark/reviews?campaignid=JobAlertStars&jt=Territory+Assistant&jk=321a9790894e2032&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

The Territory Assistant (Supervisor) is a **part** **time** supervisory position. Each day when your work is complete, you must enter your commute **time** and mileage on...

Feb 23

[Customer Care Specialist](http://www.indeed.com/rc/clk?jk=d331af0aa9447ef4&from=ja&alid=be2bbf98ed927a4c&tk=1aca3ighf076j66j&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxuwhO6Kl2GPE9OUSGWfYbbBcCo6xem1vLjfpdyAseUbMTL3IWU7-o5heyuRFULTlD&rd=sW-vM86xPV5FSo-z0X6I6w)

323 Staffing Solutions - Owensboro, KY

$9 an hour

The best **part** is you are not selling! Make calls for a minimum of six hours per day. New Owensboro business specializing in providing senior health insurance...

Easily apply

12:27 PM

[Youth Care Specialist](http://www.indeed.com/rc/clk?jk=f0fc83d6d30b70c0&from=ja&alid=be2bbf98ed927a4c&tk=1aca3ighf076j66j&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxuwhO6Kl2GPE9OUSGWfYbbBcCo6xem1vLjfpdyAseUbMTL3IWU7-o5heyuRFULTlD&rd=5BxU4H-VG8tEAZfRuPUFEA)

RiverValley Hospital - Owensboro, KY

Provides supervision and therapeutic services to children and adolescents in the acute care psychiatric children's hospital. Minimum Qualifications: High

RiverValley Behavioral Health - 8:24 PM

[SALES ASSOCIATE](http://www.indeed.com/rc/clk?jk=4c69ac863e7003fa&from=ja&alid=be2bbf98ed927a4c&tk=1ac5vrj8q078m3d6&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxVvdr3lHx7j2RwVgxUk6CrcJbdpGPF7vmLREXSiTIQkUTL3IWU7-o5heyuRFULTlD&rd=2G0bcbLxcAqiHB9MMTYN9Q)

Dollar General [6,616 reviews](http://www.indeed.com/cmp/Dollar-General/reviews?campaignid=JobAlertStars&jt=SALES+ASSOCIATE&jk=4c69ac863e7003fa&from=ja&alid=be2bbf98ed927a4c) - Utica, KY

Operate cash register and flatbed scanner to itemize and total customer's purchase; High school diploma or equivalent preferred....

Feb 21

[LEAD SALES ASSOC-PT](http://www.indeed.com/rc/clk?jk=bdb74ad8dc892289&from=ja&alid=be2bbf98ed927a4c&tk=1ac5vrj8q078m3d6&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxVvdr3lHx7j2RwVgxUk6CrcJbdpGPF7vmLREXSiTIQkUTL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

Dollar General [6,616 reviews](http://www.indeed.com/cmp/Dollar-General/reviews?campaignid=JobAlertStars&jt=LEAD+SALES+ASSOC-PT&jk=bdb74ad8dc892289&from=ja&alid=be2bbf98ed927a4c) - Utica, KY

Complete all required paperwork and documentation according to guidelines and deadlines as assigned. Operate cash register and flatbed scanner to itemize and...

Feb 21

[Medical Records Clerk](http://www.indeed.com/rc/clk?jk=9bf430f1ceb5b456&from=ja&alid=be2bbf98ed927a4c&tk=1ac011r8q077v070&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx1ul6xCk5oDt2u90Uf7gdZEsDqAvRFl6CqGmX1Od2eU4TL3IWU7-o5heyuRFULTlD&rd=2G0bcbLxcAqiHB9MMTYN9Q)

Cigar Factory Complex - Owensboro, KY

Ensures therapists/physicians have all charts needed for daily schedule. Checks, analyzes, and classifies or alphabetizes materials, conducting limited

RiverValley Behavioral Health - 2:08 PM

[Janitorial Crew Member Various Shifts 908308 Owensboro KY](http://www.indeed.com/rc/clk?jk=f691e1862c5428dd&from=ja&alid=be2bbf98ed927a4c&tk=1ac011r8q077v070&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx1ul6xCk5oDt2u90Uf7gdZEsDqAvRFl6CqGmX1Od2eU4TL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

Kimco Services - Owensboro, KY

**Part**-**time** and Full **time**. Janitorial Crew Member Various Shifts 908308 Owensboro KY....

7:26 PM

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2.24.16

Looking for professional, committed and caring individuals for the following positions with Colby's Fine Food and Spirits, an established downtown restaurant since 1987:

Servers

To Go and Delivery

Kitchen

Catering

**Please apply, in person, M-F 9-10 a.m. or 2-4 p.m.**

Colby's Fine Food and Spirits (204 W. Third St.)

Colby's Deli & Café (401 Frederica St.)

Owensboro, Ky. 42303

270 685-4267 Fax 270 685-1389

www.colbysfinefoodandspirits.com

colbysrestaurant@aol.com

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2.22.16 Summer jobs close to Cincinnati: Camp workers to work with low income/foster kids of Cincinnati, Dayton, and Northern Kentucky Our other camp department is geared towards kids with medical conditions. We partner with Cincinnati Children's Hospital, American Diabetes Association, Amputee Coalition of America and many more.



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2.19.16

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| --- |
| [Seasonal Overnight Stocking](http://www.indeed.com/rc/clk?jk=16735ff1df4b4632&from=ja&alid=be2bbf98ed927a4c&tk=1abtab7281q3ic6o&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxy5G4xMdp_rqJZyqJ1fCmkAQj0_1ISpN2zQfN43vPYYgTL3IWU7-o5heyuRFULTlD&rd=2G0bcbLxcAqiHB9MMTYN9Q)  Lowe's spring hire - Owensboro, KY  Position Description Responsible for distributing and stocking merchandise throughout the store including caring for store equipment and cleaning hazardous    [SALES ASSOCIATE](http://www.indeed.com/rc/clk?jk=748db7f4100d3cca&from=ja&alid=be2bbf98ed927a4c&tk=1abtab7281q3ic6o&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxy5G4xMdp_rqJZyqJ1fCmkAQj0_1ISpN2zQfN43vPYYgTL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)  Dollar General [6,606 reviews](http://www.indeed.com/cmp/Dollar-General/reviews?campaignid=JobAlertStars&jt=SALES+ASSOCIATE&jk=748db7f4100d3cca&from=ja&alid=be2bbf98ed927a4c) - Henderson, KY  Operate cash register and flatbed scanner to itemize and total customer's purchase; High school diploma or equivalent preferred....    [Direct Support Professional (Residential Provider)](http://www.indeed.com/rc/clk?jk=7b9b3f82cb18bdb7&from=ja&alid=be2bbf98ed927a4c&tk=1abtab7281q3ic6o&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxy5G4xMdp_rqJZyqJ1fCmkAQj0_1ISpN2zQfN43vPYYgTL3IWU7-o5heyuRFULTlD&rd=u6OEU7usVOXJqZDmQXqCJw)  Cigar Factory Complex - Owensboro, KY  Provides residential assistance for individuals with disabilities in a home setting. High School Diploma/GED....  RiverValley Behavioral Health - 8:05 PM  [Looking For A Dependable House Cleaner For Couple Living In Owensboro](http://www.indeed.com/rc/clk?jk=e0a376ca7055c6d4&from=ja&alid=be2bbf98ed927a4c&tk=1abtab7281q3ic6o&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxy5G4xMdp_rqJZyqJ1fCmkAQj0_1ISpN2zQfN43vPYYgTL3IWU7-o5heyuRFULTlD&rd=5BxU4H-VG8tEAZfRuPUFEA)  Owensboro, KY  $15 an hour  Searching for a great house cleaner. This position is hourly. We will pay $15. 00 per hour but request 4 hours. Our house is rarely messy but details are very  Care.com  [LEAD SALES ASSOC-PT](http://www.indeed.com/rc/clk?jk=7b8cac2f589cb837&from=ja&alid=be2bbf98ed927a4c&tk=1abtab7281q3ic6o&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxy5G4xMdp_rqJZyqJ1fCmkAQj0_1ISpN2zQfN43vPYYgTL3IWU7-o5heyuRFULTlD&rd=OErWDcMniQ9Vrarvw0cmog)  Dollar General [6,606 reviews](http://www.indeed.com/cmp/Dollar-General/reviews?campaignid=JobAlertStars&jt=LEAD+SALES+ASSOC-PT&jk=7b8cac2f589cb837&from=ja&alid=be2bbf98ed927a4c) - Henderson, KY  Complete all required paperwork and documentation according to guidelines and deadlines as assigned. Operate cash register and flatbed scanner to itemize and... |

2.18.16

[Child Care Worker](http://www.indeed.com/rc/clk?jk=489a5e5bc0bcb023&from=ja&alid=be2bbf98ed927a4c&tk=1abqja67u1q3hcmu&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxuwhO6Kl2GPE9OUSGWfYbbIxOnJJm_iXGTkMhdrU48aITL3IWU7-o5heyuRFULTlD&rd=BvNCMOi6ebTuqTtC1vLQYw)

K.B.'s Kid Zone Inc - Owensboro, KY

Applicant needs to be at least 18 years of age.Applicant must have drivers license and have own transportation to work.Applicant must have a high school diploma...

Easily apply

Feb 17

[Direct Support Professional (Residential Provider)](http://www.indeed.com/rc/clk?jk=ce2303d1eaf5fda2&from=ja&alid=be2bbf98ed927a4c&tk=1abqja67u1q3hcmu&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxuwhO6Kl2GPE9OUSGWfYbbIxOnJJm_iXGTkMhdrU48aITL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

Cigar Factory Complex - Owensboro, KY

Provides residential assistance for individuals with disabilities in a home setting. High School Diploma/GED....

RiverValley Behavioral Health - 1:41 PM

[Kitchen Supervisor](http://www.indeed.com/rc/clk?jk=ffa7c254257147f7&from=ja&alid=be2bbf98ed927a4c&tk=1abqja67u1q3hcmu&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxuwhO6Kl2GPE9OUSGWfYbbIxOnJJm_iXGTkMhdrU48aITL3IWU7-o5heyuRFULTlD&rd=sW-vM86xPV5FSo-z0X6I6w)

CBM Managed Services - Owensboro, KY

$11 an hour

Possess a valid driver's license and reliable transportation. Complete required daily paperwork on **time**....

Easily apply

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2.18.16 Cheddars is hiring servers. Stop by and pick up application.

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2.17.16 A new Meijer store is coming to Owensboro! We're hiring across all departments, click to apply now: <http://bit.ly/1U3VnS0>

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2.16.16

**3 Monkeys 4th Street Pub**

While we are almost always looking for **servers,** right now we need an Office Manager. Applicants will need **basic bookkeeping and accounting skills**, typical **office computer and communications skills, and any food & beverage experience is a big plus.**

A recent grad with some work experience would be ideal. Pay based on experience.

We may **also be interested** in a business **communications student to intern as a Social Media Marketing Specialist.**

Thanks and have a great day.

Steve Champion

3 Monkeys 4th St. Pub

[championsr@yahoo.com](mailto:championsr@yahoo.com)

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2.16.16

[Food Service Specialist](http://www.indeed.com/rc/clk?jk=07bae6e286f22559&from=ja&alid=be2bbf98ed927a4c&tk=1abljbsb2077r3bl&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vO-M0UF0BUYvmjJr4bYo1JDgTL3IWU7-o5heyuRFULTlD&rd=2G0bcbLxcAqiHB9MMTYN9Q)

National Guard [4,768 reviews](http://www.indeed.com/cmp/National-Guard/reviews?campaignid=JobAlertStars&jt=Food+Service+Specialist&jk=07bae6e286f22559&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

**Part** of this **time** is spent in the classroom and **part** in the field. You'll learn how to plan and prep menus, how to prepare and serve food, and how to ensure...

Feb 15

[Retail Sales, \*Flexible Scheduling Option!\*, Part-Time: Owensboro, KY, Macy’s Towne Square](http://www.indeed.com/rc/clk?jk=148cd3930ccc9411&from=ja&alid=be2bbf98ed927a4c&tk=1abljbsb2077r3bl&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vO-M0UF0BUYvmjJr4bYo1JDgTL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

Macy's [10,770 reviews](http://www.indeed.com/cmp/Macy's/reviews?campaignid=JobAlertStars&jt=Retail+Sales%2C+*Flexible+Scheduling+Option%21*%2C+Part-Time%3A+Owensboro%2C+KY%2C+Macy%5Cu2019s+Towne+Square&jk=148cd3930ccc9411&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Reserves the right to amend this job description at any **time**. For more information, we encourage you to review the complete job description by clicking....

8:12 PM

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2.16.16

Both my husband and I work full-time outside the home and we are looking for summer help in mostly chaperoning our children. My daughter is 15 and my son is 9.  As you might imagine, at this age they are pretty self-sufficient but we prefer they have fun over the summer and not sit at home all day. We’re looking for someone to take them out on fun activities during the week and transport them to baseball/softball practice, VBS at church, park, library, movies, etc.  We will provide a summer membership to Atlantis as well for swimming.  We are blessed with two well behaved kids who are easy going and fun to be around.

Food would be provided and may require some preparation at mealtimes. We’ll pay for extra activities such as movies, bowling and a day of eating out.  Neither child has any health issues or regular medication.  The schedule is flexible since my daughter is old enough to help with her brother.  We’re thinking of a time frame of mostly 9:00 am – 3:00 pm. There will be a couple of weeks throughout the summer in which this time will change when one elects to participate in a sports camp or the week of VBS at church.  In these instances, transportation would be needed earlier.  Also, each child will be spending a week at church camp so there will be a week when only one child will need transportation/entertainment.

We’re looking for a college student maybe seeking a career in education.  Interested candidates can reach me by phone or email: 270-903-3981; [christie.poe@bwpmlp.com](mailto:christie.poe@bwpmlp.com).

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2.15.16I Fed Ex is taking applications for a part time position.   It is Tue-Sat shift.  The hours Tue-Fri are 4:30PM – 7:45PM and Saturday from 7:45AM – 1:45PM.

This hiring requisition has been keyed and should post to [www.fedex.com/us/careers](http://www.fedex.com/us/careers) **very soon** for applicants to apply

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2.15.16

[Sales Associate - Part Time - RadioShack](http://www.indeed.com/rc/clk?jk=dcaea520992cfe31&from=ja&alid=be2bbf98ed927a4c&tk=1abis61ii1pnb835&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxVvdr3lHx7j2RwVgxUk6CrbPbl9LvBY93Fl_wpXWoBw8TL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

RadioShack [3,217 reviews](http://www.indeed.com/cmp/Radioshack/reviews?campaignid=JobAlertStars&jt=Sales+Associate+-+Part+Time+-+RadioShack&jk=dcaea520992cfe31&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

High school diploma, GED or equivalent. We’re looking for friendly, knowledgeable people who are passionate about meeting the customer’s needs and are willing...

Feb 14

[Night Maintenance](http://www.indeed.com/rc/clk?jk=3303a2726609a1df&from=ja&alid=be2bbf98ed927a4c&tk=1abh078ek077r1s4&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vO6MHwbPo_bQFkR0-qw1oWeATL3IWU7-o5heyuRFULTlD&rd=2G0bcbLxcAqiHB9MMTYN9Q)

Cracker Barrel [2,578 reviews](http://www.indeed.com/cmp/Cracker-Barrel/reviews?campaignid=JobAlertStars&jt=Night+Maintenance&jk=3303a2726609a1df&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

The Night Maintenance employee performs guest service by providing Cracker Barrel with a building and equipment that are ready for guests....

Feb 13

[Retail Sales Associate - Part Time](http://www.indeed.com/rc/clk?jk=0d67d597ae6c66c2&from=ja&alid=be2bbf98ed927a4c&tk=1abh078ek077r1s4&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vO6MHwbPo_bQFkR0-qw1oWeATL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

MarketSource Inc. - Owensboro, KY

Driving sales productivity and customer satisfaction within Target Mobile retail locations on various Wireless products, accessories and services to customers....

Easily apply

Feb 13

[Seasonal Employee: Inside Lawn & Garden](http://www.indeed.com/rc/clk?jk=0090d87f9cccb96c&from=ja&alid=be2bbf98ed927a4c&tk=1abh078ek077r1s4&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vO6MHwbPo_bQFkR0-qw1oWeATL3IWU7-o5heyuRFULTlD&rd=u6OEU7usVOXJqZDmQXqCJw)

Lowe's spring hire - Owensboro, KY

Preferred Qualifications Associate's Degree in Business, Retail Management, Specialty related to department (e.g., design, appliances) or related field OR...

Lowe's - Feb 13

[Associate Lead (Part Time)](http://www.indeed.com/rc/clk?jk=ebabd9b51992964c&from=ja&alid=be2bbf98ed927a4c&tk=1abh078ek077r1s4&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vO6MHwbPo_bQFkR0-qw1oWeATL3IWU7-o5heyuRFULTlD&rd=5BxU4H-VG8tEAZfRuPUFEA)

PetSmart [2,293 reviews](http://www.indeed.com/cmp/Petsmart/reviews?campaignid=JobAlertStars&jt=Associate+Lead+%28Part+Time%29&jk=ebabd9b51992964c&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

As an Associate Lead, you'll assist customers around the store, open and close the store, complete pet safety inspections and manage the cash office....

Feb 13

[Retail Sales Associate - Part Time](http://www.indeed.com/rc/clk?jk=4697ec7006fb0e36&from=ja&alid=be2bbf98ed927a4c&tk=1abh078ek077r1s4&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vO6MHwbPo_bQFkR0-qw1oWeATL3IWU7-o5heyuRFULTlD&rd=OErWDcMniQ9Vrarvw0cmog)

Market Source [125 reviews](http://www.indeed.com/cmp/Market-Source/reviews?campaignid=JobAlertStars&jt=Retail+Sales+Associate+-+Part+Time&jk=4697ec7006fb0e36&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Driving sales productivity and customer satisfaction within Target Mobile retail locations on various Wireless products, accessories and services to...

WorkInRetail - Feb 13

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2.11.16 **Stay Fit 24 Fitness Center** 1212 JR Miller Blvd is taking resumes for **Certified Personal Trainers**. Part time with flexible hours. Must be 18.

Call Bruce for details and to set up an interview appointment. 270-621-6321

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2.11.16 Chick-fil-A has a PT job opportunity



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2.9.16

[Front Desk Coordinator / Specimen Collector Part-Time- Owensboro, KY](http://www.indeed.com/rc/clk?jk=0f55d51701e5c3cd&from=ja&alid=be2bbf98ed927a4c&tk=1ab3dkbo41q3absv&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vOxcJoRMYn-KF8i4-mdEKKdcTL3IWU7-o5heyuRFULTlD&rd=BvNCMOi6ebTuqTtC1vLQYw)

SelfRefind - Owensboro, KY

Part-Time Front Desk Coordinator / Specimen Collector (Float) needed in the Owensboro SelfRefind Treatment Center....

Easily apply

10:32 AM

[Host/Hostess - Immediate PT/FT Openings at Cheddar's Casual Cafe](http://www.indeed.com/rc/clk?jk=a5979e23607ffb00&from=ja&alid=be2bbf98ed927a4c&tk=1ab3dkbo41q3absv&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vOxcJoRMYn-KF8i4-mdEKKdcTL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

Mint Julep - Owensboro, KY

But most important is a shared attitude and passion for taking care of our guests and each other.If you’re interested in a restaurant that is fast-paced, hands...

Easily apply

CareerPlug - 5:17 PM

[Server - Immediate PT/FT Openings at Cheddar's Casual Cafe](http://www.indeed.com/rc/clk?jk=ea78606cb42a8e45&from=ja&alid=be2bbf98ed927a4c&tk=1ab3dkbo41q3absv&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vOxcJoRMYn-KF8i4-mdEKKdcTL3IWU7-o5heyuRFULTlD&rd=u6OEU7usVOXJqZDmQXqCJw)

Mint Julep - Owensboro, KY

But most important is a shared attitude and passion for taking care of our guests and each other.If you’re interested in a restaurant that is fast-paced, hands...

Easily apply

CareerPlug - 5:22 PM

[Sales Associate](http://www.indeed.com/rc/clk?jk=bf98783f6ac7ed08&from=ja&alid=be2bbf98ed927a4c&tk=1ab3dkbo41q3absv&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vOxcJoRMYn-KF8i4-mdEKKdcTL3IWU7-o5heyuRFULTlD&rd=5BxU4H-VG8tEAZfRuPUFEA)

Sherwin-Williams [970 reviews](http://www.indeed.com/cmp/Sherwin--williams/reviews?campaignid=JobAlertStars&jt=Sales+Associate&jk=bf98783f6ac7ed08&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Must have a valid driver's license. High school diploma or comparable certification (e.g. Welcome to Sherwin-Williams....

12:04 PM

[Phlebotomist I /Greeter](http://www.indeed.com/rc/clk?jk=03a02f69a65288ad&from=ja&alid=be2bbf98ed927a4c&tk=1ab3dkbo41q3absv&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vOxcJoRMYn-KF8i4-mdEKKdcTL3IWU7-o5heyuRFULTlD&rd=ZUj_F6DaGB_g3nnIYh7omA)

Mindlance - Hartford, KY

Under the direction of the area supervisor, perform daily activities of the Patient Service Center /Mobile/In-office Phlebotomy accurately and on **time**....

Easily apply

Feb 8

[Cook - Immediate PT/FT Openings at Cheddar's Casual Cafe](http://www.indeed.com/rc/clk?jk=854d7e7ebf744332&from=ja&alid=be2bbf98ed927a4c&tk=1ab3dkbo41q3absv&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxKgBwMSU6vz2z-bwm77_vOxcJoRMYn-KF8i4-mdEKKdcTL3IWU7-o5heyuRFULTlD&rd=Is5kgSBgRSamTnvKGp7lsA)

Mint Julep - Owensboro, KY

But most important is a shared attitude and passion for taking care of our guests and each other.If you’re interested in a restaurant that is fast-paced, hands...

Easily apply

CareerPlug - 5:15 PM

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2.9.16 Summer jobs near Santa Claus, IN:



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2.8.16 [Teller - Part time - Frederica (Owensboro, KY)](http://www.indeed.com/rc/clk?jk=1e14919868d8f4a9&from=ja&alid=be2bbf98ed927a4c&tk=1aarms8um1prfa90&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxn9Z6itcuERRnfwJ8WMAWv3ouxEiZewUGlHFpJhvRRkoTL3IWU7-o5heyuRFULTlD&rd=2G0bcbLxcAqiHB9MMTYN9Q)

JPMorgan Chase [8,086 reviews](http://www.indeed.com/cmp/JPMorgan-Chase/reviews?campaignid=JobAlertStars&jt=Teller+-+Part+time+-+Frederica+%28Owensboro%2C+KY%29&jk=1e14919868d8f4a9&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Teller - **Part** **time** - Frederica (Owensboro, KY). Minimum 3 months cash handling experience preferred, unless post-high school degree program is completed or...

8:25 PM

[Store Seasonal Employee: Cashier](http://www.indeed.com/rc/clk?jk=3a24aab9194df26f&from=ja&alid=be2bbf98ed927a4c&tk=1aarms8um1prfa90&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxn9Z6itcuERRnfwJ8WMAWv3ouxEiZewUGlHFpJhvRRkoTL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

Lowe's [9,808 reviews](http://www.indeed.com/cmp/Lowe's/reviews?campaignid=JobAlertStars&jt=Store+Seasonal+Employee%3A+Cashier&jk=3a24aab9194df26f&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Associate's Degree in Business, Retail Management, Specialty related to department (e.g., design, appliances), or related field....

11:33 PM

[Bookseller, Seasonal](http://www.indeed.com/rc/clk?jk=ab32c83e227602c2&from=ja&alid=be2bbf98ed927a4c&tk=1aarms8um1prfa90&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxn9Z6itcuERRnfwJ8WMAWv3ouxEiZewUGlHFpJhvRRkoTL3IWU7-o5heyuRFULTlD&rd=u6OEU7usVOXJqZDmQXqCJw)

Barnes & Noble College [1,087 reviews](http://www.indeed.com/cmp/Barnes-&-Noble/reviews?campaignid=JobAlertStars&jt=Bookseller%2C+Seasonal&jk=ab32c83e227602c2&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

You’ll be **part** of a team that’s passionate about what they do, providing outstanding customer service and ensuring that all customers’ needs are being met....

1:29 PM

[Pharmacy Clerk](http://www.indeed.com/rc/clk?jk=321cb5aed55c6778&from=ja&alid=be2bbf98ed927a4c&tk=1aarms8um1prfa90&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxn9Z6itcuERRnfwJ8WMAWv3ouxEiZewUGlHFpJhvRRkoTL3IWU7-o5heyuRFULTlD&rd=5BxU4H-VG8tEAZfRuPUFEA)

Kroger Stores [248 reviews](http://www.indeed.com/cmp/Kroger-Stores/reviews?campaignid=JobAlertStars&jt=Pharmacy+Clerk&jk=321cb5aed55c6778&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Understand and follow the company guidelines on tendering electronic fund transactions such as Credit/Debit Cards, EBT and Gift Cards, as well as cash and check...

Kroger - Feb 5

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2.8.16 OMU has a temporary position for students. We are seeking 1 person to work on a part time temporary basis (M, W( all day) and Friday mornings) through the end of May, possibly extended through the Summer months. Job description and application can be found at the link below.

<https://omu.applicantpro.com/jobs/344938-83025.html>

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2.5.16 Summer position 

Waupaca Foundry, Inc.  
9856 State Hwy 66  
Tell City, IN  47586  
812.547.0704

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2.5.16 The Hoosier National Forest, Tell City Ranger District, will be filling one temporary position. The selected applicant will serve as a GS-0462-3 Forestry Aid (Recreation). The work schedule is full-time for the summer and the salary is approximately $12.33/hour. More details: 

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2.4.16 [Part Time Summer Positions](http://www.indeed.com/rc/clk?jk=bc76b138fe9e7f89&from=ja&alid=be2bbf98ed927a4c&tk=1aamhj86n077l7tq&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxy5G4xMdp_rqJZyqJ1fCmkHpa3_EKF6tQoPFEhsEUQPMTL3IWU7-o5heyuRFULTlD&rd=BvNCMOi6ebTuqTtC1vLQYw)

Adecco [5,360 reviews](http://www.indeed.com/cmp/Adecco/reviews?campaignid=JobAlertStars&jt=Part+Time+Summer+Positions&jk=bc76b138fe9e7f89&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

$10 - $11 an hour

Positive work ethic and drive to complete tasks in accordance with proper timelines. Adecco is currently seeking part-time store merchandisers for summer job...

Easily apply

[Retail Commission Sales - Women's Shoes, Part Time: Owensboro, KY, Macy’s Towne Square](http://www.indeed.com/rc/clk?jk=f2c396f3637ca4f3&from=ja&alid=be2bbf98ed927a4c&tk=1aamhj86n077l7tq&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxy5G4xMdp_rqJZyqJ1fCmkHpa3_EKF6tQoPFEhsEUQPMTL3IWU7-o5heyuRFULTlD&rd=OErWDcMniQ9Vrarvw0cmog)

Macy's [10,697 reviews](http://www.indeed.com/cmp/Macy's/reviews?campaignid=JobAlertStars&jt=Retail+Commission+Sales+-+Women%5C%27s+Shoes%2C+Part+Time%3A+Owensboro%2C+KY%2C+Macy%5Cu2019s+Towne+Square&jk=f2c396f3637ca4f3&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Must be able to function as **part** of a team. Reserves the right to amend this job description at any **time**. For more information, we encourage you to review the...

7:49 PM

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2.3.16\_

Hiring a good fit for an **administrative position at FedEx**, go to fedex.com/careers . The job won’t actually post for a couple more weeks though. The job’s shift is Tue-Sat and the hours are 4:30 PM – 8:00 PM Tue-Fri and 7:45 – 2:00 on Saturday.

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2.2.16 Sodexo is hiring. Please see William Halliburton in the cafeteria if interested.

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2.2.16 **Girls Inc**. is hiring supervisors and van drivers. Stop by for an application at 2130G E. 19th. Street 270-684-7833

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2.2.16

[Kroger Retail Hourly Associate](http://www.indeed.com/rc/clk?jk=d6b3b7282585310f&from=ja&alid=be2bbf98ed927a4c&tk=1aahca4cj1q31as6&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hx0-QkfjtVt5xOVwPDr5xd1k96KacVS5eWyLFtVVzViBqkfS5Fwkj-NH-WriRzu4bV&rd=2G0bcbLxcAqiHB9MMTYN9Q)

Kroger Stores - Owensboro, KY

As a **part** of our team, you could:. Our primary focus is to create an outstanding customer experience through exceptional service....

Kroger - Feb 1

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2.1.16 [Stockers and Sales Associates](http://www.indeed.com/rc/clk?jk=8d3b600b5bb1a1ed&from=companyalert&alid=37434bd363494ca4&tk=1aab0hjj91q8j9vq&campaignid=jobcompanyalert1&qd=RnZhMybXSk4M3QtTVGXWoRTN_4ch-RGYjF6zEJ6vww0iMj5PK19Pc43PKo_JA5biDFS7RXnHSc3wA_p2vI4rhPRsdwj5kFIibxvyYEmGd7M&rd=ZUj_F6DaGB_g3nnIYh7omA)

Dollar General [6,145 reviews](http://www.indeed.com/cmp/Dollar-General/reviews?campaignid=JobAlertStars&jt=Stockers+and+Sales+Associates&jk=8d3b600b5bb1a1ed&from=companyalert&alid=37434bd363494ca4&tk=1aab0hjj91q8j9vq&caclick=jobReviewStarsc) - Owensboro, KY

\*\_Let's Grow Together! We are a fast-moving Fortune 200 publicly-traded company with more than 12,000 stores and 12 distribution centers in 43 states, growing

Easily apply

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1.28.**16 Part Time Sales Associate**

**Kidstop Children’s Boutique – Owensboro, KY**

**Specializing in fine children’s clothing, shoes, gifts and toys**

We are seeking positive, outgoing and energetic individuals to join our team as part-time sales associates.

**Job Description**

The Part Time Sales Associate is primarily responsible for ensuring a rewarding customer experience through direct interaction and merchandising assistance.

The sales associate will be expected to communicate appropriate product knowledge to the customer in all areas including children’s clothing, proper shoe fitting and age appropriate gifts and toys. Additional duties include processing sales and register transactions, receiving, displaying and restocking inventory, gift-wrapping and assistance in maintaining a clean work environment. Additional duties as assigned.

**Required Skills**

• Positive, friendly attitude

• Excellent customer service

• Ability to interact with adults and children

**Required Experience**

• Retail experience desired

Schedule

Flexible work schedule available during operating business hours

Monday through Saturday, 10am-6pm

Apply

Send resume and/or inquires to [jeannemclark@icloud.com](mailto:jeannemclark@icloud.com)

**Absolutely NO walk in inquires or resumes will be accepted.**

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1.27.16 Attached is current ad for the Owensboro City Parks Dept. 2016 summer positions.



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1.27.16 . **Courtyard Marriott Owensboro** currently looking for a **part-time front desk agent** with a flexible schedule on nights, weekends and holidays. The primary shift is 3pm-11pm but can vary. Job description below. Pay is hourly and will be set based on experience.

Department: Front Office

**Job Description** As a Front Desk Agent your responsibilities will be to greet and welcome guests upon arrival. Register guests into the computer, verifying registration, address, and credit information. You will need to promote the Marriott Rewards program and provide recognition and benefits to all present members and accept payment for guests accounts both at time of registration and check out. Specifically, you would be responsible for performing the following tasks to the highest standards:

• Greet guests and complete the registration process to include, but not limited to, inputting and retrieving information from the computer, confirmation of guest information and room rate, selection of rooms, coding electronic keys, promoting marketing programs, providing a welcome packet and ensuring guest knows location of room and/or has a bell person accompany him/her

• Assist guests with check-out including, but not limited to, ensuring rooms and services are correctly accounted, using the point-of-sale system, handling money, processing credit and debit cards, accepting and recording various forms of payment, making change and processing gift certificates

• Demonstrate a thorough knowledge of hotel information including, but not limited to, room categories, room rates, packages, promotions, the local area and other general product knowledge and answer guest questions and inquiries

• Respond to guest inquiries and requests and resolve issues in a timely, friendly and efficient manner

• Field guest complaints, conduct research and resolve and negotiate solutions for guest satisfaction

• Receive, input, retrieve and relay messages to guests

Requirements

High school diploma or GED required. Hotel experience preferred but not necessary. All employees must maintain a neat, clean and well-groomed appearance per Marriott standards.

The Company is an equal opportunity employer. We evaluate qualified applicants without regard to race, color, religion, sex, national origin, disability, veteran status, and other legally protected characteristic.

To apply: Pick up application at hotel

Chris Gendek

Assistant General Manager

Courtyard Owensboro

3120 Highland Pointe Dr

Owensboro, KY 42303

O: 270.685.4140 Ext. 501

F: 270.685.4139

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1.27.16 [Seasonal Outside Lawn & Garden](http://www.indeed.com/rc/clk?jk=0623585615b3cd5a&from=ja&alid=be2bbf98ed927a4c&tk=1a9v89nd41pr5dvn&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxy5G4xMdp_rqJZyqJ1fCmkHE1P7N5NL9lC_2uD8uF8xETL3IWU7-o5heyuRFULTlD&rd=2G0bcbLxcAqiHB9MMTYN9Q)

Lowe's - Owensboro, KY

EEO Statement Lowe’s is an equal opportunity affirmative action employer and administers all personnel practices without regard to race, color, religion, sex,...

[Seasonal Employee: Millwork](http://www.indeed.com/rc/clk?jk=c5d20904ca69e3a1&from=ja&alid=be2bbf98ed927a4c&tk=1a9v89nd41pr5dvn&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3Hxy5G4xMdp_rqJZyqJ1fCmkHE1P7N5NL9lC_2uD8uF8xETL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

Lowe's - Owensboro, KY

EEO Statement Lowe’s is an equal opportunity affirmative action employer and administers all personnel practices without regard to race, color, religion, sex,...

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# 1.25.16 Rhoads & Rhoads Attorneys is seeking a temporary worker that would be available approximately 12 hours a week. This person would need to be a quick learner with computer skills. We need to fill a gap in our medical record ordering process. If you know of someone, please have them send me a copy of their resume. I appreciate it!

# Thanks so much,

# Diane B. Cayce

# Office Manager

# [diane@rhoadsandrhoads.com](mailto:diane@rhoadsandrhoads.com)

# Office 270-683-4600

# Fax 270-683-1653

# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 1.25.16 Server TGI Fridays The Bistro Group – Owensboro, KY

|  |
| --- |
| As a Server, you will be responsible for suggestively selling food and drinks to Guests, following company’s alcoholic beverage policies. Duties include being attentive to Guests, making them feel welcome at all times, providing service to each guest courteously, quickly and efficiently, with a sincere, positive, pleasant and enthusiastic attitude. Duties of this position will include taking orders, suggestive selling, delivering food, receiving payment, accurately counting back change, and being responsible for all transactions. A qualified applicant must have excellent communication skills, the willingness to work with others as a team, able to lift 15-35 pounds, and exert fast-paced mobility between the dining room and kitchen for periods of up to 8 hours in length.  3 days ago  [View or apply to job](http://www.indeed.com/rc/clk?jk=0cbeac1d4f234ecf&from=vj&grandfrom=ja&tk=1a9l0bccd1pr3art&pos=bottom)  **Busser** TGI Fridays [View or apply to job](http://www.indeed.com/rc/clk?jk=6601e8332e4951a5&from=vj&grandfrom=ja&tk=1a9l0bccd1pr3art&pos=bottom) |

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1.25.16 Owensboro City Parks Dept. positions for summer 2016



. [](http://www.indeed.com/ja/clk?q=Part+Time&l=Owensboro,+KY&tk=1a9nhqg7l1pr5d0r&alid=be2bbf98ed927a4c&from=ja&slid=spt_0)

[Receptionist](http://www.indeed.com/rc/clk?jk=17e9290e5a709e55&from=ja&alid=be2bbf98ed927a4c&tk=1a9nhqg7l1pr5d0r&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxVvdr3lHx7j2RwVgxUk6Cre-wKIc27OFIzCA3Fzh3NZkTL3IWU7-o5heyuRFULTlD&rd=2G0bcbLxcAqiHB9MMTYN9Q)

KENT D BANNING AGENCY - Owensboro, KY

A property & casualty license is preferred but will train good individual. Handle all incoming claim calls from customers....

Easily apply

[Lead Sales Associate](http://www.indeed.com/rc/clk?jk=bca77b861cf14bfe&from=ja&alid=be2bbf98ed927a4c&tk=1a9nhqg7l1pr5d0r&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxVvdr3lHx7j2RwVgxUk6Cre-wKIc27OFIzCA3Fzh3NZkTL3IWU7-o5heyuRFULTlD&rd=6xJNosMSNyHbTdC8J1mdPw)

Dollar General [6,118 reviews](http://www.indeed.com/cmp/Dollar-General/reviews?campaignid=JobAlertStars&jt=Lead+Sales+Associate&jk=bca77b861cf14bfe&from=ja&alid=be2bbf98ed927a4c) - Utica, KY

Complete all required paperwork and documentation according to guidelines and deadlines as assigned. Operate cash register and flatbed scanner to itemize and...

Easily apply

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1.25.16 [Stockers and Sales Associates](http://www.indeed.com/rc/clk?jk=8d3b600b5bb1a1ed&from=ja&alid=be2bbf98ed927a4c&tk=1a9q6s59j079f1ek&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxVvdr3lHx7j2RwVgxUk6CrfBtPCbAzvEY3fJyzLbfQe4TL3IWU7-o5heyuRFULTlD&rd=BvNCMOi6ebTuqTtC1vLQYw)

Dollar General [6,120 reviews](http://www.indeed.com/cmp/Dollar-General/reviews?campaignid=JobAlertStars&jt=Stockers+and+Sales+Associates&jk=8d3b600b5bb1a1ed&from=ja&alid=be2bbf98ed927a4c) - Owensboro, KY

Operate cash register and flatbed scanner to itemize and total customer's purchase; High school diploma or equivalent preferred....

Easily apply

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1.21.16 **Guest Assistants (Host / Hostesses) O'Charley's**

<http://www.hirebridge.com/v3/Jobs/JobDetails.aspx?jid=372217&cid=6972&source=INdeedsponsored#.VqFJsE32aUk>

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1.21.16 2233 OWENSBORO KY Team Member (Part-Time) Jo-Ann Stores - Owensboro, KY

<https://career4.successfactors.com/career?company=JoAnn&career_ns=job_listing&navBarLevel=JOB_SEARCH&career_job_req_id=69379&jobPipeline=Indeed>

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1.21.16 [Store Associate](http://www.indeed.com/rc/clk?jk=7cc4caad9dfcda33) - new

[LifeWay Christian Resources](http://www.indeed.com/cmp/Lifeway-Christian-Resources?from=SERP&campaignid=serp-linkcompanyname&jk=7cc4caad9dfcda33&jcid=c5a7718085442b55) - Owensboro, KY

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| The position will include the daily operation of a cash register, inventory management duties, creating displays and assisting in the stockroom as needed....  <https://lifeway-openhire.silkroad.com/epostings/index.cfm?fuseaction=app.dspjob&jobid=156&company_id=16512&version=1&jobBoardId=1112> |

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**1.21.16 Bookkeeper/Administrative Assistant**   
RABEN TIRE - Owensboro, KY

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| **Raben Tire is seeking a qualified candidate to fill the following position immediately:**  **ADMINISTRATIVE BOOKKEEPER** - **PART-TIME Position.** **Perform bookkeeping and other clerical tasks for location. Assist with customer service.**  **JOIN OUR TEAM!** **RABEN TIRE IS AN EQUAL OPPORTUNITY EMPLOYER.**  Job Type: Part-time  Required experience: Bookkeeping: 1 year  Required education: High school or equivalent  **» Apply Now**  Please review all application instructions before applying to RABEN TIRE.  [Apply Nowhttp://d3fw5vlhllyvee.cloudfront.net/indeedapply/s/8412a17/check.png](javascript:void(0);) |

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**1.21.16 Custodian - Part Time**   
Hospice of Western Kentucky - Owensboro, KY

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| **SUMMARY OF POSITION:**  Under the general supervision of the Chief Operating Officer, the Custodian has the primary responsibility for cleaning the office in such a way to promote health and safety while reducing the spread of infection. It is the role of the custodian to follow daily, weekly and monthly cleaning schedules. Additional duties may include general building and grounds maintenance, etc.  ***Professional*** **:**   * It is preferred that the Custodian have training in the custodial field. * Experience in the custodial field is desirable. * Knowledge of proper cleaning methods required. * Effective oral and written communication skills commensurate with the responsibilities of the position are required. * Ability to present a positive image of the organization to members of the community. * Current Drivers License and proof of auto insurance   ***Personal:***   * Personal qualities of empathy, responsibility, dependability, and intelligence * Must sign and abide by HWKY Code of Ethics. * Must demonstrate effective communication skills with team members, clients, and family members visiting patients * Must be able to pass the Kentucky Background Check Program * Must be able to pass the Driving Records Check upon hire and annually   ***Physical Job*** **:**   * TB test yearly. * Request or deny Hepatitis B Vaccination * Manual dexterity sufficient to manipulate cleaning supplies and equipment. * Must have effective organizational, problem solving, and time management skills. * Ability to learn and comprehend information from Procedures Manuals and other materials.   **» Apply Now**  Please review all application instructions before applying to Hospice of Western Kentucky.  [Apply Nowhttp://d3fw5vlhllyvee.cloudfront.net/indeedapply/s/8412a17/check.png](javascript:void(0);) |

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**1.20.16** IMMEDIATELY HIRING IN THIS AREA, ALL SHIFTS AND AVAILABILITY

**Nighthawk Security**, The leading Security provider in the Tri-state is hiring full and part time security officers in the Owensboro, Ky area. No Experience required. Professional appearance, drug testing & background check is required.

-Potential for advancement opportunities

-Competitive pay

-Benefits

-Paid Training

Must be 21yrs of age or over

Must have valid Drivers License

Walk ins welcome. Between 7am-3pm M-F

3156 Commonwealth ct. Owensboro, Ky

Visit our web site at [nighthawksecurityco.com](http://nighthawksecurityco.com) or call [270-686-7557](tel:270-686-7557)

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**1.20.16 NEW MEIJER STORE - Opening Soon in Owensboro KY** Owensboro, KY

<http://www.indeed.com/viewjob?jk=aeaa5925a756fde4&q=Part+Time&l=Owensboro,+KY&tk=1a9ft0ovb1q2lf1v&from=jarecjobs&alid=be2bbf98ed927a4c&utm_source=jobseeker_emails&utm_medium=email&utm_campaign=job_alerts>

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**1.19.16 Lure Seafood and Grille Restaurant at the Hampton Inn & suites at 401 West 2nd Street** is taking applications for **servers.** Experience preferred, but not required. Flexible schedule. Come in, fill out application and note that you are a KWC student on the application. **This is a high end restaurant looking for quality servers with good communication skills, attention to detail, considerate, professional, manners, neat, clean and ready to be part of a successful team. Income potential is great for the right person.**

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**1.13.16 Teller – Carter Road – Owensboro, KY (PT / 20 hrs)**  
U.S. Bank [2,057 reviews](http://www.indeed.com/cmp/U.S.-Bank/reviews) – Owensboro, KY

[View or apply to job](http://www.indeed.com/rc/clk?jk=8b213d7b452b274c&from=vj&grandfrom=ja&tk=1a8r4tns307952e6&pos=bottom)

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# 1.12.16

# Mellow Mushroom now taking applications online for servers, kitchen help and host/carryout. (Link in article...) [http://owensboroliving.com/the-…/mellow-mushroom-now-hiring/](http://owensboroliving.com/the-buzz/mellow-mushroom-now-hiring/)

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**1.12.16 Girls Inc is hiring Part time after school 2p.m.-­‐6:30p.m.** **Supervision of members Van driving**

**(if 21 years old) Program planning & implementation of Girls Inc. National Programs**

**Stop by for an application**

**2130G E 19th Street**

**270-­‐684-­‐7833**

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**1.12.16** [Cross-Trained Agent (#2015252)](http://www.indeed.com/rc/clk?jk=cc91b18090b5ba6c&from=ja&alid=be2bbf98ed927a4c&tk=1a8r6ni5q1q7tb58&qd=RnZhMybXSk4M3QtTVGXWobhDKXVNajwo4qRE85jznPykqbokv9hFhe06z37Os3HxuwhO6Kl2GPE9OUSGWfYbbEVU7GAZxeicGqvPNrvKXZoTL3IWU7-o5heyuRFULTlD&rd=MqkPH5h46xbqIUvbNGoD6A)

Cape Air - Owensboro, KY

If location requires any type of driving such as baggage delivery, fueling, etc., applicant must hold and maintain a driver’s license valid in that location....

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**1.11.16 The Daviess County Public Library is hiring one more page. See below.**



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**1.11.16**

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|  | Sponsored  [Teller (20 hour) Benefits Available](http://www.indeed.com/rc/clk?jk=de144ad0b224ebc5) - new  [BB&T](http://www.indeed.com/cmp/Bb&T?from=SERP&campaignid=serp-linkcompanyname&jk=de144ad0b224ebc5&jcid=759af91e89b79cf5) - [858 reviews](http://www.indeed.com/cmp/Bb&T/reviews?jcid=759af91e89b79cf5) - Owensboro, KY 42301   |  | | --- | | Specific activities may change from **time** to **time**. Ability to complete teller training in required **time** frame. At the discretion and direction of the supervisor,...  1 hour ago - [save job](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro%2C+KY&rq=1&fromage=last) - [email](mailto:?subject=I%20found%20this%20job%20on%20Indeed&body=http://www.indeed.com) - [more...](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro%2C+KY&rq=1&fromage=last)   * View all [BB&T jobs in Owensboro, KY](http://www.indeed.com/q-Bb&T-l-Owensboro,-KY-jobs.html) - [Owensboro jobs](http://www.indeed.com/l-Owensboro,-KY-jobs.html) * Salary Search: [Teller Benefit Available salaries in Owensboro, KY](http://www.indeed.com/salary?q1=Teller+Benefit+Available&l1=Owensboro%2C+KY) * Learn more about working at [Bb&T](http://www.indeed.com/cmp/Bb&T?jk=de144ad0b224ebc5&from=serp-more&campaignid=serp-more&jcid=759af91e89b79cf5) * Related forums: [BB&T](http://www.indeed.com/forum/cmp/Bb%26T.html) |   [Pharmacy Clerk](http://www.indeed.com/rc/clk?jk=7386532648b1f0b4) - new  [Kroger Stores](http://www.indeed.com/cmp/Kroger-Stores?from=SERP&campaignid=serp-linkcompanyname&jk=7386532648b1f0b4&jcid=b8097956405b529a) - [212 reviews](http://www.indeed.com/cmp/Kroger-Stores/reviews?jcid=b8097956405b529a) - Owensboro, KY 42301   |  | | --- | | Understand and follow the company guidelines on tendering electronic fund transactions such as Credit/Debit Cards, EBT and Gift Cards, as well as cash and check...  Kroger - 2 hours ago - [save job](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro%2C+KY&rq=1&fromage=last) - [email](mailto:?subject=I%20found%20this%20job%20on%20Indeed&body=http://www.indeed.com) - [more...](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro%2C+KY&rq=1&fromage=last) | |

[Program Aid](http://www.indeed.com/cmp/Cliff-Hagan-Boys-&-Girls-Club/jobs/Program-Aid-7937d959cbfcfd94?r=1)

Cliff Hagan Boys & Girls Club - Owensboro, KY

|  |
| --- |
| The Cliff Hagan Boys and Girls Club is seeking energetic, enthusiastic individuals who have a passion for working with children. Above all else, they must be  Easily apply  6 days ago - [save job](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro,+KY&matchtype=b&network=g&device=c&devicemodel=&creative=41439200969&keyword=%2Bpart%20%2Btime%20%2Bowensboro%20ky%20jobs&placement=&param1=&param2=&random=4879371429230641358&aceid=&adposition=1t2&gclid=CJbcr67eosoCFYEfHwodN7MJTA) - [email](mailto:?subject=I%20found%20this%20job%20on%20Indeed&body=http://www.indeed.com) - [more...](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro,+KY&matchtype=b&network=g&device=c&devicemodel=&creative=41439200969&keyword=%2Bpart%20%2Btime%20%2Bowensboro%20ky%20jobs&placement=&param1=&param2=&random=4879371429230641358&aceid=&adposition=1t2&gclid=CJbcr67eosoCFYEfHwodN7MJTA)   * View all [Cliff Hagan Boys & Girls Club jobs in Owensboro, KY](http://www.indeed.com/jobs?q=Cliff+Hagan+Boys+%26+Girls+Club&l=Owensboro,+KY&nc=jasx) - [Owensboro jobs](http://www.indeed.com/l-Owensboro,-KY-jobs.html) * Salary Search: [Program Aid salaries in Owensboro, KY](http://www.indeed.com/salary?q1=Program+Aid&l1=Owensboro%2C+KY) * Learn more about working at [Cliff Hagan Boys & Girls Club](http://www.indeed.com/cmp/Cliff-Hagan-Boys-&-Girls-Club?jk=7937d959cbfcfd94&from=serp-more&campaignid=serp-more&jcid=f87bf65ad83d8075) * Related forums: [Cliff Hagan Boys & Girls Club](http://www.indeed.com/forum/cmp/Cliff-Hagan-Boys-%26-Girls-Club.html) |

[Admissions Clerk](http://www.indeed.com/rc/clk?jk=1d474a617fab2b95)

RiverValley Hospital - Owensboro, KY

|  |
| --- |
| Greets patients upon arrival, records necessary personal information, secures required signatures, prepares and supplies patient data to various hospital  RiverValley Behavioral Health - 3 days ago - [save job](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro,+KY&matchtype=b&network=g&device=c&devicemodel=&creative=41439200969&keyword=%2Bpart%20%2Btime%20%2Bowensboro%20ky%20jobs&placement=&param1=&param2=&random=4879371429230641358&aceid=&adposition=1t2&gclid=CJbcr67eosoCFYEfHwodN7MJTA) - [email](mailto:?subject=I%20found%20this%20job%20on%20Indeed&body=http://www.indeed.com) - [more...](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro,+KY&matchtype=b&network=g&device=c&devicemodel=&creative=41439200969&keyword=%2Bpart%20%2Btime%20%2Bowensboro%20ky%20jobs&placement=&param1=&param2=&random=4879371429230641358&aceid=&adposition=1t2&gclid=CJbcr67eosoCFYEfHwodN7MJTA)   * View all [RiverValley Hospital jobs in Owensboro, KY](http://www.indeed.com/q-Rivervalley-Hospital-l-Owensboro,-KY-jobs.html) - [Owensboro jobs](http://www.indeed.com/l-Owensboro,-KY-jobs.html) * Salary Search: [Admission Clerk salaries in Owensboro, KY](http://www.indeed.com/salary?q1=Admission+Clerk&l1=Owensboro%2C+KY) * Related forums: [RiverValley Hospital](http://www.indeed.com/forum/cmp/Rivervalley-Hospital.html) |

[2233 OWENSBORO KY Team Member (**Part**-**Time**)](http://www.indeed.com/rc/clk?jk=72f06b1f6a6de936)

Jo-Ann Stores - Owensboro, KY

|  |
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| Stand during an entire shift (other than normal break **time**). Team Members receive a discount of 20% off their purchase every day of the year....  4 hours ago - [save job](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro,+KY&matchtype=b&network=g&device=c&devicemodel=&creative=41439200969&keyword=%2Bpart%20%2Btime%20%2Bowensboro%20ky%20jobs&placement=&param1=&param2=&random=4879371429230641358&aceid=&adposition=1t2&gclid=CJbcr67eosoCFYEfHwodN7MJTA) - [email](mailto:?subject=I%20found%20this%20job%20on%20Indeed&body=http://www.indeed.com) - [more...](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro,+KY&matchtype=b&network=g&device=c&devicemodel=&creative=41439200969&keyword=%2Bpart%20%2Btime%20%2Bowensboro%20ky%20jobs&placement=&param1=&param2=&random=4879371429230641358&aceid=&adposition=1t2&gclid=CJbcr67eosoCFYEfHwodN7MJTA)   * View all [Jo-Ann Stores jobs in Owensboro, KY](http://www.indeed.com/jobs?q=Jo-ann+Stores&l=Owensboro,+KY) - [Owensboro jobs](http://www.indeed.com/l-Owensboro,-KY-jobs.html) * Salary Search: [Team Member salaries in Owensboro, KY](http://www.indeed.com/salary?q1=Team+Member&l1=Owensboro%2C+KY) * Learn more about working at [Jo-ann Stores](http://www.indeed.com/cmp/Jo--ann-Stores?jk=72f06b1f6a6de936&from=serp-more&campaignid=serp-more&jcid=dd6df478a598827f) * Related forums: [Jo-Ann Stores](http://www.indeed.com/forum/cmp/Jo--ann-Stores.html) |

[Evening Cleaning](http://www.indeed.com/cmp/323-Staffing-Solutions/jobs/Evening-Cleaning-e8e23e44464e1c74?r=1)

323 Staffing Solutions - Owensboro, KY

|  |
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| $8 - $10 an hour  Great part-time evening opportunity! Great pay for great work! Purus Clean Commercial and Property Maintenance is currently hiring for an evening/night  Easily apply  13 days ago - [save job](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro,+KY&matchtype=b&network=g&device=c&devicemodel=&creative=41439200969&keyword=%2Bpart%20%2Btime%20%2Bowensboro%20ky%20jobs&placement=&param1=&param2=&random=4879371429230641358&aceid=&adposition=1t2&gclid=CJbcr67eosoCFYEfHwodN7MJTA) - [email](mailto:?subject=I%20found%20this%20job%20on%20Indeed&body=http://www.indeed.com) - [more...](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro,+KY&matchtype=b&network=g&device=c&devicemodel=&creative=41439200969&keyword=%2Bpart%20%2Btime%20%2Bowensboro%20ky%20jobs&placement=&param1=&param2=&random=4879371429230641358&aceid=&adposition=1t2&gclid=CJbcr67eosoCFYEfHwodN7MJTA)   * View all [323 Staffing Solutions jobs in Owensboro, KY](http://www.indeed.com/q-323-Staffing-Solutions-l-Owensboro,-KY-jobs.html) - [Owensboro jobs](http://www.indeed.com/l-Owensboro,-KY-jobs.html) * Salary Search: [Evening Cleaning salaries in Owensboro, KY](http://www.indeed.com/salary?q1=Evening+Cleaning&l1=Owensboro%2C+KY) * Related forums: [323 Staffing Solutions](http://www.indeed.com/forum/cmp/323-Staffing-Solutions.html) |

[Kroger Retail Hourly Associate](http://www.indeed.com/rc/clk?jk=1283e11863183c70)

[Kroger Stores](http://www.indeed.com/cmp/Kroger-Stores?from=SERP&campaignid=serp-linkcompanyname&jk=1283e11863183c70&jcid=b8097956405b529a) - [212 reviews](http://www.indeed.com/cmp/Kroger-Stores/reviews?jcid=b8097956405b529a) - Owensboro, KY 42301

|  |
| --- |
| As a **part** of our team, you could:. Our primary focus is to create an outstanding customer experience through exceptional service....  Kroger - 10 days ago - [save job](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro,+KY&matchtype=b&network=g&device=c&devicemodel=&creative=41439200969&keyword=%2Bpart%20%2Btime%20%2Bowensboro%20ky%20jobs&placement=&param1=&param2=&random=4879371429230641358&aceid=&adposition=1t2&gclid=CJbcr67eosoCFYEfHwodN7MJTA) - [email](mailto:?subject=I%20found%20this%20job%20on%20Indeed&body=http://www.indeed.com) - [more...](http://www.indeed.com/jobs?q=Part+Time&l=Owensboro,+KY&matchtype=b&network=g&device=c&devicemodel=&creative=41439200969&keyword=%2Bpart%20%2Btime%20%2Bowensboro%20ky%20jobs&placement=&param1=&param2=&random=4879371429230641358&aceid=&adposition=1t2&gclid=CJbcr67eosoCFYEfHwodN7MJTA) |

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**1.8.16**

**The Bakers Rack is a unique retail store in Owensboro, KY that has been in business for over 40 years.**

**It draws customers from across the Bluegrass and beyond, and features home accessories, china, crystal, antique furniture and a wide range of gifts.**

**They want to host up to three paid interns this semester and beyond with some of the following skills and traits:**

Retail sales experience

**Academic areas:**

·         Marketing: Traditional, digital, social media

·         Communications: Sales Proposals, Online Product Descriptions, Social Media Strategies and Content Creation

·         Business: E-Commerce, Retail, Customer Relations

·         Sales: In-store Customer Service, Product Displays, Online Customer Management

·         Understand or want to learn about Retail Industry

·         Advertising; all forms, target marketing

·         Interior Design: Residential, Professional, Sales Displays

**Personal qualities preferred:**

·         Good communication and interpersonal skills

·         Teamwork skills

·         Adaptable

·         Solid work ethic

·         Good integrity

·         Dynamic

·         Customer service oriented

·         Understand & Demonstrate Professionalism

·         Detail Oriented

·         Creative personality/mind

·         Excellent time management skills

Good writing skills

Responsibilities will be assigned depending on the skills and drive of the individual(s) selected. Hours will be flexible, as needed to accommodate College schedule.

**Successful students may have long-term and career employment opportunities**. Interested, qualified applicants send a resume and introduction letter to : [bryan@thebakersrack.com](mailto:bryan@thebakersrack.com)

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# 1.7.16 Hucks Convenience Store is looking for Assistant Managers and Sales Associates for our Owensboro, KY, location. Apply at <http://www.go2hucks.com> or visit one of our stores in Owensboro, KY. Simply a great place to work. We have financial benefits that are among the highest in the retail industry. ESOP, Quarterly Bonus, 401K, Insurance. 100% Employee owned! Come grow with us! An Equal Opportunity Employee.

# Required experience:

# •Retail (convenience store, preferably): 1 year

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# 1.7.16 Information Desk Supervisor

# Currently, Kentucky Wesleyan College invites applications for a part-time Information Desk Supervisor in the Library. Primary duties will include:

# • supervising the circulation of library materials,

# • maintaining circulation and patron records in the library’s database, and

# • assisting patrons in making effective use of information resources.

# Excellent communication and computer skills are required. Previous experience working in a library is preferred. The hours will be from 7:30 am to 12:30 pm, Monday through Friday.

# To apply, please submit a cover letter and resume to Cindy Sublett in Human Resources at [csublett@kwc.edu](mailto:csublett@kwc.edu) or mail to Kentucky Wesleyan College, Cindy Sublett/Human Resources, 3000 Frederica Street, Owensboro KY 42301.

# Review of applications will begin immediately and continue until the position is filled.

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# 1.5.16 Several positions opening up at Jefferson Memorial Forest. In particular, we seek seasonal staff to work with youth in the outdoors. These positions are a great opportunity for those who would like to go into the education or outdoor recreation field. Please spread the word widely, and have anyone interested send me a resume. The positions last 6 months and start in march, April, May, or June. Pay depends on experience and education. Visit <https://louisvilleky.gov/node/118661/> for more information.

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# 1.5.16 Part Time – Field Retail Merchandising Representative – Entry Level Customer Service WIS International – Philpot, KY

|  |
| --- |
| Part Time Retail Merchandisers don’t need experience. We will train you! Merchandisers will be assigned to a defined geographic area to provide services to our clients including: assembling and stocking of fixtures; installing Point of Service signage; performing resets, taking inventory; and many other exciting projects. Merchandisers may work on individual assignments or be assigned to team projects. All Merchandisers are responsible for providing excellent customer service to our customers and must complete all assignments with a keen attention to detail and a high level of integrity.  If you like working in a new location every day, and being part of a team…this is the opportunity for you!  **Qualifications:**  Reliable transportation to our client’s location at assigned times  Ability to constantly walk, move about and bend as well as frequently climb and reach with or without reasonable accommodation  **“Your Choice” for incremental income:** Flexible Schedules (morning, evening and weekend hours available)  Team Environment  Weekly Pay  Excellent Referral Bonuses  Advancement Opportunities  Paid Training  “Your Time” to join a winning team!  WIS International remains one of the world’s leading inventory and retail service providers. WIS is aggressively pursuing and winning businesses daily.  w3.wisintl.com/job-search • [http://www.wisintl.com](http://www.wisintl.com/)  WIS thanks all applicants in advance, but will only contact those we wish to interview.  Applicants ONLY. WIS International does not accept unsolicited resumes or applications from agencies.  [View or apply to job](http://www.indeed.com/rc/clk?jk=cdb691074ebe2014&from=vj&grandfrom=ja&tk=1a89884nu1q29c1v&pos=bottom) |

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**1.5.16**

**Karlie Griffith is the middle school youth director at Settle Memorial UMC and looking for a male intern to work alongside her Wednesday and Sunday evenings during youth programming. It will be a paid position and the hours vary between 5-7 a week with extra hours available during special trips.**

**If interested, please contact:**

**Karlie May Griffith**

**Middle School Youth &**

**Adult Discipleship Director**

**Settle Memorial UMC**

**Karlie Griffith karlie.settleumc@gmail.com**

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**1.4.16** Attached is an ad for Public Works Bus Driver (intermittent/PT).



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**12.15.15 Summer jobs**

Park Guide, GS-0090-03/04/05  
<http://www.usajobs.gov/GetJob/ViewDetails/423758400>  
Department: Department Of The Interior  
Agency: National Park Service  
Number of Job Opportunities & Location(s):  Many vacancies - Multiple  
Locations  
Salary: $13.68 to $15.31 /  
Series and Grade: GS-0090-03/05

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# 12.15.15 Site Document Coordinator, MWH – Hawesville, KY

|  |
| --- |
| MWH, a recognized leader in hydropower worldwide, is seeking a part-time Site Document Coordinator for the Cannelton Hydroelectric Project.  MWH is serving as the Owner’s Engineer for the Cannelton Hydroelectric Project, which is currently being constructed on the Kentucky shore of the Ohio River, at the existing Cannelton Locks and Dam Project, near Hawthorne, Kentucky.  Construction of the powerhouse is near completion and in the commissioning and close-out phase. **A part-time document coordinator is needed to assist with the close-out phase and completion of the site work at the project. The anticipated duration of the assignment is three months with an end of March 31, 2016**. The position is a casual status position.  **Responsibilities** The applicant will assist the field office staff with coordination of documents being supplied by the construction contractor in anticipation of and as part of project closeout. Duties will include filing, scanning and photocopying of project documents. Entering and retrieving documents and photos from the Project’s document control program (SharePoint). Document the spare parts and materials received from the contractors. Document the receipt of O&M manuals. Organize and index the storage of final project records including moving them into the powerhouse file room.  The successful candidate shall be organized, must work well with others, proactively administer tasks as directed by their supervisor, be able to physically assist with the document filing and storage activities, and be willing to assist with a wide range of tasks associated with project closeout activities.  The work will be located at an active construction site, and the position requires the candidate to be physically able to climb ladders and stairs on a routine basis in order to perform their inspection duties. Shift work may be required.  Candidates will work in a field office at the project site and will be required to work in a manner that ensures personal safety as well as the safety of fellow employees by following company health and safety guidelines and policies.  Qualifications 1. Associate Degree or demonstrated equivalent experience 2. Must possess ability to work in a team environment and work in a group consisting of Client, Engineer, General Contractor, Specialty Sub-Contractors and Manufacturer’s Representatives. 3. Demonstrated experience in using Microsoft Excel, Word, and Office products and software for inventory tracking, correspondence, and other field office activities.  18 hours ago  [View or apply to job](http://www.indeed.com/rc/clk?jk=18cbde9df403bd78&from=vj&grandfrom=ja&tk=1a6j2u8va1pls81m&pos=bottom)Save this job |

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# 12.11.15 PHARMACY TECHNICIAN OP-TRAIN

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| --- |
| * **Job Summary**    + Provides distributive pharmacy services, assistance and support for the registered pharmacist.   + Executes all tasks and behaves in a manner consistent with a culture of safety and a high reliability organization; behavior supports the organization’s core commitments of Integrity, Service, Respect, Teamwork, Excellence, and Innovation. * **Job Responsibilities**    + May be required to perform one or more of the following: assists pharmacist in preparing prescription orders; receives written and electronic prescriptions, processes requests for refills from patients; orders and maintains inventory; inputs privileged health information into a computer system; processes prescriptions including third party billing for patients.   + Communicates with healthcare providers, insurance companies, and patients in person or via telephone as needed. * **Education**    + High school diploma or General Equivalency Diploma (GED) required. * **Licensure/Certification/Registration**    + Registered as a Pharmacy Technician or Pharmacy Intern in the state of Kentucky within 30 days of employment in this position. If previously employed as a Pharmacy Technician in the state of Kentucky, registration as a Pharmacy Technician is required upon hire. Certified as a Certified Pharmacy Technician (CPhT) required within 1 year of employment in this position. Registration as a Pharmacy Intern supersedes the CPhT requirement. * **Work Experience**    + 0 to 4 years progressive experience in a related field required. * **Skills and Attributes**    + Requires critical thinking skills and decisive judgment. Works under minimal supervision. Must be able to work in a stressful environment and take appropriate action. * **FLSA Classification**    + Non-Exempt * **Disclaimer**    + This description is intended to describe the general nature and level of work performed by employees assigned to this position. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees. Specific duties and responsibilities consistent with the general nature and level of work described may vary by department and additional related duties may be assigned as needed. Some duties listed may not apply to all areas. * **Additional Position Related Details**    + **Physical Requirements**      - Activity and Frequency:       * Bending/Stooping – Frequently       * Climbing – Frequently       * Keyboard Data Entry – Frequently       * Kneeling – Frequently       * Lifting/Carrying (Non-Patient) – 0-25 lbs – Frequently       * Pushing/Pulling – 0-25 lbs – Frequently       * Pushing/Pulling – 25-75 lbs – Frequently       * Reaching – Frequently       * Repetitive Foot/Leg Movements – Frequently       * Repetitive Hand/Arm Movements – Frequently       * Sitting – Occasionally       * Squatting – Occasionally       * Standing – Frequently       * Walking – Frequently       * Audible Speech – Frequently       * Hearing Acuity – Frequently       * Vision: Depth Perception – Frequently       * Vision: Distinguish Color – Frequently       * Vision: Seeing – Far – Frequently       * Vision: Seeing – Near – Frequently   [View or apply to job](http://www.indeed.com/rc/clk?jk=f224bfcfffd22168&from=vj&grandfrom=ja&tk=1a68n9si11q1v8f0&pos=bottom) |

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**12.8.15 Daviess County Public Library has 2 JOB OPENINGS…**

20 hour a week page position assisting Circulation Services in sorting, customer service, shelving, and overall physical maintenance of the library collection.

Hours are flexible and include evenings, Saturdays and Sundays

Salary is $7.40 per hour.

If you are interested, fill out an application and turn in to the Circulation Desk. Applications are located at the First Floor Circulation Desk. Please see Brandon Hagan (Circulation Supervisor) if you have any questions.

♦ Daviess County Public Library ♦ 2020 Frederica Street ♦ (270) 684-0211 ♦

Deadline: Tuesday, Dec. 15 @ 12:00 p.m.

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**12.8.15 The National Park Service Climate Change Response Program and the University of Washington are pleased to announce paid summer internship positions to address climate change in national parks!**

The George Melendez Wright Initiative for Young Leaders in Climate Change (YLCC) offers twelve positions for the summer of 2016 in national parks and program offices all around the country -- from Florida to Alaska, and Washington DC to American Samoa. Applications will be accepted until 12:00 PM PST on January 28, 2016.

Eligible students are highly accomplished graduate students and upper-level undergraduates (current juniors and seniors). Applicants must be US citizens or nationals, and be enrolled in a graduate or undergraduate degree program.

Students who complete their internship and academic requirements with a high degree of success are subsequently eligible to be hired by the NPS, Fish & Wildlife Service, and Bureau of Land Management without having to compete for jobs.

For further information, list of available internships, and application directions please see the attached announcement and visit the program website: parksclimateinterns.org



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**12.8.15 6 month-12 month position**

[**https://www.usajobs.gov/GetJob/ViewDetails/423129300**](https://www.usajobs.gov/GetJob/ViewDetails/423129300)

**Job Title:**Student Trainee (Educational Technician)  
**Department:**Department Of The Interior  
**Agency:**National Park Service  
**Hiring Organization:**Great Smoky Mountains National Park

**Job Announcement Number:**1570473NASU-DE-1620(GRSM)

**SALARY RANGE:**

$39,570.00 to $51,437.00 / Per Year

**OPEN PERIOD:**

Friday, December 4, 2015 to Thursday, December 17, 2015

**SERIES & GRADE:**

GS-0099-07

**POSITION INFORMATION:**

Full Time - Other Student

**DUTY LOCATIONS:**

1 vacancy in the following location:  
Waynesville, NC [View Map](https://www.usajobs.gov/GetJob/ViewDetails/423129300)

**WHO MAY APPLY:**

Student/Internship Program Eligibles

**SECURITY CLEARANCE:**

Not Applicable

**SUPERVISORY STATUS:**

No

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**12.8.15 20 seasonal Park Guide positions**

See below for the announcement of 20 seasonal Park Guide positions. **The positions are located at several different parks throughout the southeast, including Mammoth Cave National Park and Abraham Lincoln Birthplace National Historic Site.**

Park Guide, GS-0090-04/05  
<http://www.usajobs.gov/GetJob/ViewDetails/422269600>  
Department: Department Of The Interior  
Agency: National Park Service  
Number of Job Opportunities & Location(s):  Many vacancies - Multiple  
Locations  
Salary: $13.68 to $15.31 /  
Series and Grade: GS-0090-04/05  
Open Period: Monday, December 7, 2015 to Friday, December 18, 2015 Position  
Information: Temporary NTE 1039 hours - Full Time Who May Apply: United  
States Citizens

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**12.7.15** [](http://lifeowensboro.com/)

**LCC Employment Opportunity**

Life Community Church is now accepting applicants for an administrative assistant position. This will be a part-time position for a person (non LCC-church member) willing to work four days per week. Interested applicants need to fill out an application, sign our Statement of Faith and also our Statement of Marriage and Sexuality. You may mail the necessary documents to the following address:  
Life Community Church  
Attn: Personnel Team  
3271 Alvey Park Suite H  
Owensboro, KY 42303

[LCC Employment application](http://lifeowensboro.com/wp-content/uploads/2015/11/LCC-Employment-application.docx)

[LCC Statement of Marriage%2c Gender%2c and Sexuailty](http://lifeowensboro.com/wp-content/uploads/2015/11/LCC-Statement-of-Marriage%2c-Gender%2c-and-Sexuailty.docx)

[LCC COA](http://lifeowensboro.com/wp-content/uploads/2015/11/LCC-COA.docx)

<http://lifeowensboro.com/lcc-employment-opportunity/>

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**12.7.15**  rvbh - bw

1100 Walnut Street

P.O. Box 1637

Owensboro, KY

42302-1637

270-689-6500

Direct 270-689-6624

Fax 270-689-6677

young-bailey@rvbh.com

**bailey young**

Human Resources Department

**INTERVENTION SPECIALIST NEEDED**

**PRN positions available**

Provides supervision and therapeutic services to adult clients in a short term crisis stabilization unit. Supervises self-administration of medications of residents, completes unit documentation as required for admissions and discharges. Completes activities as per schedule, monitors mental and physical status of residents. Reports changes in client status and unit concerns to Program Manager/Nurse Coordinator as indicated.

**Qualifications:** High School Diploma/GED and must be at least 21 years old. Must be able to lift up to 35 lbs and obtain an "A" certificate in the Safe Crisis Management training class.

To apply for this position or to see all current openings go to our website at [WWW.RVBH.COM](http://WWW.RVBH.COM) , then click on “Employment” and then click “Search” EOE– /F/VET/Disab

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**12.7.15 Pharmacy Technician Target**

[**apply now**](https://nro01.target.com/ape/jobcatalog/welcome.do?apstr=&src=JB-10182) **Job ID** 5445215**Date posted** 12/03/2015**Location Owensboro, KY – United States**

**Description:** Deliver fast, fun and friendly pharmacy service. Handle guest information with accuracy, security and confidentiality. Help pharmacists fill prescriptions. Resolve insurance issues to provide guest prescriptions on time. Read product information, receipts and check/charge documents. Must have high school diploma or equivalent. Scan and bag merchandise when needed. Use excellent guest service and phone skills. Handle money, refunds and exchanges. Keep Pharmacy area clean and organized. Target merchandise discount. Competitive pay. Flexible scheduling.

**Qualifications:** Read product information, receipts and check/charge documents. Must have high school diploma or equivalent. Scan and bag merchandise when needed. Use excellent guest service and phone skills. Handle money, refunds and exchanges. Keep Pharmacy area clean and organized.

[**apply now**](https://nro01.target.com/ape/jobcatalog/welcome.do?apstr=&src=JB-10182)

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11.30.15

We currently have 1 part-time front desk position open immediately at the Hampton Inn Owensboro-South

615 Salem Drive Owensboro, KY 42303

Candice Cross

General Manager

Hampton Inn Owensboro-South

615 Salem Drive

Owensboro, KY 42303

United States

Office Phone Number: +1.270.926.2006

Fax Number: +1.270.684.0330

[candice.cross2@hilton.com](mailto:candice.cross2@hilton.com)

[www.owensboro.hamptoninn.com](http://www.owensboro.hamptoninn.com)

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11.18.15

**Job Posting**

for Executive Assistant

**Position Title**: Executive Assistant

**Setting**: All Blessings International, Inc. Kentucky Office

**Location**: Owensboro, KY

**Hours**:Part Time

**Reports To**: Kentucky Office Director, Executive Director

**Job Summary**: The Executive Assistant is responsible for assisting with the day-to-day running of the agency and support of the executive director. This person must have a minimum of a high school diploma or a GED.

**Education**: Associates in Office Administration/Administrative Support or related field preferred.

**Requirements**: The successful applicant must possess listening and communication skills, be able to document a history of clear organizational skills and scheduling capabilities, have proficient computer and IT skills, and be able to fluently navigate Microsoft Word, Excel, and Publisher. Prior experience preferred.

All Blessings International, Inc. is seeking an executive assistant with an eye for detail who is excited to work in the office of a leading adoption service provider.

PLEASE SUBMIT RESUME WITH COVER LETTER TO:

Raven McCrady

raven@allblessings.org

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11.13.15 **Fed Ex** has a part-time position. If you have any students who are interested in a 6 pm to midnight position, let Brent Parr [btparr@fedex.com](mailto:btparr@fedex.com) know. If they are a business student interested in operations management, he could use a good right-hand-person to start that process through their management training program.

Apply to [www.fedex.com/us/careers](http://www.fedex.com/us/careers) . Please let me know if you have any questions concerning the position.

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11.13.15 UPS Louisville, KY Winter Break hiring.  .  If you have questions, please contact me.  My information is below.

**Earn Extra Cash!**   **UPS Louisville, KY hiring students to work during College Winter Break possibly through mid-January!!!**

**$10.10/HR, $150 Weekly Bonus for Day-Shift & $100 Weekly Bonus for Night-Shift, Overtime pay after 5 hours**

**Special interview schedule for college students - Saturday, Nov. 14, Nov. 21 and Sunday Nov 29**

**Apply UPSJOBS.com under package handler (Louisville, KY) or call JOBLINE 502.359.1877**

**Sandy Hartz**

**Human Resources**

**UPS**

**8203 National Turnpike**

**Louisville, Ky 40214**

**502.359.1804**

[**shartz@ups.com**](mailto:shartz@ups.com)

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11.12.15 **Rite Aid Pharmacy at 1921 West Parrish Ave**. is hiring a part time pharmacy technician.

Approx 20 hrs/week

Pick up an application at the front counter. When completed,

Return and take back to the pharmacy counter.

Heather Fuller is the pharmacist.

She will work around your school schedule.

You only have to work, one weekend out of 5 , but if you want to work every weekend, she can make that happen.

Let me know when you have turned in the application and I will let her know your name and that you are a student.

You will need to work over vacations, but it can be a great college part time job.

11.12.15 Lots of science related summer jobs in Oregon with the National Forest Service.

Only posted through December 7th.



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11.11.15 My name is Scott Danner and I am the General Manager for Jackson Hewitt in the Owensboro area. We are currently looking for individuals who would like the opportunity to work with us this coming tax season, January thru April of 2016. I would like to offer this paid internship/job opportunity to your students who may be looking for seasonal employment and experience in this field. All first year preparers are started out at $9.00/hr. We do ask that anyone who would like to work with us take part in a tax education course that we offer. It is a two week course that is offered both in an online format and a traditional classroom format. If the student has completed a course in Federal Taxation we will take that into consideration.



Attached is the information packet for our tax course.

If you have any feel free to contact me at any time.

Scott Danner

Jackson Hewitt Tax Service

Year-Round Location

724 Time Drive

Owensboro, KY 42303

(270) 688-9070

[jacksonhewitt@roadrunner.com](mailto:jacksonhewitt@roadrunner.com)

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11.9.15 **Kroger is hiring part time pharmacy techs.** Apply online

<https://jobs.kroger.com/kroger/job/Owensboro-Pharmacy-Clerk-KY-42303/307968200/?feedId=44800&utm_source=Indeed&utm_campaign=Kroger>

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11.4.15 **Fuji of Japan at 4028 Frederica St**. Owensboro, KY. Is hiring part time & full time servers and hostesses for weekend. If anybody is interesting, they can stop by at the restaurant and fill out the application.

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10.30.15

Extended School Day Program Caregivers Needed:  at least 18 years of age, Monday – Friday, 1:45 – 4:30 pm.,  @ $8.00 per hour.  Work with students in grades 4, 5, and 6.   Application available  by contacting Maria Carr at [maria.carr@owensborocatholic.org](mailto:maria.carr@owensborocatholic.org)  or call 270-683-6989.

***Maria Carr***

Secretary

Owenboro Catholic 4-6 Campus

Phone  270-683-6989

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10.30.15 Want to babysit? Send me name, cell #, experience and references and I will add you to a babysitting list sent out to faculty & staff.

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10.30.15 Willing to do yard work to earn a few $$$? Email me your name, cell # and what experience you have had, equipment you have used to [mcambron@kwc.edu](mailto:mcambron@kwc.edu) I will put your name on a list for faculty and staff who need help.

10.30.15

Need a part time job? Have limited availability? This might work for you.

Express Employment at 1724 Triplett does the staffing for Owensboro  Convention Center special events. Kitchen help, buffet line attendant, server, etc.

Go online and fill out application and availability at expresspros.com   Pick Owensboro office at the bottom of app.

Call them the next day to confirm they received the application at 270-240-5511

They will fill you in on the rest.

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10.29.15



10.29.15 We are needing some employees to fill some positions at Walgreens. We have one full time position and one part-time position available.

Thank you once again,

Alex York

[STR.07657@store.walgreens.com](mailto:STR.07657@store.walgreens.com)

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10.29.15 BELVIEW FARM We are One of the nations”s largest dairy cooperative and number 92 in annual sales among the Top 100 US. dairy processors, Belview Farm is a leading manufacturer and marketer of cheese, specialty whey ingredients, butter and bulk fluid milk to customers around the world.

PART TIME HAMPER DISPATCHER

JOB DESCRIPTION

We seek Able and Agile candidates to send out our hampers containing small nonperishable food items to our list of Farmer Members

**Basic duties amongst others would be to:**  \*Receive hampers in the mail with the list of clientele/farmer members and contact information to send them to.

 \*Send each hampers to our Farmer Members List that would be provided to you

\*Send Bulk Christmas Messages to our list of Clientele thanking and wishing them for their Loyal Patronage

**Benefits**

\*Competitive salary

• Paid vacation time and sick time

\*Tuition Assistance

\*Training & Development to allow you to grow

**Schedule**

• Please apply only if you are able to work

• Holiday, weekend and overtime work is required

\*Work is just for 2 months after which a full time might be considered depending on candidate

**Qualifications**

 • The preferred candidates will have obtained a high school diploma

 • Able to read and comprehend standard operating procedures

 • Participation in a team environment safely

 • Detail oriented, be quality minded

 • Able to perform at a high level in a fast paced environment

**Benefits**

\*Competitive salary

\*Tuition Assistance

\*Training & Development to allow you to grow

 Bel view Farms is an Equal Opportunity Employer: M/F/Vets/Disable.Successful passage of drug test,background check, and criminal record check required

**Submit a cover letter/resume to** [**info@belviewfarm.com**](mailto:info@belviewfarm.com)

Weekly Wage:

$350 including Miscellaneous expenses

Sincerely,

Lucas Jonathan

Human Resource Manager

(701) 491 7202

[info@belviewfarm.com](mailto:info@belviewfarm.com)

<http://www.belviewfarm.com>

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10.29.15 Boys & Girls Club is hiring part-time Program-Aids and Van-Drivers. We are open Monday-Friday from 2:30-6:30 and are looking for individuals who are available to work during those hours. Above everything else, we would like to hire responsible, fun, and caring young adults who would strive to create a positive environment for our club kids. If you have any questions, or need any additional information, please let me know. You can give them my name, the number below, and my email ([rbibb\_chbgc@yahoo.com](mailto:rbibb_chbgc@yahoo.com) ) in case they have any questions they would like to ask me directly. Thank you.

Ryan Bibb

Director of Operations

Cliff Hagan Boys & Girls Club

270-685-4903

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10.29.15 Bio & Chem students

|  |  |
| --- | --- |
| TEMP REQUEST - Swedish Match | |
|  |  |
| **HIRING MGR/DEPT & REQUEST DATE** | Manpower – 270-683-5808  Owensboro.ky@manpower.com |
|  |  |
| **START DATE** | As soon as possible |
|  |  |
| **LENGTH OF ASSIGNMENT** | Approximately 8 months |
|  |  |
| **WORK SCHEDULE** | 8 hours per week/ (2) 4 hour days - afternoons or mornings |
|  |  |
| **SKILLS REQUIRED** | **Chemistry or Biology background/student. General lab safety and knowledge strongly preferred.** |
|  |  |
| **DESCRIPTION OF JOB DUTIES** | Grind tobacco samples, weigh analytical samples. Must be willing to work in tobacco production environment. Work area is climate controlled. |
|  |  |
| **HOURLY RATE** | $12.00 per hour |

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Send resume to: Deanna Honeycutt

Staffing Specialist Manpower

401 Frederica Street

Building A Suite 104

Owensboro, KY 42301

T: + 1 270 683 5808

F: + 1 866 287 6952

[deanna.honeycutt@manpower.com](mailto:deanna.honeycutt@manpower.com)

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

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10.26.15 **Girls Inc.**

Program facilitator

Work directly with girls 6-18 delivering programs and supervision activities to support the mission of “inspiring all girls to be strong, smart, and bold.” Part time afterschool and full time during breaks.

**Responsibilites:**

\*ensure a welcoming place for girls

\*use a warm tone

\*encourage girls’ strengths & celebrate girls’ successes

\*must be able to deliver engaging lessons to girls. Lessons may cover a wide variety of topics including literacy, science, math, arts & crafts, physical fitness, and more

\*utilize appropriate student management techniques

\*work with staff to maintain a safe environment

\*maintain a productive classroom

**Other:**

\*participate in staff development & training opportunities when appropriate

\*serve as a role model for girls

\*complete program paperwork, including daily outcome reports

Stop by 2130G East 19th and pick up an application.

**Questions?**

**Courtney Calhoun**Rolling Heights Campus Manager  
Girls Incorporated of Owensboro-Daviess County, Kentucky  
2130G East 19th  
Phone: 270-684-7833  
Fax: 270-684-2238

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10.21.15 Need babysitters with good references! Send me name, cell #, experience and references.

Need one ASAP for a good paying job this Friday night contact Samantha Hays for information. [shays@kwc.edu](mailto:shays@kwc.edu)

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10.21.15 **Need Basketball Officials!** My name is David Pentecost and I'm the Assigning Secretary for basketball in Region 3. Our association is currently in the process of recruiting new officials and if any of you are interested please let me know. The best email to reach me at is [bluegill\_66@yahoo.com](mailto:bluegill_66@yahoo.com) and I will be glad to give you any information needed. I am very flexible with your needs and will work with you as best as I can. Thanks and hope to hear from you soon. DP

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10.14.15 I'm looking for help for a person that can do sales.  In particular, calling on exhibitors from qualified lists to see if they will exhibit at one of my events.  Right now I am working on the Kentucky Sportsman's Show.  This person would also spend some time helping to develop lists of potential exhibitors by researching industries that are pertinent to the event.

This is something that would need to be done from their own office space, preferably.

I'm thinking 15 - 20 hours a week roughly.

Do you have students looking for jobs like this or just full time after they graduate?

Marlene Knight [marleneknightevents@gmail.com](mailto:marleneknightevents@gmail.com)

Marlene Knight

President

Marlene Knight Special Events, Inc.

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**10.13.15** **** 

**Looking for extra money for the holidays? Columbia Sportswear is offering part time opportunities for High School and College students who are at least 18 years old. We will be running a 2nd shift for Ecommerce orders from now until mid-January. While normal shift hours are Monday-Thursday\*, 2:45 p.m.-1:15 a.m., *we can offer reduced shift hours for students.***

**If you are currently a student and available to work 5 hours/day Monday-Thursday\*, this is a great opportunity! We offer a safe, clean, climate controlled warehouse. Pay is $10.50/hour for 2nd shift. You will also be eligible for awesome discounts from Columbia, Mountain Hardwear, PrAna and Sorel!!!**

\*Beginning November 1, Shift schedule will change to Sunday-Wednesday.

**If interested, please contact the following:**

**Renee Miller**

**Kelly Services**

**706 Green Street**

**Henderson, KY 42420**

**270 826-1140**

**Job requires clean background check, drug screen, ability to frequently lift 40 lbs, walk, stand, bend, and reach; high school diploma, GED, or projected graduation date in 2016.**

**Columbia Sportswear is located at 2001 Northern Star Way, Robards, KY 42452. *This is a short drive from Owensboro, Beach Grove, and West Louisville. Consider car-pooling with your friends!***

**#holidaymoney#discounts#cleansafefunenvironment**

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**10.12.15 Repost**

**Diamond Lanes** in Owensboro is looking for a PT Bowling Alley Attendant/Pin Chaser. This would be a great opportunity for a college student as they work around schedules and allow homework to be completed at work. The Focus Career Job ID is KY0622804.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. If anyone needs assistance, please feel free to contact me at [matthew.bartlett@ky.gov](mailto:matthew.bartlett@ky.gov)



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10.9.15 **Summer 2016/ CJ students**

The Ocean City, MD Police Department hires (100) Seasonal Police Officers/ (50) Seasonal Public Safety Aides/ and (20) Seasonal Communications Operators every summer to assist with the demands of the summer season in a busy resort town. Seasonal Employees are paid from the time that they start training and OCPD seasonal employment can be used as internship credits. In addition, all positions will provide participants with valuable experience that will make them marketable in their chosen career path.

Attached below you will find information about the 2015-2016 OCPD Hiring Process. Additional information can be located on our new website (<http://joinocpd.com>)

If you have any questions, please contact us by phone: **410-723-6612** or by email: [pdtrain@oceancitymd.gov](mailto:pdtrain@oceancitymd.gov)

**Ocean City Police Department**

**Training/ Recruiting Section**

**6501 Coastal Highway**

**Ocean City, MD 21842**

**PHONE: (410) 723-6612**

**EMAIL:** [pdtrain@oceancitymd.gov](mailto:pdtrain@oceancitymd.gov)

**WEB:** <http://joinocpd.com>

* [2016 OCPD Hiring Process.pdf](http://links.govdelivery.com:80/track?type=click&enid=ZWFzPTEmbWFpbGluZ2lkPTIwMTUxMDA3LjQ5OTc3NzIxJm1lc3NhZ2VpZD1NREItUFJELUJVTC0yMDE1MTAwNy40OTk3NzcyMSZkYXRhYmFzZWlkPTEwMDEmc2VyaWFsPTE3NTY5NjY3JmVtYWlsaWQ9a2VuYXlAa3djLmVkdSZ1c2VyaWQ9a2VuYXlAa3djLmVkdSZmbD0mZXh0cmE9TXVsdGl2YXJpYXRlSWQ9JiYm&&&102&&&http://content.govdelivery.com/attachments/MDOCEAN/2015/10/07/file_attachments/433314/2016%2BOCPD%2BHiring%2BProcess.pdf)

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10.9.15

**PART-TIME POSITION**

**AVAILABLE**

at

**Owensboro Museum**

**of Fine Art**

**GALLERY ATTENDANT**

Part-Time Gallery Attendant at the

Owensboro Museum of Fine Art

Approximately 15-20 hours per week, flexible

Tuesday – Sunday

Apply at

**901 Frederica Street**

Please go to the deck off the 9th street parking lot

and ring the doorbell for an application

Cordially,

Jason Hayden

Director of Marketing and Operations

Owensboro Museum of Fine Art

901 Frederica Street

Owensboro, Kentucky 42301

270-685-3181

omfa.us

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10.6.15 Trunnell's Farm Market is looking to hire a few good people for weekdays, day shift. Forward to someone who would be interested. Stop by or call 270-733-2222

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10.5.15 Fuji of Japan is hiring servers. Stop by to apply 4028 Frederica St,

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9.28.15

**Ramada in Henderson** has several job openings.

Hotel front desk, 2nd and 3rd shift primarily needed. 2nd shift 3pm-11pm and 3rd shift 11pm-7am. Among other tasks, the hotel Front Desk agent’s primary responsibilities include:

Interacting with hotel guests, checking guests in and out of the property management system, answering guest phone calls and making hotel guest reservations. The Hotel Front Desk performs the daily hotel operations.

I am also hiring for housekeeping

Housekeepers work a rotating schedule, typically 1 or 2 days off with daily hours varying per season.

As you may remember the 3rd shift is a good shift for students. We do allow limited time to do homework on a 3rd shift, assuming all hotel work and tasks are completed first.

If interested email:

Gary

[garydennis3136@gmail.com](mailto:garydennis3136@gmail.com)

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9.28.15 City of Owensboro is hiring:



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9.28.15 Shoe Stop is hiring:

 

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9.23.15 Part time position with local business;

Are you dependable? Do you have a car? Are you free every afternoon from 3-5:30? Can you dress neatly?

Do you have good communication skills? Then I have a good part time job you might be interested in.

See me at 212 Administration Bldg. for more details.

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9.22.15 **Kentucky Farm Bureau Insurance, Central Office 2645 Frederica St., Ste. 100, Owensboro, KY 42301**

**Part time position Part-Time- 20 ± hours per week**

**Who we are:**

**Kentucky Farm Bureau - Frederica Street Office Mission Statement**

We are a Kentucky Farm Bureau Mutual Insurance Agency offering a service to the members of Daviess County Farm Bureau, as well as, other business and community partners.

We strive to give a superior customer service experience that members desire and have a right to expect. We pride ourselves in being able to bring security, value, and peace of mind to our members with quality products and claims service.

All associates maintain an ethical, reputable, and professional image in our community, while striving to be a "preferred and referred" source for insurance services.

**Responsibilities:**

Assist Agency Manager, Agents and staff with daily tasks

Answer and directs telephone calls   
Assist with coordination and set up of policy review meetings with agents. Call and confirm apt.’s one day prior to meeting.  
Sort and distribute mail  
Monitor office supply

Archive policy information and scan new business to the home office  
Create Excel spreadsheets

General filing   
Responsible for new business thank you cards

Research County PVA and correlate with current book of business

Other duties as seen fit by Agency Manager

**Qualifications:**

Prefer GPA of 3.0 or higher

Excellent oral, written and customer service skills

Positive attitude and work ethic

Team Spirited

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9.21.15 A temporary assignment we have available here **at Swedish Match in our Research & Development department.** **Chemistry or Biology background/student. General lab safety and knowledge strongly preferred.** It would be perfect for a student looking to earn extra money at only **8 hours per week ($12/hour**). Please see the attached document for details. You may send resumes to me via scan/email or fax and I’ll forward to the hiring manager for review and let you know if we are interested in interviewing anyone.



Andrea White

Human Resources Generalist, SHRM-CP

+1 270 685 7215 (office) | +1 270 685 8748 (fax)

Swedish Match

1121 Industrial Drive, Owensboro, KY 42301

www.swedishmatch.com | www.svensktsnus.se

Swedish Match develops, manufactures and sells market-leading brands in the product areas Snus and snuff, Other tobacco products (US mass market cigars and chewing tobacco) and Lights.

 SAVE PAPER - THINK BEFORE YOU PRINT

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9.21.15 Sutton Elementary After School Program is hiring someone to help M-F 2:30-5:30. Contact :

Jennifer Thurman

Sutton FRC Coordinator

[jennifer.thurman@owensboro.kyschools.us](mailto:jennifer.thurman@owensboro.kyschools.us)

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9.21.15 Also we are still hiring, desk and teacher positions.

Desk is minimum wage and teachers start at $20 per class taught. 

Annie McCrary

Owner

Pure Barre Owensboro

[Owensboro@purebarre.com](mailto:Owensboro@purebarre.com)

270.240.4661

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9.17.15

I am currently looking for individuals, possibly working towards their Sports Management degree or other recreation field, who might be looking for a part-time position. The hours at the **Edge Ice Center** are mainly nights and weekends, however I also have an opportunity for an organized individual with strong computer and customer service skills to work the Edge business hours, noon to 6 p.m. Tuesday – Friday. Interested applicants can email me directly and I will be happy to pass along more information about the positions.

I appreciate your help,

Kerry Bodenheimer [BodenheimerKL@owensboro.org](mailto:BodenheimerKL@owensboro.org)

Recreation Superintendent

Owensboro Parks and Recreation Department

1530 McJohnson Avenue

Owensboro, KY 42303

(270) 687-8705

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9.17.15 **Schwartz Heating and Cooling** here in Owensboro has a current job opening that may be great for a college student. We are looking for a part time (25-30 hours a week) Administrative Assistant.

Applicants can contact me by email or come by our office to apply.



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9.16.2015 Hometown IGA on 25th street is accepting applications for both part-time cashiers and part-time deli clerks. Interested students may contact in person either store manager Rodney Johnson or Deli/Bakery manager Karen Connor.

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9.16.15 The City of Owensboro is hiring a PT Fire Safety Specialist.



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9.15.15

Hampton Inn South has current openings for Front Desk and a weekend Housekeeping Executive.

Need to come in and fill out an old-school paper application. You can e-mail Ms. Cross your resume 1st., or bring it with you when you come in to fill out application.

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**Candice Cross**

General Manager

[](http://hampton.tagworldwide.com/core/index.cfm/assetlib.assetlibcontroller.assetBrowser?resetParams=true&categoryid=509764##)

Hampton Inn by Hilton Owensboro-South

615 Salem Drive

Owensboro, KY 42303

United States

Office Phone Number: +1.270.926.2006

Fax Number: +1.270.684.0330

[candice.cross2@hilton.com](mailto:candice.cross2@hilton.com)

[www.owensboro.hamptoninn.com](http://www.owensboro.hamptoninn.com/)

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9.10.15

Nighthawk Security-Owensboro, KY-Security Guards. Now hiring full and part-time positions.

Pay depends on Location. FT and PT available.

To apply call 270-686-7557 and ask for Josh or apply online at:

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

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9.9.15 Diamond Lanes in Owensboro is looking for a PT Bowling Alley Attendant/Pin Chaser. This would be a great opportunity for a college student as they work around schedules and allow homework to be completed at work. The Focus Career Job ID is KY0622804.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. If anyone needs assistance, please feel free to contact me at [matthew.bartlett@ky.gov](mailto:matthew.bartlett@ky.gov)



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9.8.15 KWC Athletic Dept. has open part-time positions. The openings are for home soccer, volleyball and basketball games. There is a sign-up sheet on Jenifer Heady’s desk and the students can stop by and sign to work for a game. Currently still need ball runners and clock operators for soccer and volleyball. As soon as the basketball schedule is set, students can sign up to work those games. We also need students to help with the All American Car Show this week, they get paid for that also.

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9.4.15 Sodexo (the cafeteria) is hiring food service workers. $8.50/hour, will work around school schedule. Go to Sodexo.com ; Owensboro. Do not have to take the assessment. If you have questions; email William Haliburton at [whaliburton@kwc.edu](mailto:whaliburton@kwc.edu)

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9.3.15 My name is Clinton Houk Class of 08. I am looking for part-time help at Legends for students with flexible hours. If you have any students looking for work will you pass me there info? Our hours are 8-5

Clinton Houk

Team Sales

Legends

(270) 776-3112

[clinton@thenextlegend.com](mailto:clinton@thenextlegend.com)

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9.3.15 The Munday Activity Center in Owensboro is seeking to fill the following PT positions:

Activity Planner (KY0622055)

Meal Driver—substitute (KY0622056)

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. If anyone needs assistance, please feel free to contact me at [matthew.bartlett@ky.gov](mailto:matthew.bartlett@ky.gov)



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9.3.15 Coca Cola a job opening for a Part-time Settlement Clerk. I have attached the pertinent information. I would appreciate it, if you could please post this opening. Inquiries can be sent to myself or Tommy Dennis at [tdennis@ccbwt.com](mailto:tdennis@ccbwt.com) .



Shelley Branham [sbranham@ccbwt.com](mailto:sbranham@ccbwt.com)

Administrative Assistant

CocaCola Bottling Company

Owensboro Branch

1033 Daniels Lane

Owensboro, KY 42303

PH: (270)684-4251

FAX: (270)691-9304

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9.3.15 REPOST **Daviess County Public Library HAS AN OPENING…**

20 hour a week page position assisting Circulation Services in sorting, customer service, shelving, and overall physical maintenance of the library collection.

Hours are flexible and include evenings, Saturdays and Sundays

Salary is $7.40 per hour

If you are interested, fill out an application and turn in to the Circulation Desk. Applications are located at the First Floor Circulation Desk. Please see Brandon Hagan (Circulation Supervisor) if you have any questions.

Deadline: Monday, August 24 @ 5:00 p.m.

♦ Daviess County Public Library ♦ 2020 Frederica Street ♦ (270) 684-0211 ♦

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\_**9.3.15 Starting a 2015-2016 Babysitters list. if you have had experience babysitting and would like to sit with the children of faculty and staff, please give me the following information:**

**Name:**

**Year in college:**

**References:**

**Cell:**

**Experience:**

**Deadline for information is September 11th.**

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9.3.15

Walgreens on Frederica is taking applications: The position is on the front end of the store, Photo, service clerk, or cosmetics, and we need both part and full time. Must be flexible with hours and able to work nights and weekends. Apply on-line or in-store, but they must come in and take a skills test ( about 30 mins). Ask to speak to Joe or Alex.

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8.30.15 . **Owensboro Best Buy is having a one day hiring blitz at our store.** We will be conducting **on the spot interviews and trying to fill several part time slots.** We currently have several positions in **computer sales, mobile sales, home theater sales associate, inventory, and Geek Squad positions.** We will be having it **on September 19th which is a Saturday and it will go from 12 noon and the last interview will be taken at around 8.** The blitz will take place at the store, and they **don't need to apply ahead of time**. **We will be interviewing and taking resume's** when they walk in and if we feel they are a good match for our team we will help them apply on the spot and send them to our general manager for their official final interview. Though resume's are not required they will be helpful as when they apply online it asks questions that would be on a resume, and having the resume on hand will make data entry quicker. **The hiring blitz will only be one day however, everyone who shows up will get an interview**. If there are still people waiting after the blitz is over we will schedule them an interview on the following day. I sincerely appreciate the assistance, and hope you have a wonderful day

Sincerely,

Austin Harley

Back Office Lead

Owensboro, KY #1121

270-683-0465

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8.26.15 **American Eagle Outfitters in Towne Square Mall. We are currently hiring sales associates**. We offer an **awesome associate discount and work around schedules**. If you have any questions for me, just email me back at this address or call the store at (270) 689-1676 and ask for Scott, Drew or myself.

Apply in store or email resume to:

Erica Ward [esward90@gmail.com](mailto:esward90@gmail.com)

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**8.26.15** The **Owensboro Lowe’s is currently looking for some part-time help on our front end (running a register, processing a return, etc.).**  I wasn’t sure if you knew of any students who were looking for some extra hours.  We are very flexible with school schedules, as we need help as early as 5:30 am and as late as 10:00 pm.  I have attached the job description and key responsibilities guide that we use when interviewing candidates.

If you know of any students or anyone who could assist me in my search, could you please contact me via email or phone?

To apply, the applicant just needs to log onto [www.lowes.com/careers](http://www.lowes.com/careers).  Thank you for your time!



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**8.26.2015 Student callers needed for KWC Phonation – earn money, win prizes, network**

The advancement office is looking for energetic, articulate students to connect with alumni and raise money through the Phonathon. Callers will get to know alumni and friends, verify their information and ask them to invest in Wesleyan financially.

The Phonathon is a great way to practice communication and sales skills. The experience looks great to future employers as they look for employees with transferrable skills.

**Calling will begin September 14 and run through the first week of October**. There will be shifts every weeknight. Callers will earn $7.29/hour with the possibility of prizes and free food.

Interested? Email Blake Harrison at [bharrison@kwc.edu](mailto:bharrison@kwc.edu) by Friday, September 4th.

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**8.25.15 Pure Barre | 2680 Frederica (in Wesleyan Park Plaza) Owensboro, KY is hiring PT individual with great customer service skills for front office. Flexible schedule, apply in person**

[owensboro@purebarre.com](mailto:owensboro@purebarre.com) · 270-240-4661 purebarre.com/ky-owensboro/

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**8.21.15 Scribe America in Owensboro is looking for PT and FT Medical Scribes**. The Focus Career Job ID is KY0612703.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. If anyone needs assistance, please feel free to contact me at [matthew.bartlett@ky.gov](mailto:matthew.bartlett@ky.gov)



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**8.21.15 NOW Hiring Smiling Faces at Trunnell's! Open interviews** at the market on Saturday, August 22 nd from 1-3pm. Walk-in or call 270-733-2222 for more info

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**8.19.15 Once Upon a Child is hiring. Stop by and pick up an application at 410 Southtown Blvd.**

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**8.19.15 VisionWorks 5220 Frederica is hiring part time employee 20 hrs/week** for sales, pre-testing, dispensing and customer service. Stop by and pick up an application.

Would be great for someone in Pre-Optometry. Questions; call Sherry 270-684-1174

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**8.19.15** Gordon’s True Value is seeking a PT Salesperson/Stocker. The Focus Career Job ID is KY0617349.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. If anyone needs assistance, please feel free to contact me at [matthew.bartlett@ky.gov](mailto:matthew.bartlett@ky.gov)



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**8.18.15 Walgreens Frederica Store: We are hiring full or part-time techs in Pharmacy currently and front end team member. Must be flexible with some work hours. May include nights, weekends, and holidays. Please if interested go to Walgreen.com then search jobs or can apply in-store in person. May speak with Alex or Joe.**

**If you apply online please call store and speak with us personally.**

**Best,**

**Joe Sommerkamp**

**Store Manager #7657**

**1-270-686-7873**

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**8.17.15 Daviess County Public Library HAS AN OPENING…**

20 hour a week page position assisting Circulation Services in sorting, customer service, shelving, and overall physical maintenance of the library collection.

**Hours are flexible and include evenings, Saturdays and Sundays**

**Salary is $7.40 per hour**

If you are interested, fill out an application and turn in to the Circulation Desk. Applications are located at the First Floor Circulation Desk. Please see Brandon Hagan (Circulation Supervisor) if you have any questions.

Deadline: Monday, August 24 @ 5:00 p.m.

**♦ Daviess County Public Library ♦ 2020 Frederica Street ♦ (270) 684-0211 ♦**

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**8.17.15**

**Fazoli’s Restaurants,**

**We are currently seeking Hourly Associates including Cashiers, Coordinators, Drive­Thru**

**for our Locations in Owensboro, KY!**

**Operators, Expeditors, & Cooks!**

**Apply Online at** [**www.fazolis.com/careers**](http://www.fazolis.com/careers)

**Or Apply In Person**

**5060 Frederica St. Owensboro, KY 42301**

Previous restaurant experience preferred, but not mandatory.

Interested and qualified candidates must fill out an online application before interviewing.

Fazoli’s is an equal opportunity employer valuing a diverse workforce to build a stronger company. Candidates

Don’t delay the process; click the link below to complete an online application today!

must be authorized to work in the United States on a full­time basis for any employer.

NOW HIRING Friendly Faces with a Passion for Guest Services for our Locations in Owensboro, KY!

We are currently seeking Hourly Associates including Cashiers, Coordinators, Drive­Thru Operators, Expeditors, & Cooks!

Apply Online at [www.fazolis.com/careers](http://www.fazolis.com/careers)

**Or**

Apply In Person

5060 Frederica St. Owensboro, KY 42301

Previous restaurant experience preferred, but not mandatory.

Interested and qualified candidates must fill out an online application before interviewing.

Don’t delay the process; click the link below to complete an online application today!

Fazoli’s is an equal opportunity employer valuing a diverse workforce to build a stronger company. Candidates

must be authorized to work in the United States on a full­time basis for any employer.

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**8.14.15 NOW Hiring Smiling Faces at Trunnell's! Open interviews at the market on Saturday, August 15th from 1-3pm. Walk-in or call 270-733-2222 for more info**

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**8.14.15**

**We have a part time position open at the Madewell Cafe 924 E 2nd St, Owensboro**

**The hours are 7:00-12:00 Monday - Friday. Apply at café.**

**Questions: Call Kim (270) 926-5002**

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**8.12.15 Job openings with the Daviess County Sheriff's Dept. We have openings at the Judicial Center for Court Security Officer's**



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**8.12.15 Hartford United Methodist Church is seeking someone for a part time position working with their children/youth, mostly on Wednesday nights.** Wanting someone with a passion for serving God and who loves working with children. A student from the Beaver Dam/Hartford area preferred. Compensation dependent upon experience. For more information call or email Sara Black 270-256-1653 or [saralblack@bellsouth.net](mailto:saralblack@bellsouth.net)

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**8.12.15** Positions within **Fastenal** are an excellent opportunity for students wanting to work a meaningful job that will also bring them great experience.   We are **primarily looking for business, marketing, and communication students** seeking part time work, and upon graduation will be seeking a full-time position with a great company they can grow their careers with.

We have hired over 1,000 people YTD and as we grow, we will continue to hire great people to serve our customers.   We have over 15 locations in the southern Indiana / western Kentucky area, so chances are we have a location near your college or university.  We offer very good pay, flexible hours to coincide with class schedules, great training, and most of all, an opportunity for a real career with a great company.

Students are always welcome to stop in a local store, or visit [www.fastenal.com/careers](http://www.fastenal.com/careers) to view current job postings.

**Dustin Newkirk**

District Manager

Fastenal Company

M - 812.598.1802

F -  507.494.9493

[dnewkirk@fastenal.com](mailto:dnewkirk@fastenal.com) 

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**8.11.15 Hometown IGA is accepting applications for the following positions:**

Store Manager trainee

Meat Department manager trainee

Produce department manager trainee

Deli/bakery clerk

Cashier/customer service clerk

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**8.11.15** We have an immediate opening for an awesome part-time team member (20-30) hours.

Do you have a personality that rocks? Are you kind, trustworthy, and dependable?  Can you multi-task?  Are you a quick learner?

More importantly, do you enjoy retail sales and love serving others?  If this is YOU, please drop off your resume.

Store hours are M-F 10-6, Sat 10-4, Sun - closed for worship and family.

Kandi Stephens Owner

The Scrub Shoppe  
4760 Frederica Street  
Owensboro, KY 42301

270-683-3333

270-683-0321 -fax

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**8.11.15** Pizza by the Guy in Owensboro is looking to fill the following PT positions:

Cook (KY0614958)

Driver (KY0614501)

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. If anyone needs assistance, please feel free to contact me at [matthew.bartlett@ky.gov](mailto:matthew.bartlett@ky.gov)



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**8.11.15** Audubon Area in Owensboro is looking for 2 PT Teacher Associates. The Focus Career Job ID is KY0614690.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. If anyone needs assistance, please feel free to contact me at [matthew.bartlett@ky.gov](mailto:matthew.bartlett@ky.gov)



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**8.10.15** The Country Ham in Owensboro is looking for a PT Waiter/Waitress. The Focus Career Job ID is KY0615046.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. If anyone needs assistance, please feel free to contact me at [matthew.bartlett@ky.gov](mailto:matthew.bartlett@ky.gov)



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**8.10.15 Debbie Putnam from Justice is looking for fall and holiday help**. She needs people who can work 4-12 hours a week. They can apply at [www.tweenbrands/careers.com](http://www.tweenbrands/careers.com) or call the store 270-686-0122. I can work with lots of schedules. Thank you for your help.

Debbie Putnam Store Manager

Justice #1073

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**8.7.15 Pizza By the Guy is hiring! Stop by 3115 Commonwealth Court ( off Hwy 54) to pick up an applications.** 270-686-8603

Hiring; cooks, drivers, cashier/order takers, preppers. Will work around school schedule

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**8.7.15 Greater Owensboro Economic Development Corp is currently looking to hire an intern** for our office and I thought maybe you could help us in our search! We’d love to have someone that would stay with us for a couple years, and someone willing to work through summers and breaks, etc. I would guess a local would likely be our best bet for that. They will be doing mainly clerical work and obviously shadowing each of us along the way to hopefully gain some experience and contacts.

Here’s what we are looking for:

• Possibly a business major

• Self-starter and self-motivated because they will be given specific duties that they are to manage and keep up with

• Attentive to deadlines because they will have many of those with their assigned duties

• Detail oriented

• Handle themselves in a professional manner because they will be answering telephone calls, greeting folks as they come into the office, attending meetings, etc.

These are the specific strengths we are looking for and of course we want them to have the basic computer skills needed and we can train them on how to use the other general office equipment.

**They could send their resumes to me directly. I’d like to have them to me by July 22nd, if possible, so we can start setting up interviews. We are looking to hire someone very soon.**

Please let me know if you have any questions.

Jessica Boarman [jboarman@owensboro.com](mailto:jboarman@owensboro.com)

Workforce Development Manager

Greater Owensboro Economic Development Corp.

200 East Third Street

P.O. Box 782

Owensboro, Kentucky 42303

(270) 926-4339 Ext. 232

edc.owensboro.com

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8.7.15 **PART-TIME POSITION**

**AVAILABLE**

at

Owensboro Museum

of Fine Art

STAFF ASSISTANT-MAINTENANCE

Part-Time Staff Assistant for

Janitorial duties and other interior/exterior

Maintenance at the Owensboro Museum of Fine Art

Approximately 15-20 hours per week, flexible

Monday – Friday

Apply at

**901 Frederica Street**

Please go to the deck off the 9th street parking lot

and ring the doorbell for an application

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**8.6.15 Independence Bank has a part time Teller position open now. The job posting and job description is posted on our web site at** [**www.1776bank.com**](http://www.1776bank.com) **under the careers link. If anyone is interested, have them go to our site and apply online. We are looking to hire ASAP!!**

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**8.5.15 Girls Inc is hiring NOW!! Need young women to mentors, be program facilitators and van drivers if over 20..** PROGRAM FACILITATOR: Want to make a difference in a girl’s life?  Apply today! responsibilities include: van driving, implementation and supervision of programming for girls 6-18. Monday-Friday 2-6:30. Please send resumes and inquires to [girlsincoboro@bellsouth.net](mailto:girlsincoboro@bellsouth.net).

**Applications and resumes being accepted now at 2130G East 19th Street Owensboro, KY**

VAN DRIVER:  Must be at least 20 years of age, have clean driving record.  Responsibilities include: picking girls up from local schools and dropping them off at Girls Incorporated locations.  Monday-Friday 2-4.

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**8.5.15 Tom lavery cell 1 270 315 8034**

**Email [tomlavery118@msn.com](mailto:tomlavery118@msn.com)**

**Event ghostcon at Owensboro convention center in Oct 17 18**

**A paranormal event**

**I am looking for a person to do marketing and sales**

**It can be used for your academic**

**At school.**

**Which we know starts at the end of august.**

**But we need someone to start right**

**Now pay is commission only**

**Give u a chance to earn some money now.**

**Contact tom lavery 12703158033**

**8.5.15 Cromwell Radio Group (6 stations) at 1115 Tamarack Rd. Owensboro is in a growth mode. Looking for part time entry level individual with good work ethic and good attitude who would like to learn all there is to know about operating a radio station.** Would prefer local individual who will be here year round and preferably a soph or junior. Must be available nights, Saturdays and Sunday evenings. 14-15 hours/ week. **Stop by and pick up an application. If between the hours of 9-4, ask to speak to Brian Jackson for a mini on the spot interview**.

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**Below is a list of many businesses in Owensboro who hire students. Start looking now.**

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**7.30.15 the following are hiring:**

**5 Guys Burgers & Fries**

**Kroger**

**Great Harvest**

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**7.30.15** The Youth Care Center in Evansville is seeking to fill the following positions:

Direct Care Staff (PT weekend shifts) **Order#: KY0609852**

Registered Nurse (PT)  **Order#: KY0610268**

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. If anyone needs assistance, please feel free to contact Melissa Roberts at [Melissa.roberts@ky.gov](mailto:Melissa.roberts@ky.gov).



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**7.30.15 Attached is a job notice for the intermittent/part-time position of Ice Arena Supervisor at the Edge Ice Center**



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**7.23.15 Great Harvest is hiring**! Both locations! They're looking for **people who are energetic, has lots of availability (part time and attending college is acceptable), and dependable.**

Pick up application at either location.

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**7.23.15 Audubon Area in Owensboro is looking for a PT Program Assistant for the Refugee Services Program. The Focus Career Job ID is KY0608556.**

Details are attached. Please direct applicants to https://focuscareer.ky.gov and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. If anyone needs assistance, please feel free to contact me at [matthew.bartlett@ky.gov](mailto:matthew.bartlett@ky.gov)



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**7.23.15We will be in need of part-time Lab Assistant (job description attached) in August.** The part-time hours would need to be during normal business - 7-3:30 PM. The hours can be flexible around classes and will vary around 20-25 hours per week.

**Todd I Petzold, PHR I Human Resources Manager I MPD, Inc.**

**316 East 9th Street, Owensboro, KY 42303**

**270-685-6442 (Direct) I 866-714-5601 (Fax)**

[**www.mpdinc.com**](http://www.mpdinc.com)



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**7.18.15. Greater Owensboro Economic Development Corp is currently looking to hire an intern** for our office and I thought maybe you could help us in our search! We’d love to have someone that would stay with us for a couple years, and someone willing to work through summers and breaks, etc. I would guess a local would likely be our best bet for that. They will be doing mainly clerical work and obviously shadowing each of us along the way to hopefully gain some experience and contacts.

Here’s what we are looking for:

• Possibly a business major

• Self-starter and self-motivated because they will be given specific duties that they are to manage and keep up with

• Attentive to deadlines because they will have many of those with their assigned duties

• Detail oriented

• Handle themselves in a professional manner because they will be answering telephone calls, greeting folks as they come into the office, attending meetings, etc.

These are the specific strengths we are looking for and of course we want them to have the basic computer skills needed and we can train them on how to use the other general office equipment.

**They could send their resumes to me directly. I’d like to have them to me by July 22nd, if possible, so we can start setting up interviews. We are looking to hire someone very soon.**

Please let me know if you have any questions.

Jessica Boarman [jboarman@owensboro.com](mailto:jboarman@owensboro.com)

Workforce Development Manager

Greater Owensboro Economic Development Corp.

200 East Third Street

P.O. Box 782

Owensboro, Kentucky 42303

(270) 926-4339 Ext. 232

edc.owensboro.com

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**7.18.15 We have initiated a search for an Education Program Coordinator (half time) for the National Science Foundation Urban Resilience to Extremes (UREx) SRN**. We are sending this urgent notice because the positions close on July 27.

Note that they WILL be based in Tempe, AZ at ASU.

**Education Program Coordinator Senior (Closes 27 July)**

The Julie Ann Wrigley Global Institute of Sustainability at Arizona State University invites applications for Education Program Coordinator Senior, Urban Resilience to Extremes (UREx) Sustainability Research Network (SRN). To review the posting and apply to this position, please visit:  <https://cfo.asu.edu/hr-applicant> and click on Applicant under Staff Positions. Search openings for Requisition ID number 14942BR.

Arizona State University is a VEVRAA Federal Contractor and an Equal Opportunity/Affirmative Action Employer. All qualified applicants will be considered without regard to race, color, sex, religion, national origin, disability, protected veteran status, or any other basis protected by law.

Nancy B. Grimm, Ph.D.  
PI and Director, [Central Arizona–Phoenix LTER](https://caplter.asu.edu/)

Professor, [School of Life Sciences](https://sols.asu.edu/people/nancy-b-grimm)  
Arizona State University  
Box 874501  
Tempe, AZ USA 85287  
Phone 480-965-4735

[*Grimm lab (USEL) web page*](http://www.grimm.lab.asu.edu/)

*twitter: @DrNitrogen*

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Tischa A. Muñoz-Erickson, Ph.D.

Research Social Scientist

Principal Investigator, San Juan ULTRA

USDA FS - International Institute of Tropical Forestry

Jardín Botánico Sur

1201 Calle Ceiba

Río Piedras, PR 00926-1119

voice: 928-600-1613

fax: 928-226-0056

Websites: <http://www.fs.usda.gov/main/iitf/home>;  [www.sanjuanultra.org](http://www.sanjuanultra.org/" \t "_blank)

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**7.18.2015 PART-TIME POSITION AVAILABLE**

**Owensboro Museum of Fine Art**

**STAFF ASSISTANT-MAINTENANCE**

Part-Time Staff Assistant for

Janitorial duties and other interior/exterior

Maintenance at the Owensboro Museum of Fine Art

Approximately 15-20 hours per week,

Monday – Friday

Apply at: **901 Frederica Street**

Please go to the deck off the 9th street parking lot

and ring the doorbell for an application



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**7.18.15** Audubon Area is looking for a SOS (Safe Off the Streets Monitor) for the Owensboro Regional Recovery Program. The Focus Career Job ID is KY0606801.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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**7.18.15** Wendell Foster is looking for the following:

Direct Support Professional (PT) – KY0606649

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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7.9.15 

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7.8.15 Girls Inc is now hiring program facilitators and van drivers for the fall. Stop by for an application at 2130G E19th Street

270-­‐684-­‐7833

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7.2.15

We are currently hiring at pure barre Owensboro. If you know any students currently looking for a position. We are hiring, desk staff and a teacher. The desk staff is min. wage and teachers are paid $20 per class.

Please let me know if you have a student that would be interested.

Annie McCrary

Owner

Pure Barre Owensboro

Owensboro@purebarre.com

270.240.4661

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7.2.15 Comfort Suites Owensboro is pleased to announce that we are accepting applications for the following hotel positions listed below. If you would be interested in joining our team of fantastic staff associates, please come by Comfort Suites and fill out an application. We offer flexible scheduling, part time and full time positions are currently available.

Listed below are the positions that Comfort Suites Owensboro is currently hiring for, if you are interested in any of the positions and want to know more information about them, please feel free to stop by Comfort Suites Owensboro, located at 230 Salem Drive, Owensboro, Kentucky 42303, or call at (270) 926-7675 and ask to speak to our Staff Associates.

Front Desk Guest Service Associates - (Morning, Afternoon, Evening Shifts Available and including Night Audit Shifts)

Morning Breakfast Hostess - (5:00am until 1:00pm, Sunday thru Saturday) perfect for someone on Social Security and/or looking to supplement their income and to put a little jingle in your pocket.

Executive and Assistant Housekeeping Supervisors positions available

Room Attendants - (Housekeeping Department)

Houseman - (Laundry, Housekeeping, Common Public Areas)

Maintenance Supervisor and Maintenance Helper- (General Maintenance, Landscaping, Salt Water Swimming Pool)

With Much Respect and Kindest of Regards,

Mr. Roger Buchanan

General Manager

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6.26.15 Walmart is looking for several positions. The KY Job ID is KY0603616.

Details are attached. Please direct applicants to https://focuscareer.ky.gov and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. 

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6.26.15 Ross Medical is looking for a PT Medical Assistant Instructor. The Focus Career Job ID is KY0603678.

Details are attached. Please direct applicants to https://focuscareer.ky.gov and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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6.24.15 Sam’s Club is seeking to fill the following positions:

Café Position: KY0601931

Cashier: KY0603301

Produce: KY0601935



Details are attached. Please direct applicants to https://focuscareer.ky.gov and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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6.12.15  I wanted to update you on the following open positions we have open at the Hampton Inn by Hilton Owensboro-South:

1 part time laundry person

1 part-time night auditor

Candice Cross

General Manager

Hampton Inn Owensboro-South

615 Salem Drive

Owensboro, KY 42303

United States

Office Phone Number: +1.270.926.2006

Fax Number: +1.270.684.0330

[candice.cross2@hilton.com](mailto:candice.cross2@hilton.com)

[www.owensboro.hamptoninn.com](http://www.owensboro.hamptoninn.com)

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6.12.15 The Owensboro Museum of Fine Art is seeking a PT Staff Assistant/Maintenance. The Focus Career Job ID is KY0598828.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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6.12.15

Our firm is currently looking for a part time employee. Our desire is to fill this position with someone that plans to stay in Owensboro over the next few years. The candidate needs a heart of compassion and must love the telephone as the job requires collecting information from our cliental along with other duties as assigned. The job would require 17-20 hours a week in the range of 8 am – 5 pm, Monday - Friday. We are willing to be somewhat flexible on the times and days.

Please feel free to share my email address if you have someone that would like to submit a resume. If you have any questions, please contact me .

Thanks so much,

Diane B. Cayce

Office Manager

[diane@rhoadsandrhoads.com](mailto:diane@rhoadsandrhoads.com)

Office 270-683-4600

Fax 270-683-1653

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5.29.15 Dynamic Directions is continuing our search for a part-time employee to perform administrative office duties for approximately 10 hrs. per week. I am looking to hire the best candidate for our team. Thank you in advance for your time. I greatly appreciate your assistance! We are urgently seeking an Administrative position. Flexible hours/days with wages starting at $10 per hour. Submit resume’s to email to [ynelson@dynamicdirections-d2.com](mailto:ynelson@dynamicdirections-d2.com) or by mail to the following address. If you need further details please do not hesitate to reach out to me. Thank you and have a wonderful day.

Yvette Nelson

Operations Manager

Dynamic Directions

401 Frederica St., Suite 201-B, Owensboro, KY 42301

270.663.7264 Phone • 270.926.0908 Fax

[ynelson@dynamicdirections-d2.com](mailto:ynelson@dynamicdirections-d2.com)

www.dynamicdirections-d2.com

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5.26.15 Panther Creek Baptist Church has a need for an interim youth director to work with our youth this summer. It could turn into a permanent position, if they are interested after the summer ends.

We currently have it budgeted for about $550 per month, but it is negotiable.

We have a summer Youth camp planned to Jonathon Creek and would need them for Sunday School / Discipleship Training and Wednesday nights.

Aside from camp, we would like an outreach event once per month and a fun activity (concert, game, etc.) or two while they are here.

If interested, contact Eddie Duke [<mailto:ssssduke@gmail.com>]

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5.26.15 Kentucky Association for Environmental Education

Come join a dynamic and growing statewide nonprofit! KAEE is seeking a half-time Program Coordinator to join its team of dedicated individuals. Application deadline is May 31st.

Job Title: Program Coordinator

Summary of essential job functions:

• Assist in promotion and management of environmental education curricula programs, such as Project Learning Tree, Project Underground, and Leopold Education Project.

• Participate in approved community, state, national and international organizations to foster publicity, partnerships, collaborations or outreach for the organization.

• Provide facilitator workshops, oversee facilitator networks, and facilitate building overall capacity for these programs.

• Assist KAEE committees, under the direction of the Executive Director, in their work by maintaining contact with committee chairs and providing assistance and guidance as needed.

• Represent or present on behalf of KAEE at approved state, national and international conferences.

• Assist with coordination and publicity of KAEE programs and events.

• Develop and send flyers, program materials, press releases, monthly Edigests and other Eblasts.

• Update and maintain website, wikispaces, facilitator databases, membership database, and social networking sites.

• Assist with grant writing, soliciting sponsorships, and other fundraising and development events for KAEE programs.

• Assist with other administrative duties as needed.

• Attend KAEE quarterly board meetings and monthly calls.

• Report to the KAEE Executive Director on a weekly basis.

• Engage in approved professional development opportunities that will enhance leadership, management, or other area of KAEE.

Minimum Requirements: Background and degree in marketing, journalism, nonprofit management, public relations, business, or a natural resource-related field is preferred. Ability to work well independently and as part of a team. Strong networking and interpersonal skills. Basic web design knowledge, experience and proficiency in different design programs and social media for business and experience in nonprofit fund development preferred. Experience in using Microsoft Office programs, including Word, Excel, PowerPoint, and Access. Quickbooks experience a plus, but not required. Excellent writing skill, including spelling and grammar; organizational skills; and attention to detail.

Salary: $11.50/hour

Start Date and Term: July 6, 2015 (flexible). One year term.

To Apply: Please send resume, writing sample and cover letter to Ashley Hoffman, KAEE Executive Director, at [director@kaee.org](mailto:director@kaee.org) .

Deadline to Apply: May 31, 2015

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5.18.15 Henderson, KY

I have several job openings.

Hotel front desk, 2nd and 3rd shift primarily needed. 2nd shift 3pm-11pm and 3rd shift 11pm-7am. Among other tasks, the hotel Front Desk agant's primary responsibilities include:

interacting with hotel guests, checking guests in and out of the property management system, answering guest phone calls and making hotel guest reservations. The Hotel Front Desk perform the daily hotel operations.

I am also hiring for housekeeping

Housekeepers work a rotating schedule, typically 1 or 2 days off with daily hours varying per season.

As you may remember the 3rd shift is a good shift for students. We do allow limited time to do homework on a 3rd shift, assuming all hotel work and tasks are completed first.

They can apply in person and fill out an application at our Super 8 location. 2030 US highway 41, Henderson, KY 42420

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5.18/.15

Local individual is seeking a tutor for her 16 yr old brother in all subjects.

It would be 1-2 nights a week through the summer.

Her number is 270-314-9159.

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5.15.15 Audubon Area is looking to fill the following position:

Teacher Associate (PT) KY0592442

Details are attached. Please direct applicants to https://focuscareer.ky.gov and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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5.12.15 MyHome Sales and Leasing has an opening

The job will be about 20-30 hours a week. They will be doing deliveries with another person, example living rooms, bedrooms, washer, dryers. Putting furniture together and cleaning. We will pay $8.00 per hour. We can work around school hours, but we do need them to work on Saturdays. Our hours of operation are mon-sat 9am-6pm.

Thank you,

Amanda Moore

MyHome Sales and Leasing

710 Salem Dr.

Owensboro, KY 42303

270-926-0900

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5.12.15 Kentucky Wesleyan College has two part time positions open:

Resident Director

Kentucky Wesleyan College is a leader in liberal arts and professional education with a long-standing reputation for quality and academic excellence. Currently serving approximately 700 students, Kentucky Wesleyan provides a challenging and supportive academic experience, a positive work environment, and a stimulating culture. Kentucky Wesleyan produces highly qualified graduates who become successful professionals in the career of their choice and valuable members of their communities.

Kentucky Wesleyan College seek applicants for a part-time Resident Director to live in a residence hall. Primary duties include supervising student resident assistants, tracking keys, managing maintenance requests, record-keeping, and serving as a positive role model for and being accessible to residents.

Compensation will take the form of a partially furnished apartment with paid utilities, free internet and cable TV, free laundry facilities, reserved parking on campus, and a full meal plan when the College is in session and the dining hall is operational. Spouse/partner welcome. Small pets negotiable.

A bachelor’s degree and excellent verbal and written communication skills are required. Previous residence life experience preferred.

To apply, please send a cover letter indicating position desired and a resume to Cindy Sublett, Human Resources Assistant, at [csublett@kwc.edu](mailto:csublett@kwc.edu). This position will begin August. EOE

**Graduate Assistant**

Kentucky Wesleyan College is a leader in liberal arts and professional education with a long-standing reputation for quality and academic excellence. Currently serving approximately 700 students, Kentucky Wesleyan provides a challenging and supportive academic experience, a positive work environment, and a stimulating culture. Kentucky Wesleyan produces highly qualified graduates who become successful professionals in the career of their choice and valuable members of their communities.

Kentucky Wesleyan College seek applicants for a part-time Graduate Assistant to work with student activities and serve as a live-in Resident Director. Primary duties include:

         assisting with scheduling, managing, and evaluating student activities;

         providing office support;

         supervising student resident assistants;

         tracking keys;

         managing maintenance requests;

         record-keeping; and

         serving as a positive role model for and being accessible to residents.

Compensation is an hourly wage as well as a partially furnished apartment with paid utilities, free internet and cable TV, free laundry facilities, reserved parking on campus, and a full meal plan when the College is in session and the dining hall is operational. Spouse/partner welcome. Small pets negotiable.

Required qualifications for the position include enrollment in a graduate program in Student Affairs, counseling, or a related program; a bachelor’s degree; and knowledge and experience of the residential experience at a college or university.

To apply, please send a cover letter and resume to Cindy Sublett, Human Resources, at [csublett@kwc.edu](mailto:csublett@kwc.edu). This position will begin in July. EOE

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\_5.8.15 **The Bishop Soenneker Home in Philpot is looking for a PT and FT CMA. The Focus Career Job ID is KY0590641.**

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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5.7.15 Republic Bank is looking for a friendly individual with good communication and customer service skills for a permanent part time position as a CSR (Customer Service Representative).Major is not important!

Summertime and will work around your school schedule during the school year. South Frederica location so you can even walk to work. It says Hwy 54, but is for Frederica. Let me know if you are applying and I will give your name to the hiring personnel. [mcambron@kwc.edu](mailto:mcambron@kwc.edu)

<https://republicbank-openhire.silkroad.com/epostings/index.cfm?fuseaction=app.dspjob&jobid=291&company_id=17075&version=1&jobBoardId=3344>

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5.5.15 Cricket Wireless in Owensboro is looking for FT and PT Wireless Sales Associates. The Focus Career Job ID is KY0589675.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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5.5.15 FT Summer help wanted

**HUNTERDOUGLAS**

WINDOW FASHIONS

The world’s leading manufacturer of window covering products is looking to fill College Summer Temporary positions at our Owensboro, Kentucky Plastics & Die Casting facility. The Owensboro facility manufactures and assembles plastic injection moldings and extrusions.

www.hunterdouglas.com

**College Summer Workers - Assembly: $10.00 hr.**

Duties may include manual assembly of injection molding and/or purchased components into semi finished products in accordance with established Quality Assurance policies and procedures, work with automated/semi-automated machines, feed machine components as needed to prevent down time, etc.

**Requirements:**

* A high school diploma or GED required
* At least 18 years of age
* Be enrolled or attending college/university
* Duration: May - August
* All candidates must be able and willing to work **any shift** and have a strong work ethic.

**To apply contact:** Jennifer Duty, HR/Safety Manager at [Jennifer.duty@hunterdouglas.com](mailto:Jennifer.duty@hunterdouglas.com)

Applications also accepted at the Kentucky Career Center located at 1901 Southeastern Parkway Owensboro, KY 42303; (270) 686-2551

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5.5.15 Chandler Park Apartments is looking for a Part-time Employee

Opening Duties

1) Fill water in Keurig coffee maker

2) Refill M&M’s if needed

3) Go to model and make sure lights are on and everything is in place. Turn a/c to 72

4) Get golf cart out of the garage (currently in the shop)

5) Refill bottled waters in fridge, if needed

6) Check tanning bed room, refill paper towels & sanitizer spray as needed

Running Duties

1) Check in packages and organize package room each time USPS, Fed EX, or UPS delivers

2) Greet residents when they come in the door

3) Answer the phone throughout the day

4) Get packages for residents

5) File as needed

Closing Duties

1) Put golf cart back in the garage

2) Turn off lights in the model and turn a/c to 78 so it doesn’t run all night

3) Make sure tanning room is clean and stocked

4) Straighten the leasing office; couch pillow, magazines, etc.

Other duties as assigned.

Contact Missy Gant Community Manager

Chandler Park Apartments

3750 Ralph Avenue

Owensboro, KY 42303

270-689-2000

[mgant@chanlderparkapartmennts.com](mailto:mgant@chanlderparkapartmennts.com)

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5.5.15 Bimbo Bakeries USA - KY: PT Bakery Outlet Clerk- Owensboro, KY (PCK457-41453)

JOB APPLY URL: <https://ars2.equest.com/?response_id=e5c410d016b878ee8a43868afae745e9>

COMPANY NAME: Bimbo Bakeries USA

JOB TITLE: PT Bakery Outlet Clerk- Owensboro, KY

**DESCRIPTION/RESPONSIBILITIES:**  Job ID: 14507

Position Description:

Bimbo Bakeries USA (BBU) is a leader in the baking industry, known for its category leading brands, innovative products, freshness and quality. Our team of more than 27,000 U.S. associates operates 70 manufacturing locations in the United States. 13,000 distribution routes deliver our leading brands such as Sara Lee®, Entenmann's®, Thomas'®, Brownberry®, Boboli®, Oroweat®, Arnold®, Bimbo®, Francisco®, Freihofer's®, Heiners ®, Marinela®, Mrs Baird’s®, Stroehmann®, and Tia Rosa® to over 75,000 retail establishments daily. BBU believes that valuing employees ensures the success of the company. We never compromise the quality of our products and we look for employees that will hold the same commitment to quality and service that we do.

Our Mission: To Nourish, Delight & Serve America Every Meal, Every Day

**Essential Duties & Responsibilities:**

Customer Service:

\* Greet customers, maintain awareness and assist with the selection of product when requested, or when customer need is apparent.

\* Have a thorough understanding of product availability, ingredients and nutritional information.

\* Communicate this information to customers.

\* Answer the telephone within three (3) rings and in a friendly and helpful manner.

\* Responsible for customer service issues in the absence of the Store Manager or as assigned by the Store Manager.

\* Insure that customer service goals and standards are maintained and superior customer service is delivered at all times.

\* Assure that fast, efficient check-out occurs by opening additional registers when more than three customers are in line, until all registers are open.

Cash Handling:

\* Operate the cash register effectively and handle cash and change within company policy, with responsibility for variances.

Store Conditions: \* Assure stock levels on the sales floor are maintained at all times. Accomplish that by making a needs list, pulling product from reserve freezer and stocking onto shelf in its assigned place. Apply all required stickers.

\* Maintain product pricing, signage and coding on the sales floor.

\* Unload trucks and check orders.

\* Maintain freezer product at a safe and acceptable level, in a logical and accessible order so that all products can be easily found and accessed.

\* Perform store cleaning regularly to insure store exceeds all cleanliness standards.

\* Maintain cleanliness of the parking lot and all garbage areas in an acceptable condition.

\* Maintain a clean, neat work area, disposing of cardboard and garbage in the proper manner.

\* Carts and baskets are to be neat and in order at all times.

Corporate Responsibility:

\* Maintain a safe working environment for customers and fellow employees.

\* Follow all safe working practices.

Teamwork:

\* Prepare for and participate in counting store physical inventory.

\* Participate in store Team meetings and training.

\* React to all business needs promptly and with a sense of urgency.

\* Communicate effectively with store management and fellow employees to assure customers' needs are met and the store operates effectively.

\* Perform other duties or tasks as requested.

**Position Requirements:**

\* Must be able to deal with customers working under pressure where tact may be required to maintain continued customer satisfaction.

\* Working knowledge of cash registers.

\* Speed and accuracy in data entry is a must.

\* Good knowledge of general accounting principles.

\* Must be able to work a flexible schedule working weekends

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5.5.15 **Full time Temporary Estimator Menards**

Our current estimator is going on Maternity Leave next month and we need to find someone capable to cover her position. At this time this would be a short-term position starting as soon as week can get someone started to work with her to training then lasting through her leave of absences. There are opportunities to stay with Menards after the leave of absences is over if the candidate is interested inside this store or in other areas of Menards.

The hours are 7:00am-4:00pm M-F and the wage is determined by education and/or experience.

It is very difficult to say all duties of our estimator but below is the generic newspaper ad we place:

"Building Estimator Must possess computer and building trades knowledge. Previous experience estimating residential and light commercial projects a plus. "

Also the Estimator will be assisting guest at the building materials desk and I have attached a few pages of the Professional Estimator Test that a candidate must pass to be an estimator for Menards. I hope this helps you understand the position better.

Thank you, 

Paige Gazaway

HR Coordinator

Menard, Inc - OWENSBORO

3001 HEARTLAND CROSSING

OWENSBORO, KY 42303

[P] (270) 689-3292

[F] 270-684-7696

OWENHR@menards.com

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5.1.15 I am looking for a babysitter for my nine year old granddaughter for 3 days a week, starting the week of May 26th. She lives in the Sutton school district on Sunset Drive. Hours would vary day to day. Most days would begin around 9:00 a.m. and the length of day would be from between 5:00 and 6:00 p.m. Transportation to and from the home is desired. If interested, you may contact Linda Spinks (child's grandmother) at 270-685-2120 or 270-929-3810 or Stacey Johnson (child's mother) at 270-231-1104, after 6:00 in the evening. Thank you.

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4.29.15 Heritage Baptist Church is looking for a PT Bookkeeper. The Focus Career Job ID is KY0586844.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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4.28.15 Country Inn and Suites is looking for a PT Sales and Front Desk Clerk. The Focus Career Job ID is KY0587236.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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4.28.15 **Cromwell Radio Group** is looking an **upcoming Sophomore or Junior who is a local resident** who is dependable, responsible and looking for experience and possibly a career in radio, to learn every aspect of running a radio station. Would start by learning mixing consoles and production.

Hours would be: weekdays 5/6pm-10/11pm, Saturdays 10:30-6pm and occasional Sunday afternoons. 25-30 hours /week. $8/hr. , $9.00/hr after 90 days, with opportunity to go to $10/hr.

To Apply: Call the station 270-683-5200 ask for Brian Jackson to set up appointment for an interview.

They need someone ASAP. Could hire on the spot if right person.

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4.27.15

Now would be a good time for any students in a medically related field to apply for this. Go through training over the summer, work full time, then reduce to two shifts per week during school. **This is excellent “relevant experience” for anyone going into any area of the medical field.**

Good Afternoon,

My name is Elizabeth Berrios, Recruitment Coordinator for ScribeAmerica; a company that hires and trains “Medical Scribes” for Board Certified Physicians. This email is to provide information about a truly unique employment opportunity for students interested in careers in medicine. **Our company is currently looking to recruit students to work as Medical Scribes in your local area of Owensboro, KY.**

The scribe will work one on one with board certified physicians assisting with documentation for each patient evaluated by the doctor.  It is an exceptional opportunity for anyone interested in medicine to gain first-hand experience following a physician in an emergency department setting.

We offer paid classroom & clinical training. Each employee will have multiple training sessions both in the classroom and the department during which we teach extensive medical terminology and appropriate medical/legal charting documentation.

There is a flyer attached to this email providing more information about the positions and how to apply.  We would greatly appreciate it if you would take the time to forward this email to any of your students that are interested in careers in medicine.

For more information you may also visit our website [www.scribeamerica.com](http://www.scribeamerica.com).  Please contact me if you have any questions about our program at [Elizabeth.Berrios@scribeamerica.com](mailto:Elizabeth.Berrios@scribeamerica.com).

Regards,

|  |  |
| --- | --- |
|  | **Elizabeth Berrios** Recruitment Coordinator Office: 877.488.5479 | Direct: 786.536.1701 | Fax: 786.497.4105 20900 NE 30th Ave Suite 703 Aventura, FL 33180  [www.ScribeAmerica.com](https://scribeamerica.com/) |

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4.25.15 I am working with a local church in Owensboro seeking a PT Bookkeeper. This is 8-10 hours a week. They are looking for someone who is QuickBooks proficient and able to produce profit/loss statements. The bookkeeper would have their own office at the church. This is an immediate need and they will interview the candidate ASAP. If you know of anyone who might be interested in a little extra income, please have them contact me.

Respectfully,

Matthew B. Bartlett

Workforce Development Facilitator

Kentucky Career Center

Office of Employment and Training

1901 Southeastern Parkway

Owensboro, KY 42303

ph. (270) 686-2551

fax (270) 687-7080

matthew.bartlett@ky.gov

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4.25.15 Walmart on HWY 54 on Owensboro is looking to fill several PT positions. The Focus Career Job ID is KY0585760.

They are holding a job fair Saturday April 25th from 8:00am to 4:00pm at the store. It would be a good idea for applicants to apply online before attending the job fair.

Details are attached. Please direct applicants to <https://focuscareer.ky.go> v and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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4.25.15 I have a position open for an Administrative Assistant for my office on Frederica. I had the idea of maybe finding a Junior who can work the next two years through school, summers, in between classes and what not. It would be 35-40 hours but if they have class we could possibly work around their schedule. I did it my last two years of school, so I know its possible! The pay is $10/hour. If you might know of someone, please have them send their resume on to me.

Molly Lenaburg [molly@gormancompanies.com](mailto:molly@gormancompanies.com)

Recruiter

Gorman Recruiting

812-430-0980



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4.24.15 Seasonal Flaspoehler Landscaping is looking for FT Seasonal employees. The Focus Career Job ID is KY0584806.

Details are attached. Please direct applicants to https://focuscareer.ky.gov and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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4.24.15 Ivey Trellis Floral Shop on Veach Road is looking to hire individual with good customer service and good computer skills. Will work around school schedule. Need you for a week from May 4-9/. $8/hour

Call Debbie Jenkins 270-688-8333 or 270-929-4152

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4.24.15 CAIRO UMC CHILDREN’S MINISTER JOB DESCRIPTION Henderson, KY

These represent the fundamental job requirements which an individual must be able to perform to accomplish the basic duties of the children’s ministry position. Applicant must be addiction free and willing to undergo a background check.

**Job Functions/ Requirements**

• Lead and direct our Children’s ministry of K-5th graders.

• Lead a Sunday night program for 3rd-5th graders twice a month, and lead a Sunday Morning Children’s Church for K-2nd graders twice a month.

• Plan and implement lesson plans and events.

• Recruit and direct a volunteer base for the children’s ministry.

• Have a strong personal faith consistent with the United Methodist tradition.

• At least some college experience desired for this position.

• Communicate with parents and volunteers on a regular basis with updates on these programs and any activities.

• Enforce the Safe Sanctuaries policy in all areas of the children’s ministry.

• Implement the Cairo UMC discipleship process in order to produce disciples for the Kingdom of God.

• Be present in the life of the church. (i.e. VBS, potlucks, Journey to Bethlehem, etc.)

• Any other duties assigned by the Pastor.

**Interpersonal Traits**

Spiritual maturity

Good interpersonal and communication skills

**Other Notes**

**This is a part-time position averaging 4-7 hours per week.**

**Salary: $75 per week**

**Rev. Michael Sweeney Pastor**

**Cairo United Methodist Church**

**13510 US Highway 41 Alternate**

**Henderson, KY 42420**

[**michael.sweeney2@gmail.com**](mailto:michael.sweeney2@gmail.com)

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4.22.15

K.B.'s Kid Zone

Summer is coming and KB's is expanding! We will be hiring two energetic people to work from the hours of 10:00 AM to 6:00 PM as classroom aides. All applicants must be at least 18 years old, have a high school diploma/GED, be able to pass 2 background checks and a drug test, and have transportation.

**Resumes will be accepted at 3045 Burlew Blvd. 42303 until May 1st, 2015. No phone calls please.**

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4.20.15

Ivy Trellis on Veach Road is hiring part time for the week preceding Mother’s Day (5/4-5/9) for a customer service and front desk person. Fast paced. Need someone who is a self starter, can think on their feet, good customer service skills and good computer skills. Pays $8/hour. Call 270-688-8333 or 270-929-4152 and ask for Debbie Jenkins.

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4.20.15 **FCC Director of Children and Youth Paid Staff/Part-time (15hrs)**

**First Christian Church (Disciples of Christ) in Henderson, KY** is looking for a part time children/youth director. Pay is $18,000 with no benefits.

The Director of Children and Youth at FCC is responsible for:

1. Building relationships with FCC Children, Youth and their families.

2. Infusing energy and creativity into all programs sponsored by the children’s and youth ministry

3. Handling the logistical operations of the ministries in a way that supports families and that helps volunteers be exceptionally effective.

RELATIONSHIPS: The Director of Children and Youth is involved in the lives of the children and youth — establishing relationships with them, shepherding them and helping them develop their own relationship with Jesus Christ and with other families at First Christian Church.

• Knowing the Flock: The Director of Children and Youth knows every participating child and youth by name and is visible on school campuses that represent FCC whenever possible and appropriate.

• Welcome and Follow-up: All first-time visitors to one of the programs of either ministry receive an exceptional welcome and timely follow up, so that all children and youth who want to become a part of the ministry at FCC do so in a way that feels welcoming and natural to them.

• Discipleship: The Director of Children and Youth regularly encourages children and youth to take the next natural step in their journey of Christian discipleship, including involvement in worship, leadership, Sunday school, special programs and Bible studies.

PROGRAMS: The Director of Children and Youth works to infuse each gathering with playfulness, creativity and enthusiasm.

• Joyful Energy: All the regular gatherings of either ministry have a winsomely Christian atmosphere, and the Director of Children and Youth is careful to set a tone of joyful enthusiasm at each of these events.

• Participation: The Director of Children and Youth is present at all weekly and special events within the Children’s and Youth ministry of FCC.

• Volunteer Support: The Director of Children and Youth is a recruiter, encourager, trainer and supporter of volunteers at FCC who may also want to be involved in the lives of the children or youth.

• Living the Faith: The Director of Children and Youth serves as a catalyst for spiritual growth, by example and by articulating their faith both at ministry gatherings and in everyday conversations with children, youth, and families.

LOGISTICS: The Director of Children and Youth oversees logistical concerns relative to the programs of the Children’s Ministry and the Youth Ministry (forms, volunteer recruiting, transportation arrangements, etc.)

• Logistical Details: The logistical details of the Ministries are handled in a professional and timely manner. These needs include at least:

o Attendance tracking

o Forms and registrations

o Compliance Documents

o Communication with church staff, youth, families and the congregations

• Special Event Organization: All special events are well organized and publicized. Their execution leaves parents confident that their children and youth are being faithfully and creatively nurtured.

• Volunteer Coordination: All volunteers have been recruited at least one month before they begin their work. They receive whatever information they need to do their job well, including curriculum for Sunday school, youth group or Bible studies. Their work is acknowledged with thanks. Their experience leaves them feeling that they’ve made a difference, and they are eager to serve with the youth ministry in the future.

• Working with the Pastor and the Christian Education Committee: The Director of Children and Youth works closely with the Pastor and the Christian Education committee to ensure the ministry is in line with the vision and expectations of the church. In cooperation with the Pastor, the Director of Children and Youth supports the committee and engages them with the tasks they deem appropriate which include:

o Curriculum for Youth and Children

o Sunday school and Wee Worship/First Kids management

o Special events for Children and Youth including Youth Sunday and VBS

.

Forward your resume, cover letter and references to [lesleigh@ymarchitects.com](mailto:lesleigh@ymarchitects.com) . If you have any questions, call Lesleigh at 615-948-3192.

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4.15.15 Verizon is looking for PT and FT associates. **They will be hosting a job fair at the Career Center** **4-20-2015 from 10:00-2:00**. The Focus Career Job ID is KY0583180.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.  

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4.15.15 Audubon Area is looking for a Teacher Associate for the DarNek location. The Focus Career Job ID is KY0583814.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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4.15.15

**KUMHCY/Mary Kendall Campus is hiring Youth Care Workers**

We are hiring full-time (evenings and midnights) and substitute (PRN) youth care workers to provide direct supervision to our residents throughout the course of all daily activities and responsibilities. Our agency serves male and female clients ages 12 – 17 in a treatment environment that includes individual, group and family therapy, substance abuse education and prevention, community support groups, education and vocational training, voluntary spiritual services, recreation and physical fitness and community involvement. We are staffed 24 hours a day, seven days a week; therefore, employees, especially PRN employees, must be willing to accept shifts that cover a variety of days and times.

**Interviews will be conducted at 193 Phillips Court, Owensboro KY 42303, on Tuesday, April 28, 2015 from 1:00pm – 7:00pm. Applicants need to bring a resume’ and driver’s license.**

Job and training requirements, as well as full-time benefits, will be explained during the application process.

Applicants **must be 21 years of age,** have a high school diploma or equivalent, a valid driver’s license, submit to a thorough criminal and abuse background investigation and a pre-employment drug screening, and be able to complete the training requirements of the position (training provided by agency). Salary is based upon education and/or experience, from $**9 - $10.50 per hour.**

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4.14.15

Audubon Area is looking to fill the following position

Teacher Associate PT (KY0583401)

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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4.14.15 Wanting to hire a (reliable) student staying in Owensboro this summer, to live in and house- and pet-sit for us this summer, June 16-July 7. We will be out of the country. Our house is two blocks from campus. We have an old cat who will not want to be boarded. We could be negotiable on a longer stay. Will need references.

Contact:

Barbara

270.231.5517

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4.11.15

**Chandler Park Apartments** is looking for a Part-time Employee

Opening Duties

1) Fill water in Keurig coffee maker

2) Refill M&M’s if needed

3) Go to model and make sure lights are on and everything is in place. Turn a/c to 72

4) Get golf cart out of the garage (currently in the shop)

5) Refill bottled waters in fridge, if needed

6) Check tanning bed room, refill paper towels & sanitizer spray as needed

Running Duties

1) Check in packages and organize package room each time USPS, Fed EX, or UPS delivers

2) Greet residents when they come in the door

3) Answer the phone throughout the day

4) Get packages for residents

5) File as needed

Closing Duties

1) Put golf cart back in the garage

2) Turn off lights in the model and turn a/c to 78 so it doesn’t run all night

3) Make sure tanning room is clean and stocked

4) Straighten the leasing office; couch pillow, magazines, etc.

**Other duties as assigned.**

Contact Missy Gant

Community Manager

Chandler Park Apartments

3750 Ralph Avenue

Owensboro, KY 42303

270-689-2000

[mgant@chanlderparkapartmennts.com](mailto:mgant@chanlderparkapartmennts.com)

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4.11.15 Daviess County Public Library

2020 Frederica Street

Owensboro, KY 42301

(270)684-0211

[www.dcplibrary.org](http://www.dcplibrary.org)

The Daviess County Public Library provides service to a community of approximately 90,000 from a central facility in Owensboro.

JOB OPPORTUNITY

Department: Public Services Department

Position: Outreach Services

Wage: **$12.66 per hour plus benefits**

Duties: Outreach in the Community

• **Present Storytimes & Booktalks to Children**

**• Book Deliveries**

**Customer Service**

**Assist with Programming (children, teen & adult)**

**Other Duties as Assigned**

Hours: **20 hours per week**

**Weekdays, evenings & weekend hours**

**Deadline: April 23, 2015**

High School Diploma or GED required. Applicant must be at least 21 years old and have a valid driver’s license. He or she must also be able to lift occasionally up to 50 pounds and move up to 100 pounds (loaded book cart).

Submit application and letter of interest to Shannon Sandefur. In the letter of interest, describe how your experience qualifies you for this position. Application forms may be obtained at the Circulation Desk.

Contact Information: Shannon Sandefur, Public Services Manager

[ssandefur@dcplibrary.org](mailto:ssandefur@dcplibrary.org)

(270) 684-0211, ext. 245

Fax # (270) 684-0218

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4.10.15 We have a part time Customer Service Representative role available at our Owensboro 54 location: 3332 Villa Point Drive Suite 101, Owensboro.

I think it’s schedule is perfect for someone who needs to accommodate a class schedule, so I wanted to make sure to reach out to you. The only stipulation would be they need to attend 2 weeks of training in Louisville upon hire.



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4.1.15 Cricket Wireless is opening a new store in Owensboro and is looking for PT workers. The Focus Career Job ID is KY0582991.

College students are encouraged to apply.

Details are attached. Please direct applicants to https://focuscareer.ky.gov and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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4.6.15 **Babysitting job**

I am searching for **part time childcare for my two year old daughter beginning May 11, 2015**. I will be working with young children, so summer schedule and fall schedule will change once school begins back. Summer schedule should consist of Day/late afternoon hours, varied from **(7-8 hours per day) approx. 8:00a.m.- 5:00p.m**. I will be able to provide a much more detailed hourly schedule once I create my schedule with my clients at the end of May. My job will be flexible so I can also accommodate childcare provider schedule as well. Once school begins back I will be working more late afternoon hours, and may possibly need someone three or four 1/2 days. I will need someone two (possibly) three days per week**. I am looking to pay $15 per day (negotiable).**

My daughter enjoys going outside, and learning/discovering life. I am searching for a provider who can provide her with a fun day. I will provide extra car seat so feel free to go to park etc.

I would like to begin interviews ASAP and help my daughter become accustomed to childcare provider. Please call my home phone 270.344.4096.

Thank you,

Brittani Roberts

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4.6.15 **Are you looking for flexible part time hours?**

**First Security Bank has immediate openings for Part-Time Tellers** in our Owensboro region to provide the best service possible to all customers while maintaining proper procedures and guidelines. Provides a variety of customer savings, checking and credit account transactions at the teller or drive-in window, including receiving checks and cash for deposits, payments for mortgages and other loans, and daily cash drawer balancing.

Position Requirements:

• High School Diploma or equivalent, college degree a plus

• Previous Teller or cash handling experience preferred

• Excellent interpersonal communication and customer service skills

• PT Hours will vary Monday – Friday, with Saturday rotation

Please go to <http://goo.gl/bNvHt1> to apply .

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4.6.15 **Kentucky Wesleyan College Alumni Office**

**Summer Student Assistant Opening**

The Alumni Office is seeking a student worker for the summer months (approximately 12 weeks), beginning June 1st.

**Primary Duties**

1. Office Assistance

a. Clerical support for Alumni Office.

b. Clerical support for Public Relations and Development Office, as necessary

2. Assist with Alumni Programming

a. Adopt-A-Freshman Program

b. Alumni Event Planning

c. Alumni/Admissions Summer Events

3. Research Alumni Information

a. Addressable Alumni

b. Lost Alumni

4. Other Duties as Assigned.

**Qualifications**

The ideal student will possess experience utilizing Microsoft Office programs, creativity, exceptional organization skills, and ability to maintain strict confidentiality. Great customer service is the top priority for the Alumni Office; therefore, a friendly countenance, outgoing personality, helpful nature, and professional behavior are necessary.

**Compensation**

The summer student worker will be paid $8.00 per hour and is expected to work approximately 20 hours per week. Summer student housing is available at an additional cost.

**To Apply**

To apply for this summer student worker opening, interested students should submit a cover letter, resume, and references by April 17, 2015 to:

Matthew Ruark

Director of Alumni Relations

Kentucky Wesleyan College

3000 Frederica Street

Owensboro, Kentucky 42301

matthewru@kwc.edu

If you need resume assistance, please contact the KWC Career Development Office at 270-852-3302.

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4.6.15 Exercise Physiologist

Schedule: Part-Time

Shift: As Needed

Department: Healthpark Fitness

Location: Healthpark

To apply visit: Owensborohealth.org/careers

**Job Summary:**

Develops exercise prescription and oversees exercise progression in various populations including special populations. Executes all tasks and behaves in a manner consistent with a culture of safety and a high reliability organization; behavior supports the organization's core commitments of Integrity, Service, Respect, Teamwork, Excellence, and Innovation.

**Job Responsibilities:**

Assists with organization of special programs in the fitness areas for the member population. Responsible for the day-to-day and long-term implementation of fitness programming. Responsibible for presenting special programs, events, and classes at the HealthPark, in the community, schools and for business & industry as needed. Shift Supervisor duties may be assumed in the absence of Manager on Duty, acting as point person for medical emergencies, opening/closing, minor problems, member concerns and contact of Manager on Duty when situation warrants. Performs fitness testing and exercise prescription based on the needs and goals of each client. In working with physician-referred clients, the exercise physiologist will not only assess and prescribe appropriate exercise, but will coach them and track their progress, following up with the member and the physician. May be responsible for documenting and entering charges in an electronic medical record system. Responsible for greeting every member and potential member with a smile and making themselves available to help meet their needs, answer their questions and make them feel important. Provides patient testing before and after rehabilitation including strength, body composition, flexibility, balance and endurance. Provides exercise prescription for patients utilizing test data, patient status and current medication regimen; updates prescription according to patient response. Implements concepts of cardiac secondary prevention. Recognizes contraindications to exercise and abnormal patient responses to exercise. Responds appropriately to all situations including exercise cessation and referral to medical professionals. Provides exercise information for patients, peers and the community which may include public speaking and education classes. Maintains the cleanliness of the equipment & fitness areas on a daily basis.

**Education:**

Bachelor's degree in Health Education, Exercise Physiology, Sports Medicine, Exercise Science, Athletic Training, or Physical Education required.

**Licensure/Certification:**

One of the following National Commission for Certifying Agencies (NCCA) certifications required; Certified Personal Fitness Trainer (AAPTE-CPFT), Certified Personal Trainer (ACSM-CPTC), Health and Fitness Instructor(ACSM-HFI), Registered Clinical Exercise Physiologist (ACSM-RCEP), Exercise Specialist (ACSM-ES), Advanced Health and Fitness Specialist (ACE-AHFS), Group Fitness Instructor (ACE-GFI), Health Coach Certification (ACE Health Coach), Personal Trainer (ACE-CPT), Certified Personal Trainer (NASM-CPT), Certified Personal Trainer (NCCPT-CPT), National Certified Personal Trainer (NCSF-CPT), Certified Personal Trainer (NETA-CPT), Certified Group Exercise Instructor (NETA-CGEI), Certified Personal Fitness Trainer (NFPT-CPT), Certified Personal Trainer (NSCA-CPT), Certified Strength and Conditioning Specialist (NSCA-CSCS), or Personal Trainer Certification (CI-CPT). Certified as a Basic Life Support (BLS) Healthcare Provider and First Aid certification required within 90 days of employment in this position. Nationally recognized specialty certification or evidence of training in a given specialty may be considered in lieu of an NCCA certification.

**Required Work Experience:**

At least 2 years experience in a related field preferred. Experience with direct accountability for programs, fitness testing, exercise prescriptions and customer service preferred.

FLSA Class:

Non-Exempt

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4.1.15 Scribe America is looking for PT Scribes (possibly FT). The Focus Career Job ID is KY0579607.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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4.1.15 Girls Scouts of Kentuckiana in Owensboro needs

**The Seasonal Recruiting Specialist** is responsible for developing and executing effective recruiting strategies to increase awareness and participation in Girl Scouting through a variety of in person meetings, presentations, and networking opportunities with community organizations, corporations, schools, educators, faith-based intuitions and other community constituents. She/he is responsible for securing girl and adults volunteer participation and community partnerships through community cultivation, lead generation and follow-up. Application below, or apply at louisvilleworks.com



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4.1.15 YMCA wants to hire someone for an ongoing part-time Membership Services position. Will work around class schedule, being able to work summers is a plus. Individual with good customer service skills, good communication skills, friendly and outgoing. Pick up application at the YMCA, fill it out and take it back.

Questions? Email Corey Gant [corey@owensboroymca.org](mailto:corey@owensboroymca.org)

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4.1.15 Audubon Area is looking to fill the following position 

Human Resources Generalist (PT) KY0580622

Details are attached. Please direct applicants to https://focuscareer.ky.gov and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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3.31.15 repost **Wireless Sales Associate/Management, Cricket Wireless**

Cricket Wireless Dealer – Rymco LLC – Owensboro, KY

Cricket Wireless is a simple, smart, make-your-day-better wireless experience for anyone who wants first-class nationwide wireless service at a value price, with no annual contract. It's all about giving the customer the kind of wireless they deserve. Isn't that how all wireless should be? We think so.

Want to join a dynamic wireless company where your ideas and talents really matter? At Cricket, we work hard and have a great time doing it. We're looking for smart and driven people who want to make a difference. We offer our team members a competitive pay plus commission. We're a dynamic, growing, equal-opportunity employer where employees discover that a career can become a calling.

**We are looking for motivated people to sell Cricket Wireless phones and service in our retail location in Owensboro**

**Applicants must be energetic and possess the desire to exceed goals and provide a professional, solution driven experience for the customer. Previous Wireless and Sales experience not required but previous experience dealing with the public in a retail sales capacity is a plus. Candidate should be computer literate, and proficient in mobile technology. Great work hours, hourly base plus competitive commission structure.**

**Responsibilities:**

\*Develop new personal and business accounts

\*Service existing accounts

\*Provide wireless phone and internet services

\*Monitor the competition

\*Resolve customer issues

\*Contribute to team effort and success

\*Maintain professional and technological knowledge of cutting edge mobile technology

\*Maintain a clean working environment

Job Requirements:

\*Effective Verbal, Written and Interpersonal Skills

\*Positive Attitude

\*Strong Negotiating Skills

\*High Energy Level and Self Motivated

\*Eagerness to Learn New Devices and Technology

\*A Willingness to Generate and Follow up on Leads in a Professional, Retail or Outside Sales Environment

\*Bilingual English/Spanish a plus.

**Apply: 859-457-3243 [faizabri2006@gmail.com](mailto:faizabri2006@gmail.com)**

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3.30.15 Audubon Area Locations/Community Groups/Employment Offices

In accordance with Section 2.5, notice is hereby given of the following position(s) available in the AACS organization.

Human Resources Generalist (PT). Assist in the processing of employees for a multi-funded non-profit agency, working 22.50 hours per week. Record, maintain and update employee information. Provide information to employees and managers on personnel matters such as, tax issues, benefit plans, and deductions and other related issues. Must be a self-starter with excellent communication skills. Proficiency with Microsoft windows and Microsoft Office. Two years college with four years experience in human resources or related field is desired.

Apply or send resume to BM, or HRG to Human Resources, Audubon Area Community Services, Inc. 1700 West 5th St, Owensboro, KY 42301 Apply on-line at [www.audubon-area.com](http://www.audubon-area.com) Fax 270-686-1796 Deadline April 12, 2015

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3.30.15 Menards (who is very willing to work with those in college) is looking to fill the following positions:

Morning and Evening Stockers (PT) KY0580256

Yard/Receiving (PT) KY0580259

Details are attached. Please direct applicants to https://focuscareer.ky.gov and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.



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3.30.15 CVS in Owensboro (downtown) is looking for PT and FT Pharmacy Technicians. The Focus Career Job ID is KY0579938.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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3.27.15 **Wireless Sales Associate/Management, Cricket Wireless**

Cricket Wireless Dealer – Rymco LLC – Owensboro, KY

Cricket Wireless is a simple, smart, make-your-day-better wireless experience for anyone who wants first-class nationwide wireless service at a value price, with no annual contract. It's all about giving the customer the kind of wireless they deserve. Isn't that how all wireless should be? We think so.

Want to join a dynamic wireless company where your ideas and talents really matter? At Cricket, we work hard and have a great time doing it. We're looking for smart and driven people who want to make a difference. We offer our team members a competitive pay plus commission. We're a dynamic, growing, equal-opportunity employer where employees discover that a career can become a calling.

**We are looking for motivated people to sell Cricket Wireless phones and service in our retail location in Owensboro**

**Applicants must be energetic and possess the desire to exceed goals and provide a professional, solution driven experience for the customer. Previous Wireless and Sales experience not required but previous experience dealing with the public in a retail sales capacity is a plus. Candidate should be computer literate, and proficient in mobile technology. Great work hours, hourly base plus competitive commission structure.**

**Responsibilities:**

\*Develop new personal and business accounts

\*Service existing accounts

\*Provide wireless phone and internet services

\*Monitor the competition

\*Resolve customer issues

\*Contribute to team effort and success

\*Maintain professional and technological knowledge of cutting edge mobile technology

\*Maintain a clean working environment

Job Requirements:

\*Effective Verbal, Written and Interpersonal Skills

\*Positive Attitude

\*Strong Negotiating Skills

\*High Energy Level and Self Motivated

\*Eagerness to Learn New Devices and Technology

\*A Willingness to Generate and Follow up on Leads in a Professional, Retail or Outside Sales Environment

\*Bilingual English/Spanish a plus.

**Apply: 859-457-3243 [faizabri2006@gmail.com](mailto:faizabri2006@gmail.com)**

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3.26.15 **Daviess County Public Library**

20 hour a week page position assisting Circulation Services in sorting, customer service, shelving, and overall physical maintenance of the library collection.

Hours are flexible and include evenings, Saturdays and Sundays

Salary is $7.25 per hour

If you are interested, fill out an application and turn in to the Circulation Desk. Applications are located at the First Floor Circulation Desk. Please see Brandon Hagan (Circulation Supervisor) if you have any questions.

Deadline: Friday, April 4 @ 5:00 p.m.

♦ Daviess County Public Library ♦ 2020 Frederica Street ♦ (270) 684-0211 ♦

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3.25.15 Audubon Area is looking to fill the following positions:

Custodian (PT) KY0578890 

Teacher Associate (PT) KY0578893

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3.24.15 Fastenal will soon be hiring 3 part time employees; 28 hours/week, $10/hour, between the hours of 7am and 5pm. Will work around your school schedule. **This is not posted yet.**

If you would like to get ahead of the other applicants, please contact me and I will get your info to the hiring agent. Fastenal has hired several KWC students lately and are anxious to have more good employees from KWC. To get more information about the company: [www.fastenal.com](http://www.fastenal.com)

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3.23.15 The Pearl Club (formerly the Summit Country Club) is wanting to hire bartenders, servers and cooks. To apply email your resume or short bio of work history and experience to [Scott@tpcowensboro.com](mailto:Scott@tpcowensboro.com)

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3.20.15\_State Farm has many opportunities for many academic areas:

We have many summer internships being offered.

**First**, we will have several local internships in Owensboro and adjacent counties in local State Farm agent offices.  Students interested in a local internship can send their resumes directly to me at [tommy.rowland.hs4a@statefarm.com](mailto:tommy.rowland.hs4a@statefarm.com) and I will match them up with a local agent in the community of their choice.  Agent office internships will expose students with the broadest experience, because everything funnels into our agents office (technology, claims, underwriting, marketing, sales, etc).

**Secondly,** we have around 40 corporate internships being offered across the country (Bloomington, IL; Dallas, TX; and Atlanta, GA).  Students can view descriptions of all available internship opportunities and desired majors at  <https://careers.statefarm.com/internship.asp> then select “view the program details” for a complete list.  I think you’ll be surprised at the diverse experiences being offered.  These internships are very competitive and students should apply early.

Also, next semester let’s plan to get me in front of student groups to talk about State Farm and the diverse opportunities available.

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\_3.19.15 Radio Shack FULL & PART-TIME SALES ASSOCIATES

If you are interested in working tor a company that values your contribution and offers a chance for career advancement, RadioShack is for you. We're looking for friendly, knowledgeable people who are passionate about meeting the customer's needs and are willing to take the time to solve problems. As a Retail Sales Associate, your contribution is crucial to the success of our company. That's why we offer extensive training and ongoing support that allows you to be the best associate possible.

Requirements:

Minimum 18 years of age

High School diploma, GED or equivalent Demonstrated success in a retail sales environment is preferred

Ability to work a variety of shifts based on business needs including evenings, holidays and weekends Strong verbal and written communication

Ability to work independently, as well as on a team

Excellent follow-up and persuasion skills

• Bilingual ability a plus in some markets

For more details, visit our website, or:

2684 Frederica St

Wesleyan Park Plaza

Or Call 270-685-3701

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

An equal opportunity employer dedicated to diversity in the workplace.

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3.16.15 Girls Inc is hiring for the summer! 

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3.16.15 Governor’s School for Entrepreneurs Needs Resident Advisors

The **Kentucky Governor’s School for Entrepreneurs (GSE) is looking for mature, energetic and fun-loving male undergraduate students to join its residence staff this summer**. Details and information about the position are on the GSE website. **The employment period is June 15, 2015 through July 11, 2015. The** program is held on the campus of Georgetown College. Pay is hourly and room and meals are provided. Interested persons should apply online. <http://kentuckygse.com/index.php/summerprogrammenu/aboutmenu-summerstaff/aboutmenu-summerstaff-residentadvisor>

GSE is a residential program where creative, free-thinking high school students are empowered to share and develop their ideas for innovative products and services in an exploratory learning environment. GSE is funded by Toyota Motor Manufacturing, Kentucky; Chrysalis Ventures; Kentucky Highlands Investment Corporation; James R. Boyd; Commerce Lexington; Hardscuffle, Inc.; the Kentucky Cabinet for Economic Development; the Appalachian Regional Commission and the Kentucky Council on Postsecondary Education. Private donations and sponsorships are welcomed.

GSE is an initiative of the Kentucky Science and Technology Corporation, a private, nonprofit corporation dedicated to enhancing the capacity of people and companies to develop and apply science and technology and compete responsibly in the global marketplace.

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3.16.15 We currently have a need for a part time Float Teller in Daviess County. This position would move between the 3 locations in Owensboro and occasionally travel to our surrounding counties as needed (would receive paid mileage outside of Daviess County). The ideal candidate would be able to work 2-3 days during the week and on Saturdays. We are looking for someone who is personable and would provide excellent customer service. If you know of any students who you think would make a good fit for us, please have them apply online at www.1776bank.com. The position is labeled as part time Teller in Owensboro. Thank you!! 

Nicole Murphy

Independence Bank

2425 Frederica St

Owensboro, KY 42301

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3.16.15 ScribeAmerica; a company that hires and trains “Medical Scribes” for Board Certified Physicians. This email is to provide information about a truly unique employment opportunity for students **interested in careers in medicine**. Our company is currently looking to recruit students to work as Medical Scribes in your local area of Owensboro, KY.

The scribe will work one on one with board certified physicians assisting with documentation for each patient evaluated by the doctor. It is an exceptional opportunity for anyone interested in medicine to gain first-hand experience following a physician in an emergency department setting.

We offer paid classroom & clinical training. Each employee will have multiple training sessions both in the classroom and the department during which we teach extensive medical terminology and appropriate medical/legal charting documentation.

There is a flyer attached to this email providing more information about the positions and how to apply. We would greatly appreciate it if you would take the time to forward this email to any of your students that are interested in careers in medicine.

For more information you may also visit our website www.scribeamerica.com. Please contact me if you have any questions about our program at [Elizabeth.Berrios@scribeamerica.com](mailto:Elizabeth.Berrios@scribeamerica.com) . 

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3.16.15 The Salvation Army is hiring Summer Day Camp Counselors. The attached file should have all of the information. If you have any questions please let me know. We would love to have students from KWC apply. 

Tiffany A. May

Youth Director

BFI, Owensboro K-T

270-685-5576\*101

“Rejoice in the Lord always. I will say it again: Rejoice!” Philippians 4:4

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3.16.15 We are Southside Fellowship Church located at 2804 Veach Road, across from Briar Patch Restraunt.

We have a web site currently at the following address: southsidefellowshipowensboro.com It has been hacked with ads, and needs to be redesigned. We are looking for a student desiring to gain experience that can help us with this need. We are willing to pay for the work, but are hoping to save some money over the established design companies here in town.

My name is John Fowler, and I'm the pastor of the church, and my number is 270-302-4878

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3.15.15

With summer approaching, Both my husband and I work full-time outside the home and we are looking for some summer help in caring for both our children. My daughter is 14 and my son is 8. As you might imagine, at this age they are pretty self-sufficient but we prefer they have fun over the summer and not sit at home all day. We’re looking for someone to take them out on fun activities during the week and transport them to baseball/softball practice, VBS at church, park, library, movies, etc. We will provide a summer membership to Atlantis as well for swimming. We are blessed with two well behaved kids who are easy going and fun to be around.

Food would be provided and may require some prep at mealtimes. We’ll pay for extra activities such as movies, bowling and a day of eating out. Neither child has any health issues or regular medication. The schedule is flexible since my daughter is old enough to help with her brother. We’re thinking of a time frame of mostly 10:00 am – 3:00 pm. There will be a couple of weeks throughout the summer in which this time will change when one elects to participate in a sports camp or the week of VBS at church. In these instances, transportation would be needed earlier. Also, each child will be spending a week at church camp so there will be a week when only one child will need entertainment.

This is our first time attempting summer help so we’re looking for a college student maybe seeking a career in elementary education. Those interested can reach me by phone or email: 270-903-3981; [christie.poe@bwpmlp.com](mailto:christie.poe@bwpmlp.com)

Thank you for your time and assistance,

Christie Poe

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3.15.15 **Owensboro Regional Recovery Program**

**S.O.S. (Safe off the Streets) Monitor (PT).** Individual will assist with all functions of the agency’s S.O.S. phase of recovery. Will be responsible for monitoring and assisting to ensure the safety of all clients in the facility. Telephone, computer, interpersonal skills and multi-tasking are necessary. Must be able to work 1st, 2nd, 3rd shifts weekends and holidays. High School diploma/GED is required. Ability to obtain First Aid and CPR certification. Completion of the twenty eight written lessons of Recovery Dynamics and/ or complete Recovery Dynamics training. Familiarity with chemical dependency treatment facility preferred. Apply/submit resumes to: SM, Human Resources, Audubon Area Community Services, Inc. 1700 West 5th. St, Owensboro, KY 42301, Fax 270-686-1796

On-line [www.audubon-area.com](http://www.audubon-area.com) **Deadline; March 22, 2015**

EQUAL OPPORTUNITY EMPLOYER M/F/V/D — DRUG FREE WORKPLACE

S.O.S. Monitor. Wages $8.90 hourly.

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3.15.15 Local woman who is a published author and speaker who **needs help using her computer 3-4 hrs.** per week, as she writes articles, books and prepares material for speaking engagements. **A lot of the work is putting her work in to a format she can submit and helping her submit it** **and teaching her.** She is not computer savvy and wants to learn . If you have a knowledge of computers, writing and would be able to help her and earn a little extra money in the process?

She pays $10/hour and the student would need transportation to and from her home. Please contact Ms. Wells at is (270) 683-5920.

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3.15.15

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3.6.15 Audubon Area is looking for a PT Program Assistant in Ohio County. The Focus Career Job ID is KY0574503.

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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3.4.15 White Lightning Liquors is looking for a PT (30 hrs.) Retail Clerk. The Focus Career Job ID is KY0573321.

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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3.3.15 Comfort Suites Hotel is looking for the following PT positions:

Breakfast Hostess KY0572396

Front Desk Agent KY0562515

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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3.3.15 Super 8 is looking to fill the following PT positions:

Housekeeper KY0571955

Front Desk Clerk KY0571948

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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3.3.15 Dunkin Donuts is looking for PT Kitchen Helpers and Cashiers. The Focus Career Job ID is KY0572459.

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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3.2.15 **Walmart** seeking highly motivated individual to fill the role of a **pharmacy technician**. Experience is a plus but not needed. Must be able to get along well with others and work with the public. Job requirements are you must be able to work late afternoon to evening and some weekends. Competitive pay. Please contact Alan Hill RPH at 270-685-0027 for inquiries.

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2.28.15 **Kroger** at Wesleyan Park Plaza, Starlight and 60 East have openings for **pharmacy techs**. No experience needed, they will train the right person. Go online to apply

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2.27.15 I have a local lady who needs help with her computer 3-4 hrs. per week. If you have a strong knowledge of computers and would be able to help her and earn a little extra $$$ in the process?

Please contact [mcambron@kwc.edu](mailto:mcambron@kwc.edu) for more information and contact info for Ms. Wells.

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2.27.15 Reposted 2.20 Trinity United Methodist Church is looking for nursery workers to work in their nursery on Sunday mornings from 9:30am-12:30pm. Call 270-684-7950 for details. Or you can leave your name and number and Phyllis Ellis will return your call. They need someone ASAP..

Must have transportation, located at 2815 Old Hartford Road Owensboro, KY

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2.19.15 Audubon Area is looking to fill one PT positions:

Resident Site Manager (KY0570614)—Part-time

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID

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2.19.15 Another Broken Egg Café is looking to fill the following positions: (All have the same Focus Career Job ID) KY0570667

-Servers

-Bartenders

-Bussers

-Line Cooks

-Food Runners

-Stewards

-Banquet Staff

-Cashiers

The restaurant will be located in the Downtown Holiday Inn.

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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\_2.10.15

Part-time cashier openings at Rite Aid on West Parrish.

Hours are flexible and no experience is necessary.

Apply in person at the store: 1921 West Parrish Ave.

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2.5.15

**Dream Riders of Kentucky is looking for a PT Executive Director**. The Focus Career Job ID is KY0568027.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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2.4.15 The H.L.Neblett Community Center is needing afternoon and evening childcare workers ASAP to

Supervise children, help with homework, lead recreation activities and mentor children. Hours are

between 4pm – 10pm; will work around school schedules. Competitive pay, vacation, sick leave and personal time off (unusual for PT) Apply by picking up application in the Career Development office Rm 212 Admin Bldg. then taking completed application to 801 West 5th Street Owensboro, KY 42301

if you have questions call 270-685-3197 ask for Carol or Rick. They are hiring today! Limited positions.

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2.3.15 Retail Sales Professionals

Joining AT&T comes with rewards, perks, and opportunity. Health Insurance , 401K, and tuition reimbursement? We have them. Newest wireless technology and monthly app budget? You get one. Training and ongoing development? It’s part of the deal.

Join the company Forbes named America’s Best Corporate Citizen. Apply

today at <http://attlinks.com/retailowensboro> .

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2.3.15 Over 30 jobs at local Dollar General Stores within 5 miles of campus; FT and PT

[https://sjobs.brassring.com/TGWebHost/searchresults.aspx?SID=^QHVZEh4HUYktqcHUkQ8dkKThhaTgem4kZbCjMdEd8JL9de50JT5JGfAvLUwqNPCd](https://sjobs.brassring.com/TGWebHost/searchresults.aspx?SID=%5eQHVZEh4HUYktqcHUkQ8dkKThhaTgem4kZbCjMdEd8JL9de50JT5JGfAvLUwqNPCd)

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2.3.15 **Trinity United Methodist Church is looking for nursery workers** to work in their nursery on Sunday mornings from 9:30am-12:30pm. Call 270-684-7950 for details. Or you can leave your name and number and Phyllis Ellis will return your call. They need someone ASAP..

Must have transportation, located at 2815 Old Hartford Road Owensboro, KY

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2.3.15 Immediate Openings!

**Banquet Servers at Owensboro Convention Center** 501 W. 2nd Street, Owensboro, KY 42301

Reports to: Banquet Manager; Banquet Supervisor

Status: Part-Time: $8.00/hour

SUMMARY:

Servers are responsible for taking orders for food and drinks and relaying the orders to the kitchen staff. They are responsible for serving appetizers, salads, and soups before the main course. When main course is ready to be served, Banquet Servers are responsible for making sure orders are complete and accurate.

ESSENTIAL JOB FUNCTIONS: (including to but not limited to)

• Refill all drinks and beverages.

• Remove dishes and glasses from table and take them to the kitchen or breakdown station.

• Remove and replace table linens and service settings as required.

• Clean and arrange work stations, chairs, and table pieces.

• Refill salt, pepper, sugar, cream, and condiment containers.

• Give menu descriptions to customers, and answer questions regarding preparation.

• Memorize or write down special orders from customers.

• Relay orders to the chef or kitchen.

• Prepare beverages for customers or serve wine.

• Serve meals to customers or direct customers to buffets.

• Observe customers to find out if anything else is needed.

• Determine when the meal and beverages have been finished.

QUALIFICATIONS:

• Work experience in events, banquets or restaurants.

• High school diploma or equivalent GED strongly preferred. Equivalent experience may be substituted.

**Contact: Ashley White @ 270-687-8953**

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2.3.15 **Girls Inc. is currently hiring for:**

**Program Facilitator & Van Driver**

Pick up application at:

Rolling Heights Campus

Girls Incorporated of Owensboro-Daviess County, Kentucky

2130G East 19th

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2.2.15 **Seasonal (Summer 2015) PAVEMENT MANAGEMENT WORKERS**

**Pavement Management positions are an excellent opportunity for students in**

**Civil Engineering or related fields. Summer months.**

JOB SUMMARY: Performs engineering-related functions, depending on assignment, such as

but not limited to: collecting initial street inventory, street sign inventory, and/or pavement

condition data; taking field measurements for street blocks, defining curb, gutter, and sidewalk

types; collecting locations of street signs, stop signs, yield signs, warning signs, direction signs,

and various other types of signage using Global Positioning System (GPS) surveying equipment,

digital camera, and other devices; inventory distresses in each street block and evaluate

such distresses by using a predefined rating system; entering data into applicable computer

applications; assisting Engineering and Street departments in a variety of engineering-related

functions. **Typically 40 hrs/wk. $11.33/hr.**

REQUIREMENTS: High school diploma or GED; Valid KY driver’s license preferred prior to

hire. Ability to walk long distances (1 mile or more a day in residential, urban or rural areas)

carrying various hand tools; work in outdoor conditions; drive safely, effectively utilize radio/

equipment/computer, and perform other demands of job. Prefer at least one year of college in

Civil Engineering, though not required. The City will provide training. To be considered for

employment, must be minimum of age 18.

Successful candidate(s) may also be considered for this position working for Regional Water

Resource Agency (RWRA). In addition to requirements stated above, RWRA requires ability to

collect locations of pipes and/or property referencing landmarks using GPS surveying equipment;

Extract 75 lb. manhole lids using proper lifting equipment; Conduct manhole inspections

using pre-defined rating system; General data entry related to Geographic Information System

(GIS); Scan and/or copy plans as needed; Assist RWRA Engineering in variety of engineering

related functions. RWRA hourly wage is to be negotiated with RWRA.

TO APPLY: To ensure your application will be considered, it must be received NO LATER than

the application deadline of March 27, 2015. The City reserves the right to accept applications

after deadline, at its discretion. Applications available at www.owensboro.org; Scroll down to

“Employment Opportunities;” click the position; follow directions on how to apply (i.e., in upper

right corner, click “Download Application” to download and complete application electronically;

Save; then click arrow in very upper left-hand corner to go back to previous page; Click “Submit

Application” and complete required information; Submit; You should receive a message telling

you if your application was successfully submitted). If you experience difficulty, you may also

email your job application and any related documentation directly to

timmelme@owensboro.org. Applications can also be obtained by calling (270) 687-8540 or

toll-free (888) 616-8540. TDD/Voice (270) 687-4459. If you prefer, you may mail paper

applications to Elaine Timmel, City of Owensboro Personnel Dept., PO Box 10003, Owensboro,

KY 42302-9003. To confirm receipt of application, call the above number(s) PRIOR TO

application deadline. Resume alone not sufficient. Job application required.

The City of Owensboro is an Equal Employment Opportunity Employer. EEO/AA– M/F/V/D

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1.28.2015

**Stop by for an Application!**

***The City of Owensboro is seeking applicants for the following positions:***

**PARKS DEPT INTERMITTENT AND SEASONAL POSITIONS**

***DEADLINE TO APPLY FOR ALL POSITIONS: FEBRUARY 6, 2015***

**SMOTHERS PARK: (Year-round)**

Smothers Park Supervisor (*Requires age 18; HS diploma; Intermittent*) $10.00/hr

Recreation Facility Worker *(Requires age 16; Intermittent)* $7.25/hr

**EDGE ICE CENTER: (Year-round)**

Edge Supervisor *(Requires age 18; HS diploma; Intermittent)* $9.00/hr

Recreation Facility Worker *(Requires age 16; Intermittent)* $7.25/hr

**DAY CAMP: (Year-round, Intermittent)**

DC Counselor *(Requires age 16; Experience in Education field or working* $7.63/hr

*with children in a school, after-school, or day care setting preferred. Youth program planning experience also preferred)*

DC Asst. Counselor *(Requires age16)* $7.25/hr

**DUGAN BEST RECREATION CENTER: (Year Round)** $8.00/hr

Recreation Facility Assistant (Requires age 18; Part-time)

(*Experience in Education field or working with children in a school, after-school, or day care setting preferred. Youth program planning experience also preferred)*

**SOFTBALL COMPLEX (Fisher Park):**

Softball Supervisor *(Requires age 18; HS diploma; Seasonal est. March-Oct.)* $9.00/hr Recreation Facility Worker *(Requires age 16; Intermittent)* $7.25/hr Laborer (Requires age 18; Seasonal) $9.00/hr

**SWIMMING POOLS (COMBEST & CRAVENS):**

Combest Pool Manager (Requires age 18; HS diploma; Seasonal) $10.00/hr Combest Pool Asst. Manager (Requires age 18; HS diploma; Seasonal) $9.00/hr Cravens Pool Manager (Requires age 18; HS diploma; Seasonal) $9.00/hr Cravens Pool Asst. Manager *(Requires age 18; HS diploma; Seasonal)* $8.00/hr Lifeguard *(Requires age 16; Lifeguard Certification; Seasonal)* $7.63/hr Recreation Facility Worker *(Requires age 16; Intermittent)* $7.25/hr

**EDGE ICE CENTER DAY CAMP—(Seasonal)**

DC Supervisor (*Requires age 18; HS diploma; Experience in Education field or* $9.00/hr

*working with children in a school, after-school, or day care setting preferred)*

DC Counselor *(Requires age 16; Experience in Education field or working* $7.63/hr

*with children in a school, after-school, or day care setting preferred. Youth program planning and/or figure skating ice hockey experience also preferred)*

**TO APPLY: To ensure your application will be considered, it must be received NO LATER than the dead- lines) stated above. The City reserves the right to accept applications after deadline, at its discretion.** Applications available at  **[www.owensboro.org](http://www.owensboro.org)**. Scroll down to “Employment Opportunities;” click the position; follow directions on how to apply (i.e., in upper right-hand corner, click “Download Application” to download and complete application electronically; Save; then click the arrow in the very upper left-hand corner to go back to previous page; Click “Submit Application” and complete required information; Submit). If you experience difficulty, you may also email your job application and any related documentation directly to [timmelme@owensboro.org](mailto:timmelme@owensboro.org). Applications can also be obtained by calling (270) 687-8540 or toll free (888) 616-8540; TDD/Voice (270) 687-4459. If you prefer, you may mail paper applications to *Elaine Timmel, City of Owensboro Personnel Dept., PO Box 10003, Owensboro, KY 42302-9003*. To confirm receipt of application, please call the above number(s) **prior to** application deadline. Resume alone is NOT sufficient. Application required.

***The City of Owensboro is an Equal Employment Opportunity Employer. EEO/AA– M/F/V/D***

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1.27.15 \*\*WE'RE HIRING!

1.27.15 **Holiday Inn - Owensboro Riverfront and Another Broken Egg Café Kentucky** **are hosting a Job Fair at the Owensboro Convention Center on Monday, February 2nd 8:30am-4:00pm and Tuesday, February 3rd 8:30am-12pm. Interviews on the spot! Dress for success, take resumes if you have them.**

**Hiring positions for:**

-Front Desk Staff

-Room Attendants

-Night Audit

-Maintenance Staff

-Servers/ Bartenders/ Bussers

-Line Cooks

-Stewards

-Banquet Staff

-Cashiers

Elissa Payne

Director of Sales

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 1.26.15 The announcement for an educational technician to help with our five week-long summer day camps this **summer at Mammoth Cave** has just been released on USAJobs. If interested, please go to [https://www.usajobs.gov/getjob/viewdetails/389324000#](https://www.usajobs.gov/getjob/viewdetails/389324000)

**Agency:**National Park Service

**Job Announcement Number:**W-MACA-15-34-DE (1283952)

|  |  |
| --- | --- |
| **SALARY RANGE:** | $31,628.00 to $41,122.00 / Per Year |
| **OPEN PERIOD:** | Monday, January 26, 2015 to Friday, February 6, 2015 |
| **SERIES & GRADE:** | GS-1702-05 |
| **POSITION INFORMATION:** | Full Time - Temporary NTE 1039 HOURS |
|  | |
| **DUTY LOCATIONS:** | 1 vacancy in the following location: Mammoth Cave, KY [View Map](https://www.usajobs.gov/getjob/viewdetails/389324000) |
| **WHO MAY APPLY:** | United States Citizens |
| **SECURITY CLEARANCE:** | Q - Nonsensitive |
| **SUPERVISORY STATUS:** | No |

**JOB SUMMARY:**

***Experience your America and build a fulfilling career by joining the National Park Service, as we prepare for a second century of Stewardship and Engagement.  Become a part of our mission to connect with our past and create important connections to the future by building a rich and lasting legacy for the next generation of park visitors, supporters and advocates.***

This is a seasonal position is limited to 1039 hours per year (up to 6 months).

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1.26.15 The Temporary Hiring web page USDA **Forest Service**

**Eastern Regional Office** is live: <http://www.fs.usda.gov/detail/r9/jobs/?cid=stelprd3790978>

Many summer positions will be posted over the next few months at this site.

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1.26.15 Long John Silver’s is looking to fill the following positions for the Parrish Avenue location:

Fast Food Worker (PT) (KY0564927)

Details are attached. Please direct applicants to https://focuscareer.ky.gov and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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1.26.15 Audubon Area is looking to fill the following positions:

Teacher Associate (KY0564796)

IT Desktop Support Specialist (KY0564793)

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1.26.15 **The Owensboro Museum of Fine Art is seeking 2 PT Gallery Attendants.** This is an immediate need. The Focus Career Job ID is KY0565067..

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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**1.26.15 HL Neblett is seeking 3 Day Care Workers (35 hours per week).**

**The Focus Career Job ID is KY0564076.**

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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**1.26 .15 Lowes is looking to fill the following seasonal positions**:

Cashier (KY0563359)

Customer Service –Outside Lawn and Garden (KY0563593)

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**12.22.14 Field Representative (US Census Bureau)**

Us Census Bureau

Owensboro, KY, 42301

Duties and Responsibilities

DUTIES: Interviews respondents to collect survey or census data as required for current, on-going surveys, one-time surveys, and special censuses.

The incumbent is responsible for communicating with respondents, supervisors, and other persons as appropriate. Reads survey materials and

conducts door-to-door surveys. Explains the purpose of the survey, asks questions as worded on the questionnaire or survey instrument, and enters

accurate and complete information into a laptop computer or onto survey forms. The incumbent may occasionally be required to lift boxes of survey

materials or laptops weighing up to 30 pounds. Maintains personal payroll records that reflect hours worked, miles driven, and reimbursements for travel

and communications claimed.

QUALIFICATIONS:

GS-03: Six months of general experience or one year above high school. General experience is progressively responsible clerical, office, or other work

that indicates ability to acquire the particular knowledge and skills needed to perform the duties of a Field Representative.

GS-04: One (1) year of general experience or two (2) years above high school. General experience is progressively responsible clerical, office, or other

work that indicates ability to acquire the particular knowledge and skills needed to perform the duties of a Field Representative.

EVALUATION CRITERIA:

Applicants must take and pass a written basic skills test after which a mock interview and structured job interview will be administered. Eligible

candidates will be certified based on the score they receive on the mock interview and structured job interview plus any Veterans’ preference

entitlements. All applicants or resumes will remain active for two years from initial date of application.

CONDITIONS OF EMPLOYMENT:

1) Must be willing to work days, evenings, and weekends.

2) Must have use of an automobile, valid driver’s license.

3) Must have access to a land line.

HOW TO APPLY: Each applicant must complete the following:

• A Census Employment Inquiry (BC-170A) – Provided to you at a testing session; or

• A resume.

• A written basic skills test and mock and structured interview. Applicants must contact the Philadelphia Regional Office at 866.564.5420 to be

scheduled for a testing session in your area or to provide your contact information.

The following information is needed to evaluate your qualifications and determine if you meet legal requirements for Federal employment. Failure to

provide this information may result in loss of consideration.

- Full name, mailing address (including zip code) and day and evening phone numbers (with area code).

- Social Security number.

- Country of citizenship (this Federal job requires U.S. citizenship).

- Highest Federal civilian grade held (if applicable).

- Highest education level achieved. Specify: name, city, state, zip code (if known), date or expected date (month/year) of completion of degree

requirements, type of degree received, and graduate of foreign universities must include proof of foreign education equivalency to an accredited U.S.

college/university.

- To qualify based on education, submit a copy of your college transcript, along with your application.

- Paid and non-paid work experience related to the position. For each work experience include: job title, series/grade (if Federal employment), duties

and accomplishments, employer’s name and address, supervisor’s name and address, starting and ending dates, hours per week, salary, and indicate

if we may contact your current supervisor/employer.

- Use of any Government agency envelopes to file job application is a violation of Federal laws and regulations. Applications submitted in Government

envelopes or via Government FAX machines will not be accepted.

OTHER IMPORTANT INFORMATION:

- Must be a U.S. citizen.

- Must be 18 years of age or older.

\_

- You must pass a background check.

- You will be required to complete a Declaration for Federal Employment (OF-306) to determine your suitability for Federal employment and to authorize

a background investigation. You will also be REQUIRED TO SIGN AND CERTIFY THE ACCURACY OF ALL THE INFORMATION IN YOUR

APPLICATION. If you make a false statement in any part of your application, you may not be hired; or you may be fired after you begin work; or you

may be fined or jailed.

- If selected, male applicants born after 12/31/59 must confirm their selective service registration status. Certification forms are available at most Federal

agency personnel offices or from the U.S. Office of Personnel Management.

- Veterans’ Preference - Applicants claiming 10-point Veterans’ preference MUST submit the SF-15.

Application for 10-Point Veterans’ Preference, with the required proof (i.e., statement from the Department of Veterans Affairs) and the latest copy of the

DD-214, Certificate of Release or Discharge from the Active Duty. Applicants claiming 10-point preference who do not submit the required

documentation will receive 5-point Veterans’ preference. Applicants claiming 5-point Veterans’ preference must submit a DD-214 to receive preference.

- Employees who receive a Voluntary Separation Incentive Payment or “buyout” and subsequently return to a position in Federal agencies, whether by

re-employment or contracts for personal services are obligated to repay the full amount of the buyout to the agency that paid it within a specified time

period.

- This position may require lifting up to 30 pounds of survey materials or laptops.

- Trial Period - This position may require a 1 or 2 year trial period.

- Disabled Veterans or any other applicants eligible for non-competitive appointments, should specify their special eligibility on the application.

Individuals with a disability may request reasonable accommodations by calling the Recruiter, Lanette Swopes, Philadelphia Regional Office at

886.564.5420..

Nature of Work

Duration: Part Time, Temporary

Normal Work Days: Varies

Normal Work Shifts: Any Shift

Salary Range: 12.07 - 12.07 /Hour

Post is open till: 31st December, 2014

Education

Applicants should have a Associates/Some College/Vocational Degree

Minimum Age

Applicants should have age 18 yrs. (Child Labor Laws)

License

Applicants should have following driver's license: Class D/Regular:

Special Requirements

Applicant must pass a background check.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Summer 2015 full time position: Apply in February

Job Vacancy:

**The Hoosier National Forest, Brownstown Ranger District, will be filling a temporary position**. The selected applicant will serve as a GS-0462-04 Forestry Technician (Recreation). **The work schedule is full-time for the summer and the salary is $16.00/hour (approx.). The selected applicant will start on May 5th (approx.) and work through August 22nd (approx.). The work schedule is primarily Monday through Friday, some weekend work is required including summer holiday weekends.** Work day hours are generally 7:00am-3:30pm and the selected candidate will report to the Forest Supervisor’s Office located in Bedford. No government housing is available; however there are rental opportunities in the cities of Bedford and Bloomington. Interested applicants must possess a valid driver’s license.

**The Position:**

The candidate will work closely with Forest recreation and wilderness staff. The work performed will be arduous and successful applicants must be highly motivated and enthusiastic about working outside, in various terrain and weather conditions (rainy, hot/humid, etc.) for 8 hours a day. The selected candidate must have the ability to supervise and lead assigned work projects. The position involves:

 serving as a leader/supervisor for a summer crew with up to five high school students (8 weeks of position term)

 basic maintenance of recreation areas, trails, and wilderness

 logging out/clearing trails

 utilizing a chainsaw, hand tools and All Terrain Vehicle (ATV)

 other miscellaneous projects and maintenance duties as needed

More Information:

If you would like more information regarding this vacancy, please contact Stacy Duke, District Recreation Manager for the Brownstown Ranger District at (812) 276-4726 or [sduke@fs.fed.us](mailto:sduke@fs.fed.us) . More information on the Hoosier National Forest can be found on the Forest’s website <http://www.fs.usda.gov/hoosier> .

**To Apply:**

The vacancy announcements for these positions will be posted on the U.S. Government’s official website for employment opportunities at www.usajobs.gov**. Application period will be open on or about February 9th and close on or about February 16th, 2015.**

HOW TO APPLY: go to <https://www.usajobs.gov/>

Step 1 — Create a USAJOBS account (if you do not already have one). It is recommended that as part of your profile you set up automatic email notification to be informed when the status of your application changes. If you choose not to set up this automatic notification, you will need to log into your USAJOBS account to check on the status of your application.

Step 2 — Create a resume with USAJOBS or upload a resume into your USAJOBS account profile. You may want to customize your resume to ensure it accurately depicts your duties and accomplishments as they pertain to the position for which you’re applying. Include accurate information about the length of time you performed such duties as it is a key factor in determining whether or not you qualify for a specific grade. In addition, your resume must support your responses to the online questionnaire (you may preview the online questionnaire by clicking on the link at the end of the “How You Will Be Evaluated” section of the job announcement.

Step 3 — Search for the job title and duty station: Forestry Technician GS-0462-04 Bedford, Indiana. Please read the entire announcement and all the instructions before you begin. Click “Apply Online” and follow the prompts to complete the “Occupational Questionnaire” and attach any additional documents that may be required. Make sure you select Bedford Indiana as the location in order to apply for a job with the Hoosier National Forest.

• You may update your application or documents anytime while the announcement is open. Simply log into your USAJOBS account and click on “Application Status.” Click on the position title, and then select “Update Application” to continue.

• If you need assistance with navigating through the USAJOBS website, please visit: https://help.usajobs.gov/index.php/Main\_Page

**The Forest:**

The Hoosier National Forest encompasses over 200,000 acres in South Central Indiana stretching south from Bloomington to the Ohio River. The Forest is located within a two hour drive of Cincinnati, Ohio, Evansville and Indianapolis, Indiana, and Louisville, Kentucky.

The Forest provides a range of opportunities and resources for people to enjoy. The many recreation opportunities including camping, fishing, hiking, horseback riding, hunting, mountain bike riding, and viewing scenery. The only congressionally designated wilderness in Indiana, the 13,000 acre Charles C. Deam Wilderness provides opportunities for users desiring higher levels of solitude. In addition the Forest has over 265 miles of trails for hiking, biking, or horseback riding. Additional information about the Forest may be found at <http://www.fs.fed.us/r9/hoosier> .

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12.12.14 Citation Officer (Part-time) City Of Owensboro

Owensboro, KY, 42303

**Duties and Responsibilities**

Enforces City of Owensboro regulations/ordinances and Commonwealth of Kentucky laws relating to use of parking areas within the city limits. Duties

include, but are not limited to: patrols assigned area in traffic enforcement vehicle or on foot; assists motorists and renders emergency first aid;

enforces applicable laws and ordinances; prepares daily activity reports,citation records and other forms; requests ambulances and/or tow trucks;

directs traffic; ensures removal of illegally parked vehicles by owners; ascertains condition of streets made hazardous by ice, snow, or fallen objects;

receives, investigates, analyzes, resolves, and reports parking or traffic complaints from citizens; testifies in court when necessary; maintains and

services assigned vehicle and equipment; carries out special projects and assists when requested with special events, such as: runs/walks, BBQ Fest,

air show, etc.

**QUALIFICATIONS:**

Requires a high school diploma or GED, valid driver’s license, valid motorcycle operator’s license. Must be able to regularly operate a 3-wheel vehicle

for long periods of time. Must be able to use radio equipment and other equipment as assigned. Must be able to perform assigned duties while exposed

to outside weather conditions (hot, cold, wet, humid, etc.). Must be able to perform each essential job function as required for the position. May be

required to

satisfactorily complete various evaluation processes, including but not limited to: background check, polygraph, physical examination, drug screen, etc.

Nature of Work

Duration: Part Time, Regular

Normal Work Days: Varies

Normal Work Shifts: Any Shift

Post is open till: 2nd January, 2015

Education

Applicants should have a High School Diploma/GED

Minimum Age

Applicants should have age 18 yrs. (Insurance Reasons)

License

Applicants should have following driver's license: Class D/Regular: Motorcycle

Citation Officer (PT) (KY0559314)

Telecommunicator (FT) (KY0559311)

Calltaker (PT)(KY0559554)

**Please direct applicants to** [**https://focuscareer.ky.gov**](https://focuscareer.ky.gov) **and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.**

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12.12.14 Part-Time/Intermittent CALLTAKER City Of Owensboro E3

Owensboro, KY, 42303

Duties and Responsibilities

Provides communication support, as allowed by applicable law and in accordance with their training, to assist the Public Safety Communications unit.

Other Essential Function(s) include but not limited to:

· Carries out special projects

All employees, regardless of rank, grade, or pay, are required to:

· shall serve as good role models; and

· shall adhere to the City Employee Code of Citizen Service; and

· shall take necessary safety precautions to ensure the safety of themselves and others; and

· shall undergo required training and cross-training; and

· shall cooperate as part of the team, and as such, assist and/or assume the duties/responsibilities of other emplyees when

directed and/or as needed; and

· shall exhibit strong customer service not only with the general public, but with our internal customers as well (i.e. other City

employees); and

· shall ensure that those who report to them, if applicable, are adequately trained and cross-trained; and

· may be required to mentor, train, coach, and monitor other employees, volunteers, program participants, etc.

Nature of Work

Duration: Part Time, Regular

Normal Work Days: Varies

Normal Work Shifts: Any Shift

Post is open till: 2nd January, 2015

Education

Applicants should have a High School Diploma/GED

License

Applicants should have following driver's license: Class D/Regular:

Owensboro offers highly professional and award winning public safety agencies with an elected government and administration committed to quality of

life, economic development, revitalization, and public safety .

**Calltaker (PT)(KY0559554)**

**Please direct applicants to** [**https://focuscareer.ky.gov**](https://focuscareer.ky.gov) **and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.**

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For Summer 2015

**Job Vacancy:**

The Hoosier National Forest, Brownstown Ranger District, will be filling a temporary position. The selected applicant will serve as a **GS-0462-04** Forestry Technician (Recreation). The work schedule is full-time for the summer and the salary is **$16.00/hour** (approx.). The selected applicant will start on May 5th (approx.) and work through August 22nd (approx.). The work schedule is primarily Monday through Friday, some weekend work is required including summer holiday weekends. Work day hours are generally 7:00am-3:30pm and the selected candidate will report to the Forest Supervisor’s Office located in Bedford. No government housing is available; however there are rental opportunities in the cities of Bedford and Bloomington. Interested applicants must possess a valid driver’s license.

**The Position:**

The candidate will work closely with Forest recreation and wilderness staff. The work performed will be arduous and successful applicants must be highly motivated and enthusiastic about working outside, in various terrain and weather conditions (rainy, hot/humid, etc.) for 8 hours a day. The selected candidate must have the ability to supervise and lead assigned work projects. The position involves:

* serving as a leader/supervisor for a summer crew with up to five high school students (8 weeks of position term)
* basic maintenance of recreation areas, trails, and wilderness
* logging out/clearing trails
* utilizing a chainsaw, hand tools and All Terrain Vehicle (ATV)
* other miscellaneous projects and maintenance duties as needed

**More Information:**

If you would like more information regarding this vacancy, please contact Stacy Duke, District Recreation Manager for the Brownstown Ranger District at (812) 276-4726 or [sduke@fs.fed.us](mailto:sduke@fs.fed.us) . More information on the Hoosier National Forest can be found on the Forest’s website <http://www.fs.usda.gov/hoosier> .

**To Apply:**

The vacancy announcements for these positions will be posted on the U.S. Government’s official website for employment opportunities at [www.usajobs.gov](http://www.usajobs.gov). **Application period will be open on or about February 9th and close on or about February 16th, 2015.**

Continued on next page:

HOW TO APPLY: go to <https://www.usajobs.gov/>

Step 1 — Create a USAJOBS account (if you do not already have one). It is recommended that as part of your profile you set up automatic email notification to be informed when the status of your application changes. If you choose not to set up this automatic notification, you will need to log into your USAJOBS account to check on the status of your application.

Step 2 — Create a resume with USAJOBS or upload a resume into your USAJOBS account profile. You may want to customize your resume to ensure it accurately depicts your duties and accomplishments as they pertain to the position for which you’re applying. Include accurate information about the length of time you performed such duties as it is a key factor in determining whether or not you qualify for a specific grade. In addition, your resume must support your responses to the online questionnaire (you may preview the online questionnaire by clicking on the link at the end of the “How You Will Be Evaluated” section of the job announcement.

Step 3 — Search for the job title and duty station: **Forestry Technician GS-0462-04 Bedford, Indiana**. Please read the entire announcement and all the instructions before you begin. Click “Apply Online” and follow the prompts to complete the “Occupational Questionnaire” and attach any additional documents that may be required. Make sure you select **Bedford Indiana** as the location in orderto apply for a job with the Hoosier National Forest.

 You may update your application or documents anytime while the announcement is open. Simply log into your USAJOBS account and click on “Application Status.” Click on the position title, and then select “Update Application” to continue.

 If you need assistance with navigating through the USAJOBS website, please visit: <https://help.usajobs.gov/index.php/Main_Page>

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12.11.14 Repost This is a great opportunity for a Pre\_Professional.

Do this during Christmas break and Jan winter term. Be ready to work by start of Spring semester.

As you may recall, my name is Elizabeth Berrios, Recruitment Coordinator for **ScribeAmerica**; a company that hires and trains “Medical Scribes” for Board Certified Physicians. This email is to provide information about a truly unique employment opportunity for students interested in careers in medicine. Our company is again hiring Medical Scribe (5-10) and is currently looking to recruit students to work as Medical Scribes in your local area of Owensboro, KY.

The scribe will work one on one with board certified physicians assisting with documentation for each patient evaluated by the doctor. It is an exceptional opportunity for anyone interested in medicine to gain first-hand experience following a physician in an emergency department setting.

We offer paid classroom & clinical training. Each employee will have multiple training sessions both in the classroom and the department during which we teach extensive medical terminology and appropriate medical/legal charting documentation.

There is a flyer attached to this email providing more information about the positions and how to apply. We would greatly appreciate it if you would take the time to forward this email to any of your students that are interested in careers in medicine.

For more information you may also visit our website [www.scribeamerica.com](http://www.scribeamerica.com) . Please contact me if you have any questions about our program at [Elizabeth.Berrios@scribeamerica.com](mailto:Elizabeth.Berrios@scribeamerica.com) .

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12.10.14 Liberty Tax in Owensboro is seeking to fill several PT Tax Prep positions. The Focus Career Job ID is **KY0559153.**

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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12.10.14 **For Summer 2015. Apply in January.**

The Stanislaus NF will be filling a number of temporary summer positions in 2015.

A wide variety of jobs will be available in **archaeology, botany, interpretation, recreation, wilderness, wildlife and wildland firefighting.**

Currently, we have job announcements created for botany. **These announcements will not open until 01/06/2015**.  Below are the announcement numbers and the website to apply for these positions.

GS-0404-03 Biological Science Aid :                         **15-TEMP0516-107133DT-MC** USAjobs control # 388475400

GS-0404-04 Biological Science Technician (Plants) :  **15-TEMP0516-107137DT-MC**  USAjobs control #388482800

GS-0404-05 Biological Science Technician (Plants) :  **15-TEMP0516-107139DT-MC** USAjobs control #388472900

GS-0404-06 Biological Science Technician (Plants) :  **15-TEMP0516-107142DT-MC** USAjobs control #388483800

GS-0404-07 Biological Science Technician (Plants) :  **15-TEMP0516-107148DT-MC**    USAjobs control #388476900

**All of the positions listed above will open on 01/06/2015 and close on 01/12/2015**

**APPLICATION PROCESS:** Applicants must access the vacancy announcement through USAjobs – [www.usajobs.gov](http://www.usajobs.gov)

You can access the announcements on the date the job opens which is indicated above with the number listed as the announcement # or the USAjobs control #.

Applicants must establish an account and create or upload a resume in the site in order to apply.  For assistance in navigating the USAjobs site, open the attached power point PDF file or access <https://help.usajobs.gov/index.php/Main_Page>.   Once you have established your account and resume, that data will be used in all future applications without the need to reenter.

For further information on these jobs, please contact:

Jennie Haas, 209.962.7825 x540

[jhaas@fs.fed.us](mailto:jhaas@fs.fed.us)

or

Quinn Young, 209.795.1381 x326

[qyoung@fs.fed.us](mailto:qyoung@fs.fed.us)

or

Margaret Willits, 209.586.3234 x624

[mwillits@fs.fed.us](mailto:mwillits@fs.fed.us)

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12.9.14 Babysitter needed starting in January for 21 month old little girl, couple of days a week. For details call

Brittney Roberts 270-344-4095

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12.9.14 **Cliff Hagan Boys & Girls Club is currently hiring three van drivers and one program aid**. The van drivers have to be 20 years or older and the program aid has to be 18 years or older. If anyone is interested please have them contact me at 270-685-4903. Thank you!

God Bless

Melissa Clements

Director of Operations

Cliff Hagan Boys & Girls Club

270-685-4903

mhughes\_chbgc@yahoo.com

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12.9.14 **Help at Home is seeking Direct Support Professionals**. The Focus Career Job ID is KY0558401.

They will be hosting a Job Fair/Interviews at Western’s campus 12-15-14 from 10:00am—4:00pm.

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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12.8.14 $$MAKE MONEY$$ & HAVE FUN!

**Weed man (a local lawn care company) needs 12 high energy, assertive, out going, positive people with excellent organization and communication skills**. If you enjoy working in a team environment, having fun, being competitive, and making $9.00 per hour we want you to join our team.

This is an outside door knocking position that requires you to be on your feet and very active from 5:00 pm – 8:30 pm (Monday-Friday) and 10:00 am – 2:00 pm (sat.)

If you can work these hours and this is an opportunity you would like to take advantage of please come by our office at 2900 Fairview Dr.

For questions and information call Derek @ 270-926-4101.

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12.8.14 For over 40 years, Weed Man has been delivering top-quality lawn care to customers across North America and has grown to become the #1 Franchise in Lawn Care. Together, with the greatest products, service, and employees in the world, we will continue to be America’s choice when it comes to selecting a lawn care professional.

As we continue our successful track record of growth, we are pleased to offer exciting employment opportunities. Come to work with your passionate, enthusiastic attitude and be rewarded with many opportunities for personal and professional growth!

**Weed Man is currently looking to hire a talented Customer Service Representative**. As a customer service professional, you will interact with customers over the phone and by e-mail to answer questions, resolve concerns, verify customer information, and make sales. You may also be responsible for other related administrative duties.

We Offer:

• Competitive salary and bonus program

• Varying benefit packages

• Industry and company training

• Advancement opportunities

• The ability to work independently as part of a team

Responsibilities:

• Interact with prospects & customers over the phone and by email

• Provide excellent customer service

• Answer questions and resolve concerns

Qualifications:

• High school diploma (or GED)

• Excellent oral and written communication skills

• Advanced problem-solving skills and proven time management

• Ability to multi-task

• Ability to work in a fast-paced, results-oriented environment

• Previous customer service experience is an asset but is not required

• Previous knowledge of MS Office is an asset but is not required

Benefits and Salary:

Competitive pay ($8 to 10 per hr with commission)

Hours:

Part-time hours include Monday-Thursday and some Fridays 6pm to 9pm & Saturdays 9am-1pm

Please email resumes to derek.thompson@weedmanusa.com

Derek R. Thompson

Sales Manager

270.926.4101 - Office

2900 Fairview Dr.

Owensboro, Ky 42303

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12.4.14 Hotel Front Desk Attendant Fairfield Inn Owensboro, KY, 42303

Duties and Responsibilities

**Part-time and Full-time positions available.**

\* Greet and register guests.

\* Assign rooms to guests.

\* Determine customer payment methods.

\* Contact housekeeping or maintenance staff when guests report problems.

\* Make and confirm reservations.

\* Direct guests to room or other points of interest.

\* Provide information about hotel services, features, and amenities.

\* Maintain positive guest relations.

\* Post charges for rooms and amenities.

\* Give directions and offer general knowledge of area surrounding hotel.

\* Compute bills and collect payments.

\* Record guest comments or complaints.

Insurance will be provided 90 days after hire.

**Please do not call employer regarding status of job.**

Normal Work Shifts: Any Shift

Post is open till: 1st February, 2015

**Special Requirements**

Applicant must have reliable transportation.

Applicant must pass a drug screen if required.

Applicant must not have theft charge in the past year.

Fairfield Inn is seeking to fill FT and PT positions.

Hotel Front Desk Attendant (KY0557921)

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

12.4.14 **Center Assistant (Owensboro Head Start) Part-time** Audubon Area Community Services Inc. E3

Owensboro, KY, 42301

**Duties and Responsibilities**

Owensboro Head Start

Center Assistant (PT) Assist children/staff for the Helen Sears FDC. Light housekeeping and food service duties required. Working 4.50 hours per day,

260 days a year. High school diploma/GED required.

Nature of Work

Duration: Part Time, Regular

Normal Work Days: Monday, Tuesday, Wednesday, Thursday, Friday

Working Hour per Week: 23 hour(s)

Normal Work Shifts: First (Day)

Salary Range: 9.08 - 9.08 /Hour

Post is open till: 11th December, 2014

Number of Job Openings: 1

Education

Applicants should have a High School Diploma/GED

About Audubon Area Community Services Inc. E3

Audubon Area Community Services Head Start program has a 16 county service delivery area, serving over 3,000 children from low-income families and

children with disabilities through five programs administered by this department.

The Head Start program's primary mission is to provide comprehensive early childhood services for eligible children. All children are provided a safe,

nurturing environment in which they are given the opportunity to learn and experience success, with additional services provided to children with special

needs. The program ensures that the children are provided with medical and dental examinations and nutritious meals. Head Start offers a variety of

program options from part-day classrooms to full-day, full year classrooms. Specific programs include Migrant Head Start which focuses on the area's

migrant population and Early Head Start which offers a home-based option for very young children.

The agency's Head Start program is one of only twenty-five programs in the nation to have achieved recognition as a national Program of Excellence by

the National Head Start Association. The program has maintained this distinction since 2000

Center Assistant (Owensboro Head Start) PT (Focus Career ID KY0557900)

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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12.4.14 Human Resources Assistant

**Kentucky Wesleyan College seeks applicants for the part-time position of Human Resources Assistant** with an anticipated start date after January 1, 2015. Primary responsibilities include assisting with employee benefits and payroll, maintaining records and files, and responding to HR-related inquiries. Applicants should have an associate’s degree and at least two years of Human Resources experience (or an equivalent combination), proficiency with MS Excel and Word, and the ability to work with confidential information.

To apply, please submit a cover letter and resume to Linda Keller, Director of Human Resources, at [lkeller@kwc.edu](mailto:lkeller@kwc.edu) or mail to Kentucky Wesleyan College, Linda Keller/HR, 3000 Frederica Street, Owensboro KY 42301. EOE

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Do this during Christmas break and Jan winter term. Be ready to work by start of Spring semester.

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The scribe will work one on one with board certified physicians assisting with documentation for each patient evaluated by the doctor. It is an exceptional opportunity for anyone interested in medicine to gain first-hand experience following a physician in an emergency department setting.

We offer paid classroom & clinical training. Each employee will have multiple training sessions both in the classroom and the department during which we teach extensive medical terminology and appropriate medical/legal charting documentation.

There is a flyer attached to this email providing more information about the positions and how to apply. We would greatly appreciate it if you would take the time to forward this email to any of your students that are interested in careers in medicine.

For more information you may also visit our website [www.scribeamerica.com](http://www.scribeamerica.com) . Please contact me if you have any questions about our program at [Elizabeth.Berrios@scribeamerica.com](mailto:Elizabeth.Berrios@scribeamerica.com) .

11.13.14 Chef Anthony’s hiring servers; experience preferred, not required; steak house buffet, salad

3600 Frederica Street in Halifax Square (opposite end from St. Camillus)

Stop by to apply

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11.13.14 Chase hiring a part time teller position at 2938 Frederica (right next to campus) apply online at [www.chase.com](http://www.chase.com) then look for “Careers” apply under the correct location. After applying online, email your resume to Clary Howard [clary.howard@chase.com](mailto:clary.howard@chase.com)

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11.13.2014

**Fifth Third on Hwy 54 is hiring a part time teller position**. I was curious to see if you had any students that would be interested? If there are any, can you have them send me their resume? [Robynn.Clark@53.com](mailto:Robynn.Clark@53.com)

Robynn J Clark NMLS: 430674

[Robynn.Clark@53.com](mailto:Robynn.Clark@53.com)

Financial Center Manager

Owensboro South

3205 Frederica Street

Owensboro, KY 42301

Phone: 270-686-3723 / Fax 270-684-9361

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11.7.14 Express Professionals is hiring for the **Convention Center** **to work the shows and conventions**. Usually as servers or bussing. You can accept work when it fits into your schedule. To arrange an interview contact: Susann Bartlett; [Susann.bartlett@expresspros.com](mailto:Susann.bartlett@expresspros.com) for details. Let them know you are a student and need work around your school schedule.

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11.6.14

Audubon Area is looking for a PT Family Advocate (temporary until 9-30-15). The Focus Career Job ID is KY0554041.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the Focus Career ID #.

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10.31.14 **54 Pizza Express is looking to fill PT positions at their Starlite Drive and Alvey Park Drive locations.**

Food Preparation Worker/Cashier (KY0552928)

Food Delivery Driver (KY0552985)

The owner is very willing to work around the schedules of those who are in college or work other jobs.

Details are attached. Please direct applicants to <https://focuscareer.ky.gov> and search using the Job Id’s provided. Once logged in, the search feature is in the top left hand corner. Scroll to the bottom and input the KY#. If anyone needs assistance, please feel free to have them contact me.

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10.31.14 Part-time job opportunity

Western Kentucky Botanical Garden

<http://www.wkbg.org>

Owensboro, KY

10-12 hours per week

General maintenance of plants, outside and in conservatory

Schedule to be determined (will work around student’s class schedule)

Potential future opportunity

If interested please e-mail

Susie Tyler, Executive Director of WKBG

[swtyler@gmail.com](mailto:swtyler@gmail.com)

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10.31.14 Holiday Inn Express needs a part time front desk associate that would be available 2-3 shifts per week (16-24) hours per week. We are looking for someone who is friendly and outgoing eager to work with the public. Shift availability is occasional 7-3 or 3-11 shifts. Starting pay is minimum wage.

Position available now. **Apply in person at the Holiday Inn Express Owensboro.**

**3220 W Parrish Ave, Owensboro, KY 42301**

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10.30.14

RGIS is seeking PT Inventory Takers for the Owensboro area.

The Focus Career ID is KY0553068.

Please direct applicants to <https://focuscareer.ky.gov> and search using the Job ID provided. Once logged in, click the “Search” feature in the top left hand corner. Scroll to the bottom and input the KY#.

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10.30.14

**First Security Bank has an immediate opening for a Part-Time Deposit Operations Processing Clerk** in Owensboro. This position is responsible for Deposit Operations Call Center evening support, daily task associated with Deposit Operations in several areas including but not limited to maintenance, statement rendering, Item processing, and preparing for end of day and start of day processing.

Position Requirements:

• High School Diploma or equivalent, Associates Degree a plus

• 2 or more years of relevant experience

• Proficiency in Microsoft Excel and Word

• Excellent Customer Service Skills

• Demonstrated excellent written and verbal communication skills

Please send your confidential résumé; specify position, via e-mail to:

[Careers@FirstSecurity.net](mailto:Careers@FirstSecurity.net)

Or mail to:

Human Resources, P.O. Box 788, Owensboro, KY 42302.

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10.28.14 I have a PT position (25 hours a week/could be more during vacation times). Do you have any students that you are aware of that are looking for something like this? Oldnational.com and apply on line.

Sam Taylor

Old National Bank

Owensboro Main Retail Center

Vice President

(270)686-3058

[sam.taylor@oldnational.com](mailto:sam.taylor@oldnational.com)

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10.27.2014 Need a summer Job for 2015?

**Joy Outdoor Education Center, LLC** does not discriminate on the basis of race, color, reli- gion, sex, national origin, disa-bility, ancestry, age, income, ethnicity, sexual orientation, or marital or family status.

www.camp-joy.org

We are a camp located near Cincinnati, Ohio. Camp Joy is a camp geared towards serving the underserved. We have two camps departments. One serves low income/foster kids. There are not a lot of opportunity for these kids to get to go to a traditional summer camp. Our other camp department is geared towards kids with medical conditions. We partner with Cincinnati Children's Hospital, American Diabetes Association, Amputee Coalition of America and many more. Kids come out with a variety of different conditions. When medical campers come out, all the campers that week have the same type of condition. May that be hematology, oncology, heart conditions, asthma, juvenile arthritis and many more.

We are looking for fun loving, positive role models. There are no certain requirements needed, just a great attitude and a love for working with youth.

I was hoping that you could post the attached flyer on a career board you may have displayed, or email it to students, or post on you website for jobs.

We offer compensation for work, free room and board all summer, s'mores and a lot of t shirts. We have counselor positions, supervisory roles, and internships available.

**We start our hiring process in January, but we encourage students to contact us before with any questions.**

Top Ten Reasons to Work at a Camp

 Be a kid’s hero

 Life-long friendships

 Wonderful memories

 Get paid to be a kid again

 Free food and housing

 Leadership experience

 The best summer of your life

 Great networking opportunities

 Campfires, S’mores and songs

 It’s just plain FUN!

Camp Joy gives kids a chance to experience camp that generally wouldn't. We serve economically disadvan- taged youth, youth with medical conditions and local area youth and families through our summer camp programs. We strive to create a safe place to enhance relationships with those in similar situations, learn new

skills and build self-esteem.

Please contact Jermaine “Weezy” Isaac

(937) 289-9135

[jermaineisaac@camp-joy.org](mailto:jermaineisaac@camp-joy.org)

Camp Joy ● Clarksville, OH ● [www.camp-joy.org](http://www.camp-joy.org)

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10.27.14

TO: Audubon Area Locations/Community Groups/Employment Offices

FROM: Phyllis Cecil, Human Resources Generalist

RE: NOTICE OF JOB OPENING(S)

DATE: October 24, 2014

Kynect In-Person Assistor (2 FT) – (1) Ohio County (1) Union County

Kynect In-Person Assistor (4 FT Temporary, until April 2015) (1) Daviess County, (1) Ohio County, (1) Union County, (1) Henderson County

Individual to provide guidance on Kentucky Health Care Exchange and administer enrollment for qualifying participants. Advanced experience with Microsoft, specifically Excel, and public speaking skills are necessary. Must have reliable transportation and vehicle insurance coverage. Must complete required training courses with a passing score. Will be required to pass a criminal background check. High school diploma/GED required. Bachelor’s degree preferred.

Apply /submit resume to IPA/FT or IPA FT Temp., Human Resources, Audubon Area Community Services, 1700 West 5th. St., Owensboro, KY 42301. Apply on-line [www.audubon-area.com](http://www.audubon-area.com) Fax 270-686-1796 Deadline: November 4, 2014

AN EQUAL OPPORTUNITY EMPLOYER M/F/D/V ― DRUG FREE WORKPLACE

Starting wages; $28,730.00. Benefits for Full Time include health, dental & vision, Life insurance, and retirement plan. Sick and vacation time. Full Time/Temporary, no benefits.

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**10.24.14 Third Baptist Church needs 2 people 4:30-8:30 pm Wednesday night to help with band ministry**

**With Preschool – 12th grade**

**If interested call: Jan Lampkin, Children’s Ministry 270-302-6596**

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**\_10.24.14Daviess County Public Library**

**2020 Frederica Street**

**Owensboro, KY 42301**

**(270)684-0211**

**www.dcplibrary.org**

**The Daviess County Public Library provides service to a community of approximately 90,000 from a central facility in Owensboro.**

JOB OPPORTUNITY

**Department: Public Services Department**

**Position: Page Position**

**Wage: $7.25 per hour**

**Duties: Customer Service**

**Programming**

**Computer Assistance**

**Shelf Maintenance**

**Other duties as assigned**

**Hours: 20 hours per week**

**Weekend and evening hours required**

**Deadline: Monday, October 27, 2014**

**Contact Information: Shannon Sandefur, Public Services Manager**

**ssandefur@dcplibrary.org**

**(270) 684-0211, ext. 245**

**Fax # (270) 684-0218**

**Applications can be picked up at the Circulation Desk which is located on the 1st floor of the Public Library.**

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**10.24.14**

**323staffingsolutions brings a ministry approach to the staffing world. Our ministry approach is to build a dynamic network of local churches and businesses whereby working together we can positively impact the spiritual, social, and economic condition of our employees, their families and community around them.**

**For churches, we have in place some exciting incentives that I would like to share with you.**

**We are currently hiring for multiple positions and all are posted on our website :** [**www.323staffingsolutions.com**](http://www.323staffingsolutions.com)

**Feel free to call or email me any time for further discussion, questions on openings or clarification. I will be sending out updates and notifications on new job opportunities as they arise.**

**Have a blessed day,**

**Sam Nocita**

**General Manager**

**323staffingsolutions.com**

**270-314-3694**

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**10.24.14 My wife and I need part time help watching our 3 year old Joseph. Joseph has cerebral palsy. Joe can’t walk, talk, sit-up, crawl, feed himself or go to the bathroom on his own. He has significant vision impairment as well. He is a very sweet boy but requires pretty much constant attention. In a lot of ways, caring for Joe is like caring for a larger baby.**

**We are looking for someone with maturity and experience with children. CPR training and experience with children with special needs would be a plus, but not a requirement. We would want the caregiver to spend time working with Joseph to develop his motor skills. We can provide exercises and activities that would help accomplish this task.**

**We have care for Joseph on Monday and Wednesday during the day and he attends pre-school Tuesday and Thursday for 2 hours each morning. We are flexible on the schedule. The ideal times for the extra help would be:**

**• Tuesday afternoon**

**• Wednesday afternoon**

**• Friday during the day**

**• Saturday during the day**

**We are not necessarily looking for help for all these times, but these would be some windows of time that would work for us.**

**We pay $9/hour.**

**To apply email Mr. Labhart at** [**mlabhart@kcc.com**](mailto:mlabhart@kcc.com)

**Mike Labhart**

**Senior Engineer**

**Kimberly-Clark**

**601 Innovative Way**

**Owensboro, KY 42303**

**W (270)764-4092**

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**10.24.14 Always taking applications for the KWC Babysitting list. if interested, email me;**

**your name:**

**year in college:**

**cell #:**

**experience:**

**references:**

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**10.23.14 Middle School and Faith Development Director (Owensboro, KY)**

**Settle United Methodist (settleumc.com), a vibrant, mission-oriented fellowship, in Owensboro, is seeking a full-time Middle School and Faith Development Director.**

**Responsibilities i**nclude overseeing the programming and vision for grades six through eight, including:

-Wide Open Spaces, our weekly middle school event, which currently involves games, activities and Bible Study.

-a mid-week gathering;

-Sunday School;

-a summer Mission Trip or Camp;

-occasionally attending middle school sports and other activities our students are involved with.

The other part of the position is to:

-direct Adult Faith Development: Small Groups, Sunday School, and Short-term Studies.

-work to develop and energize existing and new groups for the spiritual development of the congregation.

**Compensation based on experience and education.**

**Resume should be sent to Greg Rose at** [**w.gregoryrose@gmail.com**](mailto:w.gregoryrose@gmail.com) **.**

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**10.8.14 Red Lobster is hiring servers. No experience necessary. Must be 21. Apply online** [**www.redlobster.com**](http://www.redlobster.com)

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**\_10.7.14 We are currently seeking part time employees that are 21 and older to transport youth from school to club and someone to oversee our after school snack program. If you have any one that is interested please have them contact me ta 270-685-4903. Thank you!**

**Melissa Clements**

**Director of Operations**

**Cliff Hagan Boys & Girls Club**

**270-685-4903**

[**mhughes\_chbgc@yahoo.com\_**](mailto:mhughes_chbgc@yahoo.com_)

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**~~10.6.14 Part Time Chaplain~~ filled**

**~~Wendell Foster’s Campus for Developmental Disabilities~~** is a non-profit organization serving children and adults with intellectual and developmental disabilities through outpatient, community, and residential programs. The chaplain will work primarily with people using residential services, their families, and staff, as needed.

**JOB SUMMARY:**

The chaplain shall ensure that the religious and spiritual needs of residents of Wendell Foster’s Campus are met by actively delivering pastoral care and in coordination with local clergy, congregations, and volunteers. The chaplain seeks to meet the spiritual needs of each person by providing pastoral care, facilitating involvement in a congregation or religious community, participating as an interdisciplinary team member, and leading services and liturgical events (e.g. worship services, funerals, religious celebrations). This is a part time position with flexible hours. Some afternoon/evening/weekend availability required.

**QUALIFICATIONS:**

Bachelor’s Degree and one year pastoral experience required or master’s level theological degree and ordination by a recognized religious body. Chaplaincy certification preferred. Experience in working with individuals with intellectual, developmental and other disabilities desirable.

**Interested candidates should submit an application and resume. Visit** [**www.wfcampus.org**](http://www.wfcampus.org) **to submit or download an application.**

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**10.2.14 Pure Barre is hiring Desk/Retail Staff**

**Email resumes to:** [**Owensboro@purebarre.com**](mailto:Owensboro@purebarre.com)

**Call 270-240-4661 for further information.**

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**10.1.14 Comfort Keepers in Owensboro is seeking to fill several positions. Please see attached. Please refer all candidates to Focus Career** [**https://focuscareer.ky.gov/career**](https://focuscareer.ky.gov/career) **and search using the Job ID KY0547790.**

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**REPOST 10.1.14Jimmie Johns Pizza Delivery Driver And Inshoppers**

**Owensboro Location**

**All positions needing filled**

**Motivated drivers can make over $10/hour on avg.**

**Apply by printing an application online and calling**

**Bryce Bigler at : 812-774-7862**

**Applications in Career office 212 Admin Bldg**

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**9.30.14 Justice in the mall needs part time help 4- 15 hours a week; can work around school schedules. We could use about 5 more people for the holidays. Everyone will be expected to work Black Friday weekend**

**They can apply careers.tweenbrands.com or they can come to store to get link and talk to me first, Debbie Putnam, manager.**

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**9.30.14 Audubon Area is looking to fill 5 PT positions:**

**Clerk/Receptionist (Daviess, Mclean, Ohio, Hancock) KY0547379**

**Clerk/Receptionist (Henderson, Union, Webster) KY0547381**

**The only difference in the Job is the KY number. Please direct applicants to Focus Career** [**https://focuscareer.ky.gov/career**](https://focuscareer.ky.gov/career) **and search using the Job ID.**

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**9.24.14 Hiring ASAP**

Bistro Restaurant 102 West 2nd Street needs a couple of people to bus tables apply at restaurant; **talk to Ben Roberts**

**Lure Seafood & grill Restaurant** 401 W 2nd St Needs hosts & hostesses- apply at restaurant**; talk to Kaylin**

**\_Make sure you tell them you are a KWC student. Owner, George Skiadas, is KWC alumni.**

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**9.24.14 Towne Park is looking for the Very Best People.**

**If you are looking for a Career that Drives you, this is valet parking at Owensboro Regional Hospital**

**You can call the Manager, David Walker about the details of the valet job before you put the application in 270-570-1319 If you’d like.**

**Apply online today at** [**www.townepark.com**](http://www.townepark.com)

**1. Must be 18 years of age**

**2. Pass back ground and Driving License Check**

**3. Pass a Drug Test**

**4. Must be able to Drive a Manual Transmission ( 5-speed)**

**5. Must have good people skills**

**6. Must be able to be on your feet for 8 or more hours. And be able to jog 4 to 6 mile a day.**

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**9.24.14**

JOBS! JOBS! JOBS!

EXPRESS EMPLOYMENT PROFESSIONALS is currently hiring

SERVERS

to work on-going events at the

Owensboro Convention Center

See Details Below:

**SERVER /CATERING - Before, during, and after an event**

Serve meals to guests or direct guests to a buffet line;

Serve beverages to guests and prepare refills as needed.

Responsible for refilling condiments & replacing napkins and tableware/linens

Respond to guest’s additional requests and determine when meal is completed

Maintain sanitation, health and safety standards on work areas

**DRESS CODE**-

Black pants, black shoes, black socks, black belt (if pants have loops), long-sleeve white  
 button-down shirt, black tie.

**Apply on-line at** [**www.expresspros.com**](http://www.expresspros.com)**, call Express Employment at 270.240.5511 to schedule an appointment, or stop by 1724 Triplett St. (directly behind the Burger King on E. 18th St.)**

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**\_9.23.14** KENTUCKY WESLEYAN COLLEGE $$MAKE MONEY$$ & HAVE FUN!

**WEED MAN (A local Lawn Care Company) needs 12 HIGH ENERGY, ASSERTIVE, OUT GOING, POSITIVE PEOPLE WITH EXCELLENT ORGANIZATION AND COMMUNICATION SKILLS. IF YOU ENJOY WORKING IN A TEAM ENVIRONMENT, HAVING FUN, BEING COMPETITIVE, AND MAKING $9.00 PER HOUR WE WANT YOU TO JOIN OUR TEAM.**

**THIS IS AN OUTSIDE DOOR KNOCKING POSITION THAT REQUIRES YOU TO BE ON YOUR FEET AND VERY ACTIVE FROM 5:00 PM – 8:30 PM (MONDAY-FRIDAY) AND 10:00 AM – 2:00 PM (SAT.)**

**IF YOU CAN WORK THESE HOURS AND THIS IS AN OPPORTUNITY YOU WOULD LIKE TO TAKE ADVANTAGE OF PLEASE COME BY OUR OFFICE AT 2900 FAIRVIEW DR.**

**FOR QUESTIONS AND INFORMATION CALL Kaylee @ 270-926-4101.**

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**9.23.14 We could also use another intern for part-time help. Tasks would be answering the phone, updating the website calendar, working on our newsletter, putting together goodie bags and various tasks such as those. Approximately 20 hours per week. Tuesday & Thursday would be great but the other days would be fine too. $10 per hour.**

**To apply: send resume to Shannon Wetzel** [**shannon@visitowensboro.com**](mailto:shannon@visitowensboro.com)

**Shannon Wetzel**

**Executive Director**

**Owensboro Daviess County Convention & Visitors Bureau**

**215 East 2nd Street**

**270-926-1100**

[**www.VisitOwensboro.com**](http://www.VisitOwensboro.com)

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**9.19.14 Teacher Associate (PT) (Head Start Program)**

**Audubon Area Community Services, Inc.**

**Owensboro, KY, 42301**

**Duties and Responsibilities**

**PLEASE READ:**

**1. Your resume must reflect the requirements found in the job description.**

**2. When pressing submit, your resume is not sent automatically to the employer.**

**3. After pressing submit, your resume is sent to Kentucky Career Center Staff. If you meet the minimum requirements, you will be sent an email within 24 hours**

**with instructions on how to apply.**

**4. If you do not meet the minimum requirements, or your resume’s format is incorrect, you will receive a denial email. You can adjust your resume and re-submit**

**if you meet the minimum qualifications.**

**5. When applying for the position, you must follow the instructions closely (apply online, in person, by fax, by mail, by telephone, or by email).**

**7. If you need assistance with your resume, or applying for work, please visit the Kentucky Career Center or call 270-686-2551.**

**Please direct candidates to Focus Career** [**https://focuscareer.ky.gov/career**](https://focuscareer.ky.gov/career) **and search using the Job ID KY0545416.**

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**9.18.14 AT&T is actively hiring for our Owensboro corporate retail store and hope you can help us spread the word in your community.**

**Rae Blanchard |Candidate Pipeline Manager-Talent Acquisition|AT&T Services, Inc. |  (desk) 843-722-6799|  (email) rb7222@att.com**

**Apply online at** [**www.att.jobs**](http://www.att.jobs)

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**9.11.14 Still need:** **(reposted) Creating a “Lawn care and Odd Jobs” part time employment list. A lot of these jobs will be within walking distance of the campus. If you would like to make some extra money, ($9-$10/hr.) are dependable, able to do manual labor and have a good work ethic; you can be added to the list. This list will be emailed to faculty and staff at the beginning of the semester.**

**I need the following information:**

**Name:**

**Cell #:**

**Lawn care and Odd Jobs Past Experience:**

**References: Name & phone**

**Do you have a vehicle?;**

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**9.11.14 Daviess County Attorney, Child Support Division is looking for a PT Caseworker. Please direct candidates to Focus Career** [**https://focuscareer.ky.gov/career**](https://focuscareer.ky.gov/career) **and search using the Job ID KY0544502.**

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**9.10.14 Girls Inc. (the Owensboro Christian Campus) is looking to hire a van driver or a homework help staff. Hours would be 2:00-4:00 daily. They must be 21 to apply for the van driver position. Any questions can be directed to me, or they can stop by either campus to fill out an application. Thanks!**

**Jaimie Moore**

**OCC Campus Manager**

**Girls Incorporated**

**2130G E 19th St.**

**Phone: (270)-684-7833**

**Like us on Facebook!**

**Inspiring all girls to be Strong, Smart, and Bold!**

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**\_9.10.14 Do you have an outgoing personality?**

Eagle finance is Now hiring!!!!

Two part time positions

Customer service / sales

Very competitive wages

$13-$16 per hour depending on experience

20 – 28 hours per week

Potential to become full time in less than a year

Stop in to fill out an application

3525 Frederica St., suite 4, Owensboro, KY

Phone # - 270-993-8300

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**9.8.14 Bella Ragazza Boutique has an immediate opening for part-time help. I would need someone available during the day. and could help me out with customer service, entering merchandise and other duties. A college student that is hard working, passionate, reliable and trustworthy. If you know of anyone and could send them my way, I would really appreciate it. Thanks!**

**Apply in store.**

**Natasha Gaw**

**Bella Ragazza Boutique**

**102 West 2nd Street**

**270-926-9546**

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**9.8.14 Jimmie Johns Pizza Delivery Driver And Inshoppers**

**Owensboro Location**

**All positions needing filled**

**Motivated drivers can make over $10/hour on avg.**

**Apply by printing an application online and calling**

**Bryce Bigler at : 812-774-7862**

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**9.5.14 JOB OPPORTUNITIES AT LIBERTY TAX SERVICE**

Liberty Tax Service is staffing up for the upcoming tax season, and needs to fill many types of positions at our offices across the nation. Apply for any of the various jobs we have available by either e-mailing [libertyowensboro@gmail.com](mailto:libertyowensboro@gmail.com) or calling (270-684-3400).

**Marketer :**

Motivated individual to wear Miss Liberty or Uncle Sam costumes, implement guerrilla marketing programs and promotions, and conduct business-to-business marketing**.**

**Tax Preparer:**

Conducts an in-depth interview with the client and obtains all information and material required for tax return preparation. Fully communicates the procedures, paperwork, and timeframes applicable to the service being provided to clients. Must have basic tax knowledge and be comfortable with computer.

**Costume Wavers:**

**Character Traits and Skills:**

**Dependable**

**Enthusiastic**

**Personable**

**Duties**

Waves at traffic outside to draw attention to the location

Goes business to business handing out coupons and giveaways

**About Liberty Tax Service:**

Founded in 1997, Liberty Tax Service is the fastest growing retail tax preparation company in the industry’s history. Founder and CEO John T. Hewitt has 41 years of tax industry experience, the most of any CEO in the tax preparation business. Hewitt is also the founder of Jackson Hewitt Tax Service (NYSE: JTX).

Liberty Tax Service (www.libertytax.com) operates 3500 offices throughout the United States and Canada, and has prepared over 8,000,000 individual income tax returns. The company focuses on computerized income tax preparation, electronic filing and refund loans. Emphasis on customer service including audit assistance, a money back guarantee and free tax return checking are just a few of the above and beyond features offered by Liberty Tax Service.

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**9.4.14 Target Now Hiring**

**You can expect a lot from working at Target. An inclusive, energetic team. A company focused on community. A brand that puts guests first. And the fun and flexibility of a job that works for you.**

**Team Members**

**• Deliver fast, fun and friendly service to Target guests**

**• Help keep the Target brand experience consistent, positive and welcoming**

**• Make a difference by responding quickly and responsively to guest and team member needs**

**Benefits**

**• Target merchandise discount**

**• Competitive pay**

**• Flexible scheduling**

**To apply, visit Target.com/careers**

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**9.4.14 First Security Bank has immediate openings for Part-Time Tellers in our Owensboro region to provide the best service possible to all customers while maintaining proper procedures and guidelines. Provides a variety of customer savings, checking and credit account transactions at the teller or drive-in window, including receiving checks and cash for deposits, payments for mortgages and other loans, and daily cash drawer balancing.**

**Position Requirements:**

**• High School Diploma or equivalent, college degree a plus**

**• Previous Teller or cash handling experience preferred**

**• Excellent interpersonal communication and customer service skills**

**• PT Hours will vary Monday – Friday, with Saturday rotation**

**Please send your confidential résumé; please specify position, via e-mail to:**

[**Careers@FirstSecurity.net**](mailto:Careers@FirstSecurity.net)

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9.2.14 Tunnel’s Farm Market is hiring several part time positions:

**Market Staff:** Creating and maintaining displays, cashier, customer service, sales, stocking, cleaning

**Educational Tour Staff:** Assist in operations and preparation of educational tours and parties

**Fun Acre Staff:** Customer service, grounds keeping and daily upkeep in the Family Fun Acre

For more details email [mcambron@kwc.edu](mailto:mcambron@kwc.edu)

To apply: Send resume and application to [kevintrunnell@bellsouth.net](mailto:kevintrunnell@bellsouth.net)

We are having two Open Interview Days this week at the Market on Thurs., Sept 4th and Sat., Sept 6th from 1pm-3pm. We are looking for lots of smiling, friendly faces to join our team. If you love Fall on the Farm or know someone who might, please share. <http://www.trunnellsfarmmarket.com>

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8.30.14 K Mart in Wesleyan Park Plaza (within walking distance) is hiring several employees. Apply online. Cannot apply on smart phone or IPad. Must use computer. Personality survey not adaptable.

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8.29.14 Pure Barre, a unique workout, is looking for a few female students will embody strength in mind, body and soul, strive towards a healthy lifestyle, apply leadership qualities and are looking to inspire and be inspired by the women around them. This will require that applicant must have an active FB, Twitter, Instagram an Pinterest as the partnership will require them to post about their experiences with Pure Barre. Applications are below and in the Career Development office, Rm. 212 Admin Bldg. Or pick up application at Pure Barre Wesleyan Park Plaza. 

[Owensboro@purebarre.com](mailto:Owensboro@purebarre.com)

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8.29.14 **FCC Director of Children and Youth Paid Staff/Part-time (15hrs)**

**The Director of Children and Youth at FCC is responsible for:**

1. Building relationships with FCC Children, Youth and their families.

2. Infusing energy and creativity into all programs sponsored by the children’s and youth ministry

3. Handling the logistical operations of the ministries in a way that supports families and that helps volunteers be exceptionally effective.

**RELATIONSHIPS:** The Director of Children and Youth is involved in the lives of the children and youth — establishing relationships with them, shepherding them and helping them develop their own relationship with Jesus Christ and with other families at First Christian Church.

 Knowing the Flock: The Director of Children and Youth knows every participating child and youth by name and is visible on school campuses that represent FCC whenever possible and appropriate.

 Welcome and Follow-up: All first-time visitors to one of the programs of either ministry receive an exceptional welcome and timely follow up, so that all children and youth who want to become a part of the ministry at FCC do so in a way that feels welcoming and natural to them.

 Discipleship: The Director of Children and Youth regularly encourages children and youth to take the next natural step in their journey of Christian discipleship, including involvement in worship, leadership, Sunday school, special programs and Bible studies.

**PROGRAMS:** The Director of Children and Youth works to infuse each gathering with playfulness, creativity and enthusiasm.

 Joyful Energy: All the regular gatherings of either ministry have a winsomely Christian atmosphere, and the Director of Children and Youth is careful to set a tone of joyful enthusiasm at each of these events.

 Participation: The Director of Children and Youth is present at all weekly and special events within the Children’s and Youth ministry of FCC.

 Volunteer Support: The Director of Children and Youth is a recruiter, encourager, trainer and supporter of volunteers at FCC who may also want to be involved in the lives of the children or youth.

 Living the Faith: The Director of Children and Youth serves as a catalyst for spiritual growth, by example and by articulating their faith both at ministry gatherings and in everyday conversations with children, youth, and families.

**LOGISTICS:** The Director of Children and Youth oversees logistical concerns relative to the programs of the Children’s Ministry and the Youth Ministry (forms, volunteer recruiting, transportation arrangements, etc.)

 Logistical Details: The logistical details of the Ministries are handled in a professional and timely manner. These needs include at least:

o Attendance tracking

o Forms and registrations

o Compliance Documents

o Communication with church staff, youth, families and the congregations

 Special Event Organization: All special events are well organized and publicized. Their execution leaves parents confident that their children and youth are being faithfully and creatively nurtured.

 Volunteer Coordination: All volunteers have been recruited at least one month before they begin their work. They receive whatever information they need to do their job well, including curriculum for Sunday school, youth group or Bible studies. Their work is acknowledged with thanks. Their experience leaves them feeling that they’ve made a difference, and they are eager to serve with the youth ministry in the future.

 Working with the Pastor and the Christian Education Committee: The Director of Children and Youth works closely with the Pastor and the Christian Education committee to ensure the ministry is in line with the vision and expectations of the church. In cooperation with the Pastor, the Director of Children and Youth supports the committee and engages them with the tasks they deem appropriate which include:

o Curriculum for Youth and Children

o Sunday school and Wee Worship/First Kids management

o Special events for Children and Youth including Youth Sunday and VBS

**Please contact the pastor, Dr. Chuck Summers by phone 270-826-3652 or by email** [**chucksummers@bellsouth.net**](mailto:chucksummers@bellsouth.net) **to apply for the position.**

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8.27.2014 **Owensboro Goodwill is seeking part time Truck Helpers**. The

position is 29 hours per week and pays $7.25 an hour. Must be able to work evenings and weekends. Must be able to pass drug screen and submit to a criminal history check. **If interested please apply in the office at 2916 West Parrish Ave. We are a drug free**, EOE, M/F V/D

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8.26.14 (Hiring for the Owensboro Hospital) **ScribeAmerica; a company that hires and trains “Medical Scribes” for Board Certified Physicians**. This email is to provide information about a truly unique employment opportunity for students interested in careers in medicine. Our company is currently looking to recruit students to work as Scribes in your local area of Owensboro, KY. (ScribeAmerica is actually hiring nationwide at this time)

The scribe will work one on one with board certified physicians assisting with documentation for each patient evaluated by the doctor. It is an exceptional opportunity for anyone interested in medicine to gain first-hand experience following a physician in an emergency department setting.

We offer paid classroom & clinical training. Each employee will have multiple training sessions both in the classroom and the department during which we teach extensive medical terminology and appropriate medical/legal charting documentation.

Any students that are interested in careers in medicine.

**For more information and to apply you may visit our website** [**www.scribeamerica.com**](http://www.scribeamerica.com) **.**

**Hiring for both Oncology and ER in the Owensboro Hospital.**

**Call: Kayla Logsdon; Junior Project Leader at Owensboro Health Regional Hospital | Owensboro, KY Cell: 260.497.7507 for more information or** [**ohmgscribes@scribeamerica.com**](mailto:ohmgscribes@scribeamerica.com)

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8.12.14 (reposted) Creating a “**Lawn care and Odd Jobs**” part time employment list. A lot of these jobs will be within walking distance of the campus. If you would like to make some extra money, ($9-$10/hr.) are dependable, able to do manual labor and have a good work ethic; you can be added to the list. This list will be emailed to faculty and staff at the beginning of the semester.

I need the following information:

**Name:**

**Cell #:**

**Lawn care and Odd Jobs Past Experience:**

**References: Name & phone**

**Do you have a vehicle?;**

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8.25.14 (reposted )Babysitters needed for the ’14-’15 school year **Babysitter List**

I am getting calls for babysitters. Usually from 2:30-5:30, possibly other times. Some would like to start asap.

If interested I need:

**Name:**

**Year in college:**

**References:**

**Cell:**

**Experience**:

Email to: [mcambron@kwc.edu](mailto:mcambron@kwc.edu)

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8.25.14 Daviess County Public Library

2020 Frederica Street

Owensboro, KY 42301

(270)684-0211

[www.dcplibrary.org](http://www.dcplibrary.org)

JOB OPPORTUNITY

Department: Public Services Department

Position: Page Position

Wage: $7.25 per hour

Duties: Customer Service

Programming

Computer Assistance

Shelf Maintenance

Other duties as assigned

Hours: 20 hours per week

Weekend and evening hours required

Deadline: Thursday, August 28, 2014

Contact Information: Shannon Sandefur, Public Services Manager

ssandefur@dcplibrary.org

(270) 684-0211, ext. 245

Fax # (270) 684-0218

Applications can be picked up at the Circulation Desk which is located on the 1st floor of the Public Library.

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8.21.14 **Impact Marketing** (Belinda Abel and BJ Burton, Alumni) want to hire a junior or (preferably senior) student to do **contract web design work starting ASAP**. Must have knowledge of Word Press.

Could be paid internship for right person or part time job. They should send resumes to Belinda at [belindaimc@yahoo.com](mailto:belindaimc@yahoo.com) Contact Belinda if you have questions or need more details 270-929-5948

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**8.21.14 Computer Repair Technician COMPUTER DAVE PC REPAIR LLC**

OWENSBORO, KY, 42303

**Duties and Responsibilities**

Computer Repair Technician

Well established computer repair business in Owensboro seeks to immediately fill a position for a Repair Technician. We are an organization that is

proud of the reputation it has acquired as being "ethical and honest" as well as having a great work environment. We want you to feel that you are a part

of a company whose success depends on the knowledge, skills, and attitudes of the people who function in harmony as a team. We encourage

independent thinking on a team level to help develop fresh ideas to achieve organizational goals.

Minimal Requirements:

Must have substantial demonstrated experience using a variety of software including Microsoft Windows, Mac OS, Microsoft Office, Internet browsers

and other software application products. Working knowledge of local area networks (LAN), TCP/IP, and multimedia technology. Experience installing

hardware and software. Must be experienced in troubleshooting hardware and software applications issues. The ability to learn new technology

independently. The ability to work independently and as part of a team. Ability to communicate effectively orally and in writing and to follow instructions.

Ability to be professional at all times. Valid driver's license required.

Candidate would also be required to provide technical support by resolving computer problems via remote desktop. Candidate would also provide training

and assistance to help clients learn how to use software products and services in person and remotely.

It is absolutely mandatory that the candidate possess exceptional communication skills and ability to gain a rapport and establish a business

relationship with our clients quickly.

Preferred Requirements:

At least 5 year's experience working in fast-paced, complex network environment.

• Experience working in a Data Center with multi-site support requirements.

• Knowledge of TCP/IP, Switches and Routers.

• Windows 2003, 2008(R2) OS, Remote Desktop/Terminal, IIS, AD, and Exchange administration.

• Knowledge of backup technology and methods.

• Knowledge of virtual technologies and storage technologies.

• Advanced knowledge and understanding of a range of computer and networking software and hardware systems and related technologies.

• Ability to install, configure, and maintain personal computers, networks, and/or related hardware and software.

• Ability to analyze and assess computer/network architecture requirements and determine optimum, cost-effective solutions.

• Evaluates and/or recommends purchases of computers, network hardware, peripheral equipment, and software; provides technical consulting services

to department/organization regarding use of computers and networks to satisfy business needs.

Benefits include compensation based on experience with regular increases in pay and bonuses. Meals are provided on site at no cost. A lucrative

Simple IRA available, where we contribute to the fund. Paid vacation time. Holidays off. All of our employees past and present will tell you in confidence

that it is a great place to work. Past employees have moved on to work with IBM and the Department of Defense.

The bottom line is this. We're especially interested in someone that brings something to the table in terms of revenue, someone with some new revenue

generating ideas that's ready to be compensated for them.

NOTICE: Computer Dave PC Repair, LLC. is an equal opportunity employer. We consider applicants for all positions without regard to race, color,

religion, sex, national origin, age, marital status, disability, or any other legally protected status.

Nature of Work

Duration: Full Time, Regular

Post is open till: 21st September, 2014

Number of Job Openings: 1

Education

Applicants should have a Associates/Some College/Vocational Degree

License

Applicants should have following driver's license: Class D/Regular:

Benefits

Leave: Vacation/paid time off

Miscellaneous:IRA

Computer Dave PC Repair is looking to fill the following position:

Computer Repair Technician (KY0541392) <https://focuscareer.ky.gov/career>

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8.21.14 Administrative Assistant COMPUTER DAVE PC REPAIR LLC

OWENSBORO, KY, 42303

**Duties and Responsibilities**

**This position is currently for Saturdays only.** There is a strong possibility for part time or full time employment with benefits in the future for the individual who shows exceptional performance, determination to learn and desires to handle greater responsibilities.

Candidate would have the ability to work unsupervised, follow instructions and find ways to make themselves a productive asset to the company without being prompted to do so.

**Responsibilities include and are not limited to:**

• Telecommunication, greeting visitors and overall customer service.

• Extensive software skills are required, as well as Internet research abilities.

• Organize stock, parts and inventory.

• Light cleaning of all areas, including kitchen and bathroom.

• Creating invoices and receiving payment from clients.

• Errands to local businesses, including grocery shopping to maintain a stocked kitchen.

It is absolutely mandatory that the candidate possess exceptional communication skills and ability to gain a rapport and establish a business relationship with our clients quickly.

Nature of Work

Duration: Part Time, Regular

Normal Work Days: Saturday

Normal Work Shifts: First (Day)

Post is open till: 21st September, 2014

Number of Job Openings: 1

Computer Dave PC Repair is looking to fill the following position:

Administrative Assistant (PT) (KY0541870) <https://focuscareer.ky.gov/career>

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8.21.14 Columbia Sportswear USA Corporation, a global leader in the design and development of outerwear, sportswear and footwear is seeking to fill a **Desktop Support Analyst** at our Distribution Center in Robards/Henderson County, KY.

If you love technology and want to gain some meaningful experience, this position is for you!

**Desktop Support Analyst I**: Work with the IS team to troubleshoot and diagnose system problems and recommend solutions. Assist with, or coordinate, the repair of computer and printer hardware. Coordinate set up, installation and management of Desktop PC’s and laptops. One to three years’ work experience performing desktop support preferred.

Qualified candidates should send resume and salary requirements to: [cblanton@columbia.com](mailto:cblanton@columbia.com).

*This job description is not meant to be an all-inclusive list of duties and responsibilities, but constitutes a general definition of the position's scope and function in the company.*

**Essential Functions/Responsibilities:**

* Coordinate the setup, installation and management of Desktop PCs for all business partners. Coordinate repair efforts including RMA returns and warranty.
* Troubleshoot and resolve desktop problems to ensure effective and efficient desktop and laptop operations.
* Respond promptly and efficiently to help desk tickets as assigned and works with business partners to resolve problems.
* Support users for mail and network access.

**Secondary Functions:**

Maintain positive open lines of communication with all Columbia Sportswear management, staff and other departments in order to contribute to the smooth flow of information and efficient operation of the organization.

Perform other duties as assigned.

**Job Scope:**

This is the first level in the desktop engineer career path and normally involves basic desktop assignments. Complexity arises in the troubleshooting and analysis of system problems/ malfunctions. Incumbent will work from established and well known procedures; however, technology changes require continuous problem determination skills and the ability to learn new processes quickly. This position requires a moderate level of supervision. Work is generally reviewed on a project or assignment basis. Decisions are made within prescribed company policy guidelines and constraints. Errors in judgment and/or performance of work duties may have a negative impact on operating costs, overall financial performance, or the ability of the company to deliver products in a timely fashion.

**Interpersonal Contacts:**

Contacts are normally made with others inside the company. Internal contacts are normally with others in a variety of departments. Contacts involve information exchange primarily in the form of instructions, problem solving, and troubleshooting. Contacts occasionally concern confidential and/or sensitive material. Contacts occur both over the phone, e-mail and via face-to-face interaction.

**Supervisory Responsibility:**

Position is not supervisory in nature.

**Specific Job Skills:**

Basic knowledge of Microsoft windows desktop environment with the ability to efficiently diagnose computer system issues and implement effective solutions. Ability to support printer, Thin Client and Hand Scanner equipment. Mental ability to conduct technical interactions with other departments. Organize and independently prioritize work and logically develop work plans. Troubleshoot, solve problems, and make logical decisions. Work effectively under pressure during peak operating periods. Above average ability to read, write, and speak English.

**Education:**

Requires High School Diploma or GED; some college or technical training preferred.

**Experience:**

One to three years work experience performing desktop support duties.

**Job Conditions:**

Occasional exposure to shop environment may involve noise, dust, dirt and hazards from hand and power tools. Job requires hours that may occasionally exceed 8 hours per day and/or 40 hours per week. Exposure to a computer CRT. Physical ability to sit and stand for extended periods of time may be required. Physical ability to walk, bend, stoop, kneel, and occasionally lift up to 60 pounds. Ability to operate a computer keyboard. Ability to move freely throughout the department and buildings.

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8.21.14 Daviess County Public Library

2020 Frederica Street

Owensboro, KY 42301

(270)684-0211

[www.dcplibrary.org](http://www.dcplibrary.org)

**JOB OPPORTUNITY**

Position: Page Position

Duties: Customer Service

Programming

Computer Assistance

Shelf Maintenance

Other duties as assigned

Hours: 20 hours per week

Weekend and evening hours required

Deadline: Thursday, August 28, 2014

Contact Information: Shannon Sandefur, Public Services Manager

ssandefur@dcplibrary.org

(270) 684-0211, ext. 245

Fax # (270) 684-0218

**Applications can be picked up at the Circulation Desk which is located on the 1st floor of the Public Library.**

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8.19.14 \_

The Cliff Hagan Boys & Girls Club is currently hiring part time staff for the fall and spring semester. We are looking for someone that is outgoing, energetic, and can work with youth between the ages 6-18. If you are interested please contact Melissa Clements at 270-685-4903 or [mhughes\_chbgc@yahoo.com](mailto:mhughes_chbgc@yahoo.com)

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8.19.124 Plato's Closet is hiring again.

Plato's Closet buys and sells gently used trendy clothes and accessories for teens and young adults. We are currently looking for hard working, fashion conscious, customer service oriented applicants for part time staff positions. We are willing to work around class schedules. The ideal applicant for Plato's Closet has some day time, and some night time availability. Some weekends required. **Print an application at platosclosetowensboro.com/jobs and return to the store as soon as possible**! Just a short drive down Frederica from campus! Feel free to call with questions at 270-698-9855.

Amanda Brooks, Store Manager

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8.19.14 H & R Block is looking for Seasonal Tax Professionals. They are willing to offer free tuition to anyone who takes their instructor lead tax course. Please direct candidates to Focus Career <https://focuscareer.ky.gov/career> and search using the Job ID KY0534363.

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8.15.14 Audubon Area is looking to fill a PT Family Advocate/Program Assistant for the Head Start Program at Eastview Elementary. Please direct applicants to Focus Career <https://focuscareer.ky.gov/career> and search using the Job ID KY0540296.

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8.15.14 Dunkin Donuts is looking for PT Crew Members. Please direct candidates to Focus Career <https://focuscareer.ky.gov/career> and search using the Job ID KY0540836.

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8.15.14 Super 8 Hotel is looking to fill the following PT positions:

Housekeeper (KY0540843)

Front Desk Clerk (KY0540346)

Please direct candidates to Focus Career <https://focuscareer.ky.gov/career> and search using the Job ID’s provided.

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8.15.14 . **Detention Center** looking for part time temporary **clerical employee** until October 20. Job would start ASAP. Looking for someone who can do a lot of our stat keeping, client lists, working with DOC getting and releasing clients from SAP, maintaining files, answering inmate requests etc. This is just a temporary position right now to help out while some one is on leave until Oct 20th. It would be a clerical only position. They would have to work the hours between 8-4 since that is when staff is here. I am looking at 15-20 hrs per week. The person would need to be detailed oriented, have computer skills and know how to use excel. They would be in a correction setting (behind locked doors). Email resume to Linda Welch [lwelch@daviesscojail.org](mailto:lwelch@daviesscojail.org)

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8.15.14 Business Office Representative – RiverValley

Part-time (20 hours per week), temporary position

JOB SUMMARY:

Performs secretarial work, general office functions; performs related work as required. Responsible for scheduling, billings, maintaining therapist/physician schedules and answering phones. Greets & assists clients and therapists. Responsible for completing initial paperwork. Participation in skill enhancement activities. Other duties as assigned including back-up for other staff.

KNOWLEDGE, SKILLS, AND ABILITIES:

1. Good knowledge of general office practice and business English

2. Ability to deal effectively with the public.

3. Ability to type at the rate of no less than 40 words per minute.

4. Demonstrate a positive outlook and a respectful manner toward clients, staff, and coworkers, and visitors.

TRAINING AND EXPERIENCE:

High school diploma/GED

Must be 21 or older

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8.13.14 **Drummer Needed**: Looking for a drummer to join our worship band on a wo-week rotation. Fun and worshipful place to serve! Contact J.P. Kwok [jkwok@bellnet.org](mailto:jkwok@bellnet.org) or call 270-929-2275

Bellevueowensboro.org

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8.13.**14 Accompanist Needed** Looking for a keyboardist to accompany church orchestra rehearsal. Wednesday Nights from 7:00 pm- 8:30pm. Contact J.P. Kwok [jkwok@bellnet.org](mailto:jkwok@bellnet.org) or call 270-929-2275

Bellevueowensboro.org

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8.12.14 Audubon Area is looking for a PT Teacher Associate for the Early Head Start Program at the West End Child Development Center. Details are attached. Please direct candidates to Focus Career <https://focuscareer.ky.gov/career> and search using the Job ID KY0540561.

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8.12.14 Creating a “**Lawn care and Odd Jobs**” part time employment list. A lot of these jobs will be within walking distance of the campus. If you would like to make some extra money, ($9-$10/hr.) are dependable, able to do manual labor and have a good work ethic; you can be added to the list. This list will be emailed to faculty and staff at the beginning of the semester.

I need the following information:

**Name:**

**Cell #:**

**Lawn care and Odd Jobs Past Experience:**

**References: Name & phone**

**Do you have a vehicle?;**

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8.12.14 Academy Sports & Outdoors Opening for the following positions:

 Apparel Sales Associate

 Asset Protection

 Camping Sales Associate

 Cashier

 Custodian

 Fishing/Hunting Sales Associate

 Footwear Sales Associate

 Receiving Associate

 Team Sports Sales Associate

About Academy Sports + Outdoors Academy Sports + Outdoors is a premier sports, outdoor and

lifestyle retailer with a broad assortme of quality hunting, fishing, and camping equipment and

gear along with sports and leisure products, footwear, apparel and much more.

Please direct all candidates to Focus Career <https://focuscareer.ky.gov/career> and search using the Job ID KY0539315

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8.11.14 Home Instead is looking for a PT Caregiver. Please direct all candidates to Focus Career <https://focuscareer.ky.gov/career> and search using the Job ID KY0540013. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8.11.14 Lifeline Homecare is looking to fill two PT positions:

Care-giver (Owensboro) KY0538218

Care-giver (West Louisville) KY0540500

Please direct candidates to Focus Career <https://focuscareer.ky.gov/career> and search using the Job ID’s provided.

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8.11.14 **Audubon Area is looking to fill the following positions:**

**Teacher Associate** (PT) Owensboro/Daviess County Head Start KY0539312

**Teacher Associate** (PT) DarNek KY0539312

Please direct all candidates to Focus Career <https://focuscareer.ky.gov/career> and search using the Job ID’s provided.

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**8.11.14 Tutoring/Childcare**

Seeking exceptional KWC student to spend up to four hours a week with an adoring three year old boy. Acceptable activities include:

**Piano instruction**

**Guitar instruction**

**Beginning Spanish or Chinese, preferably from native speakers**

**Reading**

The following hours are available:

Monday 9-9:50, 1-1:50

Friday 9-9:50, 1-1:50

Sessions will be on campus and are only needed when KWC is in session. Candidate may take one, several, or all slots. Pay $10+/hr. This would be a very rewarding way to spend a free period this fall!

Please contact [elizabethnaylor@gmail.com](mailto:elizabethnaylor@gmail.com)

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**8.8.2014** Owensboro Country Club looking for 2-3 part time Golf Cart Attendants

Assist members with golf carts and clubs as well as other duties as needed in the golf dept.

Apply in person at the Golf Shop at the Owensboro Country Club Byers Avenue.

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**8.8.14 Title IX/Sexual Harassment Coordinator**

**Kentucky Wesleyan College** is a leader in liberal arts and professional education with a long-standing reputation for quality and academic excellence. Currently serving approximately 700 students, KWC provides a challenging and supportive academic experience, a positive work environment, and a stimulating culture. KWC produces highly qualified graduates who become successful professionals in the career of their choice and valuable members of their communities**.**

Currently, Kentucky Wesleyan College is seeking applications for a part-time Title IX/Sexual Harassment Coordinator. Reporting directly to the President, the Title IX/Sexual Harassment Coordinator is responsible for coordinating the College’s efforts to comply with Title IX of the Education Amendments of 1972 and for facilitating the College’s commitment to providing a learning and working environment free of sexual discrimination. While this is a year-round position, the hours (approximately 20 per week) will be concentrated during the academic year.

**Primary responsibilities include:**

**•** Receive and respond to Title IX sexual discrimination complaints filed by students, employees, and third parties.

• Conduct investigations into violations of Title IX and serve as the College liaison to sexual discrimination investigations handled outside the College that involve College students or employees.

• Develop and coordinate educational and training programs and information on sexual discrimination and Title IX.

• Work collaboratively with campus offices and groups as well as the College’s legal counsel on Title IX issues, policies, and investigations.

• Attend training on sexual discrimination and Title IX and remain knowledgeable on the subject.

• Review College policies and procedures to ensure they are compliant with Title IX.

• Maintain documents and files related to complaints, investigations, and training.

• Establish a campus focus group to provide input on strategies to ensure student understand their rights regarding sex discrimination.

• Ensure an annual climate check is conducted with students to determine the effectiveness of the College’s steps to ensure a campus free of sex discrimination.

• Assist with other duties as assigned related to risk management, safety, and security.

**Qualifications**

Applicants should have previous experience with Title IX compliance, conducting harassment or other investigations, or working with students in a college environment. Excellent communication skills, the ability to work independently, and the ability to handle confidential information in an appropriate, discrete manner are essential. Applicants must be readily available to campus constituents and be able to respond to complaints quickly and with diplomacy and tact.

**To Apply**

Please submit a cover letter, resume, and three professional references to Linda Keller, Director of Human Resources, at [lkeller@kwc.edu](mailto:lkeller@kwc.edu) or mail to Kentucky Wesleyan College, Linda Keller/HR, 3000 Frederica Street, Owensboro KY 42301.

Review of applications will begin immediately and continue until the position is filled.

Kentucky Wesleyan College is an equal opportunity employer.

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**8.8.14 First Security Bank has immediate openings for Part-Time Tellers in our Owensboro region to provide the best service possible to all customers while maintaining proper procedures and guidelines. Provides a variety of customer savings, checking and credit account transactions at the teller or drive-in window, including receiving checks and cash for deposits, payments for mortgages and other loans, and daily cash drawer balancing.**

**Position Requirements:**

**• High School Diploma or equivalent, college degree a plus**

**• Previous Teller or cash handling experience preferred**

**• Excellent interpersonal communication and customer service skills**

**• PT Hours will vary Monday – Friday, with Saturday rotation**

**Please send your confidential résumé; please specify position, via e-mail to:**

[**Careers@FirstSecurity.net**](mailto:Careers@FirstSecurity.net)

**Or mail to:**

**Human Resources, P.O. Box 788, Owensboro, KY 42302.**

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**8.7.14 Job Description - MIc Person Shoe Carnival**

**I. Responsible for driving sales.**

A. Makes planned merchandise announcements to customers stating product,

placement, price and time frame to create urgency to buy.

B. Adjusts departmental announcements based on store traffic.

C. Through an hourly sales report, records sales and margin and adjusts announcements to attain individual departmental sales goals.

D. Accountable for accessories department sales goal.

E. Must be highly knowledgeable of sale prices, product knowledge, and competition activity.

F. See Mic Person Standards policy 3-1 for additional detail.

**II. Responsible for customer relations.**

A. Greets customers at store front and mic stand.

B. Assists customers in locating needed departments by direction or by enlisting the aid of a sales associate.

C. Creates customer involvement using fun specials, games and contests; ensures all communication over the microphone is family friendly.

D. Politely attempts to turn non purchasing shoppers before exiting store.

E. Assists in customer exchanges and returns.

F. Assures compliance of all Non-Negotiable Service Standards.

G. Sincerely thanks all customers leaving the store.

**III. Responsible for sales floor control.**

A. Makes customer service announcements directing sales associates to shoppers in need of assistance.

B. Makes announcements directing departmental sales associates to areas in need of aisle maintenance.

C. Monitors potential shoplifting opportunities and enlist the assistance of store

personnel, management, or loss prevention personnel when needed.

D. Monitors length of lines and check-out times at registers and calls for back up

cashiers or mate checkers when more than 2 customers are in line.

IV. Responsible for following store policies and procedures and all management

direction.

**Job Summary Primary Duties & Responsibilities**

Under the direction of management, the Mic Person is responsible for the administration

and control of sales and in-store promotions. The Mic Person is responsible for sales by

making carefully planned product special announcements creating an urgency to buy to

achieve sales goals. The Mic Person is also responsible for customer relations and sales

floor control according to established store and company policies and procedures

**They can apply by clicking on the Careers link at the bottom of our website.** [**www.shoecarnival.com**](http://www.shoecarnival.com)

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**8.4.14 YOUTH CARE SPECIALIST NEEDED**

**PRN-WEEKENDS ONLY**

**This position provides supervision and therapeutic services to children and adolescents admitted to the residential program. Must possess High School Diploma/GED and be 21 years old or older.**

**To apply for this position or to see all current openings go to our website at** [**WWW.RVBH.COM**](http://WWW.RVBH.COM) **, click on “rva” and then click “Careers”.**

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**8.1.14 Students in a pre medical related field!**

EMERGENCY PHYSICIAN SCRIBE Employment Opportunity

Our company, ScribeAmerica, hires and trains students interested in careers in medicine. We provide paid classroom and clinical training in the emergency department to prepare students to be Emergency Physician Scribes. The role of an ER scribe offers exciting first-hand experience in the emergency department and full one-on-one shifts working with board certified emergency physicians. The job is second-to-none for exposure to emergency medicine, disease processes, medical decision making, and procedures performed in the emergency department.

Compensation:

 Paid one-on-one time with emergency physicians.

 Paid classroom and clinical training.

 Wage begins at $8 per hour and is raised to $10 per hour after 3 months of work.

 20-40 hours per week

 Flexible scheduling though there is a minimum of two full shifts (~20 hours) per week.

**Location: Owensboro Health Regional Hospital**

**1201 Pleasant Valley Rd. Owensboro, KY 42303**

Go to our website [www.ScribeAmerica.com](http://www.ScribeAmerica.com) and click on the “Scribe” tab to access the application.

Contact Antonia DeVito or Ashley Hemann for more information at: [owensboroscribes@scribeamerica.com](mailto:owensboroscribes@scribeamerica.com)

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7.28.14 Babysitters needed for the ’14-’15 school year **Babysitter List**

I am getting calls for babysitters. Usually from 2:30-5:30, possibly other times. Some would like to start asap.

If interested I need:

**Name:**

**Year in college:**

**References:**

**Cell:**

**Experience**:

Email to: [mcambron@kwc.edu](mailto:mcambron@kwc.edu)

**This information will be shared with faculty and staff. If someone other than faculty or staff calls you, you need to find out who referred them. Do your “due diligence” before accepting any job in someone’s home. M. Cambron**

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7.25.14 \_Retail Sales Associate (PT) PAYLESS SHOESOURCE INC

Owensboro, KY, 42301

Duties and Responsibilities

\* Sell merchandise at a retail store.

\* Greet customers.

\* Help customers find what they want.

\* Ring up bills, using POS machines.

\* Answer customer questions.

\* Follow rules for payments and exchanges.

\* Use basic computer skills.

\* Work in stock room, customer service.

Nature of Work

Duration: Part Time, Regular

Normal Work Days: Varies

Normal Work Shifts: Any Shift

Salary Range: 7.25 - 7.25 /Hour

Post is open till: 20th September, 2014

Education

Applicants should have a No Specific Requirement

Minimum Age

Applicants should have age 17 yrs. (Insurance Reasons)

About PAYLESS SHOESOURCE INC

Payless ShoeSource is the largest specialty family footwear retailer in the Western Hemisphere, offering a trend-right and comprehensive range of

everyday and special occasion shoes and accessory items at affordable prices for every member of the family. The company’s mission is simple:

Become the first choice for style and value in footwear and accessories for our customers.\_

Payless Shoes is looking for a PT Retail Sales Associate. Please direct candidates to Focus Career <https://focuscareer.ky.gov/career> and search using the Job ID KY0535806.

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**7.25.14 now hiring Direct Support Employment Opportunities with Puzzle Pieces**

If you are interested in a rewarding position caring for individuals with intellectual disabilities and are at least 18 years of age and a high school graduate, please send an application and current resume to [contact@puzzle-pieces.org](mailto:contact@puzzle-pieces.org) , download the application form below and drop off in our mailbox (1512 Frederica St. Owensboro, KY  42301) or complete the online application below.  Starting pay is $8.00 an hour. Must have a high school diploma.  
  
**All employees are required by state regulations to have:**   
(Employees are responsible for these fees.  **We do have pay options that you can discuss with Executive Director during interview**.)  
\*Background Check $20.00  
\*Central Registry Check $10.00   
\*Nurse Abuse Registry Check (no cost)  
\*TB Test & Drug Test  - $60.00  Healthpark Work Health    
\*First Aid/CPR Certification ($20.00 through us if you don't have already)   
  
**These checks and test are required by the state to work at our facility and to protect our clients.**  
[Employment Application](http://www.puzzle-pieces.org/uploads/1/1/6/7/11670698/pp_employment_hiring_application.pdf) .pdf version   
[Employment Application](http://www.puzzle-pieces.org/uploads/1/1/6/7/11670698/pp_employment_hiring_application.doc) .doc version   
  
Please allow time to download.  These downloads work on our end but if you have trouble email us and we can email the application to you.  [contact@puzzle-pieces.org](mailto:contact@puzzle-pieces.org)

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**7.24.14 Students in Health related career tracks**

**Plasma Biological Services** has the following available at various times **PT & FT:**

**Donor Processors-** Take vital signs and ask medical history questions.

**Phlebotomists-** Venipuncture, chart review, and monitor the donors.

**Shipping/Receiving/Plasma Processor-** Receiving shipments, organizing shipments, and processing plasma bottles for freezer storage.

**Email a resume or stop by to fill out an application if you have any prospects.**

**Kevin Galloway**

**Assistant Manager**

**Plasma Biological Services**

**1858 Triplett St.**

**Owensboro, KY 42303**

[**kgalloway@interstatebloodbank.com**](mailto:kgalloway@interstatebloodbank.com)

**(270) 685-0068 Ext. 2612**

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**7.24.14 Students in a pre medical related field!**

EMERGENCY PHYSICIAN SCRIBE Employment Opportunity

Our company, ScribeAmerica, hires and trains students interested in careers in medicine. We provide paid classroom and clinical training in the emergency department to prepare students to be Emergency Physician Scribes. The role of an ER scribe offers exciting first-hand experience in the emergency department and full one-on-one shifts working with board certified emergency physicians. The job is second-to-none for exposure to emergency medicine, disease processes, medical decision making, and procedures performed in the emergency department.

Compensation:

 Paid one-on-one time with emergency physicians.

 Paid classroom and clinical training.

 Wage begins at $8 per hour and is raised to $10 per hour after 3 months of work.

 20-40 hours per week

 Flexible scheduling though there is a minimum of two full shifts (~20 hours) per week.

**Location: Owensboro Health Regional Hospital**

**1201 Pleasant Valley Rd. Owensboro, KY 42303**

Go to our website [www.ScribeAmerica.com](http://www.ScribeAmerica.com) and click on the “Scribe” tab to access the application.

Contact Antonia DeVito or Ashley Hemann for more information at: [owensboroscribes@scribeamerica.com](mailto:owensboroscribes@scribeamerica.com)

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7.24.14 Position**: Lifeguard**

Status: PRN

Link to Apply: <http://ch.tbe.taleo.net/CH09/ats/careers/requisition.jsp?org=OMHS&cws=1&rid=6033> (or visit owensborohealth.org/careers )

**Job Summary:** Responsible for providing and maintaining a safe area for aquatic activity during hours that require a lifeguard on duty. Executes all tasks and behaves in a manner consistent with a culture of safety and a high reliability organization; behavior supports the organization's core commitments of Integrity, Service, Respect, Teamwork, Excellence, and Innovation.

**Job Responsibilities:** Responsible for the prevention of incidents, responding to emergencies and enforcing facility rules related to aquatic area. Enforces the facility and pool rules. Assists with keeping aquatic area clean and safe every shift that is worked. Ensures supplies are maintained in the department. Alerts fitness supervisor or manager of aquatics regarding functionality and/or availability of equipment. Completes incident reports when incidents occur and alerts fitness supervisor or manager of aquatics.

Education: Completion of sophomore year high school required. High school diploma or General Equivalency Diploma (GED) preferred.

Licensure/Certification: Lifeguard certification from the American Red Cross, Young Men's Christian Association (YMCA), or Ellis and Associates required.

Required Work Experience: None required. At least 1 year experience in Lifeguarding preferred.

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7.24.14 Looking for a couple of reliable students to help us out in the afternoons with housework, picking the kids up and taking them to practice, etc. Need to be free from around 2:30-5:30 a few days a week, starting the last week of August. If interested, submit your contact information, scope of experience and also contact info. for 2 personal references to Todd Lillpop at [tlillpop@kwc.edu](mailto:tlillpop@kwc.edu)

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7.24.14 Macy’s is looking for several PT positions: Go to Focus Career <https://focuscareer.ky.gov/career> using the corresponding Job ID #.

Merchandise Placement Associate (KY0536770)

Retail Commission Sales—Fine Jewelry (KY0535729)

Retail Sales Associate (KY0535731)

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7.24.14 Youth Director Intern Job description

10 hours a week. Part of the 10 hours is be devoted to planning.

The youth director will lead weekly youth meetings on Sunday evening, time to be determined.

The youth directory will work with the parents and youth in having fundraisers to help to raise money for Camp Loucon and other things the youth would like to do.

The youth director will meet with the pastor monthly or more often if needed to develop ongoing learning goals.

The youth director will be expected to be with us in worship on Sunday mornings each week. If a Sunday is needed to be absent that will be worked out with the Pastor and Chair of the Staff/Parish Relations Committee 2 weeks prior to being absent.

The youth director will work with the parents and youth about developing a Youth Leadership Council.

If it all possible but not required the youth director could go to youth school events that feature our youth.

Salary is $10 an hour or $100 a week.

We will work your College Institution in developing ways to use this job for credit.

Please send inquires and resumes to:

Pastor Randy Jones [revrandyj@att.net](mailto:revrandyj@att.net)

Woodlawn United Methodist Church

1120 Woodlawn Ave.

Owensboro, KY 42301 or

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7.24.14 TJ Maxx is looking for PT Merchandise Associates. Please direct candidates to search Focus Career <https://focuscareer.ky.gov/career> using the Job ID KY0535726.

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7.23.14 Academy Sports & Outdoors is opening on October 17th. They are hiring now for:

[**Team** Sports **Sales Associate**](http://www.indeed.com/rc/clk?jk=8528e69212b5482a)[**Apparel Sales Associate**](http://www.indeed.com/rc/clk?jk=1d899d97a1ee137a)

[**Custodian**](http://www.indeed.com/rc/clk?jk=87e992edeaa7e453)

[**Receiving Associate - Store**](http://www.indeed.com/rc/clk?jk=994c0e762e8c842b)

[**Asset Protection Associate**](http://www.indeed.com/rc/clk?jk=208cb1374bf6c4be)

[Fishing/Hunting Sales Associate](http://www.indeed.com/rc/clk?jk=488b4ca1040692f7) - new

[Footwear Sales Associate](http://www.indeed.com/rc/clk?jk=9edc9a68ad13b145) - new

[**Sports** Jobs, Employment in **Owensboro**, **KY** | Indeed.com](http://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&cad=rja&uact=8&ved=0CC4QFjAA&url=http%3A%2F%2Fwww.indeed.com%2Fq-Sports-l-Owensboro%2C-KY-jobs.html&ei=iR3QU9iSF8e2yASBioFI&usg=AFQjCNHxljqcl7MXWKlIT88iRt9lVpMoVg&bvm=bv.71667212,d.aWw)

They can apply online at any time or they can apply at the store. We have hiring trailers already set up on site and we normally are here 7-5 Monday thru Friday

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7.21.14 **Owensboro Parks and Recreation are needing**  two-three  part-time workers at Smothers Park.  The hours would be up to roughly 30-35 hours per week.  They are mostly night/evening and weekend hours.  They typically go in at 1:30 -2:00 or something like that and would work until typically 10:00.  It’s 7 days per week and holidays as well.  On Saturday and Sunday it is usually broken up to two shifts and cover 7 am – 10pm.  They would need to have a valid driver’s license.  Duties would general cleaning areas within and around the park including paved areas, restrooms, etc.  Light maintenance picking up trash, weeding, etc.  If someone only wants 20 hours then instead of 2 @ 30, the option is 3 @ 20 hours so we can be flexible.

Do you have anyone that might be interested.  I have two that are leaving, one in about a week and the other about the 3rd week of August.  To make it clear, they can’t sit in the office and do homework or study unless they are on their break.  We have had one or two that thought they could go out and check their trash or check the restrooms and go sit in the office and study for the remainder of their shift.

Apply:

Trojan Labor 1707 Triplett St, Owensboro, KY 42303

(270) 685-2900

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**7.18.14 FCC Director of Children and Youth Paid Staff/Part-time (15hrs)**

**First Christian Church of Henderson, KY is looking for a Director of Children and Youth.** This position is responsible for: building relationships with FCC Children, Youth and their families, infusing energy and creativity into all programs sponsored by the children’s and youth ministry, and handling the logistical operations of the ministries in a way that supports families and that helps volunteers be exceptionally effective. Please contact the pastor, Dr. Chuck Summers by phone 270-826-3652 or by email [**chucksummers@bellsouth.net**](mailto:chucksummers@bellsouth.net) to apply for the position.

The Director of Children and Youth at FCC is responsible for:

1. Building relationships with FCC Children, Youth and their families.

2. Infusing energy and creativity into all programs sponsored by the children’s and youth ministry

3. Handling the logistical operations of the ministries in a way that supports families and that helps volunteers be exceptionally effective.

**RELATIONSHIPS:** The Director of Children and Youth is involved in the lives of the children and youth —

establishing relationships with them, shepherding them and helping them develop their own relationship with Jesus Christ and with other families at First Christian Church.

 Knowing the Flock: The Director of Children and Youth knows every participating child and youth by name and is visible on school campuses that represent FCC whenever possible and appropriate.

 Welcome and Follow-up: All first-time visitors to one of the programs of either ministry receive an exceptional welcome and timely follow up, so that all children and youth who want to become a part of the ministry at FCC do so in a way that feels welcoming and natural to them.

 Discipleship: The Director of Children and Youth regularly encourages children and youth to take the next natural step in their journey of Christian discipleship, including involvement in worship, leadership, Sunday school, special programs and Bible studies.

PROGRAMS: The Director of Children and Youth works to infuse each gathering with playfulness, creativity and enthusiasm.

 Joyful Energy: All the regular gatherings of either ministry have a winsomely Christian atmosphere, and the Director of Children and Youth is careful to set a tone of joyful enthusiasm at each of these events.

 Participation: The Director of Children and Youth is present at all weekly and special events within the Children’s and Youth ministry of FCC.

 Volunteer Support: The Director of Children and Youth is a recruiter, encourager, trainer and supporter of volunteers at FCC who may also want to be involved in the lives of the children or youth.

 Living the Faith: The Director of Children and Youth serves as a catalyst for spiritual growth, by example and by articulating their faith both at ministry gatherings and in everyday conversations with children, youth, and families.

**LOGISTICS:** The Director of Children and Youth oversees logistical concerns relative to the programs of the Children’s Ministry and the Youth Ministry (forms, volunteer recruiting, transportation arrangements, etc.)

 Logistical Details: The logistical details of the Ministries are handled in a professional and timely manner. These needs include at least:

o Attendance tracking

o Forms and registrations

o Compliance Documents

o Communication with church staff, youth, families and the congregations

 Special Event Organization: All special events are well organized and publicized. Their execution leaves parents confident that their children and youth are being faithfully and creatively nurtured.

 Volunteer Coordination: All volunteers have been recruited at least one month before they begin their work. They receive whatever information they need to do their job well, including curriculum for Sunday school, youth group or Bible studies. Their work is acknowledged with thanks. Their experience leaves them feeling that they’ve made a difference, and they are eager to serve with the youth ministry in the

future.

 Working with the Pastor and the Christian Education Committee: The Director of Children and Youth works closely with the Pastor and the Christian Education committee to ensure the ministry is in line with the vision and expectations of the church. In cooperation with the Pastor, the Director of Children and Youth supports the committee and engages them with the tasks they deem appropriate which include:

o Curriculum for Youth and Children

o Sunday school and Wee Worship/First Kids management

o Special events for Children and Youth including Youth Sunday and VBS

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**7.18.14 The following positions are available at Colby's Fine Food & Spirits**

Part-time service staff. Will work with school schedule. No prior serving experience necessary. Server wage is 2.50 plus tips. Sundays and Major holidays off.

Host/Hostesses. Mainly evening hours. Minimum wage to start with a 60 day review. Sundays/Major Holidays off. Per shift employee meal.

Kitchen positions also available.

If you are seriously interested in working at a well established, busy downtown restaurant, please apply M-F 9a.m.-10:30 a.m and 2 pm.-4p.m. Please bring a pen and your resume (if you have one)

Colby's Fine Food and Spirits (204 W. Third St.)

Colby's Deli & Café (401 Frederica St.)

Owensboro, Ky. 42303

270 685-4267 Fax 270 685-1389

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

[colbysrestaurant@aol.com](mailto:colbysrestaurant@aol.com)

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**7.18.14 The following positions are available at Indicate Colby's Deli** Part-time position available for light food prep, customer service (taking orders and running food)

Deli is open 7a.m - 2 p.m. M-F closed on weekends. **Will work around school schedules.**

Definite time needed would be between 11a.m-2pm M, Wed, Thurs. Fri.

**Apply at Colby's Fine Food and Spirits, 204 W. Third** St**. Indicate Colby's Deli** on application please.

Colby's Fine Food and Spirits (204 W. Third St.)

Colby's Deli & Café (401 Frederica St.)

Owensboro, Ky. 42303

270 685-4267 Fax 270 685-1389

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

[colbysrestaurant@aol.com](mailto:colbysrestaurant@aol.com)

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**7.18.2014 Youth Development Specialist**  
Life Choices Maternity & Youth Home – Evansville, IN

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| Life Choices Maternity and Youth Home is looking for (1) full time youth development specialists and (2) part time youth development specialist. Applicants must be a minimum of 21 years of age, have a High School Diploma, or GED; valid drivers license, no criminal history and ability to be CPR and First Aid certified. The YDS position is working directly with high school age youth who have been placed in our care through the Department of Children Services or Juvenile Court. The clients we serve often have endured traumatic life events and often display mental health and behavioral challenges. The clients are functional and work and attend school in the community. It is our job to support these youth by giving them life skills as they transition to independence.  **Specific Positions:** **1-Part Time Overnight Position:** Shifts run 10pm to 8am (10pm to 10am on weekends) 2-3 shifts per week. **1-Part Time Day/Weekend Position:** Shifts run 10am to 10pm Sat/Sun. and includes other open shifts as available.  Life Choices Maternity and Youth home is a residential program that provides housing and services to young women who have been abandoned, abused, neglected. The residential program is semi-independent in nature, so our residents are active community members. Approximately 50% of our clients are pregnant or parenting. It is our goal to help these young people overcome the challenges that they have been exposed to and become healthy functional independent adults.  **»** [View or apply to job](http://www.indeed.com/rc/clk?jk=dc96671a9b934313&from=vj&grandfrom=ja&tk=18t4qalvm077h2hm&pos=bottom) |

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| **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **7.15.14 Medical Assistant** Owensboro  Health  – Owensboro, KY   |  | | --- | | Performs routine clinical and administrative duties in support of assigned area. Training is provided relevant to the population served, based on scope of care of the service assignment. Completes less routine assignments. Duties and tasks are more complex. Exercises judgment to solve more complex problems. Executes all tasks and behaves in a manner consistent with a culture of safety and a high reliability organization; behavior supports the organization’s core commitments of Integrity, Service, Respect, Teamwork, Excellence, and Innovation.  **Job Responsibilities:** Under the supervision of physician, nurse practitioner, physician assistant or nurse, assists with performing patient assessments and treatments. Performs basic diagnostic procedures and specimen collection. Monitors and communicates changes in patient condition. Documents patient care given. Maintains equipment and medical supplies, including reordering, stocking, cleaning and troubleshooting. Maintains examination areas. Performs administrative or clerical duties as assigned, including filing, reception, scheduling, data entry and patient registration, and pre-certifications.  **Education:** High school graduate or GED required.  **Licensure/Certification:** Certified in Basic Life Support Healthcare Provider (BLS) preferred. Certified Nurse Assistant (CNA), Certified Medical Assistant (CMA), Registered Medical Assistant (RMA), Certified Surgical Technologist (CST), or Emergency Medical Technician (EMT) preferred.  **Required Work Experience:** At least one year of relevant experience indirect patient care preferred.  **FLSA Class:** Non-Exempt  Owensboro  Health   – 13 hours ago – save job – [block](http://www.indeed.com/viewjob?jk=7fdb2051eeafaaf5&l=Owensboro,+KY&tk=18ssvqhh706b019k&from=ja&alid=95ea53bdbc92a68b&utm_source=jobseeker_emails&utm_medium=email&utm_campaign=job_alerts#block_job0)  **»** [View or apply to job](http://www.indeed.com/rc/clk?jk=7fdb2051eeafaaf5&from=vj&grandfrom=ja&tk=18ssvqhh706b019k&pos=bottom) |   **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **7.15.14 Part Time NABISCO Merchandiser – Owensboro, KY** 1407073 Description  Mondelēz International’s portfolio includes several billion-dollar brands such as Nabisco, Oreo and LU biscuits, Cadbury and Milka chocolate, Jacobs coffee, Tang powdered beverages and Trident gums. Mondelēz International has annual revenue of approximately $36 billion and operations in more than 80 countries.  For more information, visit [http://www.mondelezinternational.com](http://www.mondelezinternational.com/) and <http://www.facebook.com/mondelezinternational>  .**Primary Role:** The Mondelēz Global Sales Service Representative role is designed to build a world class Direct Store Delivery (DSD) business at the retail level by fulfilling the merchandising needs of the customer. The Representative is responsible primarily, though not exclusively, for merchandising Nabisco brands. Areas of focus will include full shelf conditions, neatly merchandised displays and shelves, building display point of sale in all areas of store, properly rotated product, and accurate price tags / point of sale in all departments. A major objective of this role is to establish and maintain rapport with key store individuals while providing outstanding customer service. This role will be responsible for maintaining a timely and accurate call schedule. Further, this role will be responsible for identifying and communicating individual store problems and opportunities to the appropriate Mondelēz Global personnel.  **Key Competencies:**   * Ability to perform hard work in a fast-pace work environment and perform physical activities (frequent lifting, bending, and carrying up to 25 lbs., occasionally over 50 lbs., pushing, pulling, etc.) while adhering to the safety expectations and processes * Planning and organizing skills * Effective communication skills * Creativity * Flexibility * Detail-oriented * Problem solving skills * Computer literate (Microsoft Office, Internet and Cellular/Wireless devices)   **Requirements:**   * You must be at least 18 years of age, have a valid driver’s license, reliable transportation, proof of auto insurance and have access to the internet with a personal email account. * A flexible work schedule is required, including availability to work weekends and holidays. * Previous Retail / Grocery experience a plus. * Successful completion of drug test, MVR check, and general background check. * You must be at least 18 years of age, have a valid driver’s license, reliable transportation, proof of auto insurance and have access to the internet with a personal email account. * A flexible work schedule is required, including availability to work weekends and holidays. * Previous Retail / Grocery experience a plus. * Successful completion of drug test, MVR check, and general background check.   Mondelēz Global is an equal opportunity and Affirmative Action employer. We actively seek to maintain a diverse work force, and Mondelēz Global therefore recruits qualified applicants without regard to race, color, religion, gender, national origin, age, disability, or Vietnam veteran status.  **»** [View or apply to job](http://www.indeed.com/rc/clk?jk=b37b67b3f52d9534&from=vj&grandfrom=ja&tk=18ssvqhh706b019k&pos=bottom) |

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| **7.14.14 Seasonal Retail Stock Receiving Part Time, Morning 5am-2pm – Owensboro, KY – Towne Square, Macy’s** Macy’s – Owensboro, KY Overview  As a Seasonal Retail Stock Receiving Associate, you will be an integral part of bringing the magic of Macy’s to life during the fast-paced holiday season. Associates in this role perform a number of functions that are critical to offering our customers the best experience when they shop in our store. While all seasonal positions require working as part of a team to meet department and store objectives, your individual responsibilities may include the timely execution of the receiving process, delivering merchandise to the floor for placement, ensuring floor readiness by store opening, keeping the selling floor stocked with merchandise, and organizing the selling floor and stock areas.  In order to present our customers with the best holiday shopping experience, most of our Retail Stock Receiving Associates start their workday early in the morning or late in the evening to ensure we are ready to make Macy’s magic. Some locations even have overnight processing schedules. Seasonal associates will have the opportunity to work a flexible schedule on a temporary basis, which may include early mornings, evenings, weekends and busy events such as the day after Thanksgiving and the day after Christmas. And don’t forget – just in time for holiday shopping, you will receive an employee discount of up to 20% starting your first day!  Any scheduled hours listed in the job posting title are subject to change based on business needs. All seasonal associates may be required to work hours other than those stated in the job posting title on weekends or on key holiday events, such as the Friday after Thanksgiving.  **Essential Functions**:  Complete all processing and receiving activities in accordance with productivity standardstimelines  Responsible for customer carryout and special deliveries  Participate instockroom maintenance, organization, and housekeeping  Perform other duties as assigned  Regular, dependable attendance and punctuality  **Qualifications:** **Education/Experience:** No specific education or experience required  **Communication Skills:** Ability to read and interpret documents such as memos, safety rules, policies and procedures. Ability to communicate effectively with peers and management  **Mathematical Skills:** Basic math functions such as addition, subtraction, multiplication, and division. Able to use a calculator  **Reasoning Ability:** Ability to work in a fast-paced environment, handle multiple priorities, and learn new procedures. Ability to work as part of a team, but also able to complete tasks independently with little supervision  **Physical Demands:** Position may include frequent lifting, bending, reaching, and the use of ladders and other equipment  **Other Skills**:  Demonstrates an energetic and positive attitude  **Work Hours:** Available to work a flexible schedule, which may include early morning, evening, overnight, weekends holidays, and major sales events. Hours are subject to change based on business needs  » [View or apply to job](http://www.indeed.com/rc/clk?jk=dec023ad2fe755c2&from=vj&grandfrom=ja&tk=18sq6kh6j06a070s&pos=bottom) |

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**7.14.14 Resident Monitor Part-Time (2nd Shift) Dismas**

**Psych or CJ majors: good experience**

* **Company** [Dismas](http://www.americasjobexchange.com/now-hiring/dismas-charities) **Dismas**
* **Location** [OWENSBORO, KY](http://www.americasjobexchange.com/jobs/l-owensboro-ky)
* **Job Type** Regular
* **Job Classification** Full Time
* **Experience** not provided
* **Education** High School Diploma or GED
* **Company Ref #** DISMAS\_SAAS\_HUA438
* **AJE Ref #**567367473

**How to Apply**

**On the Web**   
Access this website to post your resume or fill out a job application online:  
[http://dismas.hua.profilestms.com/pm\_module/cgi-bin/click.cgi?job\_id=4...](http://dismas.hua.profilestms.com/pm_module/cgi-bin/click.cgi?job_id=438&site_id=129)

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**7.10.14 Cashier Team Member** Target – Owensboro, KY

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| **Description:** Provide fast, fun and friendly checkout service.|Resolve guest concerns in a positive, helpful manner.|Work as part of a team.|Know REDcardSM messaging and solicit guest registrations.| **Requirements:** Use excellent guest service skills.|Handle money, refunds and exchanges.|Learn new technology.|Read labels and other product information.|Cross train and work in other areas of store as needed.|Quickly and accurately scan and bag all items and collect payment1.| **Benefits:** Target merchandise discount.|Competitive pay.|Flexible scheduling.  **»** [View or apply to job](http://www.indeed.com/rc/clk?jk=4ee528ecd3a2adeb&from=vj&grandfrom=ja&tk=18sg8l9ji06b00cc&pos=bottom) |

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**7.10.14 Safety Assistant** Owensboro Health  – Owensboro, KY

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| Assists the nurse providing continuous, uninterrupted observation of patients with complex safety needs. Executes all tasks and behaves in a manner consistent with a culture of safety and a high reliability organization; behavior supports the organization’s core commitments of Integrity, Service, Respect, Teamwork, Excellence, and Innovation.  **Job Responsibilities:** Works with the nursing staff to maintain a safe environment according to organizational standards and policies. Reports abnormal findings.  **Education:** Completion of sophomore year high school required. High school diploma or General Equivalency Diploma (GED) preferred.  **Licensure/Certification:** Certified as a Basic Life Support (BLS) Healthcare Provider required within 90 days of employment in this position.  **Required Work Experience:** At least 3 months experience in a healthcare related field or enrolled in a healthcare related degree program.  **3-11 shift 20 hours/week**  **»** [View or apply to job](http://www.indeed.com/rc/clk?jk=eece1c12af383c03&from=vj&grandfrom=ja&tk=18sg8l9ji06b00cc&pos=bottom) |

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**7.10.14 Client Service Professional** HRB EASTERN ENTERPRISES INC

Owensboro, KY, 42301

**Duties and Responsibilities**

\* Speak with customers by phone, in person.

\* Provide information about products and services.

\* Receive and process incoming phone calls from customer or client base.

\* Record details of customer transactions, interactions, inquiries, complaints, comments.

\* Prioritize data entry daily to ensure customers' needs are met.

\* Effectively identify customer concerns over the phone.

\* Collect deposits or payments.

\* Respond to customer inquiries.

\* Communicate with a clear, distinct voice.

\* Maintain a positive and professional phone demeanor.

\* Performs office duties such as data entry, word processing, filing, copying.

\* Identify areas for improvement.

**Nature of Work**

**Duration:** Part Time, Seasonal

**Normal Work Days:** Varies

**Normal Work Shifts:** Any Shift

**Post is open till:** 7th September, 2014

**Number of Job Openings:** 5

**Education**

Applicants should have a High School Diploma/GED

**Minimum Age**

Applicants should have age 18 yrs. (Child Labor Laws)

**About HRB EASTERN ENTERPRISES INC**

Flexible hours, new skills and extra income make working in our tax office fun.

H&R Block tax offices provide tax help and advice throughout the year, drawing on more than 50 years of tax preparation experience. Many of our tax

offices are open year-round and during the tax season. When business increases, we hire thousands of additional part-time and seasonal associates to

handle a variety of important jobs. A seasonal position is rewarding because it allows you to earn extra income and possibly pursue a full-time career

with H&R Block.

Many H&R Block tax professionals have successfully taken and passed the H&;R Block Income Tax Course\* (recognized as the industry's leading taxtraining

program). If you are already a seasoned tax preparer, we invite you to take the Tax Knowledge Assessment test and possibly test out of the tax

course.

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**7.8.14 Election Agent** Ipsos – Owensboro, KY **one day job election day November 4th**

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| In 2014, Reuters and Ipsos are changing the way America learns about Election results. Voters all over the country will learn about election outcomes faster than ever thanks to an innovative, technology-driven approach to reporting the vote count.  We’re offering you the opportunity to go behind the scenes of the democratic process and take part in reporting the news that your local community, state, and the whole nation will be waiting for!  As an Election Agent for Ipsos and Reuters, you’ll use credentials awarded by Reuters to go behind the scene at your local election center and gather the vote count from County election officials. Once you receive the vote count, you’ll quickly (and easily) enter the results into a specially designed mobile app and send the news off to Reuters.  Working as an Election Agent for Ipsos/Reuters is a great opportunity for anyone looking to participate in reporting a crucial political event. It’s a great way to make some extra money while participating in a great cause.  There are only three requirements to be eligible for consideration as an Election Agent:  You have to be 18 years old  You must own a smartphone and/or tablet with data plan and be able to operate it proficiently  You must be available for a 1 day project  This is an especially great opportunity for anyone with experience or a background in:  Political Canvassing  Grassroots organization or Grassroots advocacy  Legislative Volunteer or Legislative Staff  Political Communications  Civic Engagement  Public Policy or Public Outreach  Government Affairs  Political Campaigns and Campaigning  A passion for the political process!  A love for news reporting!  **You will love working as an Election Agent because you will:** Get a behind the scenes look at how news agencies report the vote count on election night  Earn a flat rate of $100 for this event  Gain experience working as a credentialed agent for Reuters, an internationally recognized news agency  Backup Election Agents will be paid a flat $25 stipend. (In the event that a Backup Election Agent is called to work an assignment, he/she will be compensated at the regular Election Agent rate.)  **As an Election Agent for Reuters you will:** Complete a brief online training (1-2 hours)  Arrive at your assigned location one hour prior to the polls closing.  Work as an Election Agent on the evening of the Election (6-8 hours)  Use a mobile Application to upload vote counts as required (email, phone call, etc.)  **»** [View or apply to job](http://www.indeed.com/rc/clk?jk=6fdfcd612db509fe&from=vj&grandfrom=ja&tk=18s371i6p06ag2a7&pos=bottom) |

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**7.8.14 Cashier Team Member** Target – Owensboro, KY

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| **Description:** Provide fast, fun and friendly checkout service.|Resolve guest concerns in a positive, helpful manner.|Work as part of a team.|Know REDcardSM messaging and solicit guest registrations.| **Requirements:** Use excellent guest service skills.|Handle money, refunds and exchanges.|Learn new technology.|Read labels and other product information.|Cross train and work in other areas of store as needed.|Quickly and accurately scan and bag all items and collect payment1.| **Benefits:** Target merchandise discount.|Competitive pay.|Flexible scheduling.  **»** [View or apply to job](http://www.indeed.com/rc/clk?jk=43f25f6e16549564&from=vj&grandfrom=ja&tk=18s0nfkqb069g1fe&pos=bottom) |

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7.7.14 Need someone to keep our 1st grade daughter from 3-5 Monday through Friday. It would **start the first of August and continue through the fall semester**. Check your fall schedule and include it with your email to Ms. Francis. We pay **$10 an hour**. Please send your contact information and what experience you have had to Ms. Francis [janabeth.francis@daviess.kyschools.us](mailto:janabeth.francis@daviess.kyschools.us)

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7.3.14 AT&T is looking for a PT Sales Support Representative. Details attached. Please direct candidates to Focus Career <https://focuscareer.ky.gov/career> and search KY0532506.

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7.3.14 My name is Will Zik and I am the After School Director at Highland Elementary School. I am in need of some **After School Aides, Monday - Friday from 2:30-5:30PM**. The pay is pretty good and the hours are great. If you know of anybody interested, could you please forward them my information and please have them contact me.

Email: [William.Zik@daviess.kyschools.us](mailto:William.Zik@daviess.kyschools.us)

Cell: 270-977-7998

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7.3.14 **Pharmacy Technician-Train** Owensboro  Health  – Owensboro, KY

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| Provides distributive pharmacy services, assistance and support for the registered pharmacist. Executes all tasks and behaves in a manner consistent with a culture of safety and a high reliability organization; behavior supports the organization’s core commitments of Integrity, Service, Respect, Teamwork, Excellence, and Innovation.  Job Responsibilities: May be required to perform one or more of the following: Refill and maintain automated dispensing system, order and maintain inventory, operate automation, perform IV fluid activities, perform service technician functions including operating rooms, perform IV admixture functions, prepare IV medications, perform narcotic technician functions, and distribute and maintain operating room tray and anesthesia boxes.  Education: High school diploma or General Equivalency Diploma (GED) required.  Licensure/Certification: Registered as a Pharmacy Technician in the state of Kentucky within 30 days of employment in this position. Certified as a Certified Pharmacy Technician (CPhT) in the state of Kentucky within 1 year of employment in this position.  Required Work Experience: 0 to 4 years progressive experience in a related field required.  FLSA Class: **Non-Exempt**  Owensboro  Health   – 11 hours ago – save job – [block](http://www.indeed.com/viewjob?jk=86e4246fb542f00a&l=Owensboro,+KY&tk=18ru64oco06b022o&from=ja&alid=95ea53bdbc92a68b&utm_source=jobseeker_emails&utm_medium=email&utm_campaign=job_alerts#block_job0)  **»** [View or apply to job](http://www.indeed.com/rc/clk?jk=86e4246fb542f00a&from=vj&grandfrom=ja&tk=18ru64oco06b022o&pos=bottom) |

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7.2.14 Now we have an immediate need for some part time employees to work in our Visitor Center for maybe 10ish hours each week. Do you know of any students out for the summer who live here who might be interested? **We would work schedules around classes once the fall semester begins…**

We would appreciate any help!

Email: Beck Glenn [beck@visitowensboro.com](mailto:beck@visitowensboro.com)

Beck Glenn

Marketing Coordinator

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