



COLLEGE of
CENTRAL
FLORIDA

—an equal opportunity college—

COLLEGE OF CENTRAL FLORIDA CAREER SERVICES STUDENT JOBS LIST

Experience matters! And part-time employment is a great way to build your resume, gain skills toward your long-term career goals AND earn some extra money while in school!

Listed here are FULL-TIME, PART-TIME or ENTRY-LEVEL jobs, that may offer flexible hours to accommodate students' schedules. If you'd like more information on one of the positions listed below, please contact Bonnie Hays at haysb@cf.edu. For assistance with resume development, practice interviews, and more job postings, please visit the Talent Center at TalentCenter.org

Featured opportunities this week:

[Position – Dental Assistant – Langley Health Services](#)

[Position – Teachers - MCPS](#)

[Position: Environmental Specialist I – Crystal River Preserve State Park](#)

[Position – Computer Technician – Ocala, FL](#)

[Position - Kennel Manager – Doggie Dude Ranch - Ocala, FL](#)

[Position – Medical Service Dogs](#)

[Position – BOM Engineering Assistant – Fidelity Manufacturing](#)

[Position: System and Item/Asset Administrator – Trinity Surfaces](#) [Full Time - Ocala](#)

[Position – Land Acquisition Assistant – DR Horton](#)

[Position: Retail Sales – Bridgestone Retail Operations](#)

[Position: Assistant Operations Manager – Safeway Water LLC](#)

And more.....

Position – Dental Assistant – Langley Health Services

Description

We are currently seeking of a full-time Dental Assistant for Ocala, Florida, to join our team. Great Benefits offered to include health insurance(medical, dental, vision), FREE medical co-pays, paid time off , eight paid holidays, 401K matching, company paid life insurance and short-term disability, long term disability, flexible spending accounts, loan forgiveness and much more.

Required Skills

Primary responsibilities include but are not limited to:

- Assist the dentist during examination and treatment of patients
- Prepare operatory instruments and patients for dental treatment
- Properly clean and sterilize instruments, operatory, and laboratory as patient flow or procedure dictates
- Assist the front desk staff when necessary. Should know how to schedule patients, answer phones and use the computer
- Give post-operative instructions to the patient as prescribed by the dentist

Qualifications:

- Expanded functions certificate Required
- Radiographer license
- Nitrous oxide certification preferred
- CPR Certification Required
- Bilingual a Plus

Rate of Pay

Varies on skill/experience level, Baseline \$15/hr.

How to Apply

Go to <https://langleyhealth.com/careers/> and scroll through job listing for Dental Assistant. Often jobs are available at all 3 locations, in Ocala, Sumterville and Inverness.

Position – Court Reporter – Marion County

THE STATE OF FLORIDA



STATE COURT SYSTEM

JOB OPPORTUNITY BULLETIN

POSITION TITLE: OPS Digital Court Reporter

OPEN DATE: March 17, 2022

CLOSE DATE: OPEN UNTIL FILLED

POSITION NUMBER:

SALARY: \$ 15.28 per hour

JOB LOCATION: 5th Judicial Circuit

HEADQUARTERS: Marion County

This is responsible work covering court proceedings using digital audio recording systems. The Digital Court Reporter records and monitors all assigned Court proceedings, making appropriate computerized annotations of key events throughout. The Digital Court Reporter ensures that the equipment is in good working order and reports malfunctioning equipment in a timely manner. Working relationships are established with court personnel, divisions of the Offices of the Clerk of the Court, State Attorney, Public Defender, other State agencies and the general public. Applicants must be willing to work a flexible schedule.

EDUCATION AND TRAINING GUIDELINES: Graduation from a standard high school and two years of secretarial and/or clerical experience. Successfully completed studies beyond the high school level may be substituted for the required experience at a rate of 720 classroom hours or 30 semester hours per year. Notary certification in the State of Florida preferred. Certification from the American Association of Electronic Reporters and Transcribers (AAERT) or other court reporting certifying organization may be required at the discretion of the Chief Judge.

KNOWLEDGE, SKILLS, AND ABILITIES: Knowledge of English grammar, punctuation and spelling of spoken word. Good working knowledge of the Court system and legal terminology. Ability to use and understand the applicable digital audio court recording system for recording various Court proceedings. Ability to type a minimum of 55 correct words per minute. Ability to efficiently organize and prioritize work and meet deadlines. Ability to exercise discretion and confidentiality. Ability to present a favorable impression to the public and court personnel. Ability to use a personal computer in a Windows environment, including word processing, spreadsheet and e-mail applications such as WordPerfect, Word, Outlook, Corel, Quattro Pro and Excel is required. Ability to use the Internet.



* CITRUS * HERNANDO * LAKE * MARION * SUMTER *

HOW TO APPLY: Submit a current and complete State of Florida application (application can be found at Circuit5.org) and verification of required education (i.e., copy of high school diploma, copy of college degree or college transcript) to:

**Office of the Court Administrator
Attn: Robin Hamel, Sr. Court Operations Consultant
rhamel@circuit5.org
(352) 272-1451**

WE ARE AN EQUAL OPPORTUNITY EMPLOYER. WE DO NOT DISCRIMINATE ON THE BASIS OF RACE, RELIGION, COLOR, SEX, AGE, NATIONAL ORIGIN OR DISABILITY.

IF YOU NEED AN ACCOMMODATION TO PARTICIPATE IN THE APPLICATION/SELECTION PROCESS, PLEASE CALL THE CONTACT PERSON AT THE NUMBER INDICATED. PERSONS USING A TDD MAY CALL THE CONTACT PERSON THROUGH THE FLORIDA RELAY SERVICE AT 1-800-955-8771

Position – Parks Services Worker – Ocala, FL

Description

Primary function of this position is to provide excellent customer care and care for and maintain county parks, boat ramps, athletic facilities and natural areas. This position requires manual work in maintaining parks and recreation facilities, as well as enforcement of park rules and regulations. This position can result in networking opportunities for other future employment.

Required Skills

The employee will occasionally be required to stand, walk, sit, use hands to finger, handle, or feel, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, talk hear, smell, and regularly lift up to fifty pounds and occasionally one hundred pounds or more. Special vision requirements are close, distance, color, and peripheral vision, depth perception, and ability to adjust an object into sharp focus.

Rate of Pay

\$10-\$12 / hour, no benefits

How to Apply

https://attacgroup.com/careers.html?job_id=z5G7h3l6a1kMvyS65NP3cy6qMu8zk-ANeBTs90ZMs0g=

Position – Assistant Manager – Culver's of Wildwood

Description

Culver's of Wildwood is now hiring Assistant Managers starting at \$16.50 to join our restaurant team. As a part of the leadership team you'll help lead and be a part of a community that thrives on service- to each other, customers, and the community. We are hiring immediately and look forward to meeting with qualified candidates.

Required Skills

Strong work ethic

Previous restaurant manager or supervisor experience (shift lead, shift manager, assistant manager experience)

Demonstrated passion and leadership

Assists the general manager to increase sales and net profit of the business

Provides ongoing development of managers and restaurant crew

Rate of Pay

\$16.50 per Hr.

How to Apply

<https://www.culvers.com/careers> search Wildwood, FL

Position – Computer Technician – Ocala, FL

Description

The Computer Technician is responsible for installing, maintaining, and troubleshooting all hardware, software, and mobility devices. The position requires help desk support skills via phone and email. This is a full-time position (40 hours, Monday-Friday); however, part-time (30 hours per week) may be available for students.

Responsibilities/Expectations

Ensure technology is accessible and equipped with current hardware and software

- Install, configure and upgrade computer hardware, peripherals, and software.
- Diagnose, repair and maintain hardware, peripherals and software systems.
- Provide technical help desk support to coworkers with all company sponsored technology.
- Support network-based systems: VoIP phones, MDM devices, print services.
- Perform preventative maintenance on all technology equipment.
- Maintain up-to-date accurate records for inventory and repair/maintenance work.
- Inform Network Manager of all technology related problems and issues.
- Make recommendations for the IT budget including upgrades, repair, and replacements.
- Work with Network Administrator to coordinate service contract with outside vendors.
- Perform other relevant duties as identified that support the mission and vision of Cone.

Required Skills

- Knowledge of Windows 10 Pro operating systems.
- Knowledge of basic computer hardware and peripherals.
- Basic knowledge of educational and business software applications.
- Knowledge of server operating systems (Microsoft Windows Server).
- Knowledge of basic networking concepts, devices and security.
- Ability to communicate verbally and in writing.
- Ability to work with people.
- Ability to work independently in solving problems.
- High School diploma or equivalent plus two years of education required.
- Certifications and/or two years' experience in either technology repair, network design, security, infrastructure, or security required.
- An A+ Hardware certification or AS/AA Computer Science technology degree is desired.

Rate of Pay

\$16-25/Hour depending on skills and experience

How to Apply

Interested candidates, please send resume to Bonnie Hays at haysb@cf.edu

Position – Paralegal – Kaster, Lynch, Farrar & Ball – Ocala, FL

Description

Kaster, Lynch, Farrar, & Ball, LLP specializes in product liability personal injury law. The firm works diligently to help their clients receive fair compensation for injuries caused by defective products and negligence. To further this effort, we are looking for a Paralegal to assist attorneys by providing administrative and research support including document preparation and review, case and trial management, and daily office coordination.

Required Skills

Paralegal certification or equal to a certification.

Rate of Pay

\$30,000 to \$40,000 depending on applicant and experience

How to Apply

melanie@thetirelawyers.com

More Information



[paralegal.docx](#) 17.39 KB • DOCX

Position - Kennel Manager – Doggie Dude Ranch - Ocala, FL

Description

We are a dog Daycare and Boarding facility . You would be the only employee . Requires a knowledge of dogs, organizational skills and someone who is not afraid to get their hands dirty. The job hours are: Monday - Friday 7am-11am and then back 3pm-5pm. (an occasional weekend) The dogs are all out together and are crated when they are inside so there is no cleaning of dog runs. Dogs are screened before being able to stay at the facility so there are no aggressive dogs.

Required Skills

Knowledge of dogs

*Organizational skills

*Good with people

*Self Starter

Rate of Pay

Starting pay is 11.00 per hour

How to Apply

Contact Laurie Russell at:

561-307-2477

Position: Financial Services Clerk – Citrus County Sheriff's Office

Description

This position is a regular, full-time position working day shift, Monday through Friday and, as otherwise required, based upon the needs of the agency. Required to work during any natural or manmade disaster and/or emergency.

Please review attached pdf for additional job description and requirements.



[financial_services_clerk.pdf](#) 538.30 KB • PDF

Rate of Pay

Starting salary \$13.06/hr.

How to Apply

Download application from website. Please include resume with application.

www.sheriffcitrus.org

Position – Accounting Analyst – Citrus County Sheriff's Office

Description



[accounting_analyst.pdf](#) 538.14 KB • PDF

Rate of Pay

\$14.73/hr.

How to Apply

See job description attached

Position – Administrative Assistant – Raymond James Financial Hernando, FL

Description

Answer and direct phone calls, greet clients
Schedule appointments, maintain calendars
Schedule and coordinate client and other meetings
Prepare communications, such as emails, correspondence memos, letters, faxes and forms
Assist in the preparation of documents, reports etc.
Maintain filing systems, both electronic and physical
Maintain accounts, and follow up on Service Now each day
Act as the point of contact for all clients
Liaise with Branch Owner/Financial Advisor, Client Service Representative and Branch Business Manager
Update and maintain office policies and procedures
Order office supplies and research new deals and suppliers
Maintain contact lists
Book travel arrangements
Submit and reconcile expense reports
Provide general support to visitors
Act as the point of contact for internal and external clients

Required Skills

- Experience preferred as an Administrative Assistant
- Knowledge of office management systems and procedures
- Working knowledge of office equipment, like printers and fax machines
- Proficiency in Outlook, Word, Excel
- Excellent time management skills and the ability to prioritize work
- Attention to detail and problem solving skills
- Excellent written and verbal communication skills
- Strong organizational skills with the ability to multi-task
- High School degree, College degree, additional qualification as an Administrative assistant or Secretary will be a plus

Rate of Pay

\$13 per/hr.

How to Apply

Carolyn.perrone@raymondjames.com

Cell: 352-697-1901

Position – Network Technician – Technology Concepts of Central FL – Ocala, FL

Description

The Network Technician is responsible for providing comprehensive and professional IT support services to clients of Technology Concepts.

Required Skills

- Strong communication and interpersonal skills
- Ability to multi-task and adapt to changes quickly
- Reliable and self-motivated with the ability to work in an environment that is, at times, fast-paced
- Ability to work both independently and in a collaborative environment
- Professional and diplomatic
- Prioritizes and executes tasks effectively
- Must be able to physically lift/move boxes of up to 50 lbs., as well as box/unbox shipped items
- Reasonable accommodations may be made for individuals with limited abilities

Rate of Pay

Commensurate with experience and skill set

How to Apply

Email resume to hiring@networkingocala.com

For More Information



[network_technician_job_description.pdf](#) 100.85 KB • PDF

Position – Paralegal Trainee – The Florida Legal Advocacy Group, P.A. – Ocala, FL

Description

Administrative Position in a law office with training to become paralegal. One full time and one part time position available.

Required Skills

Computer Skills and ability to learn and get along.

Rate of Pay

At least \$15 per hour, depending on experience and capabilities.

How to Apply

Send resume to email swp@thefloridalegaladvocacygroup.com

Position – Ophthalmic Medical Assistant/Scribe – West Coast Eye Institute – Lecanto, FL

Description

Full and Part-time, duties include assisting physicians, exam documentation, and patient workups.

Required Skills

Prefer related experience and/or education in coding and medical, experience in eye care helpful. Training provided.

Rate of Pay

Entry Level starting \$13-\$15/hour. FT benefits - paid vacation, sick and holidays, education & uniform allowances, health insurance and 401(k).

How to Apply

Apply in person M-F 8-5 and most Saturdays 8-12. Resumes and questions can be emailed to wcci@westcoasteve.com West Coast Eye Institute 240 N Lecanto Hwy Lecanto FL 34461.

Position – Recruiting Consultant – Barton Associates – West Palm Beach

Description

Work hard and grow fast with Barton Associates! For this entry-level position, we're seeking competitive, career-driven individuals to join our fast-paced team in West Palm Beach, FL, where the office floor is lively and the opportunities for career growth are endless.

What do we do here at Barton? We consult with hospitals, clinics, and healthcare companies who need physicians, nurse practitioners, physician assistants, and dentists and help them fill their staffing gaps.

As a Recruiting Consultant, you will work in tandem with our Account Executive team to grow and cultivate relationships with healthcare providers throughout the nation. In this role, you will advise them on job opportunities, helping them to find healthcare positions that suit their needs. The work you do will help ensure that patients in need of care can be seen.

Responsibilities

Become an expert in the healthcare staffing industry by being an active participant in our world-class training curriculum

Build a network of healthcare providers for whom you will place on assignments at Barton's client sites

Proactively and professionally act as a consultant and agent to your network of healthcare providers, matching them up with fulfilling assignments

Provide high-quality customer consultation and service to ensure client satisfaction. Work closely with Barton's sales and support teams throughout the entire assignment process

Work hard in order to meet, and exceed, your sales goals

Rate of Pay

Base salary of approximately \$40,000 + uncapped commission

Required Skills

Strong work ethic that embodies Barton Associates' "work hard, grow fast!" motto

Excellent communication skills

Demonstrate an ability to problem solve and effectively manage time

A proactive mindset: always pursuing your next goal

Motivated by commission and career growth

Bachelor's or Associate's degree preferred

How to Apply

<https://careers-bartonassociates.icims.com/jobs/1848/recruiting-consultant-%28base-%2b-uncapped-commissions%29/job>

Position – Account Executive – Barton Associates – West Palm Beach

Description

Work hard and grow fast with Barton Associates! For this entry-level position, we're seeking competitive, career-driven individuals to join our fast-paced team in West Palm Beach, FL, where the office floor is lively and the opportunities for career growth are endless.

What do we do here at Barton? We consult with hospitals, clinics and healthcare companies who need physicians, nurse practitioners, physician assistants and dentists and help them fill their staffing gaps.

Working in tandem with our recruiting and staffing consultants' team, as one of our Account Executives, you will cultivate relationships and consult about solutions for staffing needs with management at hospitals, clinics, and healthcare companies. The work you do will help ensure that patients in need of care can be seen.

Responsibilities

Become an expert in the healthcare staffing industry by being an active participant in our world-class training curriculum

Identify and develop a portfolio of key hiring managers at hospitals, healthcare facilities and companies who use or plan to use the types of staffing services we offer

Cultivate strong relationships by consulting the clients in your portfolio with the intention of earning their continued business

Provide high-quality customer consultation and service to ensure client satisfaction. Work closely with Barton's sales and support teams throughout the entire assignment process

Work hard in order to meet, and exceed, your sales goals

Rate of Pay

Base salary of approximately \$40,000 + uncapped commission

Required Skills

Strong work ethic that embodies Barton Associates' "work hard, grow fast!" motto

Excellent communication skills

Demonstrate an ability to problem solve and effectively manage time

A proactive mindset: always pursuing your next goal

Motivated by commission and career growth

Bachelor's or Associate's degree preferred

How to Apply

<https://careers-bartonassociates.icims.com/jobs/1840/account-executive-%28entry-level%29/job>

Position: Director of Lessons – Florida Aquatics Swimming and Training

Description

Fast Falcons expects a full-time Director of Lessons to go above and beyond for the athletes in the program. It is important to note that the responsibilities of the Director of lessons and staff are not limited to deck hours. Events, meetings, seasonal planning, and other factors are involved in the planning and implementation of a successful year-round swim lessons program.

Candidates must demonstrate a proven aptitude for teaching and administrative skills with a strong work ethic, organizational skills, computer skills, and the ability to interact professionally. The successful candidate must work closely with other administrators, instructors, and coaches in carrying out the philosophy and objectives of the FAST Falcons.

Duties/Responsibilities

- Plan and execute the FAST Falcons Lesson program under the supervision of Head Coach, Brian Schrader. Swimming Lessons program for all ages and abilities
- Hire and train instructors
- Schedule programming and instructors
- Collaborate on a fee structure for all lessons programs
- Work to create a system for the Cannonball Kids program (3rd grade lessons program in Marion County) to work in conjunction with Fast Falcons Lessons program □ Create an ongoing year-round lessons program for Fast Falcons

Minimum Job Requirements

- Red Cross Water Safety Instructor Trainer and Water Safety Instructor Certifications preferred (or equivalent Learn to Swim experience)
- Strong understanding of the sport of swimming and the rules and regulations
- A basic understanding of stroke mechanics and training techniques of competitive swimming
- Core knowledge of swimming progressions from beginner to competitive swimmer
- Bachelor's degree preferred
- Experience Managing a Learn to Swim Program
- 10+ years of teaching lessons/coaching swimming experience
- Communicate effectively and timely with the FAST staff, swimmers and parents as needed
- Must have/demonstrate professionalism, decision making skills, and a willingness to follow directives from the Head Coach

- Individual characteristics: positive, energetic, flexible, passionate, team-oriented
- Must have, or obtain prior to start date, all relevant WSI or Alternate Learn to Swim Certification, USA Swimming registration, Red Cross: Adult & Pediatric/Child CPR and AED, Safety Training for Swim Coaches, USA Swimming Background Check, and Athlete Protection Training

To Apply

Visit www.floridafast.com under “About” tab then “Career opportunities to apply.

Position – Student Interns – Slaymaker and Nelson, P.A. – Inverness, FL

Description

Looking for legal assistants and paralegal students.

For more information

Slaymaker and Nelson, P.A. is local firm serving Citrus County for over 30 years. Our areas of focus include: Wills, Trusts, and Estate Planning; Probate and Trust Administration; Guardianship; and Medicaid Planning. Our website may be found here: <https://www.slaymakerlaw.com/>

Position – Equine and Animal Health Sales Consultant - Sparr Building and Farm Supply, Sparr FL

Description

Oversees animal health related sales and assists managing inventory levels; strong focus on territory management and building long term strategies to grow and diversify relationship with potential and existing customers.

Duties

- Maintains and nurtures existing client relationships.
- Responds to all inquiries and requests in a timely and professional manner.
- Develops and manages sales and support programs to ensure achievement of annual objectives.
- Utilizing excellent presentation skills to conduct educational training and exhibiting selling skills at customer accounts and seminars.
- Build trust with customers through developing reliability, credibility and follow-up.
- Continually gathers and monitors information on competition and market trends; communicates information to sales associates and others as needed.
- Territory planning and priority setting through data analysis, planning and utilization of resources.
- Oversees preparation of sales proposals and tools; participates in sales presentations as needed.
- Possesses and maintains thorough knowledge of animal health industry product and sales information.
- Works collaboratively with vendors, store managers, buyers, marketing team, and other departments/staff to ensure the success of animal health programs and plans.
- Provides timely and accurate reports as required.
- Attends and participates in business/trade events as required. Occasional travel and weekends.
- Performs other related duties as assigned by management.

Qualifications

- Bachelor's Degree; Animal Science or a related major. (preferred)
- Two to four year's related experience.
- Proven leadership and business acumen skills.
- Well-developed negotiation, project and account management skills.
- Demonstrated proficiency in supervising and motivating subordinates.
- Good judgement with the ability to make timely and sound decisions.

- Creative, flexible, and innovative team player.
- Commitment to excellence and high standards.
- Ability to effectively communicate with people at all levels and from various backgrounds.
- Strong organizational, problem-solving, and analytical skills.
- Excellent written and verbal communication skills.
- Demonstrated ability to make successful presentations to individuals and/or groups at all levels of an organization
- Excellent problem resolution and consultative sales skills.
- Proven ability to handle multiple projects and meet deadlines
- Versatility, flexibility, and a willingness to work within constantly changing priorities with enthusiasm.

Rate of Pay

DOE

How to Apply

Via email at humanresources@sparrbuilding.com

To Learn More

www.sparrbuilding.com

Position: Swim Instructor – Fast – Florida Aquatics Swimming & Training

Description

Daytime Lifeguards Needed! We are looking for candidates that are available to work varied hours between 5:30 am to 4:00 pm on a consistent basis! Free training certification with commitment.

Duties/Responsibilities

- Can follow lead of director of lessons
- Will have previous experience teaching swim lessons.
- Preferred American Red Cross Water Safety Instructor certification.
- Will possess knowledge and understanding of all swimming strokes and skills, as well as knowledge of America Red Cross Learn-to-Swim levels.
- Has the ability to swim to safety with a full-grown adult and remain calm in emergencies.
- Will be able to communicate effectively with the public and other team members.
- Can work independently.
- Can follow and enforce all pool standards and rules.
- Flexibility to work a variety of shifts.

Rate of Pay

\$15-\$17/hr.

To Apply

Visit www.floridafast.com under “About” tab then “Career Opportunities” tab to apply.

Position: Lifeguard – Florida Aquatic Swimming & Training

Description

The lifeguard monitors and supervises aquatic activities. The Lifeguard will ensure safety in the pool area and administer first aid or lifesaving techniques when needed.

Duties/Responsibilities

- Report to work on time and with appropriate safety equipment and uniform. Expectation of professionalism, presenting a confident appearance, ready to act or assist members or guests all times.
- Greeting members and guests utilizing the facility, maintaining a safe, professional environment for all to enjoy.
- Maintains constant surveillance of patrons in the facility; acts immediately and appropriately to secure safety of patrons in the event of emergency.
- Following emergency and operations procedures as outlined in operations manual.
- Adhere to Bloodborne Pathogen standards and attend trainings conducted by the Facilities Director.
- Notify supervisor of any faulty equipment or unsafe conditions.
- Document any incidents that occur during shift (on daily basis) per facility protocol.
- Ensures that the rules and regulations of the swimming pool are followed to maintain a safe swimming environment.
- Administers first aid and cardiopulmonary resuscitation (CPR) and uses automated external defibrillator (AED) when needed.
- Contacts emergency medical personnel when a serious injury occurs.
- Performing regularly scheduled light cleaning maintenance duties, i.e., returning equipment to storage, pool configuration changes, pool chemistry checks, pool brushing, hosing, vacuuming and general clean up tasks as assigned, or needed.
- Assists with programming needs as directed.
- Opening and/or closing and securing the facility at scheduled time when needed, or as directed otherwise.
- Performs other related duties as assigned.

Knowledge, Skills & Abilities Required:

- Ability to read, write & understand written directions.
- Current Red Cross lifeguard certification and CPR PRO certification.
- Swimming proficiency and comfort in all types of water conditions.
- Physical ability to rescue an individual from water.
- Knowledge of on-site protocols, operational procedures, and safety policies
- Extensive knowledge of and ability to administer or use first aid, CPR, AED, and other lifesaving techniques.
- Excellent observational skills.
- Ability to enforce pool regulations and rules.
- Excellent communication and interpersonal skills.
- Knowledge of methods and techniques for providing on-site emergency medical services.

Minimum Job Requirements

- Must be at least 16 years of age.
- Prior experience preferred, but not required.
- Must possess the following certifications from the Red Cross or other equivalent agency: lifeguard training, CPR, AED, and first aid.
-

Working Conditions & Physical Requirements

- Must be a skilled swimmer and able to pull weight through the water.
- Must be physically able to rescue someone drowning or injured in the water.
- Prolonged periods of being outdoors.

Rate of Pay

\$13.50-\$17.00/hr.

To Apply

Visit www.floridafast.com under “About” tab then “Career opportunities to apply.

Position: Assistant Operations Manager – Safeway Water LLC

Description

Assist and learn the daily operations: Inventory Management, Shipping Management, Order Processing, Payment and Collections.

Required Skills

- Team oriented
- Organization/planning
- Communication verbal/written
- Basic computer knowledge
- Lift 50lbs

Rate of Pay

\$24/Hr. +bonuses, raise after 90 days, 401K

How to Apply

Email: Eddy@safewaywater.com or Don@safewaywater.com

For more information

www.Safewaywater.com

Position: Environmental Specialist I – Crystal River Preserve State Park

Description

Crystal River Preserve State Park is looking for a self-motivated park service professional to fill an Environmental Specialist I position, providing visitor services, maintenance, protection, administration, and resource management. The applicant must possess good visitor service and administrative skills, be able to work independently and have the ability to perform a variety of skilled trade functions using assorted equipment and tools. The applicant must be able to work rotating shifts including evenings, weekends and holidays.

Duties and Responsibilities

This position provides biological, resource management, interpretive, operational, and environmental analysis support for Crystal River Preserve State Park, Crystal River Archaeological State Park, and Yulee Sugar Mill Ruins Historic State Park utilizing environmental policies, practices, and procedure. This position may also be utilized at other park units for various duties.

Resource Management: Coordination and implementation of resource management programs including prescribed burning, biological and hydrological monitoring, exotic and nuisance species control, natural community restoration, reforestation, plant and animal surveys, listed species management, erosion control, and cultural resource preservation and management. Conducts field survey and treatment of non-native invasive plant species and assists with overseeing work projects from start to completion performed by, volunteers, contractors and AmeriCorps members in completion of same. Coordinates research, monitoring, and collecting activities in parks, and participates as needed. Assists in the preparation of unit management plans. Applies for permits. Helps train park personnel in fundamentals of resource management and tools of the trade.

Administration: Prepares forms and reports on a wide range of subjects in a timely manner including vehicle logs, timesheets, and quarterly resource management reports. Compiles resource data, evaluates effectiveness of resource management programs, and completes relevant reports as needed. Prepares miscellaneous correspondence. Manages databases and maintains correspondence, reference, and digital media files. Applies for and coordinates resource management grants. Conducts purchasing and fiscal activities in compliance with established procedures.

Maintenance: Maintains park structures, facilities, equipment, vehicles, and grounds through preventive, and corrective maintenance practices.

Education and Interpretation: Gathers information about the natural and cultural resources of the parks for interpretive purposes, presents interpretive programs as needed, and provides technical review in the development of interpretive brochures, exhibits, talks, and tours. Develops maps.

Requirements for this position:

A bachelor's or master's degree from a college or university with a major in one of the physical or natural sciences; or a bachelor's or master's degree from a college or university with a minor in one of the physical or natural sciences & 2 years of professional experience in one of the physical or natural sciences.

Rate of Pay

\$3,000 monthly/\$36,000 yearly

How to Apply

Apply on line at <https://jobs.myflorida.com> then add the keyword: Environmental Specialist and select the region Crystal River.

For More Information



[environmental_specialist_i_joa.pdf](#) 212.67 KB .PDF

Position – Land Acquisition Assistant – DR Horton

Description

D.R. Horton, Inc. is currently looking for a Land Acquisition Assistant for our West Central Florida Division (Ocala to Gainesville) for their Spot Lots Department. The right candidate will be responsible for providing administrative assistance to the Land Acquisition Department.

Duties and Responsibilities

Contract administration

Distribution and review of department documents (i.e., sequence sheets, development schedules, color scheme documents, plans, lot exhibits, phasing maps, etc.)

Data entry of project information (plan types, lot #, addresses, phasing, etc.)

Maintain filing

Assist with budget updates and invoice approval

Intermediate level or above on Excel

Detailed oriented and organized

Ability to meet urgent deadlines in a high volume environment

Preferred: Real Estate transaction experience

Required Skills

Associate's degree (A. A.) or equivalent from two-year College or technical school; or 6 months to 1 year related experience and/or training; or equivalent combination of education and experience.

Rate of Pay

Starting Base Annual Salary: \$40K

How to Apply

You can access the D.R. Horton Career Page: <https://drhorton.taleo.net/careersection/2/jobsearch.ftl>

2. Type in “Ocala” in the location box.

3. Wait for the drop down to populate and click on ‘Ocala, Florida’.

4. View our Job Openings and click ‘Apply’.

Position – Closing Coordinator – DR Horton

Description

Review HUDs prior to closing.
Prepare and maintain closing packages.
File original HUDs, plans, lender letters, etc.
Daily communication with lenders, sales team and home buyers.
Purchase agreement processing and filing.
Communicate and follow-up with lenders, title and sales staff to ensure timely closings.
Review closing paperwork.
Provides all information necessary to facilitate timely closings.
Review contracts.
Reconciliation of Earnest Money Exception Report.
Set up Customer closing appointments with attorney's office and customer. Notify customer in writing of the closing. Notify mortgage company of closing dates scheduled.
Supply attorneys with closing documentation including final surveys, soil treatments, contracts, certificates of occupancy and keys.
File all closing documents in the lot file.
Obtain expected closing dates from Construction management for all contracts. Update stages of completion and actual closing dates in the Homebuilders software system and Sales Report software as information is provided. Distribute the Stage Report to Construction Management.
Make bank deposits.

Required Skills

One-year certificate from college or technical school; or three to six months related experience and/or training; or equivalent combination of education and experience.

Rate of Pay

Starting Annual Base Salary \$40K

How to Apply

1. You can access the D.R. Horton Career Page: <https://drhorton.taleo.net/careersection/2/jobsearch.ftl>
2. Type in “Ocala” in the location box.
3. Wait for the drop down to populate and click on ‘Ocala, Florida’.
4. View our Job Openings and click ‘Apply’.

Position – Customer Service Technician – DR Horton

Description

- Evaluates homeowner repair issues to determine if they are warrantable items
- Processes written or electronic work orders and/or verbal instructions from supervisor for homeowner repairs
- Performs necessary repairs to homes such as carpentry work, drywall, texture repair and painting
- Schedules and manages subcontractors to make designated warranty repairs
- Certifies warranty work is completed within contractor obligations
- Conducts all business in a professional and ethical manner to serve customers and increase the goodwill and profit of the company
- Ability to work overtime
- Follows up with homeowners to ensure concerns are addressed in a timely and professional manner
- Processes charge-back documentation and invoices

Required Skills

High School Diploma or GED

3 or more years related experience; including carpentry work, drywall, texture repair and painting

Must have a vehicle capable of carrying supplies, valid driver's license and be willing to drive among designated communities in daytime and nighttime

Ability to utilize DRH Warranty applications on a smart phone, tablet, or laptop

Ability to apply common sense understanding to carry out instructions furnished in written, oral form or via DRH Warranty applications

Proficiency with MS Office and email

Ability to stand and walk for 4 hours straight or up to a full 8-hour day; sit for extended periods; kneel and bend at the waist; climb, balance and stoop, crouch or crawl; walk up and down stairs; walk on unlevel terrain; use hands to finger, handle or feel; reach with hands and arms; talk and hear. Ability to lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance, color vision and peripheral vision

Regular exposure to outside weather conditions, moving mechanical parts, high precarious places and risk of electrical shock. The noise level is generally loud

Preferred Qualifications: Prior customer service experience

Experienced with minor electrical, plumbing and HVAC repair work

Ability to work independently and be productive without supervision

Rate of Pay

Starting Annual Base Salary \$50K

How to Apply

1. You can access the D.R. Horton Career Page: <https://drhorton.taleo.net/careersection/2/jobsearch.ftl>
2. Type in "Ocala" in the location box.
3. Wait for the drop down to populate and click on 'Ocala, Florida'.
4. View our Job Openings and click 'Apply'.

Position – Real Estate Agent – DR Horton

Description

- Effectively communicate DR Horton's value proposition, product vision and capabilities to potential customers
- Uncover and understand customer goals and challenges then establishes DR Horton as the best solution available
- Overcome objections and closes for the sale
- Maintains accurate documentation of transaction from sale through loan, options, and construction
- Continually source new sales opportunities
- Creates and provides to management a marketing plan for establishing new customer relationships
- Networks and performs outreach to realtors
- Manages time efficiently, meet sales goals and works effectively with other members of the team
- Maintains and expands database of prospects
- Attend sales meetings
- Conducts all business in a professional and ethical manner to serve customers and increase the goodwill and profit of the company
- Develops and maintains good rapport with prospective customers, realtors, and team members
- Execute policies to ensure compliance with quality standards

Required Skills

Associate's Degree or 2 years related experience

Must have a vehicle, valid driver's license, and be able to drive in daytime or nighttime

Ability to utilize DRH Sales applications on a smart phone, tablet, or laptop

Ability to apply common sense understanding to carry out instructions furnished in written, oral form or via DRH Sales applications

Proficiency with MS Office and email

Ability to stand and walk for 4 hours straight or up to a full 8-hour day; sit for extended periods; kneel and bend at the waist; walk up and down stairs; walk on unlevel terrain; use hands to finger, handle or feel; reach with hands and arms; talk and hear. Ability to lift and/or move up to 25 pounds. Specific vision ability required by this job include close vision, distance vision, color vision and peripheral vision

Regular exposure to outside weather conditions. The noise level is generally moderate

Rate of Pay

Commission

How to Apply

1. You can access the D.R. Horton Career Page:
<https://drhorton.taleo.net/careersection/2/jobsearch.ftl>
2. Type in "Ocala" in the location box.
3. Wait for the drop down to populate and click on 'Ocala, Florida'.
4. View our Job Openings and click 'Apply'.

Position – Purchasing Intern – DR Horton

Description

D.R. Horton, Inc. is currently looking for a Purchasing Intern for their Purchasing Department. The right candidate will assist the Purchasing Manager and Purchasing Agents with the management of all purchasing functions for the division. Will learn the different aspects of the Purchasing department and the methods within the company, support company policies, suggest improvements within the system and execute policies to ensure compliance with quality standards.

Required Skills

Education and/or Experience

Must currently be enrolled in an accredited college or university and seeking a degree in a related field

Ability to apply common sense understanding to carry out instructions furnished in written oral form or via DRH applications

Proficiency with MS Office and email

Preferred Qualifications

Strong communication skills

Ability to multi-task and attention to detail

Rate of Pay

\$15.50/Hr.

How to Apply

1. Visit this link: <https://www.drhorton.com/internships>
2. Click ◇ Search Internship Opportunities
3. Type 'Ocala' in the location box and wait for the drop down to populate and click on 'Ocala, Florida'.
4. View our Internship Openings and click 'Apply'.

Position – BOM Engineering Assistant – Fidelity

Manufacturingshrnanglin@yahoo.com

Description

The purpose of the BOM Specialist Assistant is to provide support to the BOM process and assigned department supervisors with specific responsibilities of processing and overseeing BOM's and related inquiries. This is an entry level position within a rapidly growing company with the ability to have an impact.

Daily job responsibilities/functions to include, but not limited to:

1. Enter Bill of Material into our ERP software system.
2. Perform general and specific clerical functions for the purpose of supporting and ensuring efficiency of department activities.
3. Intermediate skill level with MS Word & Excel to create spreadsheets and lists.
4. Responds to inquiries of staff and administration regarding purchasing procedures for the purpose of providing information, direction, and/or referral for addressing inquiries.
5. Meets agreed upon goals and objectives in a timely manner.
6. Arrives to work, meetings, appointments, and other work-related functions on time and as scheduled.
7. Interacts with parts manager, department supervisors, and other departments in a professional manner.
8. Interacts with key vendors in person or over the phone to continue company relations.
9. Performs other duties as assigned by management.

Required Skills

Two to three years related experience and/or training; or equivalent combination of education and experience. Ability to apply common-sense understanding to carryout detailed written and/or oral instructions. Ability to follow through on work assignments. Demonstrated effective verbal, written, and communication skills. Situational awareness of surroundings, risk, and hazards. Self-motivated. Must be willing to work flexible hours. Must satisfactorily pass a drug and alcohol test and a background check.

Rate of Pay

Starting at \$15/Hr.

How to Apply

Come in to either location of ours located at 1900 NE 25th Ave, Ocala 34470 or 1101 SW 37th Ave, Ocala 34474 and fill out an application.

Or apply via Indeed <https://www.indeed.com/job/bom-engineering-assistant-5226e4d037f219ac>

Position – Summer Camp Counselor & Activity Specialist - Girl Scouts

Description

Looking for a new adventure? Join us in sunny Florida! Build your resume with Girl Scouts of West Central Florida's Camp Wildwood, set among 600 wooded acres between Tampa and Orlando in Wildwood, FL.

We're seeking Camp Counselors/Activity Specialists to join a creative team passionate about the benefits of camp and serving girls. Wildwood's unique features include an active equestrian center, interactive nature center, a beloved pioneer homestead program, pool, and a beautiful new lakefront with new lakeside cabins.

You'll have the opportunity to perform meaningful work as a role model to campers of all ages from 6-17, leading them in activities like arts & crafts, swimming, outdoor skills & environmental education, archery, and more as you create fun-filled adventures and memories while making new friends from around the world.

If you're excited about the opportunity for professional growth learning new skills and earning certifications such as lifeguard, archery, & CPR/First Aid, being a key part of the team, and having an impact on hundreds of girls, apply today!

Rate of Pay

Starting at \$400/wk. incl. housing & meals

To Apply

<https://www.gswcf.org/en/our-council/careers.html>

Position – Summer Camp Horseback Riding Instructor/Counselor Girl Scouts

Description

Are horses your passion? Instill that passion in girls as a camp counselor & horseback riding instructor in sunny Florida! Help girls become accomplished equestrians while you build your resume with Girl Scouts of West Central Florida's Camp Wildwood, set among 600 wooded acres between Tampa and Orlando in Wildwood, FL. We're seeking dual role Camp Counselors & Horseback Riding Instructors to join a creative team passionate about the benefits of camp and serving girls. Wildwood's unique features include an active equestrian center, interactive nature center, a beloved pioneer homestead program, pool, and a beautiful new lakefront with new lakeside cabins. You'll have the opportunity to perform meaningful work as a role model to campers of all ages from 6-17, leading them in equestrian activities or choose to do more with additional activities and like swimming, archery, arts/crafts, outdoor skills/environmental education, and more as you create fun-filled adventures and memories while making new friends from around the world. Additional opportunities available to earn certifications such as lifeguard, archery, & CPR/First Aid. If you're excited about the opportunity for professional growth, being a key part of the team, and having an impact on hundreds of girls.

Required Skills

Horseback riding experience. We can train you on any other skills.

Rate of Pay

Starting at \$400/wk. incl. housing/meals

Position – Equine Internship-Summer Camp Horseback Instructor Girl Scouts

Description

We're seeking paid interns to serve as dual role Camp Counselors & Horseback Riding Instructors to join a creative team passionate about the benefits of camp and serving girls. Wildwood's unique features include an active equestrian center, interactive nature center, a beloved pioneer homestead program, pool, and a beautiful new lakefront with new lakeside cabins.

Rate of Pay

Starts at \$400/wk. housing and meals included

How to Apply

<https://www.gswcf.org/en/our-council/careers.html>

Position – Marketing & Merchandising Specialist/Counselor Girl Scouts

Description

Tell the stories of girls' camp adventures through photography and videography! Build your resume with an adventure at Girl Scouts of West Central Florida's Camp Wildwood, set among 600 wooded acres between Tampa and Orlando in Wildwood, FL.

We're seeking a dual- role Marketing & Merchandising Specialist/Counselor to join a creative team passionate about the benefits of camp and serving girls. This position is the best of both worlds: a role model in the cabin with girls and honing your marketing skills photographing and videoing camp activities and assisting with retail merchandising in the camp trading post. Wildwood's unique features include an active equestrian center, interactive nature center, a beloved pioneer homestead program, pool, and a beautiful new lakefront with new lakeside cabins.

You'll have the opportunity to perform meaningful work as a role model to campers of all ages from 6-17, and additional opportunities to lead them in activities like arts & crafts, swimming, outdoor skills & environmental education, archery, and more as you create fun-filled adventures and memories while making new friends from around the world.

If you're excited about the opportunity for professional growth, being a key part of the team, and having an impact on hundreds of girls, apply today!

Required Skills

We Can train you!

Rate of Pay

Starting at \$400/wk. incl. housing/meals.

How to Apply

<https://www.gswcf.org/en/our-council/careers.html>

Position – Adventure Specialist/Trip & Travel Counselor (summer camp) Girl Scouts

Description

Spend your summer in the sun, amongst the trees, and in the water! Lead girls on exciting trips like our overnight canoe trek and our mountain adventure to North Carolina.

Build your skills and your resume while planning and implementing off-camp trips and travel with Girl Scouts of West Central Florida. In addition, you'll get the best of both our summer camps and spend time at both Camp Wildwood and Camp Wai Lani. Camp Wai Lani is set on 45 acres directly on the Gulf of Mexico in Palm Harbor, FL and its' unique features include an active waterfront area to canoe, kayak, and paddleboard bordered by beautiful mangroves, an interactive marine lab, refreshing pool, ceramics kiln, and challenge course with a climbing tower and zip line. Camp Wildwood, set among 600 wooded acres between Tampa and Orlando in Wildwood, FL includes an active equestrian center, interactive nature center, a beloved pioneer homestead program, pool, and a beautiful new lakefront with new lakeside cabins.

You'll have the opportunity to not only travel but perform meaningful work as a role model to campers of all ages from 6-17, and additional opportunities to lead them in activities like arts & crafts, swimming, outdoor skills & environmental education, archery, and more as you create fun-filled adventures and memories while making new friends from around the world..

If you're excited about the opportunity for professional growth, earning certifications like lifeguard, archery, & CP

R/First Aid, being a key part of the team, and having an impact on hundreds of girls, apply today!

Required Skills

We can train you!

Rate of Pay

Starts at \$450/wk. housing/meals included

How to Apply

<https://www.gswcf.org/en/our-council/careers.html>

Position – Summer Camp Healthcare Supervisor – Girl Scouts

Description

Band-aids and gauze and meds-oh my! Take your healthcare career to the next level with the unique opportunity to be a summer camp Healthcare Supervisor. Join us in sunny Florida at Girl Scouts of West Central Florida's Camp Wildwood, set among 600 wooded acres between Tampa and Orlando in Wildwood, FL.

We're seeking a Healthcare Supervisor to join a creative team passionate about the benefits of camp and serving girls. Wildwood's unique features include an active equestrian center, interactive nature center, a beloved pioneer homestead program, pool, and a beautiful new lakefront with new lakeside cabins.

You'll have the opportunity to perform meaningful work overseeing the health center and healthcare of campers of all ages from 6-17 and adult staff as you take part in fun-filled adventures and memories while making new friends from around the world.

Required Skills

RN/LPN/NP preferred.

Rate of Pay

Starts at \$550/wk. commensurate with experience, housing/meals included.

How to Apply

<https://www.gswcf.org/en/our-council/careers.html>

Position – Summer Camp Cook – Girl Scouts

Description

Dreaming of being on The Great British Bake Off, Chopped or Master Chef? Then join us for the next best thing in sunny Florida as summer camp cook! Create delicious meals as you build your resume with Girl Scouts of West Central Florida's Camp Wildwood, set among 600 wooded acres between Tampa and Orlando in Wildwood, FL.

We're seeking a cook to join a creative team passionate about the benefits of camp and serving girls. Wildwood's unique features include an active equestrian center, interactive nature center, a beloved pioneer homestead program, pool, and a beautiful new lakefront with new lakeside cabins.

You'll have the opportunity to perform meaningful work preparing nutritious meals in the dining hall for campers ages 6-17 and adult staff. Have a fun-filled adventures and memories while making new friends from around the world.

If you're excited about the opportunity for professional growth learning new skills, being a key part of the team, and having an impact on hundreds of girls, apply today!

Required Skills

Cooking for large groups (about 200 per meal).

Rate of Pay

Starts at \$400/wk. housing and meals included

How to Apply

<https://www.gswcf.org/en/our-council/careers.html>

Position – Summer Camp Kitchen Assistant – Girl Scouts

Description

We're seeking kitchen assistants to join a creative team passionate about the benefits of camp and serving girls. Wildwood's unique features include an active equestrian center, interactive nature center, a beloved pioneer homestead program, pool, and a beautiful new lakefront with new lakeside cabins. You'll have the opportunity to perform meaningful work preparing nutritious meals in the dining hall for campers ages 6-17 and adult staff.

Required Skills

We can train you!

Rate of Pay

Starts at \$400/wk. incl. housing/meals

How to Apply

<https://www.gswcf.org/en/our-council/careers.html>

Position: Retail Sales – Bridgestone Retail Operations

Description

An energetic position to provide customer needs in person and on the phone. Use your communication skills to explain warranty options, establish time commitments between technicians and customers, checkout procedures and promotion of products and services.

Job Responsibilities

- Building customer satisfaction & loyalty
- The merchandising, advertising and promotion of products and services
- Energetic responsiveness to every customer, on the phone and in the store
- Desire to succeed in a retail environment
- Motivated sales individual

Minimum Requirements

- High School Diploma or equivalent
- 2-years of consumer retail sales experience
 - Must be able to communicate with and assist customers in the areas of sales and complaints to ensure customer retention and loyalty
- Problem solving as it relates to customer complaints
- Must have a valid automobile driver's license at all times and be able to drive customer and company vehicles
- Must complete and maintain all the current and required BSRO store education courses & modules required for this position

Preferred:

- 2-year degree or equivalent

To Apply

<https://www.bebbridgestone.com>

Position – Sales Associate – Lugano Diamonds & Jewelry, Inc

Description

We are seeking an experienced Sales Associate to join our team in Ocala, Florida! You will be part of supporting the success of our Sales Team and creating remarkable client experiences in our salon, at local events, and with each opportunity that arises. Success in this role means you have a client-first mindset and strive to create lasting relationships and capture unparalleled moments.

We are hiring for Full-Time and Part-Time opportunities, and we consider our communities a priority to our core values. In this role you will join the team in support of daily salon operations, client appointments, sponsorships & philanthropic engagements, and events. We are in the heart of all things Equestrian and we celebrate that!

Qualifications

- Previous experience in sales or luxury customer service (jewelry sales is a plus!)
- Familiarity with CRM (client relationship management) and/or POS (point of sale) platforms
- Ability to build rapport & foster organic relationships with clients
- Ability to think creatively toward a path to “yes!” for the client
- Detail-oriented in approach to daily tasks
- Strong communication skills
- Interest and willingness to learn new things
- Passion for the artistry and story behind each one-of-a-kind jewelry piece

Required Skills

Strong communication skills, self-driver and motivated to learn, and determined in finding a path to yes for our clients.

Rate of Pay

Dependent upon experience

How to Apply

Submit resumes to: heather@luginodiamonds.com

Position: Kids Central, INC.



JOIN US IN CREATING A BRIGHTER FUTURE FOR CHILDREN AND THEIR FAMILIES

CURRENT OPENINGS

Direct Service Positions – these positions work directly with children, families, and caregivers.

- **Family Care Manager** – Provides case management to ensure appropriate interventions are provided to enhance caregiver capacities while ensuring child safety, permanency, and well-being.
 - Pay Range: \$44,000 to \$50,770 College Degree Required
- **Family Care Manager Supervisor** – Supervises and directs a team of Family Care Managers working with children and their families to ensure child safety, permanency, and well-being.
 - Pay Range: \$53,100 - \$56,600 College Degree Required
- **Family Support Worker** – Transports children and assists a case management unit as a paraprofessional supervising child/family visits and performing administrative tasks.
 - Pay Range: \$14.00 per hour College Degree Not Required
- **Director of Adoptions** – Ensures quality and timely adoption services are provided to children and oversees the Independent Living Program.
 - Pay Range: \$71,740 to \$87,702 College Degree Required
- **Placement Specialist** – Performs timely and accurate intake, assessment, and coordination of out-of-home care for children.
 - Pay Range: \$42,776 to \$52,294 College Degree or Prior Experience Required
- **Licensing Specialist** – Serves as the primary point of contact for individuals licensed as a foster parent or relative caregiver; collects and submits information required for licensure.
 - Pay Range: \$42,776 to \$52,294 College Degree Required
- **Independent Living Coordinator** – Ensures young adults transitioning out of foster care have the necessary knowledge, skills, and resources to enable their successful independence from care.
 - Pay Range: \$42,776 to \$52,294 College Degree Required
- **Family Advocate** - facilitates and implements direct, strength-based services and engages families and children at risk of a removal episode.
 - Pay Range: \$42,776 to \$52,294 College Degree Required
- **Nurturing Parent Coach II** – Engages families in the Nurturing Parent Program with services within their home and/or connects them to community resources and facilitates Parenting Journey Groups.
 - Pay Range: \$42,776 to \$52,294 College Degree Required
- **Kinship Case Manager** - Provides case management services to relative caregivers and relative children by assisting the family with needed services and stability to care for the children long-term.
 - Pay Range: \$42,776 to \$52,294 College Degree Required
- **Kinship Navigator** – Provides direct knowledge, emotional, social, or practical help to Kinship Caregivers, and assistance at Kinship Support Groups and Kinship Functions.
 - Pay Range: \$36,004 to \$44,014
- **Community Facilitator** - Engages the families and provides strength-based and solution-focused services to help the family and their support team develop their personalized plan of action.
 - Pay Range: \$42,776 to \$52,294 College Degree Required

- **Healthy Start Family Care Coordinator** - Provides case management and education and ensures clients receive appropriate referrals and services to improve pregnancy outcomes.
 - *Pay Range: \$42,776 to \$52,294 College Degree Required This position is located in Alachua County.*
- **Healthy Start Family Support Worker** - Provides basic social services to individuals and/or families participating in the Healthy Start Program in Lake County.
 - *Pay Range: \$36,004 to \$44,014 Associate Degree Required Bi-lingual (Spanish) required*

Support Positions – these positions are usually behind the scenes but, perform important support functions for our Direct Services Positions, clients, and caregivers.

- **Multi-Disciplinary Staffing Coordinator** - Provides organizational consultation regarding case specific and procedural issues and ensures quality service is monitored and tracked.
 - *Pay Range: \$50,822 to \$62,130 College Degree Required*
- **Quality Management Supervisor** – Leads a team of QM Specialists and manages various activities to identify opportunities to continuously improve the system and quality of programs and services.
 - *Pay Range: \$55,396 to \$67,722 College Degree Required*
- **Human Resource Generalist** - Manages daily HR processes including personnel requisition, recruitment, onboarding, benefits, performance management, recognition, employee relations.
 - *Pay Range: \$46,626 to \$57,000 College Degree or Prior Experience Required*
- **Accountant** - Performs general accounting functions including general ledger, accounts receivables, journal entries, budget, and processing of financial reports.
 - *Pay Range: \$46,626 to \$57,000 College Degree or Prior Experience Required*
- **Utilization Management Specialist** - Reviews and authorizations expenditures for client support services to ensure the effective and efficient use of resources and appropriate services to clients.
 - *Pay Range: \$42,776 to \$52,294 College Degree Required*
- **Eligibility Specialist** – Completes and processes Title IV-E, Medicaid, and Temporary Assistance for Needy Families applications, determines clients' eligibility, and submits applications for approval.
 - *Pay Range: \$39,244 to \$47,976 College Degree Not Required*
- **Administrative Assistant II, Family Preservation** - provides general administrative, office and clerical support such as data entry, filing, answering phones, etc. to assigned program staff.
 - *Pay Range: \$30,304 to \$37,046 College Degree Not Required*
- **Community Coordinator** – Assists with public information functions, creates content for corporate communications, and participates in a community presentations and events.
 - *Pay Range: \$42,776 to \$52,294 College Degree or Prior Experience Required*
- **Development Manager** – Works closely with the Director of Community Affairs to achieve annual fundraising goals, execute fundraising events, and build and maintain supporter relationships.
 - *Pay Range: \$50,822 to \$62,130 College Degree Required*



KIDS CENTRAL, INC.®
Building Better Lives

Scan here to view open positions

or visit www.kidscentralinc.org/careers

Position: State Correctional Officer – Lake Correctional Institution

Description

Following and enforcing all prison rules and regulations.

- Conducting patrols and inspections of inmates' cells.
- Supervising mealtimes, bathroom times, work, and recreational activities.
- Screening visitors and escorting them through the facility.
- Assisting with rehabilitation and counseling efforts.
- Deescalating confrontations when they occur.
- Filing reports on inmate conduct.
- Searching inmates and facilities for contraband.
- Reviewing incoming and outgoing mail to and from inmates.

Required Skills

18 yrs. of age

U.S. Citizen

No Felonies

Possess a valid driver's license

Hold a High School Diploma or Equivalent GED

Rate of Pay

\$38,750.14 per/yr.

How to Apply

Contact Recruiter, Sgt. A Hampton

or WWW.FLDOCJOBS.COM

Position: Service Desk Analyst – Hunter Industries (Senninger)

Clermont FL

Description

Under general supervision, the Service Desk Analyst provides hardware and software support for computer and phone environments, including resolution of incidents both in the main campus environment and remote home office locations.

Demonstrates behavior that is consistent with the company's values of Customer Satisfaction, Innovation, Family, and Social Responsibility.

Job Functions

Provides technical support in installing, configuring, and troubleshooting software, to include Microsoft, third-party, and proprietary applications, both for existing software, and new systems introduced into the environment. Support will also include client access to corporate e-mail system and other identified business critical applications.

Provides project implementation support, including application and deployment testing, deployment planning and support of software roll-outs, post implementation support, creation of end-user documentation, and assisting users with associated changes in technology.

Provides technical support to staff working in remote locations requiring connectivity to the corporate offices via secure Internet access, including the establishment, troubleshooting and support of high-speed Internet connectivity at these remote locations.

Assists in definition, implementation, and maintenance of standards pertaining to the desktop systems environment, including items such as O/S configurations, software releases, and hardware models.

Supports daily operations such as: QA verification of desktop and laptop computers ready for deployment; coordination and assistance in departmental move of computer and phone equipment; and support of on-going telecommunications administration.

Creates and maintains associated Technical Support procedures, to include the development of support documentation, monitoring/maintenance practices, and installation procedures applicable to the systems environment.

Supports Service Desk phone coverage, receiving and logging calls into call tracking database, and monitoring in-coming tickets created via e-mail.

Qualifications

Associate's Degree in Computer Science or related field of study, or equivalent years of work experience

One to three years of experience in information technology within a large organization.

Knowledge, Skills and Abilities (KSA's)

KSA #1: Strong knowledge of computer hardware and software technology, including networking concepts. Ability to perform assembly and installation of computer systems.

KSA #2: Advanced knowledge of current Microsoft Windows OS environments and related Office applications as well as SharePoint, Active Directory and System Center Configuration Manager (SCCM).

KSA #3: Strong analytical and problem-solving skills. Strong attention to detail and ability to follow detailed, established procedures, policies and processes.

KSA #4: Excellent written and verbal communication skills in English.

KSA #5: Strong customer-service and interpersonal skills to interact with members across the organization.

KSA #6: Ability to work as a member of a team and to handle multiple tasks and changing priorities. Ability to work independently and with minimal direction, demonstrating initiative.

KSA #7: Ability to travel to gain access to remote facilities. Must have a valid driver's license.

KSA #8: Ability to provide technical support outside of regular business hours when necessary.

KSA #9: CompTIA A+, and Apple OS X (e.g., Mojave, High Sierra, Sierra) preferred.

KSA #10: Knowledge of Mac hardware and software platforms preferred.

To Apply

<https://recruiting2.ultipro.com/HUN1007HUIND/JobBoard/9d4c9b3a-f0e0-45f2-8b3c-5fb03c6eb7f5/OpportunityDetail?opportunityId=c9d50d2d-6c9d-4132-a006-bc5f81d63ec9>

Position: Automation Maintenance Technician III - Hunter Industries (Senninger) Clermont, FL

Description

Under minimal supervision, the Automation Maintenance Technician III performs advanced diagnostics, troubleshooting, repairs, preventive maintenance to molding/production machines and related equipment and helps with the implementation of new automation equipment.

Demonstrates behavior that is consistent with the company's values of Customer Satisfaction, Innovation, Family, and Social Responsibility.

Job Function

Performs machine start-up, setup and changeovers. Resupplies equipment with wire spool, grease, silicone, labels and tapes.

Moves machines and installs redesigned parts and systems to molding and assembly machines.

Works with Production team members to ensure they are satisfied with equipment maintenance performed.

Documents equipment repairs and maintenance performed to machinery and associated equipment, utilizing correct documentation procedures.

Submits suggestions for electrical, electronic, mechanical and hydraulic performance-improving modifications to molding and assembly machines and related equipment.

Performs electrical, mechanical, pneumatic, and PLC program modification or upgrade to enhance equipment performance.

Coordinates and prioritizes maintenance activities. Communicates with production team members to ensure they are satisfied with maintenance service provided.

Trains other technicians in all areas of equipment repair and maintenance.

Generates and implements equipment maintenance procedures.

Evaluates needs and generates part requisitions to ensure replacement parts are stocked in inventory.

Seeks to improve own skill level by participating in apprenticeship program, taking job-related courses, and attending technical seminars.

Able to perform weld repair on equipment outside of designated shop area (outdoors as well as other company owned buildings) safely and effectively.

May be required to work overtime and/or varying hours, as necessary.

Qualifications

High school diploma or equivalent. Mechatronics Tech Engineering Degree or equivalent education a plus.

Minimum six years of experience in automation maintenance, mechatronics, or related

Knowledge, Skills and Abilities (KSA's) Required and Preferred

KSA #1: Excellent mechanical skills with knowledge of pneumatic, hydraulic, electronic, and electrical theory.

KSA #2: Strong proficiency in the use of power and hand tools, and precision measuring instruments.

KSA #3: Excellent verbal and written communication skills in English.

KSA #4: Excellent computer knowledge, including strong proficiency in Microsoft Office programs and basic knowledge on cad programs.

KSA #5: Ability to read ladder logic and PLC ladder diagrams to upload/download PLC programs and to make changes on the code.

KSA #6: Ability to interpret and make necessary engineering drawings, schematics, and associated engineering documentation.

KSA #7: Ability to purchase own hand-tools and some electrical troubleshooting devices, if necessary.

KSA #8: Excellent interpersonal and leadership skills to work with members across the organization and to train and mentor other team members.

KSA #9: Ability to bend, shape and trim metal using various specialty tools.

To Apply

<https://recruiting2.ultipro.com/HUN1007HUIND/JobBoard/9d4c9b3a-f0e0-45f2-8b3c-5fb03c6eb7f5/OpportunityDetail?opportunityId=74343696-aafd-4ac8-a0c0-732007b56d64>

Position: Material Handler – Hunter Industries (Senninger)

Clermont, FL

Description

Under supervision, the Material Handler I maintains accurate inventory levels for resins, molded components, and purchased parts. S/he issues these parts as needed for use in their assigned production area.

Demonstrates behavior that is consistent with the company's values of Customer Satisfaction, Innovation, Family, and Social Responsibility.

Job Functions

Transfers, with use of handheld scanner, molded and/or vendor-supplied parts to appropriate manufacturing area for use in production.

Utilizes a formal location system, to deliver palletized parts to appropriate storage location. Re-stocks appropriate storage location ensuring that FIFO (first in, first out) is maintained for proper stock rotation.

Weights, documents, and removes scrap from Mold machines and or Production cells. Recycles production scrap, including cardboard, plastics in the appropriate containers.

Monitors Kan Ban and inventory levels on the manufacturing floor to ensure the continuous flow of parts to production.

Conducts daily part counts for assigned parts and resins to verify system and location accuracy. Audits storage location for molded and vendor-supplied parts to ensure that parts are stored in the proper locations.

Prepares and coordinates shipments and transfers to and from other buildings on campus.

Always keeps mold machine hoppers and bins full of the correct materials.

Loads and unloads part bins under machines, separates molded parts from runners and places them in corresponding bins.

Inspects products for non-conforming defects and communicates with the proper personnel when defects are identified. Collects part samples for evaluation by Quality Control.

Labels product appropriately and moves product to the correct inventory location.

Moves or delivers materials to designated areas using various equipment such as Fork-Lifts, Pallet Jacks, and Carts, using safe work practices.

Knowledge, Skills and Abilities

KSA #1: Understanding of machines and tools, including their uses and maintenance.

KSA #2: Ability to work within a team environment.

KSA #3: Ability to perform data entry and follow electronic procedures.

KSA #4: Ability to pass required training courses.

KSA #5: Ability to use either control mechanisms or direct physical activity to operate machines or processes.

KSA #6: Ability to safely operate a forklift and pallet jack daily. Ability to operate a company truck when needed.

KSA #7: Ability to conduct tests and inspections of products, services, or processes to evaluate quality or performance.

KSA #8: Knowledge of and ability to use arithmetic. Able to accurately perform intermediate mathematical and statistical calculations and use a weight counting scale.

KSA #9: Excellent attention to detail, time management and organizational skills.

KSA #10: Excellent verbal and written communication skills in English and the ability to comprehend work instructions.

KSA #11: Able to work overtime when required.

KSA #12: Experience in cycle counting and conducting physical inventories.

To Apply

<https://recruiting2.ultipro.com/HUN1007HUIND/JobBoard/9d4c9b3a-f0e0-45f2-8b3c-5fb03c6b7f5/OpportunityDetail?opportunityId=b018b8a5-190e-455c-b241-085a2dc43c83>

Position: Staff Accountant - Hunter Industries (Senninger)

Clermont, FL

Description

Under limited supervision, the Staff Accountant maintains accruals, audit schedules, account analysis and reconciliations, and the foreign accounting processes. S/he assists with financial reports, distributions, forecasting and annual audits.

Demonstrates behavior that is consistent with the company's values of Customer Satisfaction, Innovation, Family, and Social Responsibility.

Job Functions

Assists in the month-end closing of the financial statements. Assists with monthly income statement forecasting and variances. Partners with other departments for variance explanations.

Establishes and monitors various balance sheet accounts. Performs account analysis and reconciliation, and posts adjusting entries as needed.

Applies daily AR cash receipts. Coordinates with Customer Service to resolve payment discrepancies and apply account credits. Reviews and approves credit memos and price changes.

Maintains and reconciles consignment inventory records monthly. Communicates with consignment locations to resolve discrepancies.

Prepares Daily Sales journals and ensures accuracy and timeliness of entries.

Prepares audit schedules and lead sheets. Assists with audit work papers as requested.

Manages fixed asset activity including depreciation, disposals, transfers, and additions.

Coordinates all foreign accounting, ensuring accurate transfers to the general ledger in US dollars. On a monthly basis, updates foreign currency rates and reconciles balance sheet accounts.

Prepares accruals for real property and business property tax. Reconciles the prepaid and accrued property tax accounts. Maintains insurance schedule. Analyzes and codes vehicle lease invoices for payment.

Assigns and maintains schedule of work orders for various projects and trade shows.

Reviews and maintains intercompany account transactions, billings, and reconciliation.

Education

Bachelor's degree in Accounting or related field of study, or equivalent education and work experience.

Minimum three years of progressive experience in general accounting.

Knowledge, Skills and Abilities

KSA #1: Proficient knowledge in Generally Accepted Accounting Principles (GAAP).

KSA #2: Excellent written and verbal communication skills in English.

KSA #3: Proficiency in the use of computers with a strong knowledge of computerized spreadsheets.

KSA #4: Excellent attention to detail and organizational skills.

KSA #5: Ability to work under limited supervision, to self-initiate activities, and to work within time limits.

KSA #6: Strong interpersonal skills and ability to communicate with other departments.

KSA #7: Ability to set goals and objectives and to set and meet timelines to achieve goals and objectives.

KSA #8: Ability to adapt to changing organizational needs.

KSA #9: Working knowledge of IQMS and JD Edwards preferred.

KSA #10: Verbal and written proficiency in Spanish and/or Portuguese preferred

To Apply

<https://recruiting2.ultipro.com/HUN1007HUIND/JobBoard/9d4c9b3a-f0e0-45f2-8b3c-5fb03c6eb7f5/OpportunityDetail?opportunityId=4d3ab465-cb20-42db-9bd2-6726f9afb277>

Marion County Sheriff's Office



The poster features a large, faint background image of the Marion County Sheriff's Office seal. The seal is a circular emblem with a palm tree in the center, surrounded by the words "OFFICE OF THE SHERIFF" and "MARION COUNTY FLORIDA". The poster has a green and grey color scheme with orange accents.

Apply Now

Marion County Sheriff's Office
Ocala, Florida



Join our team
We are Hiring

PREREQUISITES FOR EMPLOYMENT

- MUST BE 19 YEARS OF AGE**
(DEPUTY CERTIFIED POSITIONS)
- HIGH SCHOOL DIPLOMA OR GED**
- BE A U.S. CITIZEN**
- CLEAN CRIMINAL & DRUG USE HISTORY**
- MUST BE 18 YEARS OF AGE**
(DEPUTY NON CERTIFIED & CIVILIAN POSITIONS)
- POSSESS VALID FLORIDA DRIVER'S LICENSE WITH ACCEPTABLE DRIVING RECORD**
- MILITARY- HONORABLE DISCHARGE**

EMPLOYEE BENEFITS

- FLORIDA RETIREMENT SYSTEM**
- TUITION REIMBURSEMENT**
- WELLNESS PROGRAM**
- GENEROUS LEAVE TIME**
- HEALTH, DENTAL, LIFE & VISION**
- ONSITE FITNESS CENTER**
- IN-SERVICE TRAINING PROGRAM**
- INCENTIVE PAY FOR SPECIALTY UNITS**
- EDUCATIONAL ACHIEVEMENT PAY**
- FLEXIBLE COMPENSATION BENEFITS PLAN**
- UNIFORM & EQUIPMENT PROVIDED**
- FLORIDA DEPUTY SHERIFF'S ASSOCIATION MEMBERSHIP**

Multiple Positions open!

www.marionso.com/careers

The Marion County Sheriff's Office gives preference and priority in employment to certain service members, veterans, their spouses, and their families, including eligibility for waivers of certain postsecondary educational requirements. Servicemembers and veterans are encouraged to apply. An equal employment opportunity & drug free workplace employer

Sign on Bonus
...and more

\$\$\$ Bonuses for a limited time

Positions: Maintenance Mechanic – Signature Brands

Description

Conducts machine setup. Troubleshooting, repairs and preventive maintenance serve.

Essential Duties

- Provides emergency/unscheduled repairs of production equipment during production and performs scheduled maintenance repairs of production equipment during machine service.
- Prepares and sets up machinery for scheduled production runs.
- Performs mechanic skills including, but not limited to mechanical, electrical, pneumatic and hydraulic troubleshooting and repair of packaging and production machines.
- Reads and interprets equipment manuals and work orders to perform required maintenance and service.
- Complies with OSHA safety and Health rules.
- Other duties as assigned.

Qualifications and Requirements

- High School Diploma or GED.
- 2-3 years of industrial maintenance experience.
- Certification preferred.
- PLC knowledge and troubleshooting experience.
- Ability to work well under pressure and meet deadlines.
- Must be able to lift 50 lbs.
- Willingness to work a flexible schedule. Overtime when necessary.
- Able to climb ladders/stairs.
- Able to be on your feet for long periods (8 hrs).
- Able to work in non-climate controlled environment.
- Able to work in awkward positions/tight areas
- Proficiency of the English language is required

Rate of Pay

\$28-\$35/hr. + sign on bonus

How to Apply

<https://www.signaturebrands.com/employment/>

Position: Apprenticeship Opportunity, Guardian Angels Medical Service Dogs – Williston

Description

A national non-profit organization that rescues, raises, trains and donates highly skilled medical service dogs to our combat wounded veterans, first responders and some civilians. We are currently looking for highly motivated people that would like to become service dog trainers by working through our full-time apprenticeship program.

This position is five days/40 hours a week. You will be expected to watch the health care of all dogs which includes monitoring weight charts, helping to administer vaccinations and preventatives, working closely in every life stage with a Dog Care Specialist then working closely with Trainers in every life stage and finally learning and testing on the Borden Method of Pioneering Service Dog Training - Course 1 & 2 of the training curriculum we provide.

Skills Required

- Must be 18 years old and eligible to work in US
- High School Graduate or GED
- Can commit 2 ½ years to this program
- Must be fluent in the English language (including reading and writing)
- Hard Working, not afraid to get dirty and can work in any outdoor conditions (rain, hot temperatures, cold)
- Can follow instructions and is meticulous about their work execution and completion on a timely basis
- Is friendly, gets along well with co-workers and always professional with outside visitors and volunteers.
- Must be punctual
- Must have a flexible schedule and be available for weekends, holidays, sudden schedule changes, over nights, etc.
- Must love dogs
- Must have reliable transportation
- Must be able to lift at least 50 pounds
- Knowledgeable in feeding, cleaning and all aspects of dog care

Benefits/Rate of Pay

We offer salary based on apprentice scale/experience. After 90 days, we also offer medical benefits and 401K, etc. Because of our rapid growth, we also offer an opportunity to continue growing your career path with us.

Apply

Visit <http://www.medicalservicedogs.org/applications>. Proceed to the Apprentice Trainer Program and fill our online application. For questions please contact Kelsey Klee at kklee@medicalservicedogs.com

Positions: Outside Service Team Member – Golden Ocala

Descriptions

Outside Service Members provide a high level of customer service to our Members and their Guests of Golden Ocala Golf & Equestrian Club.

The Outside Team maintain Golf Cart cleanliness, a stocked and organized practice facility. Lastly, they provide a club cleaning service to our members and guests.

Rate of Pay

\$10/hr. plus gratuity (In season roughly \$23 per hour)

How to Apply

Send resume to email Robert Huff, Rhuff@goldenocala.com

Position: Marketing Department Assistant – RE/MAX Premier Realty

Description

This is a full-time position, 40 hours per week. Two days a week you would be at the front desk, answering phones and greeting customers and doing marketing tasks. The rest of the time, you will be in an office by yourself working at your best pace. We send out a lot of mailings. This position is an entry level position and will start by helping send out mailings. There may be some deliveries to local post offices, so reliable transportation is needed. You will be reimbursed for mileage in addition to the hourly rate. There is room for growth, we like to hire from within for our advanced positions.

Required Skills

Friendly, outgoing and able to follow directions. Work well on their own with little supervision. Task oriented.

Rate of Pay

\$12-\$13 per Hour

How to Apply

Call Michele Murphy directly at 352-426-5903 (cell). She floats from office to office, so this is the best way to reach her. Michele Murphy michelemurphy@remaxpremier.net

Positions: CoreCivic Citrus County Detention Facility

Description

Our company – the first of its kind – was founded in 1983. Our approach to public-private partnership in corrections combines the cost savings and innovation of business with the strict guidelines and consistent oversight of government. This has produced proven results for more than three decades.

Our company designs, builds, manages and operates prisons, jails, detention centers and residential reentry centers on behalf of the Federal Bureau of Prisons, Immigration and Customs Enforcement, the United States Marshals Service, many states and counties across the country.

We benefit America by protecting public safety, employing the best people in solid careers, preparing inmates for reentry, giving back to communities, and bringing innovative security to government corrections – all while consistently saving hardworking taxpayers' dollars.

Open Positions

<https://jobs.corecivic.com/Listjobs/All/Search/CC-Organization/Citrus-County-Detention-Facility/>

Position: All Staff – Back Porch Mulberry Restaurant

The Villages, FL

Description

Hiring all front and back of house hourly positions.

To Apply

www.backporchmulberry.com

www.Indeed.com

Opening March 16, 2022

Positions: Marion County Job Opportunities

Marion County is hiring...

Healthcare benefits
Florida Retirement System
Optional dental, vision and savings plan



Join our TEAM!

Tuition Reimbursement
Free employee wellness center
Make a difference in your community

Marion County Board of County Commissioners

Current Job Postings April 4, 2022

Parks, Trades and Equipment Operator Careers

Title	Starting Pay	Title	Starting Pay
Animal Control Officer	\$14.73-\$20.02	Paramedic	\$17.68/hr
Animal Service Representative	\$15.46-\$17.79	Recreational Leader-Parks & Rec	\$11.80-\$16.45
Facilities Trades Tech-Carpenter	\$14.31-\$25.36	Recreational Leader-Seasonal	\$11.80-\$16.45
Facilities Trades Tech-Electrician	\$14.31-\$25.36	RLE Maint Tech Equip Operator	\$12.42-\$17.28
Facilities Trades Tech-HVAC	\$14.31-\$25.36	SELP Bldg Grounds Maint Tech	\$11.80-\$15.68
Emergency Medical Technician (EMT)	\$13.75/hr	Solid Waste Collections Driver	\$14.31-\$19.13
Firefighter/EMT	\$14.00/hr	Solid Waste Litter Specialist	\$14.31-\$16.45
Firefighter/Paramedic	\$16.68/hr	Traffic Signal Technician	\$14.31-\$24.23
Fleet Vehicle Technician	\$16.64-\$25.36	Transportation Service Tech	\$15.03-\$19.13
Litter Crew Leader-On Call	\$14.31/hr	Utilities Field Technician	\$13.64-\$21.04
Parks Svcs Worker-Seasonal	\$12.00/hr	Utilities Plant Technician	\$12.42-\$22.11

Administrative and Library Careers

Title	Starting Pay	Title	Starting Pay
Development Review Coordinator	\$21.07-\$24.23	Public Services Librarian II	\$39,998-\$56,331
Emergency Telecommunicator I	\$15.80-\$18.17	Public Services Librarian III	\$43,825-\$61,734
Engineering Technician III	\$18.30-\$21.04	Purchasing Inventory Assist	\$11.80-\$13.57
Medical Billing Specialist	\$13.64-\$20.02	Staff Assistant II	\$13.64-\$15.68
Public Service Assistant	\$13.02-\$14.97	Solid Waste Dispatcher	\$15.03-\$17.28
Public Services Librarian I	\$17.41-\$20.02		

Executive, Professional and IT Careers

Title	Starting Pay	Title	Starting Pay
Animal Center Veterinarian	\$80,953-\$114,025	Inspector Plans Exam Supervisor	\$60,569-\$84,890
Environmental Svcs Engineering Mgr	\$80,953-\$114,025	IT Web & Multimedia Specialist	\$38,064-\$53,608
GIS Coordinator - IT	\$50,731-\$71,463	Senior Planner - Growth Svcs	\$54,870-\$77,084
Growth Services Deputy Director	\$69,992-\$98,586	TPO Sr Transportation Planner	\$63,419-\$89,330
Growth Services Director	\$80,953-\$114,025	TPO Transportation Planner	\$48,297-\$67,953
Inspector Plans Examiner	\$19.24-\$33.48		

Apply Online: [MarionFL.org/Careers](https://marionfl.org/Careers)

Veteran's Preference • Equal Employment Opportunity • Age 18+ and H.S. Diploma/GED required for most positions • Assessment Testing • Background Check • Driver License Check • Drug Screen

Position: Barn Attendant / Stall Cleaner – Equine Hospital – Ocala

Description

EQUINE HOSPITAL is hiring an experienced barn attendant to clean stalls, hold and jog horses. This is a full-time position. Hours for position are: Part-time 7:00am to 12:00pm and Full-time 7:00am to 3:30 Monday - Friday. Drug and Background screening required.

Requirements

Thoroughbred experience is required.

Able to lift up to 50lbs.

Able to stand for long periods of time.

Rate of Pay

Ranges from \$12 to \$13 per hour.

To Apply

Please send your resume to cyndiray@ocalaequinehospital.com or fax it to 352-368-1609.

Please reply with your equine experience as well.

Position – Driver/In-Shop Sandwich Maker – Jimmy Johns

Description

We are hiring part-time and full-time motivated individuals for food delivery and food prep. We offer flexible hours, competitive wages, and sign on bonuses. Advancement opportunities exist.

Required Skills

Basic Math, Friendly Customer Interaction, Cleaning, Food Safety and Prep. Driver's License/Reliable Transportation for Delivery Position.

Rate of Pay

\$11-\$16/hr. + \$100 Sign-on Bonus

How to Apply

Call 352-671-2770 and talk to Jakob to setup and interview. Email jimmyjohns3498@gmail.com. Or apply in person at 43 S Pine Ave Ste 1, Ocala 34471.

Position: Customer Service Supervisor – Trinity Surfaces

Description

The Customer Service Supervisor is responsible for increasing customer satisfaction by managing and supporting customer service staff. This position will coach Customer Service Reps and provide them with appropriate training, tools and development. This position will also manage customer accounts and cover for staff when they are out of the office. The Supervisor will work with the Vice President to develop performance metrics for quality control and continuous improvement.

Required Skills/Experience

Computer skills (word, excel, etc.), customer service phone experience, attention to detail, work with a sense of urgency.

Rate of Pay

Discussed during the interview process.

How to Apply

<https://www.trinitysurfaces.com/careers/>

Position – Teachers - MCPS



Elementary Teacher

Teachers change the world! Did you know most bachelor's degrees qualify you to teach? If you have a bachelor's degree, a heart for helping others, and a desire to change the future by helping our learners, consider a career in teaching!

Minimum Qualifications

- Bachelor's Degree from an accredited college/university.
- Eligible for Educator Certification by the State of Florida or District vocational certification.
- Basic technology skills.

Additional Information

- Starting Salary: \$45,000
- Schedule: Full Time
- Benefits: Free health insurance option, retirement, life insurance, free employee assistance program, and a family friendly schedule!



MarionSchools.net

~ An Equal Opportunity School District ~

Scan Here!





Join Our Team!

Find the Perfect Career For You!



High School Diploma Preferred, But Not Required

Bus Driver
Custodian

High School Diploma or GED Required

Bus Aide
Clerk
Food Service
Marion Afterschool Program
Receptionist

Associate's Degree

Or 60 Hours of College Credit OR Passing Paraprofessional Exam Score

Classroom Substitute
Paraprofessional

Bachelor's Degree

Classroom Teacher
Content Area Specialist
Instructional Coach
School Social Worker
Student Services Manager

MarionSchools.net



Scan Here

An Equal Opportunity School District

Position: Support Technician – The Villages Technology Solutions Group

Description

Within the spirit of “Making People’s Dreams Come True”, this position configures, installs, troubleshoots, maintains, and documents computer software, hardware and peripherals supporting TSG and TSG Customers. Support Tech’s will be assigned work primarily through ConnectWise ticketing system, to best keep track of client needs and services.

Responsibilities

- Oversee the configuration, installation, troubleshooting and maintenance of computer products, equipment, and software.
- Coordinates the training of facility managers on some aspects of the systems.
- Identifies, analyzes, and repairs product failures, orders, and replaces parts as needed.
- Has knowledge of commonly used concepts, practices, and procedures within a particular field. Including, but not limited to: Active Directory, Desktop and Server Management, Printer installation/configuration/management/repair, and software deployment and configuration.
- Manages the process of account creation, deletion, and alterations like name change due to marriage or divorce.
- Creates and sets guidelines to perform the functions of the job
- All other tasks within ability and function as directed by Director of Technology Support Operations.

Skills/Experience

- Bachelor’s degree from college or certification from a technical school
- 2-4 years of related experience and/or training; or
- Equivalent combination of education and experience.

Apply

<https://www.thevillages.com/careers/search?id=66a1dc9b-d891-4335-8546-efe79e616f18>

Position: Teacher, Lead 2-3 year old, Triumphanttots Inc

Description

We are looking for someone who will be excited to work with 2-year-old children. This person should be highly motivated, have good time management skills, and ready to work hard. This can be a very rewarding career choice and we are looking for someone to stay. If you know you want to be a teacher here is the place to make home.

Required Skills

Time management

Self-Motivation

Experience with Children if possible

Rate of Pay

\$10 - \$11/hour

How to Apply

Send resume to triumphanttotsinc@live.com

For more information

www.triumphanttots.com

Position: Inside Sales Representative-Patterson Companies, Inc.

Description

As an Inside Sales Representative (ISR), you are responsible for generating and increasing sales through inbound and outbound sales calls, while handling inbound customer calls with professionalism, skill and expediency.

Essential Functions: To perform this job successfully, an employee must be able to perform each essential function satisfactorily, with or without reasonable accommodation.

Administrative: Ensure accuracy of customer transactions in order entry system such as orders, quotes, returns, etc. Maintain accurate customer and territory records; document all customer interactions and potential sales opportunities. Gain understanding of and adhere to Accounts Receivables policies and practices. Run sales reports for all sales activity. Monitor scheduled shipment dates to ensure timely delivery. Verify price and terms in accordance with standard procedures and customer profitability profiles. Multitask and work within multiple computer systems and communication platforms simultaneously.

Customer Relations: Develop strong working relationships across the business/functions, as well as with customers and manufacturing partners. Provide impeccable customer service and sales support; respond to customer queries, answer questions and solve problems in a timely fashion.

- Generate Sales
- Make regular outbound calls to assigned customers/territories
- Generate new and repeat sales by providing product and technical information to customers in a timely manner
- Identify customer requirements and expectations in order to recommend specific products and/or solutions
- Use appropriate selling tactics such as up-selling and cross-selling when needed.
- Educate customers about product features and benefits to grow sales and improve customer satisfaction
- Generate referrals from current customers and manufacturers' representatives.
- Maintain a current knowledge of consumer preferences, company products, programs, market conditions, and competition.

Required Qualifications

- Associate's degree, or equivalent work experience
- Exceptional customer service and organization skills
- Accuracy and strong attention to detail.
- Effective verbal, written, and interpersonal communication skills
- General computer proficiency including knowledge of MS Office

Rate of Pay

\$14-\$17 per hour plus quarterly bonus program.

How to Apply

<https://jobs.pattersoncompanies.com/job/ocala/inside-sales-representative/881/21751641568>

Position: Transition Specialist -Twin Oaks Juvenile Development/ Project Connect

Description

Help at risk youth transition into their community by linking them to available resources and giving them opportunities to help them with education, vocation, mentoring, and transportation.

Remote position while doing some field work. Company provides all supplies needed as well as computer, printer, and work cell phone.

Required Skills

Microsoft office, search engines, data entry, good communication skills, work independently, work well with a team, organized, detail oriented, and time management. Bachelor degree.

Rate of Pay

\$36,000 to \$38,000

How to Apply

Send resume to Lauren.federico@twinoaksfl.org and Cheryl.smith@twinoaksfl.org

Position – Registered Nurse – Vitas Healthcare

Description

The Registered Nurse, RN, is a member of the interdisciplinary team who work together to meet the physical, medical, psychosocial, emotional and spiritual needs of hospice patients and families facing terminal illness and bereavement. The Registered Nurse, RN, is designated to provide coordination of care, ensure continuous assessment of each patients and families' needs and implementation of the interdisciplinary plan of care.

Required Skills and Qualifications

Registered Nurse, RN, has reliable transportation with adequate insurance coverage for driver and passengers. Registered Nurse, RN, has telephone available (cellular or land line) Currently licensed to practice nursing in the state where the VITAS program is located.

A minimum of two years of nursing experience in hospice, home health, or community health in the last five years.

Equivalent experience or licensure may be considered.

Rate of Pay

\$70k-\$80k

How to Apply

https://careers.vitas.com/#en/sites/CX_5001/job/13988/?utm_medium=jobshare

Position: Carrier Relations Clerk – R&L Global Logistics

R+L Global Logistics is a world-class provider of high quality domestic and international logistics and supply chain services, with a reputation for offering the highest quality freight solutions and services to our customers. We have 14 offices across the country, with locations in Atlanta, Chicago, Cincinnati, Denver, Fort Myers, Indianapolis, Kansas City, Laredo, Los Angeles, Nashville, Newark, Ocala, Orlando and San Antonio allowing our logistics team to optimize the supply chain process for our customers.

Job Description

Carrier Relations Clerk responsibilities and essential job functions include, but are not limited to the following:

- Provide administrative support for the logistics sales and operations teams
- Answering and directing telephone calls and email correspondence from/to our customers and internal/external business partners
- Coordination, audit, and implementation of new and existing partner carriers
- Verification, scanning, imaging, and follow-up of documentation regarding carrier compliance
- Data entry, process, preparation, and reconciliation of paperwork, and invoices
- Develop and maintain strong customer relationships with our partner carriers'
- Foster strong and positive communication between internal and external customers
- Order lookup, tracking, and tracing (afterhours only)
- Other clerical duties as assigned

Qualifications, Knowledge, Skills, and Abilities:

- High school diploma or GED
- Proficient in Microsoft Outlook, Excel and Word, as well as internet applications
- 2+ years' customer service or administrative office experience
- Ability to effectively communicate verbally and in writing
- Ability to answer and route multiple phone calls while staying on task
- Ability to investigate customer concerns and solve them in a timely manner
- Ability to work under pressure and meet deadlines, while maintaining a positive attitude and providing unmatched customer service
- Ability to work independently and within a team environment
- Ability to read, write, and speak English fluently; Spanish a plus
- Previous domestic or international logistics or transportation experience a plus

To Apply

https://erhk.fa.us2.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_4/job/RLG203260/?utm_medium=jobshare

Position: Counselors-In-Training Director – Elks Camp

Description

Seasonal Director of a residential summer camp that can add a flexible, positive, self-motivated, and critical thinking to our summer leadership team. This position requires a desire to educate our young staff and help them develop into responsible, confident, and well-balanced adults. This is a seasonal position that will last from May to the beginning of August.

Summer Responsibilities

- Lead workshops twice a week for our new and returning CITs. Total of 12 sessions each.
- Follow-up bi-weekly with all CITs to check on their professional and emotional state here at camp.
- Work closely with members of Blue Crew to bring the camp's mission to life.
- Use the company vehicle to drive campers and staff who need to go to the clinic.
- Manage the needs and meals of staff in medical isolation on property.
- Managing needed item delivery and inventory, utilizing auxiliary staff to complete this.
- Facilitating the sorting of mail for dinner delivery.
- Creating Saturday programming for those staying on property during their time off.
- Follow the guidance of the full-time directors and the policies that are in place.
- Enforce the policies and procedures of the camp.

Qualifications

- College degree or equivalent camp experience.
- Minimum of 2 years' leadership experience in a camp setting or equivalent time in a related job setting.
- Experience putting together workshops or lesson plans.
- Excellent interpersonal and communication skills.
- Ability to be on property at the Florida Elks Youth Camp from late May to the beginning of August.
- Hold or be willing to acquire a CPR, AED, and First Aid Certification.
- Must feel confident problem solving and taking initiative with new ideas.
- Comfortable asking for help and taking the guidance of the other camp's directors.

To Apply or for more information

www.feyc.org and select 'Summer Camp Staff' or email Elliott@feyc.org

Position: Jr Corporate Recruiter – R& L Global Logistics

Description

- Responsible for sourcing candidates, conducting phone screen interviews, coordinating interviews with hiring managers, extending job offers, assisting with job fairs
- Requires outgoing personality with the ability to communicate clearly, with confidence, enthusiasm and a positive demeanor; often time first point of contact with the company; ability to build relationships (mostly via phone) to promote the company to attract talent to the company
- This is a great opportunity to break into the HR/Recruiting field
- Shift is Monday – Friday, 8-5pm

Rate of Pay

Starting at \$17.00 DOE

Apply

https://erhk.fa.us2.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_4/requisitions/preview/2118/?keyword=jr

Position: Account Representative -Kimball Midwest

Kimball Midwest is a national distributor of maintenance, repair, and operation (MRO) products, with over 1000+ Sales Representatives across the country. From our first Million-dollar sales year in 1983, to nearly \$300 Million in sales this past year.

Description

The Account Representative program is designed for individuals who are new to outside sales.

The program begins with a structured two-year training and developmental period. During this time, you will work full-time as an entry-level Outside Sales Representative, with a base + bonus + commission compensation plan.

Your development will include:

- Classroom-Based Learning
- Online Product Training
- Hands-on Practice, shoulder-to-shoulder with Divisional Trainers and experienced Sales Representatives

During this time, you will learn valuable skills such as:

- Prospecting and Cold-Calling Local Businesses
- Hands—on Product Demonstrations
- Transactional Selling vs Systems Selling
- The Sales Cycle
- Relationship Building
- Developing and Maintaining a Book of Business

The end-goal of the program is to prepare you to transition into an Outside Sales role with Kimball Midwest.

Rate of Pay

42K + uncapped commission for the first year

Required Skills

At least 18 years old and a valid driver's license

How to Apply

Kimballmidwest.com/careers - then pick the location that best fits you.

Position: Entry Level Sales – JEAR Logistics

South Carolina

Description

Serious about finding your IMPACT with a career more rewarding than any other? JEAR Logistics is searching for entry-level sales talent. If you are motivated to make a long-term career within sales and have a drive for success, we want to talk! Sales positions offer a competitive salary and opportunity for unmatched commission starting at 25%!

JEAR, recently recognized as one of South Carolina's 'Fastest Growing Companies' and SC's 'Best Places to Work', provides a culture where you can make an IMPACT, make a living, and make a career. It's no surprise JEAR has seen explosive success and growth since opening in 2007. This unique sales opportunity knows no limits, draws, or caps - finally a career where you can make the money you never thought possible!

Required Skills

Hard work ethic and ability to hold tough conversation driven by success

Rate of Pay

\$42,000 plus Commission

How to Apply

<https://recruiting.paylocity.com/Recruiting/jobs/Apply/21744>

For information please visit:

<https://www.jearlogistics.com/index.aspx>

Position: Inside Sales Representative – Matheson Tri-Gas

Description

The Inside Sales Representative will manage sales campaigns with the intent of either scheduling appointments for sales to improve sales productivity or by gaining business via direct quote/follow up. Assesses customer satisfaction with Matheson Tri-Gas products and services via conducting surveys and provides insights for addressing customer concerns. Works closely with SBU Sales Leaders, Sales, Corporate Marketing and Customer Service.

- Place outbound calls with the prime purpose of scheduling appointments for sales with new or existing customers, notifying sales of committed appointment times and then following up with a courtesy call to determine customer satisfaction/needs.
- Provides quotes or completes the sale, if campaign appropriate to directly gain new business.
- Probes and identifies problematic situations/opportunities that could protect or yield new business for Matheson Tri-Gas and communicates the information to the appropriate function for follow up.
- Restocks store merchandise as needed.
- Arranges stock on shelves or racks in sales area and keeps merchandise in order.
- Manages request for product, price and technical information.
- Assist in warehouse in shipping & receiving, inventory stocking, cleaning, labeling, or other tasks.
- Maintains showroom cleanliness by procedures set forth by management.
- Identifies sources of leads and manages the pre-qualification process in collaboration with sales and corporate marketing.
- Tracks result of outbound campaign efforts.
- Backs up inbound customer service, as needed.
- Comply with all DOT and OSHA regulations.
- Ensure all safety rules are strictly observed.
- Perform other projects and duties as assigned.
- Inputting customers' orders into system and tracking.

Requirements

- High School Diploma or equivalent.
- 3+ years of inside sales experience.
- Experience within the Gas Industry or industrial sales is a **plus** but not required.

Rate of Pay

\$20/Hour plus quarterly commission

To Learn More

Cristine Rodriguez -Crodriguez@mathesongas.com or 346.266.4716

Position: Marketing & Growth Manager – Keith Taylor Law Group

Description

The Keith Taylor Law Group, we do the exact opposite of those “big firms” you’ve seen on TV and billboards. We actually do GREAT work for our clients. And the area of west central Florida needs more of our help.

We are looking for a motivated, passionate, obsessed individual to take the reins on all of our law firm’s marketing initiatives. We need someone to take responsibility for:

The number of leads we generate every month

Exploding our brand presence (through value-based awareness marketing)

Ensuring our lead-to-signed client conversion rate increases over time

This is a fabulous opportunity for someone who wants to be part of an All-Star team. Speaking of team;

Team-Oriented Approach is one of our firm’s Core Values. To see what our law firm is about, check out our Core Values at <https://keithtaylorlaw.com/mission-statement/>

Responsibilities

Disseminating our goals into strategic marketing plans

Advising on our Google Ads & landing page strategies

Executing on our YouTube video editing & posting strategy

Ensuring our SEO traffic is increasing month-over-month

Website management & optimization

E-Books and click funnels

Social media posting & Facebook ads management

Nurturing and developing the firm’s referral relationships

Community events, partnerships and sponsorships

Budget allocation tracking & management

Rate of Pay: \$30,000-\$45,000

This position offers a respectful team culture, opportunities for professional development, paid vacation, 401K match and a competitive salary based on skills and experience.

Preferred Skills/Experience

Google Ads dashboard

WordPress

Project management

Front-end landing page design

Copywriting

Facebook organic & ads

YouTube and video use and editing

To Apply

Send an email to: careers@keithtaylorlaw.com

In the Subject line, type your last name in all caps followed by the title of this job. If this is not done correctly, you will not get a response.

In the body of the email, include a three-paragraph letter providing the following information:

- Paragraph 1: Tell us what excites you the most about this position
- Paragraph 2: Tell us why you are the person we should hire
- Paragraph 3: Tell us which of the firm's Core Values you are most aligned with and provide an example from your life or prior work experience

Position: System and Item/Asset Administrator – Trinity Surfaces

Full Time - Ocala

System and Item/Asset Administrator

The System and Item/Asset Administrator maintains our item library in the company's ERP. The administrator is responsible for entering Items into the ERP adhering to all the requirements needed Administrator provides support to internal users as well as communicates with external users to obtain information and create items. The Administrator follows an activity plan format which requires regular evaluation to assure that activities are effectively providing accurate to date information to be readily available to all users. Maintaining and updating all pricing structures.

Daily Tasks:

- Ensures all manufacturers' price lists are current and accurate.
- Responsible for managing, updating, and creating items.
- Manipulate manufacturers price list to convert to item import files.
- Updates/Creates items in P21 based on customer service or purchasing requests.
- Updates costs and provides feedback to Purchasing department on completion or discrepancies.
- Updates pricing using import files and provides feedback to pricing manager upon completion.
- Imports new items ahead of Marketing Releases to ensure prompt availability of items.
- Assists in maintaining pricing and cost within the P21 system.
- Works to effectively administer the windows systems as needed.

Internal Communication

- Communicates with Purchasing and Marketing, Customer Service and other Depts to get updates on manufacturers price list and purchase pricing information.
- Communicate with Director of IT to provide update on completion of imports, cost updates and packaging changes.
- Communicates with Warehouse Supervisors on item discrepancies.
- Maintains deep knowledge of supplier's products, websites, and contacts within our company network.

General Administrative

- Ensures proper structure and proper testing of items is used when building items and item imports before deploying to production.
- Assists corporate personnel as required with questions on tile and non-tile side of our business.
- Maintains proficient knowledge of Microsoft excel and P21.
- Assist with needs as they arise to help in overall IT requests.

Qualifications:

- Associates degree in Business or IT
- Intermediate Experience with Excel
- Experience with Vlookup, concatenations of multiple cells, and data clean up overall
- Epicor Prophet 21 experience preferred

To apply: Please send resume to Bonnie Hays at haysb@cf.edu

Position: Customer Service Dispatcher – Gill Logistics – Ocala, Florida

Description

Gill Logistics is currently looking for a full-time weekend/overnight Dispatcher to join our team. This position will be responsible for receiving and dispatching orders for deliveries / pick-ups. This position will also be required to troubleshoot, and spot check their drivers during working shifts. The company services HCA hospitals all across the state so this position will be required to be tactful, punctual and be highly self-motivated to work.

Required Skills

- Minimum of High School Diploma.
- Ability to Multi-task.
- Ability to Remain Professional.
- Tactful under Pressure/Stress.

Rate of Pay

\$16.00/hour

To Apply

You can find more information about the company at <https://gillogistics.com/>

Position: Preschool & Infant Teacher – Bright Beginnings Preschool – Full-time – Crystal River, FL

Description

Honest, fun-loving, dependable individual who has a desire to help young children grow and learn.

This individual must be a team player & have flexibility.

Rate of Pay

Starting at \$10 to \$14 per hour

To Apply

Please contact Tracey Jenkins at 352-795-1240 or tracey.jenkins@bbpcrumc.com

Position: Purchasing Agent - D.R. Horton, Inc. - West Central Florida – Ocala to Gainesville

Description

D.R. Horton, Inc. is currently looking for a **Purchasing Agent** for their Purchasing Department for our West Central Florida Division (Ocala to Gainesville). The right candidate will bid on new projects, maintain scopes of work, track blueprints and design changes, etc.

Duties and Responsibilities

- Solicit bids
- Pre-qualify subcontractors
- Setup and monitor option costs and sales prices
- Maintain and update current budgets
- Spread revised bids and obtain approval for any price increases
- Prepare direct costs analysis and variances for review
- Input original Direct Costs budget
- Execute lot starts and final proof all unit costs

Requirements

Bachelor's degree (B. A.) from four-year college or university; or one to two years related experience and/or training; or equivalent combination of education and experience.

To Apply

Please go online to www.drhorton.com – 2200265

<https://drhorton.taleo.net/careersection/2/jobdetail.ftl?job=2200265&lang=en>

Position: Sales Representative - D.R. Horton, Inc. - West Central Florida – Ocala to Gainesville – 2108286

Description

D.R. Horton, Inc. is currently looking for a **Sales Representative** for our West Central Florida Division (Ocala to Gainesville). The right candidate's primary responsibility is to manage the sales process while providing excellent customer service. The Sales Representative continuously sources new customers, helps customers find and design their dream home, and ensures a smooth sales process.

Essential Duties and Responsibilities

- Effectively communicate DR Horton's value proposition, product vision and capabilities to potential customers
- Uncover and understand customer goals and challenges then establishes DR Horton as the best solution available
- Overcome objections and closes for the sale
- Maintains accurate documentation of transaction from sale through loan, options, and construction
- Continually source new sales opportunities
- Creates and provides to management a marketing plan for establishing new customer relationships
- Networks and performs outreach to realtors
- Manages time efficiently, meet sales goals and works effectively with other members of the team
- Maintains and expands database of prospects
- Attend sales meetings
- Conducts all business in a professional and ethical manner to serve customers and increase the goodwill and profit of the company
- Develops and maintains good rapport with prospective customers, realtors, and team members
- Execute policies to ensure compliance with quality standards

Qualifications

- Associate's Degree or 2 years related experience
- Must have a vehicle, valid driver's license, and be able to drive in daytime or nighttime
- Ability to utilize DRH Sales applications on a smart phone, tablet, or laptop

- Ability to apply common sense understanding to carry out instructions furnished in written, oral form or via DRH Sales applications
- Proficiency with MS Office and email
- Ability to stand and walk for 4 hours straight or up to a full 8-hour day; sit for extended periods; kneel and bend at the waist; walk up and down stairs; walk on unlevel terrain; use hands to finger, handle or feel; reach with hands and arms; talk and hear. Ability to lift and/or move up to 25 pounds. Specific vision ability required by this job include close vision, distance vision, color vision and peripheral vision
- Regular exposure to outside weather conditions. The noise level is generally moderate

To Apply

Please go online to www.drhorton.com - 2108286

https://drhorton.taleo.net/careersection/2/jobdetail.ftl?job=2108286&tz=GMT-05:00&tzname=America/New_York&lang=en

Positions – McLane Careers

Description

Our walk-in interviews are weekly on Wednesday's and Thursday's from 9:00 a.m. to 1:00 p.m., here at our division. The only thing required for an interview is an application which they can fill out on McLanecareers.com before they arrive.

Positions

Open Full-Time Positions:

Candy Repack Selector II – 4AM
Candy Repack Stocker – 11PM or 6AM
Dry Grocery Selector IV – 5:30AM or 4AM
Dry Grocery Checker/Loader IV – 8AM
Cooler/Freezer Selector IV – 12AM
Cooler/Freezer Checker/Loader IV – 2AM
Cooler/Freezer Selector II – 12AM
Receiving Forklift – 6PM
Receiver – 6PM
Damages/Returns Processor – Various
Sanitation – Various

Open Part-Time Positions:

Candy Repack Selector II – 4AM
Dry Grocery Selector IV – 12PM
Candy Repack Stocker – 6AM
Cooler/Freezer Selector II – 12AM
Cooler/Freezer Selector IV – 3AM
Cooler/Freezer Stocker – 12AM

Interview Location

910 NW 50th Ave., Ocala FL 34482

For more information visit www.mclaneco.com

Position – Medical Service Dogs - Williston

We're Hiring!

Career Day

Guardian Angels Medical Service Dogs Williston, FL

"Unleash the Power to Heal in a Career that Matters."

Opportunities:

Veterinarian
Recipient Relations Assistant
Service Dog Trainer
Veterinary Technician
Veterinary Assistant
Dog Care Specialist
Internships
Apprenticeships



April 23, 2022

10:00 AM - 3:00 PM

3251 NE 180th Ave.
Williston, FL 32696



Register online today!

For additional information contact,
opportunities@medicalservedogs.org

Position: Customer Service Tech - D.R. Horton, Inc. – Gainesville and South Springhill/Brooksville Area – 2108635

Description

D.R. Horton, Inc. is currently looking for a **Customer Service Technician** for our West Central Florida Division (Ocala to Gainesville). The right candidate's primary goal is to maintain a high level of customer satisfaction of homeowners. This is achieved by facilitating all customer warranty requests, whether by making the actual repairs or scheduling subcontractors to make repairs. The Customer Service Technician is responsible for proactively resolving customer issues after the closing of the home.

Essential Duties and Responsibilities

- Evaluates homeowner repair issues to determine if they are warrantable items
- Processes written or electronic work orders and/or verbal instructions from supervisor for homeowner repairs
- Performs necessary repairs to homes such as carpentry work, drywall, texture repair and painting
- Schedules and manages subcontractors to make designated warranty repairs
- Certifies warranty work is completed within contractor obligations
- Conducts all business in a professional and ethical manner to serve customers and increase the goodwill and profit of the company
- Ability to work overtime
- Follows up with homeowners to ensure concerns are addressed in a timely and professional manner
- Processes charge-back documentation and invoices

Required Qualifications

- High School Diploma or GED
- 3 or more years related experience; including carpentry work, drywall, texture repair and painting
- Must have a vehicle capable of carrying supplies, valid driver's license and be willing to drive among designated communities in daytime and nighttime
- Ability to utilize DRH Warranty applications on a smart phone, tablet, or laptop
- Ability to apply common sense understanding to carry out instructions furnished in written, oral form or via DRH Warranty applications
- Proficiency with MS Office and email

- Ability to stand and walk for 4 hours straight or up to a full 8-hour day; sit for extended periods; kneel and bend at the waist; climb, balance and stoop, crouch or crawl; walk up and down stairs; walk on unlevel terrain; use hands to finger, handle or feel; reach with hands and arms; talk and hear. Ability to lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance, color vision and peripheral vision
- Regular exposure to outside weather conditions, moving mechanical parts, high precarious places and risk of electrical shock. The noise level is generally loud

Preferred Qualifications

- Prior customer service experience
- Experience with minor electrical, plumbing and HVAC repair work
- Ability to work independently and be productive without supervision

To Apply

Go to www.drhorton.com - 2108635

https://drhorton.taleo.net/careersection/2/jobdetail.ftl?job=2108635&tz=GMT-05:00&tzname=America/New_York&lang=en

Position: Management & Sales Training Program – Sherwin-Williams – Ocala, Gainesville, and Clermont

Description

The Sherwin-Williams Management & Sales Training Program is an accelerated, entry-level position designed to prepare you for a Store Management role in 18-24 months. With Sherwin-Williams' promote-from-within philosophy, you will have the opportunity to progress into an Assistant Store Manager position upon successful completion of the initial 6-8-week training.

During the program, you will partner with store leadership to oversee a million-dollar business, providing leadership and insight into the development and strategy of that store. Through the course of the program, you will learn all operations, clients, and internal strategy, allowing you to understand the significant part you'll play in the team's success. You will grow the company's market share by selling to large, commercial users such as painting contractors, purchasing agents, manufacturers, and other commercial users who need large volumes of our high-quality products.

Required Skills

- Be 18 years of age or older
- Possess a valid Driver's License.
- Be legally authorized to work in country of employment without requiring sponsorship for employment visa status, now or in the future.
- Possess a bachelor's degree or currently enrolled and within two semesters of graduating
- Be willing and able to work all scheduled hours which may include evenings and weekends.
- Must be able to retrieve material from shelves and floor stacks and lift and carry up to 50 lbs. for short distances. (Think a large bag of dog food!)
- Must be able to operate material handling equipment safely once trained.
- Must be able to distinguish the difference between colors, a skill used when color matching paint.

Preferences (Not Required)

- Prior work experience in sales, leadership or customer service
- Willingness to relocate for this role as well as future roles
- Ability to speak more than one language fluently; Spanish preferred
- Extracurricular experiences (such as team sports, school newspaper, etc...)
- Active military experience

To Apply

You can apply for the Ocala/ Gainesville program online at <https://jobsearch.sherwin.com/en/job-description?jobNumber=220000FU>. The Clermont program application can be found at <https://jobsearch.sherwin.com/en/job-description?jobNumber=220000GE>.

Position: Recruiter – EquiStaff – Ocala

Description

EquiStaff serves the staffing needs of all aspects of the equine industry, everything from grooms and farm managers, to veterinary assistants, and pharmaceutical staff and more.

EquiStaff currently seeks candidates for a full-time or part-time Recruiter position to support their efforts with the local equine industry. They need a person to handle heavy phone sales and have the ability to interview and recruit candidates. Staffing background is a plus but not mandatory. Must be comfortable speaking to clients and candidates about jobs in the horse industry. We have openings with all breeds and disciplines nationwide.

Required Skills

Outgoing personality with positive communication skills

Knowledge of the equine industry

Ability to communicate effectively by phone, in -person, and in writing

Computer proficiency including Microsoft Office Suite

Rate of Pay

Depends on skills and experience, \$14 per hour *minimum* for part-time; full-time salary starting at \$30,000 + *generous* commissions.

To Apply

Interested candidates, please apply at <https://equistaff.com/Jobs/1813/Sales--Recruiting> or contact Bonnie Hays at haysb@cf.edu for more information.

Position: Quality Control Technician – Donau Carbon – Dunnellon

Donau Carbon is a global company whose mission is to develop and deliver high quality activated carbons and innovative solutions for their application which bring economic advantages for their customers. They currently seek a **Quality Control Technician** for their location in Dunnellon, FL.

Visit the company website (Donau-Carbon-Us.com) for more information about company activities.

Job Description

Monitor product **quality** to ensure compliance with standards and specifications. Conduct chemical and/or physical **laboratory** tests to provide data for raw material and finish goods quality analysis. Communicate any quality or compliance concerns. Record all tests and tests results in the QC Lab Control Sheets. Monitor use and inventories of laboratory chemicals and supplies

Responsibilities

Overall responsibility: Safely conduct QC Lab activities to test plant raw material and finished goods, support QC Lab housekeeping and equipment maintenance.

Duties

- Carry out pre-inspection and calibration of all QC Lab equipment reporting to leadership any deviations and helping resolve any issues identified.
- Maintain good interaction and communication with Plant Operators and Plant Leadership, especially when discussing raw material and finished goods samples and analysis.
- Conduct all QC Lab tests and operates all QC Lab equipment required to analyze plant raw material and finished goods. Tests includes, but not limited to: Iodine Number, Moisture, Ash, Grinding, Sieving, Density and others.
- Evaluate data and draft reports, noting any relevant deviations from existing standards.
- Document results and analyzed data.
- Communicate quality or compliance concerns with urgency.
- Conduct retesting of product as needed to support quality investigations.
- When necessary, collect samples of raw material and/or finished goods in the plant.
- Suggest improvements to current (or suggest new) operational standards and any other opportunities identified during the shift.

- Suggest/Support safety improvements and help drive safety behavior in the QC Lab and the plant.

Qualifications

- High school diploma or general education degree (GED) required. College degree in a science or engineering discipline is preferred.
- Possess or develop a proficient understanding of test equipment.
- Minimum of 2-5 years of QC Lab and/or relevant production experience.
- Strong working knowledge of various mathematical concepts including fractions, ratios, and proportions.
- Ability to lift and/or move up to 50 pounds occasionally.
- Specific vision abilities required include close vision, distance vision, color vision, and the ability to adjust focus.
- Demonstrated ability to work independently with minimal supervision.
- Excellent communication and organizational skills.
- Demonstrated ability to analyze and interpret information.
- Basic knowledge of Microsoft Office, especially Excel and Word.

Hours

Full time with overtime available (7 a.m.-3:30 p.m., flex time/flex day considerations available)

Part time candidates may also be considered

Rate of pay

Competitive salary based on skills and experience, starting at approximately \$35,360

Part-time/Intern rate of pay approximately \$13/hour (depending on skills and experience)

To Apply

Forward resume to Julia Bullock at Julia.Bullock@donau-carbon.com or contact Bonnie Hays at haysb@cf.edu for more information

Position: Tax and Accounting Assistant – Citrus County

Tax and Accounting business in Beverly Hills, FL currently seeks candidates for an Accounting Assistant position. This may be a temporary role for tax season (January 20-April 15, 2022), or extend to a permanent role if suitable.

Responsibilities

- Assist with tax preparation
- Provide customer service and support for clients
- Use QuickBooks and tax software

Requirements

Basic accounting knowledge required

Experience with QuickBooks and tax preparation preferred

Reliable and good attention to detail

Hours

Flex hours (approximately 28 hours per week preferred)

Monday-Friday, 9 a.m.-4:30 p.m.

Rate of pay:

\$10 and up with bonus at end of tax season

To apply:

Please send resume to Bonnie Hays at haysb@cf.edu

Position: Bookkeeper/Administrative Assistant – Inverness

BottomLine Bookkeeping & Tax Service seeks candidates for a part-time *Bookkeeper/Administrative Assistant* role for their Inverness office.

With 3 locations and more than 20 years of experience, the company provides bookkeeping, payroll and tax services to individuals and small businesses.

Visit company website for more information: thebottomlinecounts.com

Position requirements:

- Computer proficient including Microsoft Office and QuickBooks
- Attention to detail
- Good communication and customer service skills

Hours:

Flexible part-time hours

Rate of pay:

\$13-\$15/hour depending on skills and experience

For more information and to apply:

Send email to Bonnie Hays at haysb@cf.edu

Position: Teller – Campus USA Credit Union – for CF Students ONLY

Campus USA Credit Union (Marion County) is seeking to fill 3 part time teller positions. These positions are for College of Central Florida students only.

The teller role is to assist members with their financial transactions, involving paying and receiving cash and other negotiable instruments.

- Receives and processes member financial transactions, including deposits, withdrawals and loan payments; transfers amounts from member accounts as directed.
- Posts transactions to member accounts and maintain member records.
- Welcomes members and provides routine information concerning services and directs members to appropriate department for specific information and service.
- Performs a variety of miscellaneous tasks including typing, filing, computer input and answering the telephone.
- Cross-sells credit union services.

Required skills: Customer Service, Cash Handling

Hours: The hours can be flexible between the hours of 8:45am and 5:15pm.

Rate of pay: \$13/hour

This position is for one semester only, January 5, 2022 through April 23, 2022; and can be extended for multiple semesters with new application.

To apply for this position, please email resume and cover letter telling us a little about yourself and why you would be interested in this position to sharbert@campuscu.com or contact Bonnie Hays at haysb@cf.edu for more information.

Position: Multiple Opportunities – R+L Global Logistics – Ocala

R+L Global Logistics strives to be the leading provider of service through each step in the supply chain. Their professional logistics staff goes above and beyond to provide safe, timely and value-added services. Their experienced team develops the most complete shipping, logistics, and supply chain technology solutions. The company helps business compete in the global marketplace and improve overall efficiency.

The company currently offers several opportunities for College of Central Florida students and graduates including:

- Accounts Payable Clerk
- Billing Clerk
- Account Executive

And more!

For more information, visit the R+L Global site at [RL Global](#) or contact Bonnie Hays at haysb@cf.edu

Position: Position: Paralegal/Legal Secretary – Ocala Law – Full Time

The Law office of Jack Maro, P.A. currently seeks candidates for full or part-time positions in an upscale busy criminal law legal practice.

Position offers an opportunity to enhance skills and to develop a career.

Candidates will assist in client research; legal document preparation; overall office procedures; client development.

Requirements:

Good typing skills; computer proficiency [word/word perfect]

Hours and Location

Part time flexible hours, office is located in Northwest Ocala

Rate of Pay:

Commensurate with ability re full time employment.

Part time \$15/hour [flexible hours]; paid holidays & paid vacation

To apply:

Send resume to Ocalaw@Ocalaw.cfcoxmail.com or call 352-620-0797 and ask for Jack R. Maro

Position: Medicare Sales Field Representative – Humana

Are you passionate about the Medicare population, looking for an opportunity to work in sales, and wanting the ability to directly impact your own income potential?

If so, we are looking to train unlicensed, highly motivated and self-driven individuals with a strong desire to get into the insurance industry. Our training program will provide you with the fundamentals needed to sell individual health plan products and educate beneficiaries on our services in a field setting.

Some of our additional products include: Life, Annuity, Indemnity, Dental, Vision, Prescription, and more. Humana has an inclusive and diverse culture welcoming candidates with multilingual skill sets to service our consumers.

Responsibilities

In this field position, you will cultivate, maintain and build relationships with Humana's customers, external business partners and the community we serve through telephonic, virtual and face-to-face interactions with individuals and groups.

We will pay for the insurance training program through Kaplan along with the Health & Life insurance licensing exams including the AHIP certification. We'll also provide in market training.

Compensation:

Base salary with a competitive commission structure and a monthly guarantee

Medical, Dental, Vision and a variety of other supplemental insurances

Paid time off (PTO) & Paid Holidays

401(k) retirement savings plan with a competitive match

Tuition reimbursement and/or scholarships for qualifying dependent children

And much more!

Required Qualifications

This role is part of Humana's Driver safety program and therefore requires an individual to have a valid state driver's license and proof of personal vehicle liability insurance with at least 100/300/100 limits

Strong organizational, interpersonal, communication and presentation skills

High level of self-motivation

Must be passionate about contributing to an organization focused on continuously improving consumer experiences

Technologically savvy to include high level use of laptop and mobile phone devices, proficient use of Microsoft Office suite and an understanding of or comparable knowledge of CRM tools and other sales/marketing resources

Must reside in the local territory(Marion or Sumter County)

We will require full COVID vaccination for this job as we are a healthcare company committed to putting health and safety first for our members, patients, associates and the communities we serve.

If progressed to offer, you will be required to provide proof of full vaccination or documentation for a medical or religious exemption consideration where allowed by law.

Requests for these exemptions should be submitted at least 2 weeks prior to your scheduled first day of work.

Preferred Qualifications

Bachelor's Degree

Previous internship and/or work experience in the insurance industry

Strong interest in the Healthcare industry with a passion for helping others

Engaged with your community through service, organizations, activities and volunteerism

Bilingual with the ability to speak, read and write in both English and an additional language without limitations or assistance

Rate of pay:

Base salary plus commission

How to apply:

[Medicare Sales Representative – Marion-Sumter County](#)

Position: Camp Staff – Ramapo for Children – Rhinebeck, New York

Based on our 250-acre campus in Rhinebeck, New York, Camp Ramapo is Ramapo for Children's residential summer camp that serves a diverse mix of children with a wide range of cognitive, social and emotional abilities. Some of our children bring with them the challenges of Autism Spectrum Disorders or other cognitive disabilities. Some bring with them the challenges of trauma or stress. ALL of our children are at risk of being relegated to the margins of their schools and communities.

As a Ramapo staff member, you will develop the skills you need to succeed with a broad range of children, including those who other adults may find difficult. You will learn to understand child behavior as communication. You will emerge with a heightened ability to meet children's needs and to teach them new skills. You will learn how to create environments that celebrate strengths and enable all children to feel a sense of belonging. You will work hard every day you are here, and learn more than you ever thought possible. This is not just any summer camp job—it is an unparalleled opportunity to embrace the exceptional.

As a Camp Ramapo counselor, you'll benefit from:

Intensive, evidence-informed training on our Ramapo Approach, which is sought out by educators, school leaders, youth workers and caregivers around the world

Daily interaction with children who face varying degrees of social, emotional and learning challenges

A network of people within Ramapo for Children's community, which includes year-round staff members, trainers, board members and counselor alumni, many of whom have gone on to pursue careers in education, social work and psychology

Ramapo for Children takes COVID-19 precautions seriously. Our protocols will continue to be guided by recommendations from the CDC and our local Department of Health. Ramapo will remain a place for campers and staff to learn and grow in a safe environment.

Pay

\$2,000 (+ travel, room and board included)

Free room and board on our 250-acre campus plus summer stipend and travel reimbursement

Up to six credits through an on-site college course, “Fieldwork in Special Education”

Required Qualifications:

Many counselors are emerging professionals in the fields of special education, social work, psychology, and related fields, but no previous experience in this type of work is necessary.

We do ask you exemplify the following:

Leadership

Kindness

Patience

Commitment

Respect

Passion

Ambition

Willingness to learn

To Apply

<https://ramapo.campintouch.com/ui/forms/application/staff/App>

Position: Medical Receptionist - Ocala

Medical Solutions of Central Florida is a consulting company that provides human resources and other support for multiple medical practices.

They are currently seeking candidates for a Medical Receptionist position.

Responsibilities:

- Welcome patients as they contact the office personally or by telephone.
- Schedule and confirm all patients' appointments.
- Work closely with staff to assure smooth patient flow and cut down on waiting time.
- Scan all necessary documents into patient's file.
- Ability and willingness to treat all patients with the utmost kindness and consideration in the most trying situations.
- Other related duty as the job requires.

Requirements:

Must demonstrate consistent professional conduct and meticulous attention to detail.

Must possess excellent verbal and written communication skills as well as interpersonal skills with patients and staff.

Critical thinking skills and a positive attitude essential.

Computer skills and knowledge of office software packages.

Rate of Pay

\$15 per hour

To apply

Please send resume to medicalsolutionscf@gmail.com

Position – Student Worker – Marion County Public Schools – Employment Services



MCPS
MARION COUNTY PUBLIC SCHOOLS
"Helping Every Student Succeed"

EMPLOYMENT SERVICES DIVISION

**STUDENT
WORKER**

**Daily Hours Between 8:00 am and 5:00 pm
Flexible Schedule
\$10.00 Per Hour Without Benefits**

Student Workers are a vital part of the team supporting the hiring and onboarding process for instructional and non-instructional personnel for Marion County Public Schools.

Duties include clerical activities such as filing, scanning, answering phones, and communicating with a variety of stakeholders related to employment services.

**For more information or to apply, please contact
the Employment Services Division at 352-671-7787.**

Position – Clinical Support Specialist – Gateway Foundation

Offering a \$1,000 Sign-On Bonus!

At Gateway Foundation, our employees have an opportunity to make a difference every day by helping people with substance abuse issues gain control of their lives.

Gateway Foundation is a recognized non-profit leader in evidence-based treatment proven to get results. Our experts in Addiction Medicine—including highly educated clinical and medical professionals and expert psychiatrists and nurses—deliver care that never stops. [Read more](#) about the incredible recognition that we received!

The Clinical Support Technician is responsible for:

Supervises clients' therapeutic and recreational activities, monitors client break periods and movement, including intervening to control or channel inappropriate behaviors, making rounds, taking census counts, etc.

Upon successful completion of the required internal training, provides didactic sessions according to designated curricula within the program. May present chemical dependency education and life skills classes to assist clients with basic education on these topics.

Guides and assists clients in complying with Center rules and regulations. Initiates evening meeting or morning wake up routines according to established schedules. Notifies appropriate personnel of residents failing to comply with Center policies and rules.

Maintains and updates client records, including recording clinical hours, therapeutic treatments, activity or group participation, job readiness progress, and so forth; in accordance with all local, state and federal contractual requirements.

Serves as member of the treatment team providing input to treatment plans, discipline protocols, conflict intervention processes or privileges. Assists team in maintaining consistent setting for treatment, and planning and coordinating client interaction events.

Performs variety of related office and technical duties as necessary such as answering telephones, relaying messages, responding to inquiries regarding program services and policies, filing, photocopying and faxing documents, planning special events, assembling intake packets, participating in client activities to promote socialization, overseeing client telephone calls, etc.

Requirements:

- High School diploma or equivalency
- Two (2) years of prior experience in the substance abuse field
- General knowledge of the physical, cognitive and psychosocial functioning level of the client population; and the demonstrated ability to appropriately interact, tailor interventions, including de-escalation techniques, and communicate with clients based on their individual maturation level
- Good interpersonal and communication skills necessary to exchange information and interact with treatment team and referral sources, and provide clients with counseling support and motivation

Physical Requirements:

- Ability to walk or move about facilities for up to two hours at a time, to monitor and interact with clients
- Ability to speak with others in order to exchange information and provide support
- Ability to proofread and check documents and files for accuracy on a regular basis
- Ability to respond to telephones and pages, and to hear and detect alarms and unusual noises

Competitive Compensation and Benefits:

For eligible employees, we provide a Total Rewards Package that includes:

- Health Insurance - Including a wellness premium incentive opportunity
- Dental & Vision Insurance
- Paid Time Off - Including 18 days of PTO and 9 paid holidays in the first year
- Flexible Spending Accounts
- Commuter Accounts
- 403(b) Retirement Plan with company match
- Life and AD&D Insurance
- Long-Term Disability (LTD)
- Employee Assistance Program (EAP)
- Gateway is a qualified employer for Public Service Loan Forgiveness (PSLF)
- Tuition Reimbursement
- Training & Development Programs

To apply: [Visit Gateway Foundation Careers](#)

Gateway Foundation is an Equal Opportunity Employer: Race/Color/Sex/Sexual Orientation/ Gender Identity/Religion/National Origin/Disability/Vets.

Position: Behavior Specialist - Camp Cody Summer Camp – New England

Description

Camp Cody is a great place to come explore everything that New England has to offer! From rivers, lakes and mountains to campfires, log cabins, and rope swings, we have it all! Since 1926 it has been our philosophy to provide fun through learning, friendship and adventure. During their time with us, we also want all campers to become more self-assured and self-confident. All of this takes place in a great camp atmosphere with a diverse, unique, and fun program! You can find more information about the company on their website at www.campcody.com.

Behavior Specialists will work with campers age 7-16, staff and parents to assist and coordinate care for campers and staff who need extra support for homesickness, behavioral or mental health issues. Provide in depth assessments of campers who require extra support while reporting to the Health Center Administrator and Camp Director, and providing the Head Counselors and Group Leaders with recommendations of extra support as needed. A private room and board are included. Partial season positions available. Lakefront property in the White Mountains region.

This is a challenging and rewarding position for the right applicant and can lead to one of the best summer experiences you may ever have.

Duties and Responsibilities

- Providing support to assist camps staff and counselors in working with campers who need additional or advanced support.
- Working and consulting with parents, outside counselors, doctors, etc. to provide a safe and accepting environment for campers.
- Provide behavioral interventions and support for campers needing assistance outside of the camp staff and counselors comfort level.
- Provide support to staff as needed.
- On occasion you are also responsible for contacting families about camper physical and mental health issues.

Our Mental Health Care Specialists, while working within their medical limit of expertise, may be required to assist the nursing staff responsible for the preliminary evaluation of symptoms, complaints, and injuries, providing support and consulting when needed, while providing assistance and support with treatment and follow-up based on each medical situation.

Requirements and Qualifications

- Previous experience working as a healthcare professional.
- Ability to communicate in an effective and timely manner, experience in behavioral and/or mental health issues across various age groups.
- A working knowledge and experience of behavioral risk assessments, interventions, parent communication and confidentiality.
- Experience in providing positive behavioral and/or mental health support and interventions to campers, parents and staff as needed.
- Ability to work morning and evenings when the campers are most likely to be exhibiting behavioral challenges.
- Strong observation skills in order to monitor and support campers and staff for needs assessments.
- Be able to be available to campers, staff and administration on an as needed basis.
- Ability to sit or stand for long periods of time.
- Ability to lift/assist campers and staff.
- Ability to read and follow the directions on medication labels, health forms, physician orders, and parent letters.
- Ability to use a telephone.
- Ability to operate a computer and use basic programs
- Maintain a written record system.
- Ability to quickly get to remote locations on camp property over uneven terrain.
- Observe and assess sanitation and safety conditions of the camp.
- Ability to communicate with parents, staff, and administration about camper health concerns.
- Possess endurance to meet emergency needs.

Rate of Pay

\$600 - \$800 per week (room and board included)

\$500 per week with 1 camper free tuition

\$250 per week with 2 camper free tuition

To Apply

Please email your resume to Dean Poland at staff@campcody.com.

Position: Summer Camp Counselor- Camp Cody- New Hampshire

If you are an awesome person who likes to work with children and be part of an amazing group of people at a beautiful summer camp, then join us this summer!

As a general counselor and a camp counselor, you will work within a team, teaching groups of children about your area of expertise. Receive room, board, on-site training, a salary starts at \$400+ per week, AND MORE. We hire people from all around the world to help make summer camp a magical place for our campers and staff. Check out a list of activities that you can help teach by visiting our website.

Camp Cody, located in Freedom New Hampshire, has been in operation since 1926 and has been providing life changing summers to children and staff of all ages. The team is made up of teachers, professors, sports coaches, entrepreneurs, hikers, bikers, travelers, video game conquerors and so much more. The Camp Cody family are people who help provide a safe and fun environment for children to spend their summers in.

Required Skills

Child care experience

Responsibilities

One of your main responsibilities as a general counselor will be teaching campers the rules and techniques of a variety of activities which you have an interest in. You will help campers learn the foundations and build on skills that they already have. You will be doing all of this while ensuring a fun, safe, and magical experience for everyone throughout the summer. No qualifications are necessary, experience is required.

Rate of Pay

Starting at \$400 per week

Referral Bonus

To Apply

[Camp Cody Applications](#)

Position: Customer Service – Student Position – Marion County Clerk of the Court

Marion County Clerk of the Court is seeking candidates for a part-time Customer Service role at their location in downtown Ocala.

Student will perform entry level filing, scanning and data entry within the assigned department.

Responsibilities and Requirements

Interact professional with customers via telephone, email or in person to provide support and information

Apply rules and procedures pertaining to the Clerk's functions and responsibilities in the assigned department

Requires knowledge and command of business English, spelling, arithmetic, computer skills, and office practices and procedures.

Ability to interact professionally and maintain effective working relationships with supervisors, coworkers, government officials and the public.

Must be a current student (high school, vocational school or accredited college)

Typing test is required (35 words per minute). Candidates will go to the courthouse for test.

Hours:

20 hours per week, flexible schedule.

Rate of pay:

\$10 per hour

To apply:

Visit the [Marion County Clerk](#) website, click on the "We Are Hiring" tab and follow instructions to complete application

Position: Cattle Ranch Worker – Full Time or Part Time - Ocala

A well-established cattle ranch in Ocala seeks candidates for a Cattle Ranch Worker opportunity. Position offers great hands-on experience and training to support long-term career growth.

Description

Ranch life requires someone who loves and respects cows, calves, and bulls. Also, someone who is willing to learn to drive a tractor, put up fences, bale hay, get dirty, and fix water troughs. Additionally, you would like the beautiful outdoors, getting to be around nature, having every day be a new and different adventure, and being part of a very small, caring, and protective ranch family. If you want to learn about cattle, crops, crop rotation, sustainability, large Ag equipment, and how the weather affect Ag cycles, and you like to work, then this may be the perfect job for you.

Hours

Part-time: Work with your schedule as much as possible, but would prefer you are in afternoon and evening classes. Weekend work during feeding and calving times: fall and winter.

Full-time: This is for the person who can take evening, online, and weekend classes.

Weekend work during feeding and calving times: fall and winter. (If you have class, will work with you.)

Normal hours are:

Monday-Friday 7:30-6:00, lunch normally from 12-1

Rate of pay

\$10-\$12 depending on experience with opportunity to grow

Benefits

Full time position offers possibility of free housing, as part of the work compensation package, where you only have to pay your own electricity, but the account is in the company name; College tuition payment; Medical and dental benefits and retirement plans.

To Apply

Interested candidates, please send resume to Bonnie Hays at haysb@cf.edu

Position - Financial Advisor – Florida Financial Advisors

Florida Financial Advisors <http://www.floridafa.com> provides the ability to create your own financial success by helping clients enjoy their own. You don't need prior finance experience to join our team, but you do need energy, great people skills, a strong work ethic, and an entrepreneurial spirit. We will provide you with extensive training, resources, and the support you'll need to be better than your best.

Being a Florida financial advisor requires a contemporary way of thinking and doing. At FFA, we've completely reinvented the concept of financial advice to provide our clients with a whole new level of relaxation for their futures. Unlike most advisors, we go beyond the traditional focus of our clients' personal and financial lives by considering a more important aspect of their financial picture: their profession.

On a daily basis, our advisors:

Identify and set appointments with potential clients

Meet with clients to assess their financial needs

Develop customized financial plans to address each of the clients' desired goals

Maintain strong relationships with clients, helping them track their progress over time

Provide ongoing consultation and support

FFA is different from other firms for many reasons, but our 'google meets wall street' culture really sets us apart from the rest. Our fun, fast-paced, yet laid back mentality has helped us become a fast-growing firm that specializes in the unique needs of Floridians with a soul focus of providing comprehensive financial planning and wealth management services to help Floridians realize their dreams.

Some features of this position include:

One-on-one training from seasoned leaders in the local financial planning industry included
A comprehensive training program that includes financial planning, analyzing investment portfolios, management, and portfolio recommendations, marketing techniques, consultative selling, client service, and regulatory compliance

Uncapped earning potential – advisors can make \$100,000+ in their first year; advisors must be comfortable with the majority of their compensation coming from their results

Significant career growth opportunities within the company, including a leadership program (District Manager, Field Vice President, and other opportunities.

Job Requirements:

Bachelor's degree in business or industry-related field

Ability to obtain series licenses

Must be a U.S. or Permanent Resident

Rate of pay: \$50,000

To apply: Email resume to brooke.adkins@floridafa.com

Position: Insurance Careers – Acentria Insurance

Acentria is an independent insurance agency that serves as the dedicated resource for personal, business, health and life insurance coverage.

With over 50 offices throughout the southeastern United States, Acentria Insurance offers advanced technology, an engaging and inclusive corporate culture, and great opportunities for advancement.

Description

Acentria provides paid training and any licenses needed to help candidates be successful in the company.

They offer competitive total compensation packages including vacation schedule and benefits.

To Apply

For more information, please contact Linda.VanAllen@Acentria.com

Position: Various Opportunities with The Villages Grown

The Villages Grown was born out of a desire to provide residents and the surrounding community with hyper-fresh, nutrient-dense food to support healthy, active lifestyles. The Villages Grown is a hyper-local community food system, anchored by a 45-acre innovative growing complex, and facilitated by their markets and partner establishments.

Visit [The Villages Grown](#) website for more information about their mission, vision, products and services

Description

Current opportunities at The Villages Grown include:

- Greenhouse Support Staff
- Warehouse Assistant

To Apply

For more information, and to apply visit [Careers at the Villages Grown](#)

Position: Numerous Opportunities with Cone Distributing

Located in Ocala and Tallahassee, Cone Distributing offers a fabulous work culture and competitive rate of pay.

They currently offer several opportunities including:

- Picker 2nd Shift – Responsible for pulling product to insure all trucks are loaded in a timely manner
- Merchandiser – Responsible for proper sales and delivery of all products sold by Team Cone and assist in correct marketing of those products at the retail level

For information and to apply, visit [Job Opportunities \(paycomonline.net\)](http://paycomonline.net)

Position: Office Administrative Assistant – Law Office – Full Time or Part Time

Katina Pantazis, P.A. is a fast-paced elder law firm with an immediate opening for a full time **Office Administrative Assistant**.

Duties shall include, but are not limited to:

- Interaction with clients
- Answering phones
- Scheduling appointments
- Conducting Conflict of Interest Checks
- Making copies and scans
- Serving as a Notary and/or Witness during client appointments
- Preparing mailings
- Document generation, preparation and review

Requirements:

The ideal candidate is a highly organized, detail oriented, self-starter with the ability to multi-task. Proficiency in Word required and knowledge of CLIO is preferred.

Excellent written and verbal communication skills, especially with the elderly population; a sensitive and kind ear is a must! Estate Planning experience is preferred.

To Apply: Please submit your resume, three professional references, and compensation expectations to katinap@lawkppa.com. NO PHONE CALLS PLEASE.

Hours: Full-time or Part-time

Location: The Villages, FL

COVID-19 considerations:

All clients are required to wear a mask, when participating in a curb-side signing.



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CR PRO



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Unlike any traditional model, **CR Pro Home Inspections** is a trend setting inspection company that focuses on building great inspectors and not just turning numbers. Although small by design, our success proves that our business model, methods, and procedures are effective in today's demanding market. We strive to provide excellent service to our customers and assist new inspectors running successful home inspection businesses. We are not a school or a sales team. We are an active home inspection business looking to partner with you to create a network unlike any other.



Learning to be a proper home inspector is difficult enough, and learning to run, market, and sell a business can add challenges that make or break inspectors. So how do you take the guess work out of wearing all these hats?

Partner with a team that can help you grow through education and support!

Benefits of being a CR Pro Partner:

Regular Training in inspection procedures and technology, Back end office support to include report writing/ Booking Service/ and Customer Complaint and Resolution, Permit Searches and History, Added 3rd Party Inspection Services, Access to equipment, Marketing and sales training, Design and Marketing assistance, Customer Acquisition and Retention Training, Insurance Coverage*, and much more!

What's the fine print?

We are a business, but we are a business that knows home inspectors. Each of our partners has the ability to decide which partnership role they choose to take on. Our goal is to help improve the quality of inspector coming into the industry while creating a network that promotes growth, assistance, and dedication to service. Did we mention we are looking for partners throughout the state of Florida?

CR Pro Home Inspections

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Fastenal Careers – [Fastenal Career Opportunities Video](#)

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Linda
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Linda.VanAllen@Acentria.com

117 N Seminole Avenue
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Position: McLane Company – Distribution Center – **HIRING BONUS!**


Description

McLane is hiring for seasonal, full-time, and part-time positions. Most positions start at \$15 per hour and require no weekend work. McLane holds walk-in interviews on Wednesdays and Thursdays every week from 9:00 a.m. to 1:00 p.m.

Warehouse

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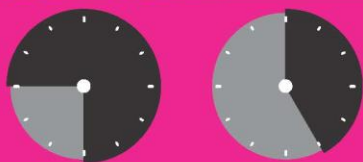
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