

## Current Listing of Job Openings – Week of June 2<sup>nd</sup>, 2014

**Valley View Village, Cook – Job #9602788 on [www.iowaworkforce.org](http://www.iowaworkforce.org) or [www.elimcare.org](http://www.elimcare.org) or send resume to Shelly B., Valley View Village, 2571 Guthrie Avenue, Des Moines IA 50317 (515)265-3044 – fax**

Full-time available, including every other weekend & holiday; great benefits package.

- 1 year grill & healthcare/dietary experience preferred, restaurant-style quality cooking responsibilities required, positive communication & excellent customer service skills. Drug-free workplace.

**Raine Recruiting in Adel, Warehouse – Job #9547255 on [www.iowaworkforce.org](http://www.iowaworkforce.org) or call (515)421-4368**

Full-time available, Monday-Friday 6am-3:30pm hours. For immediate consideration, call to set up an interview.

- Must have 6 months of warehouse experience, ability to lift 20-50 pounds

**C.H. Robinson in Ankeny, Customer Service Representative – Job #9602694 on [www.iowaworkforce.org](http://www.iowaworkforce.org) or [www.chrobinson.com/careers/](http://www.chrobinson.com/careers/)**

Full-time hours available, day shift. Assist the sales team with managing carrier information & ensuring the accuracy of load information within customized software systems. Track & trace shipments, make appointments, & communicate daily with carriers & sales representatives to ensure on-time departures/arrivals.

- Customer, carrier, & supplier follow-up; answer incoming calls & provide customer service
- Provide shipment information, audit load information, complete requests, data entry
- Effective communication skills, attention to detail & accuracy, ability to prioritize & multitask, excellent systems knowledge (MS Office & Internet), high school diploma/GED

**Embassy Suites Downtown, Line Cook – Job #9602080 on [www.iowaworkforce.org](http://www.iowaworkforce.org) or [www.jqhhotels.com/careers](http://www.jqhhotels.com/careers)**

Full-time available, open schedule preferred; ability to work days, evenings, & weekends.

- Looking for a highly motivated & experienced Line Cook, cook for all areas of our hotel

**Embassy Suites Downtown, Banquet Server – Job #9602079 on [www.iowaworkforce.org](http://www.iowaworkforce.org) or [www.jqhhotels.com/careers](http://www.jqhhotels.com/careers)**

Part-time available, must have flexible schedule; availability in both the day & evening hours, & weekends.

- Looking for an outgoing, highly motivated, customer-driven individual
- Serve banquet functions including plated meals, buffets, & reception appetizers
- Assist in setting up for functions, rolling silverware, table settings, pouring beverages, placing food in chafers, etc

**Wellmark, Customer Service Associates – [www.wellmark.jobs](http://www.wellmark.jobs)**

You will experience an interactive 6-week training course & gain the tools to succeed; excellent benefits package.

- Previous experience working in a call center environment or medical office is beneficial, but not required as long as you have a strong desire to learn

**Country Inn & Suites in Ankeny, Hiring – Apply at 2510 SE Tones Drive, Ankeny**

Hiring for Housekeeping positions & Front Desk/Night Auditor position. Please apply in person today.

**Mediacom West Des Moines, Revenue Asset Recovery Specialist – [mediacomcable.com/careers](http://mediacomcable.com/careers)**

Full benefits available, base hourly wage + monthly incentive.

- Collections, skilled at negotiating, call center environment

**Bankers Trust, Consumer Service Representative – [www.bankerstrust.com](http://www.bankerstrust.com)**

Part-time available, hours vary, including every other Saturday; seeking to fill a position at the North location.

- Provide courteous, efficient service to customers generally involving the receipt & payment of cash
- Promote good relations by directly satisfying customer needs
- High school diploma/GED required; 6 months experience with cash handling, balancing, CRT, 10-key; strong communication & customer relations skills, demonstrated sales abilities
- Pre-employment drug screen required, pre-employment testing required for lock box positions

**Senior Helpers, Hiring – Call (515)251-7444 or fax resume to (515)276-1080**

Full-time & part-time available, flexible hours available (we work with your availability).

- Provide one-on-one non-medical in-home care helping seniors remain independent while living at home
- Caring companionship & conversation, errands, meal preparation, light housekeeping, laundry
- Personal care, specializes in dementia & Alzheimer's care
- Must have a caring attitude, current driver's license & reliable transportation, pass criminal background check

**EdCo Community Credit Union, Teller/Member Service Rep – Call Karolyn Wells at (515)323-7266 or fax resume to (515)274-8180**

Full-time available. Provide superior service in the area of transactions & information on their accounts in the credit union office & over the phone; perform other administrative duties in relation to member service or products.

- Provide member assistance with safe deposit box access, assist members with certificates of deposit, maintain cash box & balance cash box, perform daily balancing of non-cash items
- Analytic ability & inductive thinking are required, ability to discern member needs & make decisions on next logical steps in providing service or assistance; high school diploma/GED required & 6 months of experience in the financial services area; experience with computer & 10-key helpful

**Target in Des Moines, Cashier Team Member – <https://corporate.target.com/careers>**

Provide fast, fun, & friendly checkout service; resolve guest concerns in a positive, helpful manner; work as part of a team

- Excellent guest service skills; handle money, refunds, & exchanges; learn new technology; read labels & other production information; cross-train & work in other areas of store as needed; scan & bag all items

**Wells Fargo, Teller – <https://www.wellsfargo.com/careers/>**

Part-time available, ability to work a schedule that includes working weekends & some holidays; introduce customers to new products & services, generate leads for other members of the sales team to close, make customers feel welcome & engage them to learn about financial needs.

- Process between 20-25 customer transactions each hour with no mistakes through patience, attention to detail, & the ability to follow procedures; maintain & balance a cash drawer, process customer transactions
- 1+ year experience interacting with people or customers, demonstrated skill in use of computers, ability to achieve individual & team goals, positive interactions with customers & team members, reliable attendance, good communication skills

**Best Buy in West Des Moines, Customer Service Specialist – [www.bestbuy-jobs.com/](http://www.bestbuy-jobs.com/)**

Part-time available; facilitate a variety of transactions & customer interactions, partner with other employees.

- Ensure customer end-to-end needs are met, provide friendly & fast processing of all customer transactions
- Develop strong relationships with customers, use all relevant sales tools, help answer questions
- High school diploma/GED, 3-6 months working in customer service or sales, 1+ years retail experience preferred

**Sears at Southridge, Cashier – [www.searsholdings.com/careers/](http://www.searsholdings.com/careers/)**

Part-time available; provide excellent customer service, efficiently & accurately complete sales & service transactions, handle customer issues that may arise on the sales floor.

- Enhance the customer experience, partner with selling & sales support associates to provide superior customer service, leverage technology to facilitate the customer experience, complete customer transactions at the point of sale, educate customers & assist in resolving issues
- Assist with merchandise support tasks, adhere to merchandise protection standards

**Best Buy in Des Moines, Merchandising & Inventory Associate – [www.bestbuy-jobs.com/](http://www.bestbuy-jobs.com/)**

Full-time available; inspire, delight, & enrich the lives of customers through technology & all its possibilities.

- Apply procedures to prevent shrink/theft & to ensure a safe & secure shopping environment
- Partner with store employees & leadership to execute business strategies, driving profitable results
- Execute specific steps & processes of merchandising, inventory, asset protection, & back office processes
- 3-6 months experience in customer service/sales or inventory/merchandising, high school diploma/GED, 1+ years retail experience

**Gordmans, Sales Associate Lead – [www.gordmans.com/careers](http://www.gordmans.com/careers)**

Open availability – management & leads must be flexible in terms of working hours &/or work schedule in order to manage the organization’s workflow (this includes nights & weekends). Responsible for providing a positive shopping experience through effective merchandise presentation, accurate pricing, appropriate signage, & courteous guest service at all times.

- Responsible for merchandising a department, performing assorted merchandising tasks
- Responsible for cashiering, sacking & wrapping merchandise, & providing additional guest services
- Handle guest inquiries, greet all guests in a pleasant manner, prepare & move merchandise
- Process guest payments, maintain awareness to detect common signs of ticket switching & shoplifting

**Gymboree in West Des Moines, Sales Lead – <https://gymboree.tms.hrdepartment.com/>**

Part-time available, a minimum of 31 hours per week; responsible for supporting the management team in achieving financial goals by demonstrating selling behaviors & floor leadership, promoting a positive work environment, & executing operational processes & objectives.

- This position is considered a key holder role, not a management role
- Must have a passion to deliver unparalleled customer service & the ability to lead a team towards meeting all sales targets; must be skilled at ensuring the store team meets tasking goals
- Retail supervisory experience in apparel preferred, but not required

**Maximus, Call Center Client Service Rep – [www.maximus.com/careers](http://www.maximus.com/careers)**

Provide callers with a presentation of programs to assist with application & eligibility requirements & program questions.

- Access, read, interpret, & perform some updates to customer’s data elements
- Perform all data entry functions, answer customer questions, assist in problem resolution
- Assist in enrollment process, respond to customer phone inquiries, document all customer encounters
- High school diploma/GED, excellent communication skills, ability to follow directions & interact effectively with others, handle pressure & perform multiple tasks, prefer a college degree or equivalent experience, 2 years of human services experience or experience dealing with the public

**Celebrity Staff in Adel, Customer Service Representative – [www.celebritystaff.com/](http://www.celebritystaff.com/)**

Respond to calls, emails, faxes, or other written communication; identify & solve problems; research; open enrollment.

- 1-3 years of customer service representative experience, must be proficient in MS Word & Excel, knowledge of insurance or benefits a plus, must have above-average communication skills, must have some college, math skills required

**Randstad in West Des Moines, Customer Service Representative – [www.randstadusa.com/](http://www.randstadusa.com/)**

Temp-to-hire position, 33-40+ hours per week, 8am-5pm shift

- Respond to routine inquiries, process routine to complex transactions online, research & resolve routine to moderately complex problems & inquiries, refer difficult problems to more senior representatives
- Above average customer service skills, ability to research complaints & recommend beneficial solutions, attention to detail, strong communication skills, ability to self-motivate with little supervision, college degree or pursuit of is preferred

**Great Western Bank in Clive, Teller – [www.greatwesternbank.com](http://www.greatwesternbank.com)**

Responsible for performing branch & customer service duties; accept retail, commercial checking, & savings deposits; cash checks & savings withdrawals, process loan payments, assist with night depository & vault duties.

- Provide quality service through effective use of customer constitution, assist customers in a friendly manner
- Balance teller drawer daily with a 95% or better balancing record, identify fraudulent activity
- Maintain a well-developed, current, working knowledge of the complete line of products & services
- Successfully research & resolve customer issues, participate in training programs
- High school diploma/GED required, basic math skills, strong customer service skills, cash handling experience preferred, retail &/or sales experience, proficient computer skills, excellent interpersonal skills

**Infosys McCamish Systems, Call Center Representative – [www.infosysmccamish.com/](http://www.infosysmccamish.com/)**

Full-time available; provide excellent customer service in our life insurance service center. If you are a service driven professional with back office life insurance & annuities experience, you may be the right person to join our team.

- Provide exceptional customer service, provide back office support, take inbound calls, assist with inquiries regarding life insurance & annuity products
- Qualified candidates will have inbound call center experience, ability to negotiate & reason using soft skills, excellent communication skills, ability to manage & meet deadlines, highly proficient in computers (MS Word & Excel), ability to type at least 40 wpm, must demonstrate professional & ethical business practices, high school diploma/GED

**Hire Quality Solutions in WDM, Customer Service Representative – [www.hirequalitysolutions.com/](http://www.hirequalitysolutions.com/)**

Contract-to-hire position; provide customer service to incoming requests for assistance &/or information concerning products, policies features, policy changes, &/or claims.

- Receive & process incoming telephone requests, provide information or explanation of products, answer questions related to products, ensure & document appropriate response to each question, process transactions, formulate correspondence with customers, take initiative to be a solution seeker
- High school diploma/GED required, college degree preferred, 1-3 years customer service experience preferred
- Knowledge of annuity, term, traditional, & universal life products preferred; understanding of regulations surrounding annuity & life contracts & disbursements preferred; insurance industry experience a must

**Olive Garden in WDM, Host – [www.olivegarden.com/careers](http://www.olivegarden.com/careers)**

Work in a team-oriented, high-volume, fast-paced, guest-centric environment

- Demonstrate genuine hospitality & set the stage for an exceptional dining experience
- Engage in friendly conversation as you seat guests in a timely fashion, introduce guests to their server
- Manage restaurant waiting list during high volume, sincerely thank guests as they leave & invite them to return

**Olive Garden in WDM, Server Assistant/Busser – [www.olivegarden.com/careers](http://www.olivegarden.com/careers)**

Work in a team-oriented, high volume, fast-paced, guest-centric environment

- Ensure the dining room, lobby, & service area are clean, stocked, & visually appealing
- Assist servers in properly serving food & beverages, clear & reset tables

**McDonald's, Crew – [www.mcstate.com/careers/](http://www.mcstate.com/careers/)**

Full-time & part-time available; it's time you worked for someone who will give you the tools to learn, grow, & be what you want to be, both personally & professionally. Looking for hardworking, enthusiastic individuals.

- Hiring for several different locations throughout the Des Moines metro & surrounding areas

**Marriott in WDM, Restaurant Server – [www.marriott.com/careers/](http://www.marriott.com/careers/)**

Provide professional, competent, & prompt service to guests. Carry out all reasonable requests by management.

- Check station assigned to you prior to opening, have necessary equipment to work with, complete all necessary side work, knowledge of all menu items, answer questions from guests on items

**Turtle Creek Apartments, Maintenance – *Apply at 225 Prairie View Drive, Des Moines***

National owner of multi-family housing seeks maintenance persons for class A+ apartments

- HVAC experience will receive top pay, will train non-certified persons

**Randstad Staffing, Customer Service Agents – *Call (515)284-6787 to set up an interview immediately***

Monday-Sunday 8am-8pm flexibility needed; weekly pay, benefits, & competitive wages

- Handle inbound sales for a local based client, experience required
- Ability to pass background & drug screen, high school diploma/.GED, reliable transportation

**Menards in Clive, Hiring – *Apply at 12000 Hickman Road, Clive – ask to speak with Grant, Cameron, Dan, Brandon, or Dennis***

Part-time available; unlimited opportunities, career advancement, competitive wages, regular pay increases

- Weekend bonus pay, team member discount, great working environment

**Menards in Clive, Night Stock – Apply at 12000 Hickman Road, Clive ask to speak with Grant, Cameron, Dan, Brandon, or Dennis**

4, 5, or 6 nights per week; 6pm-10pm hours, Monday-Saturday, no mornings & no holidays

**Menards in Clive, Morning Stock – Apply at 12000 Hickman Road, Clive – ask to speak with Grant, Cameron, Dan, Brandon, or Dennis**

5am-9am hours, Monday-Saturday; no nights & no holidays

**Start Work Immediately – Text your name to (515)528-1598 for a personal interview**

25 full-time job opportunities; openings in Customer Service, Order Taking, & General Labor.

- All openings are long-term, on-the-job training will be provided for those who are accepted
- No prior customer service experience is required to apply, all applications will be considered
- Weekly pay, production & attendance bonuses, advancement inside of 90 days, job stability
- High school diploma/GED required, ability to pass a criminal background check

**Palmer Group, Accounts Payable Clerk – Call Cheryl Finch at (515)225-7000 or email [cfinch@thepalmergroup.com](mailto:cfinch@thepalmergroup.com)**

Our senior living community client is looking for an A/P clerk to join their team on a temporary basis.

- Process, reconcile, & resolve invoice discrepancies; general accounting data entry & other projects
- Maintain culture of customer service & respect, strong attention to detail, team player

**Superior Staffing, Machine Operator – Apply at 7445 University Ave, Clive or call Michella at (515)255-9675 ext. 24**

1<sup>st</sup> shift hours available, must have clean criminal background & decent work history; bring 2 forms of ID when applying.

- Must have strong mechanical aptitude, eye for detail, ability to work with steel, prior metal working experience a plus, prior automotive mechanics experience a plus
- Must be able to read blueprints, adjust machinery as required, need to have general knowledge of hand tools
- Ability to measure accurately down to 1/16 of an inch, cut materials to correct lengths & verify measurements
- Looking for individuals with a good work ethic & wanting a career, this is a permanent position

**Noodles & Company at Valley West, Hiring – [www.noodles.com/jobs/](http://www.noodles.com/jobs/)**

Hiring team members of all levels – Guest Service Specialists & Culinary Experts

- Looking for smart, dedicated, & fun people who are excited about the potential to grow with us
- Previous restaurant/kitchen experience preferred, ability to work in a fast-paced environment
- Team-oriented, adaptable, dependable, & strong work ethic; ability to work nights, weekends, & holidays

**Senior Suites of Urbandale, Housekeeper – Apply at 4700 84<sup>th</sup> Street, Urbandale or email resume to [csayl@mchsi.com](mailto:csayl@mchsi.com)**

Full-time available, work in the assisted living & RCF; position includes some weekends

- Duties include housekeeping & laundry; must have a passion to work with seniors

**Randstad, Forklift Driver – Job Fair on Thursday, June 5<sup>th</sup> from 10am-2pm at 4150 Westown Pkwy. #101, WDM**

We have immediate needs & positions will start ASAP; positions available on 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> shifts

- If you have at least 1 year of forklift operating experience within the last 2 years, we want to speak with you
- We are in the same building as Panera Bread, park in the parking lot behind Panera, the door to enter is to the right of the green staircase; bring your complete work history information, supervisory reference information, & 2 forms of ID
- Must have reliable transportation (positions are not on the bus route), previous experience using handheld scanners, ability to lift a minimum of 50 pounds, work boots required
- All positions subject to successful completion of criminal background check & drug screen

**Monkey Joes in WDM, Management Position – Apply at 1600 Valley West Drive #100, WDM**

Seeking an outgoing, mature, & loyal manager; must have flexible schedule & ability to work nights & weekends

- Cash handling, manage a team of 25+, opening & closing paperwork, cleaning, party hosting, driving sales



**Worksource Staff, Janitor – [www.worksourcestaff.com](http://www.worksourcestaff.com) or call (515)225-4355**

This is a trial for hire position with benefit options, hours will be 4:30am-1pm or 5am-1:30pm

- Seeking a highly dependable, self-motivated, & deadline-dependent individual
- Follow procedures for the use of chemical cleaners & power equipment, clean building floors, gather & empty trash, service & supply restrooms, clean & polish furniture, clean windows & mirrors, dust furniture & equipment, make adjustments & minor repairs as needed
- Must have valid driver's license, clean criminal background, & ability to pass drug screen

**Caregivers & CNAs – <http://www.myCNAjobs.com/50310>**

Seeking CNAs, PCAs, & Caregivers across the Des Moines area – need candidates in Des Moines, Ankeny, Altoona, Indianola, Urbandale, Norwalk, & more; we work with you to place you in an opening closest to home

- Competitive wages & multiple bonus opportunities, weekday positions open for afternoon/evening shifts, full-time & part-time opportunities available (including live-in & weekends)
- We offer a wide range of benefits, ongoing training, career development tools, & a supportive staff
- All CNAs must show valid state license, caregivers must be 18 years or older
- Must be able to pass drug test & background check; hoping to fill positions immediately

**TMC Transportation, Food Service Worker – Apply Monday-Friday 9am-11am or Thursday evening 4:30pm-7:30pm at 6115 SW Leland Avenue**

Part-time available, either Monday-Friday 6am-2pm or Monday-Friday 2pm-6pm hours; occasionally, you may be required to work evening & weekend banquets; seeking dependable people

- Food preparation, serve on the cafeteria line, clean up; knowledge of food cost, ordering, inventory, proper food handling procedures, & menu planning a plus

**Baymont Inn & Suites, Guest Services Representative – Apply at 6221 SW Army Post Road**

Full-time & part-time available, must be able to work weekends & holidays, various shifts available. Looking for individuals who truly understand what 'great service' means; hotel experience a plus, but willing to train

- High school diploma/GED, fluent in English, basic math calculations, good problem solving abilities
- Organizational & multitasking skills, positive & professional attitude, ability to work as part of a team
- Computer proficiency, ability to work well under pressure, must possess valid driver's license
- Must have clean criminal background, ability to work with minimal supervision & follow instructions

**Baymont Inn & Suites, Housekeeping Attendants – Apply at 6221 SW Army Post Road**

Part-time available, 30-37 hours per week, weekends & holidays are necessary for availability

- Experience is preferred but we are willing to train hardworking & dependable people
- Detail-oriented, execute job functions with speed & accuracy, stay organized, put forth one's best effort
- Willingness to learn new tasks, responsible, respectful, positive attitude, high school diploma/GED
- Knowledge of proper chemical handling, clean criminal background

**All Star Daycare, Lead Teacher (Toddler Room) – Apply or call between 12pm-2pm Monday-Friday – 1922 SW 1<sup>st</sup> Street (515)282-6516**

Qualified applicants must have high school diploma/GED & pass background check

- Looking for someone that is energetic, fun-loving, & a team player
- Experience with Creative Curriculum & ITERS a plus

**Superior Staffing, Manufacturing/Production – Apply at 7445 University Avenue, Clive or call (515)255-9675 ext. 27**

Overtime is mandatory, some heavy lifting required, must have good attendance record

- Minimum 2 years production experience recently, must pass pre-employment drug screen & background check
- Bring state-issued driver's license or ID & social security card; applications taken Monday, Tuesday, or Wednesday 8am-11am or 1pm-3pm

**Warehouse Environment – Call (515)237-4566 or (515)237-4483 for a face-to-face interview**

Full-time available, mandatory overtime when needed, 7am-3:30pm hours or 3:45pm-12:15am hours

- Must have high school diploma/GED, ability to pass 7-year criminal background check, & drug test

**Customer Service Representatives – Call (515)237-4566 or (515)237-4483 as soon as possible**

This is an inbound call center, intensive paid training is involved, full-time commitment required

- Must have resume, extremely flexible schedule including weekends, high school diploma/GED, 6 months experience in a customer service or related field, ability to pass 7-year criminal background check, & drug test

**Sears Call Center in WDM, Offline Representatives – <http://searsholdings.com/careers> (Keyword 340401BR)**

Seeking motivated, enthusiastic, team-oriented players to provide world-class customer service to members

- Looking for people that research, resolve, & reach out to members about order issues
- Once you have entered your application, please check your email for the Sears assessment
- Criminal check & drug testing required

**Iowa Machine Shed in Urbandale, Hiring – Apply at 11151 Hickman Road, Urbandale**

Hiring Servers, Hosts, & Bussers for our busy season; come be part of the fun & excitement

- If you enjoy meeting people, you will find a home here

**Signature Healthcare, CNAs – [www.mysighealth.com](http://www.mysighealth.com)**

Openings for CNAs who have at least 1 year hospital psych or behavioral health experience during the past 3 years

- Must pass background check, be CPR certified, provide current TB & physical, & MMR records
- Provide at least the last 3 years of healthcare work experience, & 2 RN or LPN professional references
- Excellent pay, paid weekly, flexible scheduling

**ProStaff, Administrative Assistant – [www.prostaff.com](http://www.prostaff.com) then call to schedule an appointment at (515)267-0566**

Build quotes, work orders, schedule work, & ensure follow-through for industrial restoration projects

- Maintain calendars, schedule travel arrangements, report on sales, verify timesheets, compile & distribute financial information, review monthly expenditures, monitor expense reports
- Work alongside team members & provide outstanding customer service
- 1-2 years of prior experience as an administrative assistant required, proficient in MS Office, ability to learn industry-specific software, ability to thrive in a fast-paced work environment, strong communication skills, execute tasks with a great amount of detail, make decisions independently, problem-solving skills

**Joe's Crab Shack in WDM, Servers/Greeters – [joescrabshack.com](http://joescrabshack.com)**

Looking for fun, energetic Servers & Greeters with open availability

**ProStaff, Line Workers – [www.prostaff.com](http://www.prostaff.com) then call (515)267-0566 to schedule an interview**

10-hour days, 4-day schedule, Tuesday-Friday; background check & drug screen required for all candidates.

- Forklift, material handling, load/unload, shredder, make boards, operate saw, quality control
- Experience & knowledge of construction materials, techniques, & measurements required

**The Reserve in Urbandale, Dining Room Server – Call (515)727-5927**

- Participate in plating & serving meals, set tables for upcoming meals, clear tables, assist with washing items
- Provide a high level of customer service to residents, know residents by name & their likes/dislikes
- Keep beverage glasses/carafes full during meals, carry out other duties as assigned

**Vanity at Valley West Mall, Sales – [www.vanity.com](http://www.vanity.com) or apply in store at Valley West Mall**

Seeking Sales Leads & Sales Consultants to add to our growing team

- No experience necessary: must have a positive attitude, outgoing personality, & a love for fashion

**Caring Hearts Home Care, Caregivers – [www.caringheartshomecare.com](http://www.caringheartshomecare.com) or call (515)283-8300 from 9am-5pm Monday-Friday**

Immediate shifts available, days & overnights, long shifts & weekends

- We are dedicated to providing professional & compassionate care that improves quality of life & promotes the physical, mental, & emotional well-being of our clients, while allowing them to remain in their own homes
- Must be kind, caring, compassionate, & dependable; minimum of 6 months caregiving experience

**Buzzard Billy's, Dishwashers – *Apply at 615 3<sup>rd</sup> Street, Downtown Des Moines***

Must be able to work nights & weekends, must have reliable transportation

- Additional hours in prep cook available as well, can be full-time or part-time

**Aerotek, Forklift Operator – [www.aerotek.com](http://www.aerotek.com)**

Full-time available, 2pm-10pm hours or 10pm-6am hours

- Manually dump 50 pound bags of potatoes into the hopper for slicing & processing, follow SOPs & help run the machine that is processing, operate a sit-down electric forklift to move totes & stack pallets, sanitize & clean
- Must have forklift experience

**Aerotek, Warehouse Worker – [www.aerotek.com](http://www.aerotek.com)**

Full-time available; all candidates will start in the 'canning' department

- Clean or fill vats that hold ink, use a pneumatic hoist to lift up the vats to make sure they are cleaned/filled properly, weigh vats once filled to make sure they are filled to the specific weight to be sold
- Will be trained on hazardous materials, as after the vats are cleaned, some of the waste may be hazardous

**B-Bop's, Hiring – [b-bops.com/jobs](http://b-bops.com/jobs) – *fax cover letter & resume to (515)221-3202***

Currently hiring Assistant Managers & Shift Managers

- Looking for qualified people with a solid background in the fast-food profession
- Energetic professionals possessing the qualities required to inspire leadership to fellow employees as well as the ability to make sure that our valued customers remain just that
- Weekly pay, competitive salary, positive & secure work environment, no early mornings

**Dahl's Foods, Hiring – [www.dahlsfoods.com/careers/job-application.aspx](http://www.dahlsfoods.com/careers/job-application.aspx)**

Several part-time positions available at all locations throughout the Des Moines metro area, including:

- Cashiers, Stockers, Fuel Store Associates
- Meat Department, Produce Department, Deli Department, Bakery Department (experience preferred)
- Please fill out the online application & indicate the store you want to work in

**Hy-Vee, Hiring – [www.hy-vee.com/company/careers](http://www.hy-vee.com/company/careers)**

Several part-time & some full-time positions available at several locations throughout the Des Moines metro area

- Courtesy Clerk, Checker, Server, Dishwasher, Night Stocker, Delivery Driver, Fuel Station Clerk
- Wine & Spirits Clerk, Produce Clerk, Kitchen Clerk, Service Meat Clerk, Deli Clerk
- Sushi Clerk, Italian Express Clerk, Chinese Express Clerk, Salad Bar Express Clerk
- Bakery Designer (full-time), Assistant Manager (full-time), Fulfillment Center Security Officer (full-time)
- All applications must be submitted before noon on the posting close date – apply online