



**2020 COVID-19 Jobs List**



## ***Durham Jobs***

### **Sheetz Store Supervisor**

**Summary:** The Supervisor is responsible for directly interacting with customers for the purpose of profitably providing fast, friendly service and to provide day-to-day prioritization of work assignments to the Store Team Member staff. Some responsibilities included are to ensure a clean location is provided, train and coach employees as appropriate, delegate tasks and follow up as necessary, ensure all products are ordered, merchandised, rotated and readily available for the customers, and to accurately complete paperwork.

**Qualifications:** 1-year experience in food service or retail environment preferred, 6-months supervisory experience in food service or retail environment preferred, 6-months experience as a salesperson at Sheetz preferred. Skills required are the ability to prioritize tasks and delegate effectively, strong commitment to teamwork and strong communication skills, including the ability to professionally communicate verbally to customers as well as front-line and management staff and the ability to handle difficult situations professionally.

#### **Full time**

Link→<https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

### **Delivery Route Driver**

**Summary:** Operates company owned vehicles on routes for delivery of customer products, dock work consisting of sorting, scanning, and loading the vehicle accounting for all products on the manifest for delivery to our customers. Employees will report to work at assigned time and execute delivery/pickup route per established delivery/time schedule and will be a productive team member with a positive attitude and good customer service skills. The employee will maintain a vehicle within the company standards.

**Qualifications:** Position Includes lifting, bending, carrying, kneeling, maneuvering, reaching and pushing/pulling requirements of a maximum of 70 pounds. Requires driving for a minimum of 3 hours per day and a potential of up to 10 hours per day depending on the route. Excellent Customer Service and Team Player Skills. Box Truck Drivers must possess or be able to obtain a valid DOT medical card. Must be 21 years of age and possess a driver's license with a minimum of 3 years with an acceptable motor vehicle record (MVR).

#### **Full Time**

Link→<https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

### **Admin. Assistant I**

**Summary:** This position will assist with answering phones, scheduling, billing, reconciling credit card statements, new hire training and instruction, and other ad hoc duties as needed.

**Qualifications:** Minimum of 2 years of experience in the office environment. Good computer skills. Competent with Microsoft Office especially with Outlook, Word & Excel. Proper office phone etiquette. Valid NC driver's license with clean record

#### **Full Time**

Link→<https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

### **PEACH DURHAM Community Health Worker**

**Summary:** Responsibilities include input client data and manage client referrals through the NCCARE360 online platform using a computer or tablet, proactively locate those in the community in need of services related to COVID-19, health services and social services including assistance for transportation, housing, food, and personal safety, build relationships using active listening, informal counseling, and encouragement, host learning events and exchanges through various platforms for local community members, and provide weekly reports and detailed timesheets to Coordinator.

**Qualifications:** High-school diploma, or equivalent required. Undergraduate or Associate's degree preferred. Intermediate reading and writing English language skills required. Basic computer literacy required. Experience with using a tablet or iPad preferred. Minimum 2-years work or volunteer experience in human services or healthcare with demonstrated knowledge of and ability to work with and within the targeted community. A strong desire to help others and improve the health of the community. Demonstrate professionalism and a commitment to client confidentiality. Knowledge of local regulations and community resources preferred. Ability to work well with diverse staff, stigmatized communities, and clientele including cultural, language, sexual identity, gender, and other diversity

### **Contract**

### **Material Handler I**

**Summary:** To perform assigned duties that support the warehouse goals. Receive & put-away of inventory. Pick, pack, and process orders. Stage & load orders. Inventory & order auditing; including cycle counts. Operate powered and manual material handling equipment. Maintain a clean & safe work environment inside and outside of the facilities. Perform Quality Assurance Audits. All other duties as assigned.

**Qualifications:** Must be able to effectively communicate with supervisor and other team members. Candidates must have a High School Diploma or equivalent. Forklift Certification, RF and pick to voice experience preferred. One year work experience in a warehouse environment and intermediate computer skills to include the internet. While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and stoop, kneel or crouch.

### **Full Time:**

Link→<https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

### **Server**

**Summary:** Responsibilities for this job include greeting customers, present menus, and explaining daily specials to customers. Taking Food and beverage orders from customers. Relaying food and beverage orders to the kitchen staff. Preparing drinks and food garnishes. Removing dirty dishes and glasses, and cleaning tables after customers finish meals. Preparing itemized checks and taking payments from customers.

**Qualifications:** At least 36 months of experience.

**Full Time**

Link→<https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

**Warehouse Associate**

**Summary: Responsibilities of this position are to** pull product and build orders as needed according to Load Out sheets. Uses appropriate material handling equipment (manual/power pallet jacks, etc.). Monitor date codes and utilize the oldest product first.

Verifies accuracy of order built. Wrap and stage orders of product to be loaded. Unload trailers of pallets or shells. Adheres to all company safety rules to ensure a safe and clean working environment. Maintain equipment in good condition. Fill out daily inspections sheets. Assist other employees in job functions as needed to expedite the work flow. Maintain a clean work area (picks up trash, sweeps, re-packs product, etc). Perform other duties as assigned by the manager.

**Qualifications:** At least a high school diploma or something equivalent to one. Must be at least 18 years old. Must have a license to operate a motor vehicle.

**Full Time**

Link→<https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

**Admin. Assistant II**

**Summary:** This position will assist with answering phones, scheduling, billing, reconciling credit card statements, new hire training and instruction, and other ad hoc duties as needed.

**Qualifications:** Minimum of 2 years of experience in the office environment. Good computer skills. Competent with Microsoft Office especially with Outlook, Word & Excel. Proper office phone etiquette. Valid NC driver's license with clean record. Ability to fluently speak, read and write in Spanish is desired but not required.

**Full Time**

Link→<https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

**Shop Clerk**

**Summary:** This is a physical working role doing a variety of tasks around the shop & office. Duties include but are not limited to the following: organize, clean & maintain shop area; maintain & repair vacuums; laundry (wash & dry cleaning towels, mop heads, etc.); make coffee; mix & issue cleaning solutions; order shop supplies; and empty office trash cans.

**Qualifications:** Reliable transportation to and from the office. Mechanically inclined & some tool knowledgeable. Smart phone with internet & email functionality. Valid NC Driver's License with a somewhat clean record.

**Full Time**

Link→<https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

### **Senior Admin. Associate**

**Summary:** This position is responsible for the oversight of all facets of daily operations of the administrative office which include but are not limited to: answering phones, texts and email; scheduling; confirming jobs; posting the blog; provide new hire training and instruction; keep team members informed, encouraged and disciplined; exceed customer expectations; assist in developing programs and standards to encourage growth and quality; recruiting new team members and other ad hoc duties as needed.

**Qualifications:** Minimum of 5 years proven leadership. Valid NC driver's license with clean record. Proven computer skills. Ability to fluently speak, read, and write in Spanish is highly desired but not required. Personal and professional integrity is a must. Competent with Microsoft Office especially with Outlook, Word & Excel.

### **Full Time:**

Link→<https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

### **Zika Infections & Developmental and Familial Needs Internship**

**Summary:** Transcribing and analyzing qualitative data. Creating or adapting a behavioral coding scheme for mother child interaction videos. Drafting literature reviews and manuscripts. Assisting with data cleaning.

**Qualifications:** Currently enrolled (for the duration of the internship) masters or PhD student in social science field. Excellent oral and written communication skills. Experience in child, family, and public health research. Demonstrated ability to work independently with support as needed.

### **Part time/Internship**

Link→

<https://rtiint.referrals.selectminds.com/domestic/jobs/zika-infections-developmental-and-familial-needs-internship-4058>

### **Order Picker**

**Summary:** Responsibilities include picking product from shelves, packing product into boxes and transporting it to proper locations, palletizing and wrapping pallets, performing QC functions and preparing materials for shipment.

**Qualifications:** Must be detail-oriented. Must be able to lift up to 45lbs. Computer-literate – will be scanning picked orders into the shipping system. Hard-working, dedicated individual.

### **Full Time**

Link→ <https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

### **Direct Care Professional**

**Summary:** Performing personal care tasks, including assistance with basic personal hygiene and grooming, feeding, and ambulation, medical monitoring, and health care related tasks. Fostering positive relationships between individuals served and their housemates

**Qualifications:** Must have a high school degree/GED required(in most cases). 18 years of age or older. Valid driver's license (in most cases).

**Full Time**

Link→ <https://www.neworks.gov/vosnet/jobbanks/jobdetails.aspx>

**Manager (RemoteOpportunity)**

**Summary:** Develop technical content and manage content developers to serve public accountants'/management accountants' working in or with accounting, financial reporting, and audit and non-audit competency development needs. Understand member needs and propose new products and product enhancements to maximize revenue and margin and enhance member value.

**Qualifications:** Must have at least a Bachelor's degree and 60 months of experience.

**Full Time**

Link→ <https://www.neworks.gov/vosnet/jobbanks/jobdetails.aspx>

**Certified Nursing Assistant**

**Summary:** Interim Healthcare of Raleigh, North Carolina hiring Certified Nursing Assistants (CNA) to provide home health services to clients in their homes in the Raleigh, NC market. CNA responsibilities include; light housekeeping, companionship, meal preparation & medication reminders, assisting with grooming and/ or bathing.

**Qualifications:** Must have at least a High School diploma or GED, 6 months of experience, and must be at least 18 years of age.

**Full Time**

Link→ <https://www.neworks.gov/vosnet/jobbanks/jobdetails.aspx>

**Construction Laborers**

**Summary:** Employees will assist our superintendent in the services of Underground utilities, Water/Sewer/Utility Construction. Will lift, carry and hold building materials, tools and supplies and clean tools, equipment, material and work areas. Multiple Job-Sites in Johnston, Wake, Durham Counties, NC.

**Qualifications:** No Minimum Education Requirement

**Temporary-Full Time**

Link→ <https://www.neworks.gov/vosnet/jobbanks/jobdetails.aspx>

**Cleaning Team Leader/Supervisor**

**Summary:** This is a working supervisor role over seeing a crew (2-6 people) to clean the inside of newly built homes. Ability to communicate positively with the team and customers are a must. Attention to detail as well as understanding how to exceed our customers' expectations is very important. All equipment, tools and vehicles are provided. Responsibilities include window cleaning, vacuuming, sweeping, mopping, scouring sinks & tubs, kitchen detailing, loading equipment into company vans and post-clean inspections. Completing team timesheets & other minor paperwork are mandatory.

**Qualifications:** Having a positive, happy and motivated personality goes a long way with this position. Smartphone with the ability to access the internet and receive/send email. Ability to set-up & climb a 32' extension ladders. A fear of heights is prohibitive. Spanish verbal, read and writing are helpful but not necessary. Valid NC driver's license with a somewhat clean record. Use company GPS to navigate to job sites. Transportation to and from office.

### **Full Time**

Link → <https://www.neworks.gov/vosnet/jobbanks/jobdetails.aspx>

### **Suicide Prevention Research Scientist**

**Summary:** Serving as Project Director or Principal investigator on medium to large-scale studies. Conduct and supervise research including overseeing study design, data collection, data analysis and reporting. Manage research budgets, contracts and subcontracts. Manage staff capacity and performance. Serve as the principal point of contact with clients. Lead proposals and grant applications; provide input on sections with high technical complexity requiring application of relevant implementation science theories, frameworks and methodologies. Increase scientific stature in the area of implementation science by publishing papers to peer-reviewed journals, participating in professional meetings and associations. Mentor junior scientists in suicide prevention and mental health research. Lead professional development activities to increase capacity for and understanding of prevention strategies for suicide and mental illness. Participate in cross-institute initiatives and external collaborations that require suicide prevention expertise.

**Qualifications:** PhD in psychology, social work, public health, health services research, or related field and a minimum of 5 years of applied research experience in suicide prevention in community and/or school contexts. Demonstrated experience conducting prevention and treatment research including randomized controlled trials. Demonstrated expertise in advanced research methods. Experience in the clinical fields of behavioral health (clinical psychology, clinical social work, counseling psychology, marriage and family therapy, human development, etc). Proven ability to lead multi-stakeholder initiatives and collaborations. Excellent oral and written communication skills, including the ability to produce clear, concise reports and presentations about data and complex issues and the ability to communicate with government officials and clients. Demonstrated scientific stature in peer-review publications and service to professional organizations. Experience in mentoring trainees and other staff. Ability to meet frequent, multiple and tight deadlines. Ability to work effectively in a multidisciplinary team.

Ability to travel within the U.S. Applicants must be legally authorized to work in the United States and should not require now, or in the future, sponsorship for employment visa status.

### **Full time**

Link→

<https://rtiint.referrals.selectminds.com/domestic/jobs/suicide-prevention-research-scientist-4286>

### **Warehouse Associate**

**Summary:** This position requires the employee to build pallets/orders and load completed orders onto delivery trucks in a safe, accurate and efficient manner. Pull product and build orders as needed according to Load Out sheets. Use appropriate material handling equipment (manual/power pallet jacks, etc.). Monitor date codes and utilize the oldest product first. Verifies accuracy of order built. Wrap and stage orders of product to be loaded. Unload trailers of pallets or shells. Adheres to all company safety rules to ensure a safe and clean working environment. Maintain equipment in good condition. Fill out daily inspections sheets. Assist other employees in job functions as needed to expedite the work flow. Maintain a clean work area (picks up trash, sweeps, re-packs product, etc). Perform other duties as assigned by the manager.

**Qualifications:** High school diploma or equivalent preferred, must be 18 years of age or older, and must have an operator license.

### **Full Time**

Link→ <https://www.neworks.gov/vosnet/jobbanks/jobdetails.aspx>

### **Apartment Maintenance Tech**

**Summary:** *Maintenance Assistant:* If you have good remodeling experience, this is a great way to utilize your skills while being a part of a stable and consistent industry! The Maintenance Assistant ensures that vacant units meet the established quality standards for re-leasing by performing technical and mechanical work. You may specialize in a specific trade such as HVAC, electric or plumbing and you will be asked to demonstrate those skills as needed. Maintenance Assistants also perform routine/scheduled preventive maintenance tasks as well as assist with common groundskeeping tasks.

*Make Ready Technicians:* They prepare vacant apartments for move-in-ready status via turn-over repairs and improvements including, but not limited to: painting, installing fixtures/appliances, minor plumbing and electrical repairs efficiently and within the scope of time provided. They complete work orders and maintenance repairs in resident homes as well as throughout community property. Make Ready Technicians also perform routine/scheduled preventive maintenance tasks as well as assist with common groundskeeping tasks. A minimum of 6 months of previous experience with Multifamily is required.

*Maintenance Technicians:* They are responsible for routine as well as emergency/unscheduled repairs to apartment homes and community property. HVAC experience is required as well as 6 months of previous experience with Multifamily. Maintenance Technicians also perform routine/scheduled preventive maintenance tasks as well as assist with common groundskeeping tasks. On-call duties may apply depending on position.

**Qualifications:** Must a high school diploma or an equivalent to such, 6 months of experience, must be at least 18 years of age. Adhere To Safety Procedures, adjust Or Set Mechanical

Controls Or Components, align Or Adjust Clearances Of Mechanical Components Or Parts, Apply Cleaning Solvents, Bend Tubing Or Conduit.

**Full Time**

Link→ <https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

**Warehouse Team Member**

**Summary:** In this active job you sort packages into delivery routes. To ensure we meet customer-promised delivery times, shift times will vary. Depending on your location, you'll work a set schedule with hours that range between full-time and part-time.

**Qualifications:** High school, GED, or equivalent diploma. Must be 18 years or older with the ability to read and speak English for safety purposes.

**Full Time**

Link→ <https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

**Skilled Carpenters**

**Summary:** Responsible for Finish surfaces of woodwork or wallboard in houses or buildings, using paint, hand tools, or paneling. Cover subfloors with building paper to keep out moisture and lay hardwood, parquet, or wood-strip-block floors by nailing floors to subfloor or cementing them to mastic or asphalt base. Fill cracks or other defects in plaster or plasterboard and sand patch, using patching plaster, trowel, and sanding tool.

**Qualifications:** 24 months of carpentry experiences. Must be at least 18 years of age.

**Full Time**

Link→ <https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

**Maintenance Supervisor**

**Summary:** This position supervises, directs and coordinates a staff of maintenance workers engaged in the maintenance of buildings, preventive maintenance, and grounds. The supervisor must closely monitor and check work in progress and finished work, and review associated documents. Must have knowledge and oversight of scheduling crews and how to go about requisitioning materials, tools and equipment. As part of the community management team, this position also plays a key role of providing consultation throughout DHA to site maintenance crews involved in general site maintenance. The selected candidate will directly supervise several employees.

**Qualifications:** Position requires graduation from high school or GED equivalent; and vocational/technical training in construction/building maintenance work; plus five (5) years of progressively responsible building maintenance experience; or an equivalent combination of training and experience. Supervisory experience required.

**Full Time**

Link→ <https://www.networks.gov/vosnet/jobbanks/jobdetails.aspx>

**Associate Manager**

**Summary:** Responsible for supporting the implementation of the strategic vision of the Foundation Board, primarily by executing the day-to-day activities of the Foundation and acting as liaison to external and internal stakeholders, along with the Senior Manager of Academic and Student Engagement.

Will interface with other AICPA departments providing services to the Foundation and those directing programs that are funded by the Foundation. Maintain periodic contact with the President, Treasurer and Secretary of the Foundation Board. Increase the awareness of the Foundation and its funded programs in order to maintain and increase financial contributions to the Foundation.

**Qualifications:** At least have a Bachelor's Degree and 48 months of experience.

**Part Time**

Link→ <https://www.networks.gov/vosnet/jobbanks/jobdetails.aspx>

**Warehouse Material Handler**

**Summary:** Responsibilities for this position include reading production schedule, paper al location, and bills of lading to determine items to be moved, gathered, and distributed.

The employee also conveys materials and items from dock areas, roll prep or production areas to storage or to other designated areas. Weighs and/or counts items for distribution to ensure conformance to company standards. Records amounts of materials or items received or distributed and prepares paper for presses and finished product for shipment. Checks skid tickets, ledgers, bills of laden, manifests, and roll reports for accuracy. Sorts and places materials on racks, floor, yard or trailers according to predetermined sequence such as size, type, date, color, or product code. Drives vehicles to transport items from warehouse to plant or to pick up items from several locations for shipment and load trucks. Performs preventative maintenance on warehouse equipment and keeps warehouse and equipment clean.

**Qualifications:** High school diploma or general education degree (GED). Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume and distance. Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

**Full Time**

Link → <https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

**Maintenance Supervisor**

**Summary:** This position supervises, directs and coordinates a staff of maintenance workers engaged in the maintenance of buildings, preventive maintenance, and grounds. The supervisor must closely monitor and check work in progress and finished work, and review associated documents. Must have knowledge and oversight of scheduling crews and how to go about requisitioning materials, tools and equipment. As part of the community management team, this position also plays a key role of providing consultation throughout DHA to site maintenance crews involved in general site maintenance. The selected candidate will directly supervise several employees.

**Qualifications:** Position requires graduation from high school or GED equivalent; and vocational/technical training in construction/building maintenance work; plus five (5) years of progressively responsible building maintenance experience; or an equivalent combination of training and experience. Supervisory experience required.

**Full Time**

Link → <https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

**DCI Youth Advocate**

**Summary:** The primary responsibility of the YA is to develop and implement programming for youth ages 14 to 21 as well as provide direct advocacy services to assigned students and their families. The YA will work to promote academic, social, and personal success for DCI youth. Their focus will be on developing healthy relationships by maintaining weekly contact with youth and families and ensuring that each receives caring, high-quality, and appropriate supportive services. The YA will carry out DCI and Family Advocate Program goals and objectives, adhere to DCI policies and procedures, and perform additional duties as defined by their supervisor and the DCI leadership team. Our Youth Advocates are BOTH school and office based.

**Qualifications:** Bachelor's Degree in Education, Social Work, or related field OR five years' work experience in education, social work, child and youth development, or family services case management. Bilingual English/Spanish strongly required. PLEASE DO NOT APPLY IF YOU DO NOT SPEAK FLUENT SPANISH.

**Full Time**

Link → <https://edci.org/en/get-involved/jobs-internships>

**DCI Academic Coach**

**Summary:** DCI is seeking to fill the position of Academic Coach (AC) for students in the following grade clusters (3-5, 6-8, and 9-12). This part-time hourly position reports to the DCI Director for Academic Success. In addition to being an expert in at least one common core subject, the ideal AC understands the importance of creatively working to close the academic

achievement gap by strategically developing academic interventions. Our ACs must utilize culturally relevant and socially sensitive academic frameworks specifically tailored to suit each students' needs. Our AC works closely with the Academic Support Team, school personnel, and families to ensure youth are engaged and have knowledge of strategies to ensure student success. The AC must be results driven with the ability to monitor student growth and improvement.

**Qualifications:** Bachelor's Degree in Education or appropriate content area preferred or five years' work experience in education. Bilingual English/Spanish strongly preferred

**Full Time**

Link → <https://edci.org/en/get-involved/jobs-internships>

**Bilingual Preschool Teacher**

**Summary:** The primary responsibility of the Preschool Teacher is to utilize evidence-based, developmentally appropriate practices to empower a classroom of English and Spanish-speaking children toward reaching their full potential. The ideal Preschool Teacher will carry out DCI and Latino Educational Achievement Program (LEAP) Program goals and objectives, adhere to DCI policies and procedures, and perform additional duties as defined by their supervisor and the DCI leadership team. They will bring a collaborative attitude and outgoing personality to the team.

**Qualifications:** Degree in Early Childhood Education, Child Development or related fields preferred, but not required. Pass criminal background check. Evidence of negative TB test. Must be able to work some evening and weekends, as needed

**Full Time**

Link → <https://edci.org/en/get-involved/jobs-internships>

**Part Time Bagger**

**Summary:** Grocery bagger at Harris Teeter. This requires following correct bagging procedures, providing carryout and parcel pickup service, loading merchandise into customer vehicles, and returning shopping carts into the store.

**Qualifications:** N/A

**Part-time**

Link <https://www.indeed.com/jobs?q=high%20school%20teen&l=Durham%2C%20NC&vjk=031825ae10e9a883>

**Front Desk Team Member- Planet Fitness**

**Summary:** Front Desk Team Member will check members into the system, take prospective members on tours then assist them with the new account sign-up process, facilitate needed updates to member's accounts, Respond to member questions and concerns in a timely and

professional manner and elevate to Assistant Manager or Manager as needed, and Detailed cleaning in all areas of the facility.

**Qualifications:** High School diploma/GED equivalent required, Must be 18 years of age or older. Physical demands: continual standing or walking during shift.

#### **Part-Time**

**Link →**

<https://www.indeed.com/q-High-School-I-Durham,-NC-jobs.html?vjk=2f78e36f2a496911>

#### ***Raleigh Jobs***

##### **Manufacturing/Assembly Line Worker**

**Summary:** The Manufacturing Assembly Line Worker is responsible for all aspects of manufacturing including assembly, quality assurance and testing of our clients' point of sale equipment in a fast-paced environment requiring the highest possible levels of quality and consistency. Additionally, you will perform basic work area maintenance including restocking of inventory items, cleaning, material removal, etc. All team members are responsible for ensuring daily goals and customer deliverables are met or exceeded.

**Qualifications:** Experience working in assembly line, manufacturing, and/or shipping & receiving environments. Must have experience working with powered hand tools. Need to have good hand-eye coordination. Needs to be able to stand and squat as needed on the job. Must wear steel-toed boots at all times while on the job (or will be sent home). Willingness to work overtime and some Saturdays as needed to fulfill orders. Education: at least a GED. Must speak some English

#### **Full Time**

**Link→** <https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

#### **Sr. Manager/Associate Director**

**Summary:** Key job responsibilities are to drive and facilitate timely completion of transparency reporting, business analysis, and compliance project deliverables, using judgment to troubleshoot and/or escalate issues to VP Compliance as necessary. Manage and prioritize multiple, complex projects and systems, collaborating with cross functional subject matter experts and stakeholders as required. Prepare and provide reports, presentations, materials, guidelines, and documents in response to internal and external inquiries. Assist with federal/state aggregate vendor spend activities.

**Qualifications:** BA/BS degree in Business, Finance, or health-care related field. 10+ years' experience in the biotech/pharma industry, 5 years of which have been in corporate compliance roles or in operational roles performing first line monitoring on behalf of corporate compliance. Experience working and functioning under a corporate integrity agreement (CIA). Ability to collaborate cross functionally with understanding and knowledge of various business functions

(e.g. Commercial and Medical Affairs). Excellent communication, both written and oral. Experience and proficiency with databases used to track, report, and present monitoring and auditing data. Proficiency with MS Suite, including Word, Excel, PowerPoint, and Outlook. Ability to travel up to 20% as needed.

### **Full Time**

Link → <https://www.ncworks.gov/vosnet/jobbanks/jobdetails.aspx>

### **Park Assistant- Lake Johnson Park**

**Summary:** Assisting the full-time facility management with overseeing and directing daily facility operations, programs, rentals and staff activities, Providing outstanding customer service to the public, Proper collection and handling of fees in accordance with cash handling policies, Help inspect, maintain, and clean park facilities, and equipment, Responsible for the safety and security of the park, including emergency and medical response, Assisting management in various park enhancement projects, Assisting management in advertising for all Lake Johnson Programs, and Complete additional duties as assigned by supervisor

**Qualifications:** Applicants must be at least 18 years of age, Must have a valid driver's license, Ability to speak and write fluently in English, Excellent communication and organizational skills, Must be able to lift 50 lbs independently and 100lbs cooperatively, and Candidates must pass criminal background check and Controlled Substance Test

### **Part Time**

Link →

<https://www.governmentjobs.com/careers/raleighnc/jobs/2853791/park-assistant-lake-johnson-park>

### ***Cornelius Jobs***

#### **Veterinary Technician**

**Summary:** As a Banfield veterinary technician, you will work alongside pet health care industry experts to make a difference in the lives of the pets and clients we serve. With the chance to utilize your veterinary knowledge, communication skills, and love for pets, this role will afford you the opportunity to define a clear career path for continued growth and learning. Support veterinarians to ensure quality veterinary care, advocate for pets, and educate clients. With each hospital function, assist veterinarians and the medical team to maximize productivity and maintain positive patient flow. Assist with surgeries and procedures in accordance with your state's Veterinary Practice Act outlined for credentialed veterinary technicians. Communicate with clients about individualized pet health concerns and offer guidance on Optimum Wellness Plan® options, medications, and additional treatments.

**Qualifications:** Veterinary Technician Certification or Licensure (CVT, RVT, LVT, or LVMT)

#CB

**Full Time**

Link →

<https://jobs.banfield.com/job/cornelius/registered-veterinary-technician/138/978348560#anchor-overview>

***Morrisville Jobs***

**Assembly Technician**

**Summary:**

CTG is hiring Assembly Technicians to join our global client's manufacturing team in Durham, NC! In this position, you will be a part of in-store solutions for various impressive retail customers. This is an exciting opportunity to work on point-of-sale devices that we all use frequently in retail stores. CTG offers an hourly or salaried employment option with paid time off and medical benefits. Interested candidates should be available to work mandatory overtime as needed during the week and weekends.

**Qualifications:** Not specified

**Fulltime**

Link → <https://www.neworks.gov/vosnet/jobbanks/jobdetails.aspx>

***Cary Jobs***

**Youth Counselor**

**Summary:** The Counselor is responsible for leading, developing, and building relationships with the youth participants in the program. They perform these functions in accordance with the stated mission, goals and policies established by the YMCA. A Counselor strengthens their professional, interpersonal and management skills through daily responsibilities of the job.

Qualifications: at least 16 years of age.

Previous experience working with children or teens preferred but not required.

**Experience preferred in one or more of the following areas:** outdoor education, planning and organizing activities, crafts, songs/music, skits, sports, recreational games, etc.

Previous experience with diverse populations preferred.

Specific certifications and/or training may be required.

**Part-Time:**

Link → <https://secure4.saashr.com/ta/6013994.careers?ShowJob=352606806>

As always, contact Koonce (carlton.koonce@dci-nc.org) with questions or concerns!