

Noteworthy Internships & Jobs (10/2)

The Career Center is pleased to assist you in finding a job. Below are job postings sent directly to the College. While most of the employment opportunities are with well-known/well-respected companies who are friends of the College, some are employers who found us through a variety of ways. The Career Center has not vetted all the opportunities below. You should do your due diligence to verify the integrity, surety, and trustworthiness of any employer before submitting any personal information.

Volunteer:

Tuality Healthcare

Tuality Healthcare is constantly looking for qualified individuals to fill their growing volunteer program. The volunteer opportunities may provide benefits for students who are interested in a career in health care, who are looking for experience and exposure in a specific area of health care, who want to add community service to their resume or applications, or who need to complete volunteer service hours for credit. For more information about the program, visit www.tuality.org. An application is required before being accepted into their program. The application may be found on their website or by contacting the Volunteer Office at volunteer.services@tuality.org.

Jobs:

Behavioral Health Job Fair

Mid-Valley Behavioral Care Network is sponsoring a Behavioral Health Job Fair Tuesday, October 10, 2017. They are looking for qualified staff for agencies of Mental Health & Addictions Services in Marion & Polk Counties. The fair will take place at Winema Place at Chemeketa Community College. Their address is 4001 Winema Place, Building 48, Room 210 in Salem, Oregon 97301. Bring your resume and meet potential employers.

Experienced Fleet Technician – Pepsi

This position performs diagnostic and repair work, including scheduled preventative maintenance and necessary repairs to automobiles, trucks, vans, and forklifts. This department includes a variety of positions and job opportunities, ranging from entry-level to master technicians; 3-5 years of relevant work experience are required for this experienced level position. Pepsi provides training and continuous education to

continue your career development. This position is full time and the starting pay is \$24.71 per hour. A CDL A permit is required prior to hire. For more information or to apply visit www.pepsicjobs.com.

Multiple Positions - Allied Universal

Allied Universal provides service, systems, and solutions to protect and care for the people and businesses in our community. They are currently seeking employees in four diverse fields: security professional positions, corporate and field positions, technology and security systems, and janitorial positions. Many positions include medical, dental, and vision insurance, flexible spending accounts, and 401K plans. For more information and a complete list of job opportunities in your area contact Kacie Teague at Kacie.teague@aus.com or apply online at <http://www.aus.com/careers>.

Multiple Positions – Metro

Metro is the regional government that provides integrated resource management for the 24 cities and unincorporated areas in the Portland metropolitan area. Facilities, public assets and governance services include the Oregon Convention Center, the Oregon Zoo, Portland’s Centers, Expo Center, transportation planning, growth management, solid waste system management and recycling services, and regional parks and natural areas. To view the complete job announcement, visit www.oregonmetro.gov/jobs or call 503-797-1570 to request a copy be sent to you via e-mail.

Still Accepting Applications:

Jobs:

Multiple Positions - MAXOutreach

MAXOutreach is a complete recruitment and compliance solution with the nation’s largest network of over 87,000 community organizations that connects employers with local talent committed to helping their community members gain meaningful employment opportunities. The community partnering groups include state agencies, veterans’ groups, welfare organizations, ethnic and multilingual groups, government agencies, non-profit and for-profit government funded job placement services, senior services, and faith based organization. To review all local jobs in your area please visit this website <https://service.maxoutreach.com/cbo/Jobs/Index?resourceId=72126>.

Rules and Policies Agent – Oregon Lottery

The rules and policy analyst is responsible for developing and recommending the Lottery’s approach to rules, policies, and legislative work. They are responsible for ensuring that rules and policies reflect the mission, goals, and strategic and business objectives of the Lottery. Under general direction from the corporate communications manager, the position requires the ability to work independently and with others, within specific and general guidelines, to accomplish program responsibilities. A bachelor’s degree and experience is preferred. To apply, visit <https://www.oregonlottery.org/about/explore-the-lotter-careers>.

Multiple Positions – Campus Point

Campus Point is a free resource helping students and grads find jobs and internships. They are the largest private employer and recruiter of recent graduates in the Pacific Northwest. They are currently recruiting for 100+ jobs in the Seattle and Portland area. To see a list of opportunities, go to www.campuspoint.com, and create an account to apply.

Multiple Positions – Hilton

There are a variety of positions open at four local Hilton Hotel locations: Hilton Portland, The Duniway, Hilton Vancouver, and Embassy Suites Portland Downtown. The positions include housekeeping, host/hostess, cook, server, barista, bartender, supervisor, revenue manager, security officer, chief engineer, and more. To review full job descriptions and to apply online, visit <http://jobs.hilton.com>.

Share a Coke – Coca Cola

Share a Coke is an award-winning multi-national campaign which uses a list containing 250 of the country's most popular names on the product label. This position involves organizing and promoting events on campus, passing out products to students and staff on campus, and PR stunts. Salary is \$300 per week. Interested candidates should send their resume to matshummels@share-a-coke.org.

Cooks – Oregon Zoo

Do you belong at the zoo? If you have a strong commitment to customer service and a positive attitude, consider applying to work as a Cook at the zoo. Schedules are based on weather and zoo attendance, but we try to find shifts around your school and work schedule. Kitchen staff will be placed depending on skills, experience and staffing needs. These positions require a "can-do" attitude and exceptional customer service skills. The position is temporary and pays \$11.72 hourly. To apply, visit www.oregonmetro.gov/jobs for the complete job announcement and a link to their hiring center.

Medical Biller – Refresh Therapy

This organization is seeking an experienced Medical Biller to work in their administrative office. The ideal candidate will have a strong, established background in medical billing, with the skills necessary to improve their current billing procedures. The successful applicant will work on a number of tasks requiring data analysis, in-depth evaluation and exercising judgment within the appropriate scope of practice. The position offers flexible days and hours. Pay rate is between \$18-\$25 per hour. For more information or to apply, contact Jeff Goodman at Jeff@refresh-therapy.com.

Nursing Manager – Hope 360 Pregnancy Clinic

Hope 360 is a pro-life clinic seeking a recent graduate to fill their position for nursing manager. The position is two days per week from 10am to 5pm and pays \$25.00 per hour. Must be a registered nurse through the Oregon Board of Nursing. For additional information and the application please email Joanne Eggiman at Joanne@hope360pc.com.

Adjudicator – Oregon State Bar

The OSB is looking to fill the position that will serve as the presiding adjudicator of the Oregon State Bar Disciplinary Board. The Adjudicator is an employee of the bar who reports to and is supervised by General Counsel. Candidates must have graduated from either a four-year college, university, or accredited law school and must have admission to practice law in Oregon. For this salary range, the minimum is \$6,440 per month for 30 hours per week. For full job details, visit <http://www.osbar.org/osbcenter/openings.html>.

Morning Meteorologist – Koin 6

Koin 6 Nexstar Media Group is seeking an experienced morning meteorologist to join their morning news team here in Portland, Oregon. Responsibilities are to deliver weather accurately, clearly, and concisely and in an engaging manner. A bachelor's degree in meteorological science is required. The position is full time. Applications will be considered until October 31st. To apply, please visit <https://nexstar.hua.hrsmart.com/hr/ats/posting/view/5880>.

Nanny – Private Resident

A local Portland resident is seeking after school care for their 9-year-old daughter for approximately 8 hours per week. They live in the neighborhood, and are hoping a student's schedule lines up with theirs. For more information on hours and compensation, please email Kelly Ames at ames.kelly@gmail.com.

Referral and Information Services Assistant – Oregon State Bar

This position seeks a professional customer service oriented individual who would conduct confidential and sensitive telephone interviews with members of the public needing the assistance of an attorney or community resource in Oregon. This position has specific hours from Monday through Friday 1:00PM to 5PM. Salary range starts at \$16.84 per hour. The OSB offers excellent benefits. For more information or a complete job description contact us at wsas1@warnerpacific.edu. To apply, send a resume with a cover letter to Director of Human Resources to hr@osbar.org.

Loader – Pepsi

This labor-intensive position is responsible for loading transport, bulk, and route trucks. Each type of loading requires strict attention to order accuracy with respect to loading outgoing trucks and unloading incoming trucks. Position requires repetitive lifting from 20-45 pounds per case repeatedly during a long work period. Must be 18 years of age or older to apply. Position is full time, evening shift, and starting pay is \$17.07 per hour. For immediate consideration, please go to www.pepsicjobs.com.

Business Integration Specialist – WellHaven Pet Health

WellHaven Pet Health is a recent startup focused on the acquisition and management of Veterinary hospitals. The Business Integration Specialist is responsible for a group of activities in the due-diligence process related to Veterinary Hospital acquisitions. These activities range from securing historical financial performance data, ownership documentation, lease and contracts documents and information. Required qualifications include competency in Microsoft products and as associates degree in finance or accounting. For more information, contact Mike Mason at Mike.Mason@wellhavenpethealth.com.

Mentor - Edwards Center

Edwards Center is a non-profit organization that prides itself on providing outstanding support to adults with intellectual disabilities. They assist clients in developing independent living skills in residential, employment, classroom, and recreational settings. Previous experience is not required to work with Edwards Center. They provide a mentorship program which provides comprehensive leadership training for those interested in growth, professional development, and possible advancement. Hourly entry level wages start at \$11.40. They offer excellent benefits and paid time off. Interviews are conducted by appointment, Monday through Friday from 9a.m. until 3p.m. at the Edwards Center Corporate Office. To apply for employment or inquire, contact Human Resources by phone at 503-642-1581, ext. 202 or visit online at www.edwardscenter.org.

Sales Representative – Pepsi

Pepsi is hiring a primary store-level sales person to provide service to large account supermarkets and growing businesses in assigned accounts. The position orders products to be delivered by another employee to the store. The sales representative also rotates and stocks products, builds displays, and sets up promotional materials and banners. This position is full time, day shift, and starting salary is \$48,927 annually. For immediate consideration, please visit www.pepsicojobs.com.

Homeownership Program Coordinator – PCRI

This position prepares PCRI residents and community members for homeownership. The coordinator is responsible for carrying out the day to day operations of the homeownership program to provide excellent counseling and education services. For more information about the homeownership program, please visit www.pcrihome.org/programs/homeownership. A bachelor's degree or equivalent work experience is required. Applicants must also be willing to acquire a Homeownership Counseling certification. Salary is commensurate with qualifications and experience. PCRI provides a generous benefits package. Interested candidates should submit a resume and a cover letter addressing qualifications for the position to jobs@pcrihome.org. For a complete list of qualifications, please email me at wsas1@warnerpacific.edu.

Collection Specialist - Cash Flow Management, Inc.

Cash Flow Management, Inc. is a debt collection agency located in the heart of the Foster Portland area. They have developed a reputation for generating high returns with minimal complaints. They are committed to treating debtors with respect and satisfying clients' needs through exceptional service. They are seeking someone who is looking for full-time employment. They need someone who is highly motivated, able to multitask effectively, and detail oriented with excellent communication skill. This position will pay \$11.25 per hour. To apply, please send your resume to jgreen@cfmcollect.com.

Facilities Manager – Oregon State Bar

The OSB regulates the practice of law in Oregon and provides a variety of services to its members and the public. They are looking to fill the position that will provide management of the day to day maintenance operations of the OSB Center facilities to ensure a safe and secure work environment. Candidates should have two-year college, technical, or vocational degree or certificate in facilities

maintenance. The minimum of this salary range is \$5,251 per month. The OSB offers excellent benefits. For full job details, go to <http://www.osbar.org/osbcenter/openings.html>. To apply, email a resume with a cover letter to hr@osbar.org.

Accounts Payable Specialist – Latino Network

The Accounts Payable will primarily serve as support to the Director of Operations and Finance for the organization's finance functions, and help ensure that the basic operations run effectively and efficiently. They will complete payments and control expenses by receiving, processing, verifying, and reconciling invoices. To include preparation of periodic financial reports, assist with audit preparation, and other general financial functions. Additional, they will support general operations as necessary. This position pays \$16.00 hourly, part-time, 20 hours per week. For more information about Latino Network visit www.latnet.org. To apply submit a cover letter and resume to HR@latnet.org.

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- ✓ **To search for more job opportunities, visit our website! We have provided links for the top search engines to help you with career exploration.**
 - ✓ If you would like any additional information or contact information for the listed jobs, please let either of us know. We would be happy to connect you!
 - Rod Johanson 503.517.1010 rjohanson@warnerpacific.edu
 - Christina Hopkins 503.517.1692 wsas1@warnerpacific.edu