



Shelby County

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AREA JOB POSTINGS

November 2021

Week of November 14—November 20

These area job postings were compiled by OhioMeansJobs Center of Shelby County from a sampling of job postings from www.OhioMeansJobs.com.

The "OhioMeansJobs Shelby County AREA JOB POSTINGS" summary will be updated weekly. OhioMeansJobs Center of Shelby County also has job postings which are updated daily. To view these postings and for additional services to assist with your job search, you may visit our Jobs Center at 227 S. Ohio Ave, Sidney Ohio, Monday—Friday, 7:30 a.m.—4:00 p.m, Tuesday, 7:30a.m.-6:00p.m. or visit our website at www.shelbycountyjfs.org.

You can also access our services by phone by calling us at 937-497-2816 or email us at EFS-Staff@jfs.ohio.gov.

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- Professional, skilled, and entry level job postings
- Computer access to internet-based job banks
- Job Fairs and Hiring Events
- Resume and cover letter preparation
- Career counseling
- Training and retraining to upgrade skills
- Free job readiness workshops

No appointments are necessary to take advantage of the available programs & services.



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OhioMeansJobs Shelby County is located at: 227 South Ohio Avenue, Sidney

Hours: Monday-Friday 7:30am-4:00pm; Tuesday 7:30am-6:00pm

937-498-4981 ext. 2816

Janitor and Cleaner

Company: Janitorial Management

Job Location: Sidney, Ohio

Qualifications Desired: Are you willing to undergo a background check in accordance with local laws and regulations?

Job Duties: Janitorial Management Services has been providing janitorial services for businesses throughout west central Ohio and east central Indiana since 1989. We have provided custodial services to a variety of business types including medical, education, finance, manufacturing, food services and more. We are seeking honest, motivated, team focused individuals to add to our staff. We offer competitive pay, steady work, some flexibility in work schedule, holidays and most week-ends off and holiday pay after 30 days. We are currently seeking the right person for part a time 2nd shift opportunity. The position is Monday through Friday and approximately 15-20 hours per week. Flexible hours. Areas cleaned include offices, classrooms and restrooms. Tasks performed include vacuuming, sweeping, mopping, cleaning restrooms and other related tasks. Commercial cleaning experience is preferred but not required.

To Apply: Apply online at: www.indeed.com or <https://www.indeed.com/jobs?q=janitorial&l=Sidney%2C%20OH&vjk=682d345d9c82868f&advn=4495753602816363>

Website Designer/Developer

Company: Behr Design LLC

Job Location: Sidney, Ohio

Qualifications Desired: Proficient with WordPress and Dreamweaver platforms. 3+ years of web design 4-year Degree or Associates/Technical Degree. Knowledge of HTML, PHP, CSS, JavaScript, SQL Responsive styling and current SEO techniques. Strong passion for current web design and trends Portfolio and past work demonstrating knowledge of web development practices. Firm understanding of UI, cross-browser compatibility, general web functions and standards.

Education Requirement: Associate's Degree

Job Duties: Behr Design, LLC a marketing, web and creative agency in Sidney, Ohio seeks a website designer/developer. The position is responsible for designing, coding and modifying websites according to client and company specifications, while striving to create visually appealing sites that feature user-friendly design and clear, consistent navigation. Not a remote position. Hands-on website design & development. Responsible for developing and maintaining the look and feel of the company's websites Design and code online content in a fast-paced environment. Maintain and manage company's website hosting accounts. Set-up and changes to email accounts. Possess solid layout and design skills Exhibit strong interpersonal communication and client relation skills. Handle dynamic work load as priorities change and projects with short deadlines occur. Ability to multi-task, managing a personal work queue while monitoring a larger process. Maintain organized work environment and digital filing system. Show openness to learning new technologies and expanding skill sets as business needs and opportunities arise

To apply: Email: kbehr@behrdesign.com

Welder/Fabricator

Company: Wells Brothers, Inc

Job Location: Anna, Ohio

Qualifications Desired: Enjoys working with their hands and has an analytical mind. Ability to use variety of tools and equipment. Basic math skills and mechanical aptitude. Ability to recognize welding symbols and specifications. Knowledge of industry safety practices. Knowledge of specific welding processes, such as TIG, MIG and ARC. Ability to use heavy machinery, such as forklifts and cranes. Ability to adapt to changing schedules and willingness to work overtime including weekends and holidays. Ability to easily and positively adjust to changing priorities and departmental & company processes. Must be very detailed oriented and strive to achieve high quality results. Ability to multitask, prioritize, organize and adhere to written procedures. Professionalism, a positive attitude and willingness to work as a team. Must be able to simultaneously handle the demands of internal and external customers. Strong experience with welding processes and fabrication. Valid Driver's License. Basic Computer skills. Strong customer service and interaction skills

Education Requirement: High School

Job Duties: Read and interpret blueprints and engineering plans. Use the blueprints along with other data, such as work plans, to develop and design their welding/assembly projects. Lay out, cut, fit, measure and weld metals to create the desired shape or object. This is highly detailed work and requires the Welder Fabricator to be knowledgeable of many techniques and tools. Must constantly inspect and test welds and equipment. Welds are checked for durability as well as meeting specified standards and equipment must be examined to determine if repairs or new equipment is needed. Perform other duties as necessary.

To apply: Apply at heatherh@wellsbrothers.com

Data Analyst

Company: Russia, Ohio

Job Location: Superior Aluminum Products

Qualifications Desired: Excellent organizational skills... dots all the i's and crosses all the t's. Ability to prioritize job tasks. Ability to problem-solve. Ability to work across multiple departments to achieve company goals. An understanding of SolidWorks and Sage ERP Accounting software is a plus.

Education Requirement: Degree in a field related to data analysis or information technology or a minimum 5 years' experience in these areas.

Job Duties: Superior Aluminum Products is a respected manufacturer of custom aluminum railings and columns sold all over North America. Due to consistent growth over the past 5 years and our focus on Continuous Improvement objectives to support this sustained growth, we are creating a new position of Data Analyst to help drive our efficiency mission and facilitate our associate team goals. We are currently searching for that individual interested in a career with a progressive company with a family-oriented culture.

Target start date: January of 2022 (or earlier).
Position Responsibilities: Work with Operations Manager to create strong, sustainable systems to manage our inventory and pricing data. Build and then monitor data entry and inventory adjustment systems to ensure ongoing correct inventory counts and accurate pricing models. Assist in activities to secure and install new software and data collection systems. Work with engineering, sales, and production teams to implement cohesive inventory and labor data collection.

To apply: Email: cfies-singer@superioraluminum.com

Production

Company: Creative Plastics International, Inc.

Job Location: Jackson Center, Ohio

Address: 18163 Snider Road, Jackson Center, Ohio 45334

Qualifications Desired: 18 years of age. Will provide on the job training. Prior machine operator experience a plus, but not necessary. On the job training provided. Applicants must be 18 years of age.

Education Requirement: HS Diploma or GED preferred

Job Duties: Trained by lead personnel. Functions including: loading of extruded plastic sheet & unloading finished molded plastic parts - machine operation, packaging, light assembly using small hand tools. Follows lead personnel direction to manufacturer particular quantity of a certain part. Uses part drawing, current pattern and/or check fixture to assure item is being produced to customer part specification. Inspect product during production. Labels part and shipment per instruction. Packages product appropriately for transport to customer. Completes production run in timely manner and documents production time. Notifies lead personnel when item(s) are complete. Responsible for maintaining clean work area. Cross trained to perform other company functions as needed.

To apply: Applications for full-time, 1st shift Production Associates now being accepted at Creative Plastics International (CPI). No experience, no problem. ** Applicants may apply in person at our main office located at 18163 Snider Road, Jackson Center, OH 45334 between the hours of 8:00a - 3:00p Monday thru Friday OR Applicants may follow instructions found at http://www.creativeplastics-thermoforming.com/job_seekers to download, complete and email completed application. Note: Anyone who is interviewed and subsequently offered a position is based on minimum passing requirements of a 9 panel drug screen plus oxy, math industry test (9th grade level), and stayability test (predicts likelihood that employee will stick with us at least two years).

Nursing Administration/Nursing Director

Company: Wilson Health

Job Location: Sidney, Ohio

Qualifications Desired: Current license as a Registered Nurse in the State of Ohio. Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Education Requirement: Graduate of Accredited Registered Nurse Program, Master's Degree required. Minimum of (5) five years of progressive leadership responsibilities in a hospital setting.

Job Duties: The Director of Nursing provides direction, leadership, and coordination and has strategic, operational and administrative accountability for the areas of responsibility. Assumes a leadership role in utilizing healthcare experience to outwardly pursue identified strategic projects for promoting growth and development of the organization. Development of new programming/ service lines and project work as determined by Strategy with Executive team. This individual may direct multiple cost centers while promoting the Mission, Vision and Values of our client. Essential Duties & Responsibilities: People: Develops proactive relationships and manages communications (both remotely and face-to-face) with key internal and external stakeholders. Assist with long and short-term goals to meet the objectives of organization's strategic plan. Participates in Physician Recruitment and Retention activities. Serves as an effective role model regarding leadership, professional development and problem solving. Delegates appropriately. Develop, implement, and evaluates human resource recruitment and retention strategies, policies and procedures designed to ensure qualified, safe, competent and sufficient staffing. Provide direction and educational opportunities that assure the development and productive performance of patient care personnel. Promote innovation and improvement in the delivery of patient care. Provides guidance and support to unit leadership for the interpretation and execution of strategies to implement goals at the unit level. Develops and regularly reviews job descriptions, competency programs, and performance appraisals.

To apply: Apply online at: www.indeed.com or <https://www.indeed.com/viewjob?jk=7e89072b31f7055a&tk=1fk010ostn5fm800&from=serp&vjs=3>

Manufacturing Associates

Company: Kelly Services

Job Location: Anna, Ohio

Qualifications Desired: Production, manufacturing, or warehouse experience not required. Company provides a comprehensive job training program. High School diploma or GED completion is NOT required. Must be able to acquire steel toed boots/shoes. Must be comfortable wearing a company provided uniform. Able to work in a non-smoking campus environment. Eligibility to work in the United States. Must be able and willing to work overtime as required.

Education Requirement: High School diploma or GED completion is NOT required.

Job Duties: For those who want to keep growing, learning, and evolving. We at Kelly® Professional & Industrial hear you, and we're here for you! We're seeking full-time Production Associates for 1st, and 2nd shifts to work at the Honda Engine Plant in Anna, OH. You owe it to yourself to consider this great new opportunity. Assembly line, continuous gripping, and fine motor tasks. Pushing/pulling carts. Standing continuously and occasional overhead reaching. Working around moving equipment such as conveyors and forklifts (some positions require working on a moving conveyor). Lifting and carrying parts up to a max of 40lbs. Frequent bending, stooping, and squatting.

To apply: Apply online at: www.kellyservices.com

Obituary Clerk

Company: Aim Media Midwest

Qualifications Desired: Competencies & Skills / Must be able to work weekends and some holidays. / Excellent verbal and written communication skills. / Extremely proficient in Microsoft Office Suite or related software. / Organized and detail oriented. / Ability to treat all customers and employees politely.

Job Duties: The Classified/Obituary Clerk will input and process all obituaries for the Miami Valley region. The clerk will work closely with funeral homes and families to place obituaries in all the area newspapers. Essential Functions / Develops and maintains positive relationships with Funeral Homes, providing excellent customer service. / Ensures obits are efficiently and accurately handled and customers are treated politely. / Enter obituary, billing and payment (when applicable) / Contact the funeral homes/families with the proof and pricing. / Proofread the obituary before publication / Ability to meet deadlines / Ability to work independently / Ability to help in other classified categories when needed

To apply: Please send resume to: nbuzzard@aimmediamidwest.com

Accounting Clerk/Bookkeeper

Company: HR Associates

Job Location: Sidney

Address: Not listed

Qualifications Desired: Attention to details and proficiency with mathematics necessary to do the job well. Demonstrate good communication skills, written and verbal. Exercise solid organizational and communication skills. Knowledge of computerized accounting systems. Good phone skills and computer literacy (MS Office). Ability to work independently and effectively manage time. Minimum 1 year Accounting Clerk/Bookkeeping Experience Required.

Education Requirement: High School Diploma or GED. Associates in Accounting Preferred

Job Duties: A Sidney manufacturing facility needs a full-time Accounting Clerk/Bookkeeper at \$17.00 to \$18.50 per hour, based on experience. Bookkeeper will be responsible for the accurate preparation of payroll, account reconciliation, and bank statements. Basic understanding of payroll, bookkeeping, accounting principles and financial reporting is required. Posting journal entries, ensuring their accuracy, to the general ledger. Ensuring a timely and accurate processing of payroll. Processing payroll deductions and garnishments. Reconciling payroll ledgers, accounts, and bank statements. Prepare accounting statements and financial reports. Compiling financial data, ie. balance sheets, profit/loss statements, & other financial reports. Assist with employee benefit management.

To apply: www.indeed.com or HR Associates Jobs, Employment in Sidney, OH | Indeed.com

High Pressure Boiler Operator

Company: Emerson-Commercial & Residential Solutions

Job Location: Sidney

Qualifications Desired: Ability to work independently. Must be licensed by the state of Ohio to operate a high pressure boiler system. Legal authorization to work in the United States. Experience managing high pressure boilers. Experience working in an independent setting

Education Requirement: Must be licensed by the state of Ohio to operate a high pressure boiler system.

Job Duties: If you are a licensed Boiler Operator looking for an opportunity to work independently, Emerson has an exciting opportunity for you! Based in our Sidney, Ohio location, you will operate and maintain all steam and hot water boilers for our facilities. Operate and maintain all equipment necessary to the operation of all boilers. Operate and maintain all pumps, tanks, meters, valves, couplings, etc. relevant to the operation of all boilers and the distribution of all steam and hot water. Proper chemical feed to all boilers and associated equipment management. Notify Supervisor whenever supplies are required. Maintain the immediate area of the boiler room in an orderly fashion. Secure the boiler room at all times to prevent entry from unauthorized personnel

To apply: <https://emerson.taleo.net/careersection/jobdetail.ftl?job=21016920&lang=en>

Police Officer

Company: City of Sidney

Job Location: Sidney, Ohio

Address: Municipal Building, 201 W. Poplar Street, Sidney, Ohio 45365

Qualifications Desired: Successfully pass civil service entrance examination and selection process, which includes, interviews, background inquiries, physical examination, polygraph testing, psychological profile and physical fitness testing. Ability to complete basic law enforcement training as assigned by the department. A valid driver's license. New recruit must be between the ages of 21 and 35 and be a U. S. Citizen or authorized to work in the United States.

Education Requirement: High School Diploma or GED equivalent

Job Duties: The Sidney Police Department is a full service police department. The department has a patrol section, an investigative section, a community resource section and a communications section. They are supported by a records section and a maintenance staff. The department provides opportunities to its officers for additional duties, such as accident reconstructionist, member of the tactical response team, hostage negotiations team, bike patrol unit, evidence technician, range instructor, defensive tactics instructor. The command staff consists of the chief of police, three captains, seven sergeants and an office supervisor. Nature and Scope: Police officers assigned to patrol report directly to a patrol sergeant. Police officers assigned to specialized positions in the investigative section report to either the detective sergeant or the investigative captain. All Sidney police officers are expected to cooperate with all other city departments and maintain a professional relationship with all local and state jurisdictions.

To apply: To apply: Submit an application to the Receptionist in the Municipal Building, 201 W. Poplar St. Sidney, OH 45365 or Fax 937-498-8160 or email to lshuster@sidneyoh.com Deadline to apply: by 5:00pm on December 10, 2021.

Head/Varsity Soccer Coach

Company: Lehman Catholic High School

Job Location: Sidney, Ohio

Qualifications Desired: 5+ years experience as head or assistant soccer coach (high school level plus preferred). Demonstrates a desire to innovate, including a willingness to forge new paths. Demonstrated ability to build positive relationships with student athletes and encourage development of life skills that go beyond winning on the field. Ability to cultivate and work in a positive team environment. Demonstrated knowledge of the game including rules, regulations, strategies, and techniques. Strong practicing Catholic/Christian who shows an authentic excitement about sharing their faith.

Job Duties: Holds organizational meetings for team prospects and encourages potential athletes to participate in the sport. Assesses player's skills during practice and competition to determine needs for individual and team development. Assigns team positions. Develops a regular practice schedule and organizes practice time to provide both individual and team development. Works with the athletics director in scheduling facilities for practices and competition. Assigns duties to an assistant coach as necessary. Coaches players regarding the rules, regulations, equipment, and techniques of the sport. Determines game strategy based on the team's capabilities. Establishes and maintains standards of pupil behavior and provides proper supervision of athletes at all times. Monitors the academic performance to ensure that eligibility requirements are met. Follows established procedures in the event of an athlete's injury. Conferences with parents/guardians, as necessary, regarding the athletic performance of their student. Follows OHSA, Three-Rivers and Lehman regulations governing the athletic program. Models Christ-like behavior towards players, officials, and spectators. Acts as a team representative and promotes the sport by communicating with the news media, booster clubs, service clubs, and other organizations. Follows established procedures for the proper care, maintenance, and requisitioning of equipment, supplies, and uniforms. Works with the athletic director to develop a policy for awards and submits a list of award winners at the end of the season. Participates in special activities to include parent's night, banquets, award nights, and pep assemblies.

To apply: Apply online at: employment@lehmancatholic.com

Laborer

Company: Francis Manufacturing

Job Location: Russia, Ohio

Qualifications Desired: Must be able to lift 70 lbs. on a frequent basis. Must be able to stand, bend, and twist as part of the job function. Must be able to work in a hot environment while performing physical labor. Math skills are a plus.

Job Duties: New hires begin employment at the “shake out” position. Shake out associates are “molders helpers” in the foundry area and work closely with the molder to assist them with creating a structurally sound sand mold and are responsible for unearthing castings from the mold after molten aluminum has been poured and solidified. After adequate training, shake out associates are provided with advancement opportunities to transition over to our “pour off” or “mold” positions. Our foundry area is where castings are created and is the heart of our business. All quality castings begin with sound foundry practices. Periodically, there may be open positions available on the second shift for grinders in our Grind Department.

To apply: Apply online at: <https://www.francismanufacturing.com/jobs/>

Administrative/E-Filing

Company: McCrate, DeLaet & Co.

Job Location: Sidney, Ohio

Qualifications Desired: The E-filing is done through the tax software and reports are expected to be generated in Excel so candidate should have good computer skills and experience in Excel with entering data, sorting, and manipulating data. Candidate should also have good communication skills as they may be contacting clients with respect to E-filing as well as communicating with staff members on any E-filing issues such as rejections.

Education Requirement: Associate's Degree

Job Duties: McCrate, DeLaet & Co. , an accounting firm in Sidney, Ohio, has an immediate opening for the position of administrative e-filing for the firm. Individual will be responsible for E-filing all individual and business tax returns prepared by us for our clients and preparing reports with respect to E-filing. There may be other duties as time permits including filing and scanning. This is a seasonal position that will start around first of February and will go through end of April. The hours will vary depending on the work load.

To apply: Email resume to ssammen@mccrate.com

Project Manager/Estimator

Company: Sollmann Electric Company

Job Location: Sidney, OH

Address: 310 East Russell Road Sidney, OH 45365

Qualifications Desired: Computer literacy is required and CAD experience is preferred.

Education Requirement: Educational and experience requirements include: 4-year degree in electrical technology or electrical engineering; or completion of a qualified electrician apprenticeship program; or equivalent training and/or experience (5-10 years). Ability to coordinate and supervise a group work effort.

Job Duties: A Project Manager/Estimator will: Prepare and complete estimates for assigned project(s) ranging in size and complexity from small to large. Review proposal specifications, drawings, attend pre-bid meetings, etc. to determine scope of work and required contents of estimate. Coordinate the identification of items and information needed for bid preparation. Utilize computerized estimation software and follow the company's "Estimate Procedures Checklist". Follow awarded contracts as assigned potentially estimating extra work items, change orders, credits, procuring material, etc., and overall management direction for field projects. Review and analyze task code reports of actual cost vs. estimated cost and assume additional responsibilities per supervisor direction. The ideal candidate will be a business-oriented person with superior communication and interpersonal skills (tact, diplomacy, influence, etc.) and an interest and ability to estimate all types of projects/contracts.

To Apply: Apply online at: <https://sollmannellectric.com/apply-online/> or in person at Sollmann Electric Co., 310 E. Russell Road, Sidney, OH 45365, Monday-Friday, 8:00 am-4:00 pm. You may call for additional information at 937-492-0346

Electricians

Company: Sollmann Electric

Address: 310 East Russell Road, Sidney, Ohio 45365

Qualifications Desired: No experience needed, we will provide training!

To Apply: Apply online at: <https://sollmannellectric.com/apply-online/> or in person at Sollmann Electric Co., 310 E. Russell Road, Sidney, OH 45365, Monday-Friday, 8:00 am-4:00 pm. You may call for additional information at 937-492-0346. **Go to** <https://sollmannellectric.com/careers/> and **watch the videos** to learn more about becoming an Electrician at Sollmann Electric.

Grinder

Company: Francis Manufacturing

Job Location: Russia, Ohio

Qualifications Desired: No experience is necessary. All training is provided on the job. Great work ethic, initiative, and team work are all a plus. Good attendance is required.

Education Requirement: High School

Job Duties: Francis Manufacturing Company is seeking grinders for Second Shift (3:30pm - 2:00am). Experience is welcomed but not necessary. Grinders are responsible for grinding and smoothing seams and rough edges off of our castings before they are sent to our customers using various grinding equipment.

To apply: Apply online at: <https://www.francismanufacturing.com/jobs/>

Security Guards

Company: Merchant Security

Job Location: Sidney, Ohio

Qualifications Desired: Must have a flexible schedule and a clean criminal background check. Looking for full time security. Weekends are required at all contracts. Some security experience preferred but will train the right person. Customer Service, Security, complete rounds on foot. You must meet the following requirements to apply : At least 18 years old, have a valid driver's license, good driving record, have your own transportation, Clean background check (no felony convictions) Flexible Schedule, Excellent customer service and interpersonal skills, Security experience a plus!

Education Requirement: Have a High School diploma or GED

Job Duties: Provide security for a large manufacturing facility. Lots of walking and people interaction is a big part of this position. Some computer and up to date technology such as smart phones and office equipment experience is necessary. Greeting guests, giving directions, monitoring cameras, maintaining log sheets/ reports of all activity, patrolling the premises (inside and outside), general security duties, customer service duties, phone and light computer skills, and occasional lifting.

To apply: Apply online at: www.MerchantsSecurity.com

Production-2nd Shift

Company: NK Parts Industries

Job Location: Anna

Address: Not listed

Qualifications Desired: To perform this job successfully, an individual must be able to perform assigned essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individual must be able to perform assigned essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education Requirement: Not listed

Job Duties: While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hands to handle items and or feel; reach with hands and arms; and talk or hear. The employee may frequently need to stoop, kneel, or crouch. The employee must regularly lift and/or move up to 30 pounds and occasionally move 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. Will receive items, (parts, materials and or supplies), verify correct quantity and item, and process to receipt via scan or manual paperwork. Puts inventory into correct inventory location (floor, rack, bin. etc.) Inspect items (as needed) for damage, document and notify of suspect items. Utilizing production schedule, will process parts via Repack/Pick/Pack; Operations to prepare and sequence parts for delivery to customer. Parts may be repacked from one container type to new packaging type for delivery. Will identify correct parts by part number, quantity, or other type of part identifier. Will move parts to delivery containers (skids, racks, carts). These moves may be by hand, hoist, or other equipment such as forklift, pallet jack , walkie stacker etc. Marks completed items and relocates finished items to staging areas or designated delivery area(s). Returns empty containers from customer. Sorts returnable containers by type, and palletizes or puts racks too outbound storage lane. Loads outbound items (parts or returnable dunnage) for shipment to customer. Uses hand held scanner to record (document) part receipt, movement(s), disposition, and outbound shipping.

To apply: [7 Best nk parts jobs \(Hiring Now!\) | SimplyHired](#)

Sales Associate/ Beauty Advisor

Company: Sally Beauty Supply LLC

Job Location: Sidney, Ohio

Qualifications Desired: Must be able to lift up to 25 lbs, occasionally while on a ladder, with or without accommodation. May be exposed to fumes and odors upon occasion.

Job Duties: By working at Sally Beauty, you would be part of the largest hair and beauty supplier in the world and we are on a mission to empower our customers to express themselves through hair – and we need passionate and talented people to make this happen!! The Sales Associate/Beauty Advisor will focus on one primary objective – creating a memorable shopping experience for our customers. We are continually searching for passionate beauty lovers that want to help our customer through their beauty experience. Whether assisting with hair color, cosmetics, skin care, or nails, we want you to be the advisor on our customer's journey. It takes knowledge and training – which Sally Beauty will go above and beyond to provide. You bring your passion and personality – we will do the rest! Your role at Sally Beauty: Build relationships and inspire loyalty. Recommend additional and complimentary products. Inform customers of current promotions and events. Set up advertising displays and arrange merchandise to highlight sales and promotional events. Ensure our customers are informed about and enrolled in our Loyalty program. Complete transactions accurately and efficiently. Maintain a professional store environment and communicate inventory issues. Demonstrate our Sally Beauty Culture Values. We have a range of different working schedules and hours to suit everyone's needs.

To Apply: Apply online at: www.indeed.com or <https://www.indeed.com/jobs?q=Sally%20beauty&l=Sidney%2C%20OH&vjk=0a4d7468fee3056d>

Shipping/ Receiving Clerk

Company: Tooling Technology

Job Location: Ft. Loramie, Ohio

Qualifications Desired: Forklift experience is required. Preferred: One to two years' experience working in a warehouse setting; Ability to walk or stand for long periods of time; Basic Computer Skills (Knowledge in Microsoft Office)

Education Requirement: High School

Job Duties: Tooling Technology currently has a full-time opportunity for a Shipping and Receiving Clerk. Prior experience is helpful but not necessary. We are looking for a highly organized and efficient shipping clerk to take over shipping and receiving components for our operation. Job Responsibilities will include but are not limited to the following:· Receive and process material orders on a daily basis, including accepting deliveries, labeling them and distributing packages internally· Place merchandise in a warehouse or storage facility by lifting items as necessary and operating forklifts· Maintain the company stockroom by cleaning, organizing, and labeling items in storage on a regular basis· Track Job Inventory and report any shortages/issues to Purchasing.

To apply: Apply in person at 100 Enterprise Drive, Fort Loramie, Ohio 45845 or email resume to nruhen-

Accountant/Bookkeeper

Company: Albert Freytag, Inc.

Job Location: Minster, Ohio

Qualifications Desired: 3 years of relevant experience preferred or equivalent combination of education and experience. **KNOWLEDGE, SKILLS & ABILITIES:** Must be able to work under strict deadlines. Must be proficient with Microsoft Excel and have basic computer skills. Must be able to work with confidential information discreetly. Must be able to work independently. Familiarity with the use of Sage software program a plus.

Education Requirement: Preferred candidate will possess an Associate degree in accounting or related field

Job Duties: The Accountant/Bookkeeper will work with office staff to complete payroll, human resources functions, accounts payable, accounts receivables, and other miscellaneous jobs. This position reports directly to the President and Vice President. **Responsibilities:** Complete payroll on a weekly basis and process payroll tax payments as needed. Process accounts payable, both physical checks and ACH payments. Process accounts receivable and take deposits to the bank. Complete monthly bank reconciliations. Process new employee paperwork and submit proper forms to insurance representatives. Maintain employee files and act as a human resources representative. Interface with outside firms, banks, and insurance companies on company issues. Complete monthly journal entries and reconcile all accounts. Process monthly, quarterly, and yearly closings for General Ledger. Reconcile and pay monthly sales and use tax. Submit monthly invoices/lien waivers to customers. Other job duties as assigned by the President or Vice President.

To apply: Apply online at: www.indeed.com or <https://www.indeed.com/viewjob?>

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Health and Wellness Director

Company: YMCA of Greater Dayton

Job Location: Minster, Ohio

Qualifications Desired: One year minimum of supervisory experience is strongly preferred. Two years experience in Health and Wellness programming and systems. Must hold a valid driver's license, insurable drivers record according to the YMCA's insurance carriers, and have reliable transportation to travel for business meetings, training events, YMCA site visits, vendors and suppliers, etc. Computer skills needed, particularly with Microsoft Office and email applications, along with ability to learn the internal YMCA software.

Education Requirement: A 2-year college degree or applicable experience is required; Bachelor's degree in related field or equivalent strongly preferred.

Job Duties: Develops, organizes and implements high quality YMCA Health and Wellness programs. Our Culture: Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. We are welcoming: we are open to all. We are a place where you can belong and become. We are genuine: we value you and embrace your individuality. We are hopeful: we believe in you and your potential to become a catalyst in the world. We are nurturing: we support you in your journey to develop your full potential. We are determined: above all else, we are on a relentless quest to make our community stronger beginning with you. Essential Functions: Directs, supervises and monitors Health and Wellness operations and program activities to meet YMCA objectives and adhere to state, local and YMCA health and safety regulations. Develops, monitors and effectively forecasts program budget to meet fiscal objectives. Establishes new program activities, increases participation, and expands programming within the community in accordance with Association/Branch strategic and operating plans. Compiles program statistics. Monitors and evaluates effectiveness of and participation in the program. Recruits, hires, trains, develops, schedules, directs and motivates personnel and volunteers. Develops strategies to motivate staff and volunteers to achieve goals. Reviews and evaluates staff and volunteer performance. Ensures records of staff certifications are current and complete. Ensure safety by communicating and enforcing any gymnastics center rules, policies and guidelines at participants' comprehension level. Develops and nurtures collaborative relationships with community organizations. Engages volunteers and assists with volunteer committee meetings. Actively participates in and supports the goals of the Annual Campaign through building relationships, engaging volunteers and carrying out other assigned fund-raising duties. Participates and contributes towards the goals of program task teams, and other assigned committees of the Association. Conducts and maintains accurate Health and Wellness records including: program registration forms, program stats and attendance rosters, and equipment.

To apply: Apply online at: www.indeed.com or <https://www.indeed.com/viewjob?jk=00bae5ca6163377e&tk=1fk010ostn5fm800&from=serp&vjs=3>

Manager

Company: Hot Head Burritos

Job Location: Piqua, Ohio

Qualifications Desired: Planning, Team Leader, Providing Feedback, Resolving Conflict, Verbal Communication. Must have the ability to lift up to 40 pounds. Must have the ability to be on your feet for extended periods of time. Must have one year experience in the restaurant industry, preferably in a management role, but will consider all restaurant applicants for management. Managers are expected to work a full 45-hour week. Including nights, weekends and holidays. You are also expected to be in uniform while working.

Working Hours: Schedule:10 hour shift; 12 hour shift; 8 hour shift; Day shift; Monday to Friday; Night shift; Weekend availability.

Starting Wage: Up to \$16 an hour; **Pay is based on level of experience**

To Apply: Apply online at: www.indeed.com or Hot Head Jobs, Employment in Piqua, OH | Indeed.com

Production Manager

Company: Ivex Productive Packaging

Job Location: Sidney, Ohio

Qualifications Desired: 7-10 years experience. Associates degree preferred in business, operations, engineering, or related field. Familiarity with regulatory requirements for operating plants. Able to lead root cause analysis investigations. Aptitude for equipment operation and troubleshooting. Excellent communication skills. Deep understanding of manufacturing and operations processes. Knowledge of SAP and/or other ERP systems is preferred. Analytical skills and the ability to work with data files is a must. Proficient in MS Excel, PowerPoint, Word, SharePoint.

Job Duties: Will oversee all daily operations for safety, people development, production and manufacturing, ensuring policies and procedures are followed. Lead processes that will maximize, safety, quality and productivity, while building strong relationships with the plant employees, outside vendors, customers and the corporate office.

To apply: email: jessica.rodgers@ivexpackaging.com

Concrete Laborer

Company: Wells Brothers, Inc

Job Location: Anna, OH

Address: Not listed

Qualifications Desired: Enjoys working with their hands and has an analytical mind. Ability to use variety of tools and equipment. Basic math skills and mechanical aptitude. Knowledge of industry safety practices. Ability to use heavy machinery, such as forklifts and cranes. Ability to adapt to changing schedules and willingness to work overtime including weekends and holidays. Ability to easily and positively adjust to changing priorities and departmental & company processes. Must be very detailed oriented and strive to achieve high quality results. Ability to multitask, prioritize, organize and adhere to written procedures. Professionalism, a positive attitude and willingness to work as a team. Must be able to simultaneously handle the demands of internal and external customers. Valid Driver's License. Basic Computer skills. Strong customer service and interaction skills. Preferred: Minimum of 5 years' experience.

Education Requirement: High School

Job Duties: Site Layout (staking, elevation, blue print reading); Equipment operation (Skid Steer, excavator). Knowledge of concrete forming. Flatwork forming. Wall forming (Aluminum). Custom Wall forming (plywood). Trench Drains. Rebar. Knowledge of different types of bar. Knowledge of size of bar. Knowledge of tying methods. Anchor Bolts/Layout & Placement. Concrete Placement. Ability to lead a crew for precise placement. Knowledge of different concrete pumps. Equipment operation (power screed, power trowels). Concrete Finishing. Ability to delegate and lead a crew of finishers. Capable of finishing different types of concrete (Flatwork, walls, curbs, custom slopes). Knowledge of different finishes (broom, smooth). Equipment operation. Perform other duties as necessary.

To apply: Send resume to heatherh@wellsbrothers.com

Electrical Project Lead

Company: Wells Brothers, Inc

Job Location: Anna, Ohio

Qualifications Desired: Competitive wages, Generous paid vacations, Paid holidays, Medical, Dental, & Vision Insurances (Including Spouse and Dependent Coverage), Health Savings Account – Flex Savings Account Company paid Short-Term and Long Term Disability Coverage, Company Paid Life Insurance (Including Spouse and Dependent Coverage), 401K Retirement Plan with Company Match Uniforms, Great work environment, Compensated Drive Tim.

Job Duties: Perform a variety of duties to install and maintain production machines and industrial electrical equipment. Plan, layout, install and repair a wide variety of complex electrical equipment including automatic machine and process controls, control centers and panels, relays, circuit breakers, and electronic controls. Responsible for the completion of all work in a timely manner. All duties must be performed in accordance with all company policies and procedures. Understand electrical circuits concepts & Theory (Single Phase, Three Phase, AC and DC Electricity, 240V high leg system, wire colors, and test equipment). Maintain a low Safety Incident Occurrence History. Operate Mechanical, Hydraulic and Electrical Conduit Benders. Install cables and cable trays. Read blue prints. Rough in, device, fixture and panel connections. Assist in supervision and training of lower lever employees. Branch and Feeder load calculations. Select and Size circuit breakers and fuse applications. Run large size conduit. Size/Select pull boxes, junction boxes and hand-holes. Size/Select/Install motor controllers. Load calculations for Commercial, Industrial, and Residential. Understanding of code book, examples - conduit & wire sizing, box fill, and conduit strapping.. Understanding of Nema 1, 12, and 3R requirements. Perform other duties as assigned or as needed. Advanced controls knowledge.

To apply: Send resume to heatherh@wellsbrothers.com

Sales Floor Associate-Sidney

Company: Dollar Tree

Job Location: Sidney, Ohio

Address: 2250 Michigan Avenue, Sidney, Ohio 45365

Qualifications Desired: General math skills to allow for cash accounting. Strong verbal communication skills to allow for proper interaction with customers. High level of integrity and honesty; will be responsible for handling cash. Our teams are working tirelessly to provide a clean and safe environment for our Associates and customers. We continue to enhance and modify our protocols, as appropriate. This includes: Plexiglass guards at cash registers. Associates conduct home health screenings two hours prior to their shift. Managers conduct in-store health screenings of each associate prior to shift. Cleaning protocols that include hand sanitizer and supplies to clean throughout the day. Social Distancing by maintaining at least six feet between yourself and shoppers. Face masks and gloves for Associates to wear during their shifts.

Job Duties: Responsible for assisting with the complete operations of assigned store, in conjunction with assigned tasks and duties. Assist in the merchandising of the store. Fully cross-trained to assist with cash register operations, customer service and stock replenishment. Principal Duties and Responsibilities: Handle all sales transactions while operating assigned cash register. Maintains security of all cash. Protects all company assets. Maintains a high level of good customer service. Maintains a pleasant, friendly, cooperative attitude with customers, co-workers and supervisors. Receives merchandise. Assist with unloading trucks. Works in a safe manner. Adheres to and upholds policies and procedures.

To apply: Apply online at: <https://www.eyworkforceservices.com/job-posting.cfm?>

Wastewater Treatment Operator 1

Company: City of Sidney

Job Location: Sidney, Ohio

Qualifications Desired: Maintain residency as required by City policy; High School Diploma or GED equivalent; Possess or have the ability to obtain a Class I Wastewater Plant Operator's license issued by the Ohio Environmental Protection Agency within one year from the date of hire; Experience in an activated sludge treatment process is highly preferred; Follow written and oral instructions and communicate effectively; Knowledge of a wide variety of maintenance practices including: electrical, hydraulics, and plumbing; A valid Ohio Driver's License and a good driving record are both required. Both must be maintained throughout employment.

Job Duties: Operate the Wastewater Treatment Plant in a manner that meets or exceeds the Environmental Protection Agency standards at all times. Operate the Plant in accordance with all State and Federal Laws and Regulations. Determine the causes and means to correct malfunctions of a wide variety of equipment. Work alone for extended periods of time. Identify potential problems and possible solutions to maintain treatment efficiency. Collect plant samples for laboratory analysis, contract laboratories, and on site analyses. Compile and record test results, plant flows, and other data pertaining to the plant operation and performance. Clean the interior of all of the buildings at the Plant. Perform grounds maintenance including mowing, trimming, etc. Use, clean, calibrate, and check the operation of the instruments in the Plant including, dissolved oxygen meters, pH probes, etc., as required by the Environmental Protection Agency. Assist in the cleaning of tanks. Identify and inform the Superintendent or his/her designee of malfunctions and repairs needed, and assist when necessary. Participate in troubleshooting of processes to ensure efficient operations. Understanding of plant processes and how each affects the treatment process as a whole.

To apply: Download application and full job description at www.sidneyoh.com and mail to City of Sidney, 201 W Poplar Ave, Sidney, Ohio 45365

Sidney Addict Assistant Team (SAAT) Coordinator

Company: City of Sidney

Job Location: Sidney, Ohio

Qualifications Desired: Operate department vehicles safely and legally. Ability to use sound judgment and make good decisions. Ability to keep sensitive information to a need to know basis. Ability to type and use computers. Be able to work a flexible schedule. Have a background in law enforcement and experience working with individuals addicted to drugs. The Sidney Addict Assistance Team (S.A.A.T.) coordinator will be responsible for assisting the Sidney Police Department health in reducing the number of overdose deaths and the number of opioid overdoses that we have here in Sidney.

Job Duties: The major responsibilities of a S.A.A.T. Coordinator include but are not limited to: Gathering data of those who overdosed or are addicted to opioids. Developing a visitation schedule for individuals who have overdosed or are addicted to opioids and are seeking treatment. Collecting and Sharing data as it relates to opioid abuse, criminal activity and information; Helping to coordinate drug abuse presentations. Developing informational flyers and materials. Meeting with the Heroin Coalition to discuss the program, obtain feedback and work to partner with individuals in the community. Being a positive representation at drug treatment programs. Working with addicted individuals to help obtain them assistance when possible. Connect with the community as an ambassador for the police department in matters involving community relations. Provide information to the Attorney's General's offices as needed for the grant requirements.

To apply: Download application and full job description at www.sidneyoh.com and mail to City of Sidney, 201 W Poplar Ave, Sidney, Ohio 45365

Charge Nurse-LPN

Company: Ohio Living Dorothy Love

Address: 3003 West Cisco Road Sidney, Ohio 45365

Qualifications Desired: One year of clinical experience in a hospital, long term care facility, or other related health care facility preferred. Supervisory experience in a long-term care, hospital, or other related healthcare setting preferred. Must be able to read, write, speak, and understand the English language. Proficiency with electronic medical records (EMR) preferred.

Education Requirement: Current unencumbered license for the state of Ohio to practice as a Licensed Practical Nurse (LPN).

Benefits Offered: Access to the campus wellness center, indoor track, library, video nook, and walking trails throughout our 294 acres of beautiful countryside. Depending on an employee's full-time, part-time or PRN status, they may benefit from: competitive wages; affordable medical, dental, and vision insurance; 403b retirement savings; paid time off including your birthday; training, continuing education, and education assistance; pay advances up to \$500; free meals/meal allowance; the latest technology; unlimited career opportunities and much more!

Job Duties: The Charge Nurse - LPN supervises the day-to-day nursing activities of the State Tested Nursing Assistants (STNA) in accordance with company standards and federal, state, and local standards, guidelines, and regulations to ensure that the highest degree of quality care is maintained at all times. • Ensures that nursing procedures are followed by nursing service personnel, and that they reflect the day-to-day nursing care procedures used by the facility. • Participates in the maintenance and implementation of the facility's quality assurance program. • Ensures the procedures for the administration, storage and control of medications and supplies are being followed by nursing staff. • Ensures that resident rooms, treatment areas, work areas and equipment are maintained in a clean, sanitary, and safe manner. Weekend shift positions and Afternoon positions currently available.

To Apply: Apply online: <https://www.ohioliving.org/>

PRN-RN Field Staff

Company: Ohio Living Dorothy Love

Address: 3003 West Cisco Road Sidney, Ohio 45365

Qualifications Desired: One year experience in acute care or medical-surgical nursing required. Experience in a Medicare-certified home health agency preferred. Proficiency with Windows, Microsoft Office (Word, Excel, PowerPoint), and the internet required. Proficiency with electronic medical records (EMR) preferred. Other Requirements- Must be able to read, write, speak, and understand the English language. Must possess a valid driver's license and acceptable driving record. Must be insurable under professional liability and crime coverage policies as specified by insurance carrier underwriting standards.

Education Requirement: Current unencumbered license for the state of Ohio to practice as a Registered Nurse (RN) required.

Benefits Offered: Our residents and employees have access to the campus wellness center, indoor track, library, video nook, and walking trails throughout our 294 acres of beautiful countryside. Depending on an employee's full-time, part-time or PRN status, they may benefit from: competitive wages; affordable medical, dental, and vision insurance; 403b retirement savings; paid time off including your birthday; training, continuing education, and education assistance; pay advances up to \$500; free meals/meal allowance; the latest technology; unlimited career opportunities and much more!

Job Duties: The RN Field Staff is responsible for the planning, coordination and delivery of quality home health and hospice care and services, ensuring compliance in accordance with company standards and federal, state, and local standards, guidelines, and regulations. **RESPONSIBILITIES:** Care Management and Service Delivery- Provides ongoing assessment and nursing care to patient in homes and health care facilities. Ensures an accurate evaluation of patient needs, develops and implements a comprehensive care plan that addresses current needs. For home health, identifies when patients need or qualify for additional services and notifies appropriate team member or team leader. Follows current nursing professional standards of practice and agency approved protocols for home health and hospice. Provides quality plan and symptom management for the comfort of patients. Communicates with other health care providers about changes in condition and patient needs. Assesses patient and caregiver needs and provides education when necessary. Commitment to high quality customer service for internal and external customers. Oversees the implementation of the patient's plan of care. Evaluates the effectiveness of the plan on an ongoing basis. Prepares for IDG by reviewing Care Plan, reconciling medications and projecting patient/family needs, if applicable. Quality and Compliance Management- Audits and maintains current and accurate patient records through use of laptop computers and paper/chart documentation in accordance with policies, federal, state, and local guidelines. Participates in quality improvement projects as needed. Maintains knowledge of requirements of regulatory agencies, accrediting bodies, and third party payers. People Management and Development- Coaches and influences the work of LPN Field Staff and Home Health Aides regarding the performance expectations of their position. Fosters a positive work environment that attracts, retains, and motivates employees. Interviews, selects, and orients new employees. Defines, establishes, and promotes performance expectations so staff understands and demonstrates excellence through high quality and consistent performance. Evaluates job performance of staff in accordance with the company policy and procedure and provides developmental guidance to staff for improved performance and growth. Monitors accountability with organization requirements prescribed by the Employee Handbook. Participates in the development, planning, scheduling, conducting, and monitoring of in-service training programs, on-the-job training, and orientation programs for departmental staff. May assist to ensure that there is a reasonable and sufficient plan for staffing should a direct report be absent or a position be vacant. Responds timely and thoughtfully to questions, requests, and work product from departmental staff that has been provided for review and approval. All other duties as assigned.

To Apply: Apply online: <https://www.ohioliving.org/>

STNA

Company: Ohio Living Dorothy Love

Address: 3003 West Cisco Road Sidney, Ohio 45365

Qualifications Desired: No experience required; on-the-job training provided. Must be able to read, write, speak, and understand the English language.

Education Requirement: High school diploma or equivalent required. State Tested Nursing Assistant (STNA) in good standing on the Ohio Department of Health Nurse Aide Registry required.

Benefits Offered: Our residents and employees have access to the campus wellness center, indoor track, library, video nook, and walking trails throughout our 294 acres of beautiful countryside. Depending on an employee's full-time, part-time or PRN status, they may benefit from: competitive wages; affordable medical, dental, and vision insurance; 403b retirement savings; paid time off including your birthday; training, continuing education, and education assistance; pay advances up to \$500; free meals/meal allowance; the latest technology; unlimited career opportunities and much more!

Job Duties: The State Tested Nursing Assistant (STNA) provides residents and patients with the highest level of quality routine daily nursing care in accordance with company standards and federal, state, and local standards, guidelines, and regulations. Care Management and Service Delivery: Provides daily resident and patient care in accordance with the nursing procedures and as instructed by the Charge Nurse. Ensures that the Plan of Care is maintained for the resident or patient. Provides for assigned resident and patient Activities of Daily Living (ADL) including personal hygiene, elimination, comfort and safety, ambulation, lifting, skin care, nutrition, and hydration. Assists with the care of the dying resident and provides post-mortem care. Observes and reports the presence of pressure areas and skin breakdown. Assists with the application of nursing treatments as required. Provides daily rehabilitative/restorative procedures as required. Creates and maintains an atmosphere of warmth and personal interest, as well as a calm environment throughout the unit. Answers resident calls promptly. Operations Management: Checks rooms for all medications and unauthorized food items, reporting findings to the Charge Nurse. Maintains resident and patient rooms, work areas/equipment in a clean, sanitary and safe manner and follows established infection control/standard precautions, reporting all hazardous conditions to the Charge Nurse immediately. Attends care conferences as directed by Charge Nurse. Attends all-employee and departmental meetings and in-service training as scheduled or as directed. Willingly and consistently shares observations and insights of departmental operations that may improve quality and efficiencies of department. Administration and Reporting: Measures and records all entries, such as ADL coding, intake/output, temperatures, weight, etc. in the electronic medical record (EMR) or as directed by the Charge Nurse. Reports all changes in resident's or patient's condition to the Charge Nurse as soon as practical. Reports all concerns and complaints voiced or shared by residents, patients, or family members. All other duties as assigned. Full Time; 2nd shift. 2nd shift = \$1.50/per hour shift differential; \$1,000 sign-on bonus.

To Apply: Apply online at: <https://www.ohioliving.org/>

Housekeeping/Floor Care Associate

Company: Ohio Living Dorothy Love

Address: 3003 West Cisco Road Sidney, Ohio 45365

Qualifications Desired: • One year experience in housekeeping preferred. • Knowledge with care of various types of floors and the respective appropriate cleaning materials and equipment to use preferred. Must be able to read, write, speak, and understand the English language.

Education Requirement: High school diploma or equivalent required.

Benefits Offered: Our residents and employees have access to the campus wellness center, indoor track, library, video nook, and walking trails throughout our 294 acres of beautiful countryside. Depending on an employee's full-time, part-time or PRN status, they may benefit from: competitive wages; affordable medical, dental, and vision insurance; 403b retirement savings; paid time off including your birthday; training, continuing education, and education assistance; pay advances up to \$500; free meals/meal allowance; the latest technology; unlimited career opportunities and much more!

Job Duties: The Floor Care Associate performs the day-to-day activities of the Housekeeping Department in accordance with company standards and current federal, state, and local standards, guidelines, and regulations to ensure that the retirement community is maintained in a clean, safe, and comfortable manner. • Reports any damage or repairs to facilities, supplies, or equipment needing done to the supervisor. • Willingly and consistently shares observations and insights of departmental operations that may improve quality and efficiencies of department. • Attends all-employee and departmental meetings and in-service training as scheduled or as directed. • Listens and responds to resident, client, and staff member needs. • Honors resident personal and property rights when performing housekeeping duties. • Maintains current and accurate records through use of computers and/or other documentation in accordance with company standards and federal, state, and local standards, guidelines, and regulations. Working hours: 7a-3p or 5a-1p or 6a-2p.

To Apply: Apply online at: <https://www.ohioliving.org/>

Cook I

Company: Ohio Living Dorothy Love

Address: 3003 West Cisco Road Sidney, Ohio 45365

Qualifications Desired: One year quantity and/or restaurant-style cooking experience required. Knowledge of cooking methods and food and catering trends with focus on quality, production, sanitation, and presentation required. Experience in food cost and operational control preferred. Proficiency with Point of Sale (POS) and diet management software preferred. Must be able to read, write, speak, and understand the English language.

Education Requirement: High school diploma or equivalent required.

Benefits Offered: Access to the campus wellness center, indoor track, library, video nook, and walking trails throughout our 294 acres of beautiful countryside. Depending on an employee's full-time, part-time or PRN status, they may benefit from: competitive wages; affordable medical, dental, and vision insurance; 403b retirement savings; paid time off including your birthday; training, continuing education, and education assistance; pay advances up to \$500; free meals/meal allowance; the latest technology; unlimited career opportunities and much more!

Job Duties: Prepares food in accordance with company standards and federal, state, and local standards, guidelines, and regulations to ensure that quality nutritional services are provided on a daily basis and that the culinary services are maintained in a clean, safe, and sanitary manner. Responsibilities: Operations Management- Prepares and serves all products and meals so they are palatable and appetizing in appearance by following planned menus and using the recipe cards. Ensures timely and efficient meal service by preparing food in accordance with quality standards, sanitary regulations, and established policies and procedures. Stocks and maintains sufficient levels of food products at line stations to ensure a smooth service period. Portions food products prior to cooking according to standard portion sizes, recipe specifications, and portion control procedures. Reviews production for raw quantities to prepare and estimate required portions. Informs supervisor immediately of product shortages. Communicates inventory of leftover foods to supervisor for integrating into weekly menu. Handles, stores, and rotates all products properly. Assists in maintaining department work areas and equipment in a clean and safe manner by participating in cleaning duties, following sanitation schedule, and disposing of food and waste properly for tables, shelves, walls, grills, broilers, fryers, pasta cookers, sauté burners, convection oven, flat top range, and refrigeration equipment. Refers to daily prep list and opening checklist at the start of each shift and the closing checklist for the end of each shift for assigned duties to complete. Assists with executing catering needs and special events. Assists departmental leadership in development of cooking staff with training and coaching as directed. In the absence of supervisor, assumes the responsibility of food production operations. Quality, Compliance, and Risk Management- Ensures food production of consistently high quality food, always delivering and presenting a quality plate every time. Ensures that the resident's individual needs are met by following special diet orders and serving food in accordance with established portion control procedures. Ensures that culinary services work areas and equipment are maintained in a clean and sanitary manner. Ensures that established quality assurance, infection control, and universal precaution practices are maintained when performing dietary procedures.

To Apply: Apply online at: <https://www.ohioliving.org/>

Die Casting Operator

Company: Apex Die Casting Co. Inc.

Job Location: Piqua, Ohio

Address: 8877 Sherry Drive, Piqua, Ohio 45356

Qualifications Desired: Support the Apex Mission and Vision Statements by ensuring to cast and trim parts in a timely manner while observing all quality and safety procedures. Position requires to stand for long periods of time, capable of performing visual inspections, hearing instructions and communicating effectively. Other requirements are walking, bending, arm extension, and lifting up to 75lbs repetitively for 8-hour shift. Must be productive while on company time.

Education Requirement: High School Graduate/GED

Job Duties: Operating DCM by: Spraying die mold, closing die cast machine door, pushing and holding both Cycle Start buttons to close and lock die. Activating machine to inject molten aluminum into die mold. Retrieve part after process has been completed. Inspect part for defects, place on table for additional inspection and trimmer. Must maintain minimum 65% monthly operator rating. Operating the Trim Die by: Loading die cast part in trim die, trimming to work instruction specifications. Removing trim parts as assigned. Packing parts into a box or tote according to work instructions making sure WIP tag is on the box or tote. Must perform at or above the parts trimmed per hour set by CPT. Other duties as directed.

To apply: Please send your resume to Erin at Apex Aluminum Die Casting. HRA@apexdiecasting.com

CNC Machine Operators

Company: Apex Die Casting Co. Inc.

Job Location: Piqua, Ohio

Address: 8877 Sherry Drive, Piqua, Ohio 45356

Qualifications Desired: Dedicated, hard worker who has reliable attendance and experienced Mill or Lathe operator. Must be able to stand for long periods of time, capable of performing visual inspections, hearing instructions and communicating effectively. Able to reach and use Mic's.

Education Requirement: High School Graduate/GED

Job Duties: Operate CNC Machines, Vertical and Horizontal Mills and Lathes in a timely manner while observing all safety procedures. Operating manual and automated machines. Moving and packing parts. Proper handling of parts per the router. Perform regular quality checks. Complete all related paperwork accurately and timely. Maintain a clean work area. Other duties assigned.

To apply: Please send your resume to Erin at Apex Aluminum Die Casting. HRA@apexdiecasting.com

Temporary Employment Agencies Serving Shelby County

Adecco- Sidney - 937- 498-4458

Associate Staffing LLC– Piqua – 937-451-5063

Barry Staff– Piqua – 937-381-0058

Custom Staffing- Sidney - 937-492-9225

Express Pros -Sidney—937-538-4250

First Diversity—419-722-0577

HR Associates- Piqua – 937-778-8563

Surge Staffing—Sidney—937-453-9010

Manpower –Troy — 937-335-5485

Patrick Staffing—Piqua — 937-778-8445

Pete DeLuke—Sidney — 937-497-1515

Spherion—St. Marys **- 419-394-6179

Staffmark—Sidney — 937-498-4131

Hunter International Recruiting-Avon-440-389-3441 (*has positions in Sidney)

**** NOTE: Agency has work placement in Shelby County**



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Shelby County Department of Job and Family Services

227 S. Ohio Ave
Sidney, Ohio 45365
937-498-4981

Access Our Website at www.shelbycountyjfs.org

Find information about Public Assistance, [OhioMeansJobs Shelby County](http://OhioMeansJobsShelbyCounty.org), Children & Adult Protective Services, and Child Support programs.

Unemployment Benefits

To register for the State of Ohio's Unemployment Benefits, apply on-line at <https://unemployment.ohio.gov> or call 1-877-644-6562.

Cash, Food, & Medicaid Assistance

Clients are asked to submit all applications and verifications for cash, food, and Medicaid in one of the following ways: in-person at the front desk, on-line at <https://SSP.Benefits.Ohio.gov>; by mail to 227 S. Ohio Ave., Sidney, OH 45365; fax 937.498.7396; or via the agency drop box. Verification documents may be emailed to FMS-Staff@jfs.ohio.gov.

Adult & Children Services

To make a report of suspected child or adult maltreatment call 937-498-4981. If you believe a child or adult is in immediate danger of serious harm call 911. Child and Adult Protective Services can be accessed for emergencies, after regular business hours, by calling the Shelby County Sheriff's Department at 937-498-1111 and asking for the on-call Children Services worker to be paged.

Child Support

Payments for child support can be mailed to Ohio CSPC, PO Box 182372, Columbus, OH 43218-2394. Please include name, SETS number, order number, social security number (optional), and amount applied to each case (if multiple); or by credit/debit card payment with no additional fee at: www.Ohio.smartchildsupport.com or by calling 937-498-4981 option 4. You may print payment histories and communicate with your case-worker by registering at www.jfs.ohio.gov/ocs.

OhioMeansJobs Shelby County Services

Visit us Monday —Friday, 7:30 AM - 4:00 PM, and until 6:00 p.m. on Tuesdays. You can also access Job Center services by calling 937-497-2816, or go to our Facebook page, [OhioMeansJobs Shelby County](https://www.facebook.com/OhioMeansJobsShelbyCounty), or our website, www.shelbycountyjfs.org.

Unemployment Contacts

Initial Claim Filing:

(877) 644-6562

www.unemployment.ohio.gov

PIN Reset Line:

(866) 962-4064

Workforce Information Hotline:

(888) 296-7541

Unemployment Fax Number:

(614) 466-7449

How to Apply for Unemployment Benefits

To register for Unemployment Benefits, claim weeks and obtain general information you can apply online at:

<https://unemployment.Ohio.gov>

or call

1-877-644-6562

It is suggested that you apply online as wait times on the phone are extremely high.

When filing an application, you will need to have the following available:

- Social Security Number, Driver's License, or State ID**
- Name, address, telephone number, and dates of employment for each employer you worked for in the last 18 months.**
- Your dependents name(s) and social security number(s)**
- If interested in Direct Deposit, your bank account number and routing number.**
- Your child support court order or SETS number (OH only) if applicable.**