



Shelby County

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AREA JOB POSTINGS

November-December 2021

Week of November 28—December 4

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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OhioMeansJobs Shelby County



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Providing the Community with Employment and Training Services.....

The following services are provided at no charge for employers and job seekers:

- 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

Off-Site Screening Staff

Company: Wilson Health

Job Location: Sidney, OH

Address: 915 Michigan St.

Qualifications Desired: To perform this job successfully, an individual must be able to perform each essential duty 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: High School Diploma

Job Duties: The OHS/Urgent Care Off-Site Screening staff member greets the public face to face, over the telephone and through written communication as needed. The Off-Site Screening staff member will take temperature, record and collect screening surveys to help local businesses maintain compliance checks for their staff during the COVID-19 pandemic. This position is eligible for job sharing.

To apply: www.indeed.com or [Off Site Screening Jobs, Employment in Sidney, OH | Indeed.com](#)

MIG Welder

Company: Lactal Equipment, Inc.

Job Location: Jackson Center, Ohio

To apply: Please submit resume or apply in person at 901 West Pike Street, Jackson Center, OH 45334. An application will be required. A welding test will be given during your interview.

Dietary Worker (Casual)

Company: Wilson Health

Job Location: Sidney, OH

Address: 915 Michigan St.

Qualifications Desired: To perform this job successfully, an individual must be able to perform each essential duty 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: High School Diploma

Job Duties: Prepares dishwasher for operation and empties when finished. Responsible for dismantling and washing all meal trays. Responsible for steaming carts after meal service. Unloads the dishwasher and maintains sanitary conditions in the work area. Records temperature of dish machine. Stores all clean utensils and dishes. Washes all pots and pans and any item that cannot be washed in the dishwasher. Before storing, checks all items to ensure that they are clean and dry. Prepares and serves coffee and beverages for meal service and transports and picks up meal carts for units on the floor. Responsible for sweeping, mopping and disposing of trash in proper containers. Reports any needed supplies, faulty working equipment, accidents, problems, etc. Performs related work as assigned. While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; talk or hear; and taste or smell. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl.

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

Assembly & Production

Company: Norcold, Inc.

Job Location: Sidney, Ohio

Qualifications Desired: To perform the job successfully, an individual must be able to perform each essential function 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. 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 add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations. **Desired Skills:** Additional Skills that would be helpful for the individual in the position to achieve success Previous production experience Data entry. General computer literacy.

Job Duties: The primary duty of the Production Operator II - S is to perform line assembly operations to mass produce refrigerators. **ESSENTIAL FUNCTIONS:** Places parts in specified relationship to each other. Hammers, bolts, clips, screws, cements, or otherwise fastens parts together. Works at different work stations as production needs require. Works on line where tasks vary as different model of same article moves along line. May tend machines, such as, CNC, Robo, Rotary, to perform force fitting, molding, shearing or fastening operations on assembly line. May perform minor preventative maintenance tasks as appropriate and assigned. Demonstrates accuracy and thoroughness, looks for ways to improve and promote quality, applies feedback to improve performance and monitors own work to ensure quality. Adapts to changes in the work environment with ability to manage with frequent changes, delays, or unexpected events. Follows policies and procedures and supports organization's goals and values. Meets or exceeds productivity standards consistently. Follows instructions, responds to management direction and takes responsibility for own actions. Contributes to building a positive team spirit and supports all efforts to succeed. Treats people with respect. Works overtime as necessary/required including weekends. Maintains safe and clean working environment in compliance with 5S departmental standards. Performs STOP safety audits and observations as assigned. Conserves resources by using equipment and supplies as needed to accomplish tasks assigned. Recycles materials as required per process, procedure and practice.

To apply: Apply online at: <https://www.thetford.com/careers/>

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://sollmannelectric.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://sollmannelectric.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://sollmannelectric.com/careers/> and **watch the videos** to learn more about becoming an Electrician at Sollmann Electric.

EHS Supervisor

Company: Lincoln Electric Automation

Job Location: Ft. Loramie, Ohio

Qualifications Desired: Environmental, Health, and Safety, AAS or higher with three (3) years' experience; other degree with equivalent experience may be considered; Must possess excellent organizational skills; Able to manage a budget; Strong math and statistics aptitude; Must have excellent written and verbal communication skills; Must possess uncompromising integrity and attitude toward EH&S issues; Must demonstrate a record of increasing responsibility and leadership; Must be capable of interfacing with personnel at all levels of the organization; Must have the ability to read, understand and interpret regulatory requirements such as the Federal Register and others; Ability to handle a constantly changing set of priorities; Thorough understanding of Company policies and rules; and High degree of knowledge of factory equipment, building systems and processes. Environmental, Health & Safety (EH&S): Understand the Company's EH&S Policy and how it relates to this job; Be aware of OSHA & EPA laws and regulations as well as local subsidiarity rules and policies that pertain to this job; Work in a safe and environmentally friendly manner and observe all Company EH&S procedures; Immediately notify the Operations Manager / Facility Manager if there is any safety hazard, any equipment not operating correctly or if there are any questions regarding EH&S procedures; and Attend required EH&S training.

Physical Demands and Work Environment: The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Physical demands: While performing duties of job, employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; balance; stoop; squat; bend; talk, see and hear. Be able to climb ladders; lift up to 30 lbs. Work environment: The noise level in the work environment will vary from low to high and may require hearing protection.

Job Duties: The EH&S Coordinator is responsible for implementation of the Environmental, Health and Safety policy for the facility and operations. The EH&S Coordinator reports to the Operations / Facility Manager. Responsibilities: Implement the corporate Environmental, Health and Safety (EH&S) vision throughout the Company including local subsidiaries; Advance the EH&S Management Systems and ISO 14001 initiatives; Ensure compliance with all EH&S laws/regulations/codes/rules including OSHA, EPA, NFPA, ANSI, etc.; Act as the OSHA and EPA liaison; Assist in the development of appropriate goals and milestones for Environmental, Health & Safety; Responsible for scheduling, training, cost reductions and quality within the EH&S group; Provide technical guidance on EH&S issues to supervisors and managers; Develop and implement training programs to communicate EH&S information to facilitate employee awareness and involvement; Work with Maintenance and all Manufacturing departments to ensure compliant safety of all equipment and facilities at the physical location(s); Maintain fair, consistent management of the implementation of Company policy(ies); Establish, maintain and analyze employee injury statistics to identify all hazards and areas of potential loss; present and communicate such data to business units in a useful and effective manner; Investigate workplace incidents/injuries/illnesses (i.e., near misses, recordables); Create and / or update emergency action plans and the Emergency Manual; Perform duties as designated EH&S liaison for the facility with Lincoln Electric Corporate HQ; and Perform other job-related duties as assigned.

To apply: Apply at: <https://jobs.lincolnelectric.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?
CBO_ID=6258&CLIENT_ID=18&JOB_ID=2417862](https://www.eyworkforceservices.com/job-posting.cfm?CBO_ID=6258&CLIENT_ID=18&JOB_ID=2417862)

Account Manager

Company: Community Insurance Group

Address: 2621 Michigan Street Sidney, Ohio 45365

Qualifications Desired: Prior insurance experience and an OH P&C license desired but we will train the right person who has exceptional customer service skills but no prior insurance experience. Responsibilities of this position will be to support the client experience and sales goals of the agency through providing exceptional customer service and working with your team to retain and obtain our ideal clients. This will include working directly with clients by phone, email and in person to provide counsel regarding their risk management and policy service needs. A positive Attitude, Smiling Face & Voice. Insurance Experience. Ohio Property & Casualty Insurance License. Proficiency with Microsoft Office Suite Products. Exceptional Organizational and Multitasking. Exceptional Written & Oral Communication. Knowledge of Agency Management Systems, Preferably Applied Epic.

Education Requirement: High School

Job Duties: This opportunity is for a full time Account Manager. Community Insurance Group is a multi-line insurance and risk management agency with offices located in Sidney, Minster & Ft Loramie, Ohio. While we are engrained and serve these Communities proudly we are not bound by geography. To us Community means more than just a place as it represents any group with similar needs and interests. This has led to our expertise and becoming the trusted choice in many specific individual and business Communities locally and nationally. Simply stated, we help our clients reduce risk, protect their assets, and plan for the future.

To apply: Interested in joining the Community!? We are always interested in meeting exceptional individuals seeking to contribute in our high paced, team oriented culture for our mutual success!

Send your resume to careers@communityinsurancegroup.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).

Activities Assistant

Company: Ohio Living Dorothy Love

Job Location: Sidney, Ohio

Qualifications Desired: One year activities experience preferred. Two years experience in a long-term care, hospital, or other related healthcare setting preferred. Other Requirements: Must be able to read, write, speak, and understand the English language.

Education Requirement: High school diploma or equivalent required.

Job Duties: The Activities Assistant provides assistance in all activity functions ensuring that an on-going program of activities is carried out to meet the interests and the physical, mental and psychosocial well-being of each resident is maintained in accordance with company standards and federal, state, and local standards, guidelines, and regulations. **RESPONSIBILITIES:** Care Management and Service Delivery. Performs day to day activity functions to provide programming that meets the residents' interests and the physical, mental, and psychosocial well-being of each resident. Encourages and assists residents to participate in hobbies and crafts. Assists bed-bound residents by visiting, writing/reading letters, providing materials for hobbies, etc. Makes routine visits to residents and assists with crafts, projects, etc. May assist with transporting residents to/from dining areas. May accompany residents to off-site activities where residents are loaded into buses, transported, unloaded, assisted, accompanied and returned to activities out of the building. Interacts with residents to ensure that quality care and positive resident/staff relations are taking place. Maintains open and trust-building relationships with resident family members, responding professionally and promptly to any requests or concerns. Communicates with residents or family members to obtain activity information. Provide reading materials in Braille, tapes, and recordings as needed. **Operations Management:** Coordinates scheduled parties, movies, games/activities appropriate for residents in various levels of care. Assists in developing an evening activity schedule. Completes individual monthly activity log for activities he/she has lead. Communicates needs for supplies/equipment as needed. Attends all-employee and departmental meetings and in-service training as scheduled or as directed.

Working Hours: Less Than Part Time (Regularly Scheduled); 4:30p-7:30pm, Every 3rd weekend, ability to cover day shift hours

To Apply: Apply online at: <https://careers.ohioliving.org/search/jobdetails/activities-assistant/885c6cfc-9960-4cef-ba1a-a602f994990d>

Part-Time Case Management-Social Worker

Company: Wilson Health

Job Location: Sidney, Ohio

Qualifications Desired: At least one year experience as medical social worker. At least two (2) years experienced in discharge planning. Notary Public within 1 year of hire.

Education Requirement: Minimum requirement is LSW with a Bachelor's degree in Social Work. Preferred LISW with Master's Degree in Social Work.

Job Duties: According to established practice and professional standards, performs social work service and intervention including assessment, planning, counseling, discharge planning, community resource referral, and protective services. Performs assessment of assigned patients and establishes a plan of care appropriate to the age of the patients assigned. Those patients include the pediatric, adolescent, young-middle aged, adult, geriatric and psychiatric patient. Demonstrates the ability to effectively and efficiently evaluate a patient's social, emotional and physical needs in relation to his/her health care needs and resulting discharge needs. Demonstrates the ability to develop and implement a treatment modality to assist with the adjustment to illness, to help prevent dysfunctional patterns of interaction from developing which could interfere with long-term adjustment and treatment, and to address identified post-discharge needs. Demonstrates the ability to develop positive effective relationships with patients, significant others, health care team members, and community agencies. Establishes and develops cooperative working relationships with outside community agencies and facilities. Serves as a liaison between hospital and outside agencies, facilities, and professionals. Provides counseling services to patients and/or significant others in individual, couple, family or group settings as necessary. Counsels patients on alternatives and their consequences related to discharge planning or other psychosocial needs. Assists health care team members in understanding and respecting psychosocial issues related to medical care. Demonstrates ability to utilize resources in community to benefit the patient and/or significant others at discharge. Refers patients and significant others to appropriate community resources to meet discharge and other psychosocial need.

To apply: Apply online at: www.indeed.com or <https://www.indeed.com/viewjob?jk=17cadf3625f2455f&tk=1f144igu9t52p800&from=serp&vis=3>

Composite Layup

Company: Hartzell Propeller

Job Location: Piqua, Ohio

Qualifications Desired: Experience with surface finishing tools and composite applications a plus; willingness to work overtime and any shift. Mechanical Aptitude a. Experience with inspection gauges 2) Ability to read and follow manuals and inspection methods 3) Manual Dexterity 4) Excellent verbal communication skills

Education Requirement: High School Diploma or GED required;

Job Duties: Hartzell Propeller is the leading manufacturer of aircraft propeller systems for general aviation, supplying propeller systems for aircraft manufacturers and modifiers around the world. We are a small, team-oriented company where individual contributions are encouraged and recognized. We are located in Piqua, Ohio, approximately 25 miles north of Dayton – the birthplace of aviation. Piqua is a community of 22,000, which offers a friendly, small-town atmosphere yet is still an easy drive to Dayton, Columbus and Cincinnati. Key Responsibilities: Hartzell Propeller Inc. seeks an employee for their Composite facility to perform Composite Layup. The employee will be required to follow documented work instructions to manually lay-up composite propeller blades and to follow inspection plans to ensure the quality of the blades. The specific responsibilities include but are not limited to the following: 1) Read, understand, and execute detailed work instructions. 2) Accurately hand place composite material patterns over foam cores, precision molds, or composite work pieces. 3) Understand and operate composite material molding equipment. 4) Using hand tools to trim, sand, or grind composite components. 5) Maintain and clean composite product tooling. 6) Accurately complete paperwork and system transactions to ensure composite component traceability.

To apply: Apply online at: <https://hartzellprop.com/about/employment/>

Customer Service Security Officer

Company: Securitas

Job Location: Sidney, Ohio

Qualifications Desired: No experience necessary! If you have retail, food service or hospitality industry background you are a great fit for this role; if not, we will provide you with the training and everything you need for a great introduction to a career in the security industry.

Education Requirement: High School Graduate

Job Duties: Securitas plays an essential role for our clients and in society. The Security Officer position helps maintain a safe and secure environment for our clients by actively monitoring the premises, including patrolling a variety of locations. They preserve order while enforcing regulations and directives for a client site pertaining to personnel, visitors, and the area. Frequently our Security Officers will provide customer service and information to a client's employees and customers. We are driven by a clear corporate culture and purpose, which helps us live according to our values of Integrity, Vigilance, and Helpfulness. These values are at the heart of our culture, help define who we are and guide our actions.

To apply: Apply online at: <https://ekaw.fa.us2.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX/requisitions/preview/75431>

Human Resources Coordinator

Company: Clopay

Job Location: Troy, Ohio

Qualifications Desired: A minimum of 2 years of experience in a Human Resources environment, preferably in a manufacturing facility. Experience with automated payroll systems. Excellent computer skills, including all Windows applications. Oracle experience preferred. Excellent oral and written communication skills are essential.

Education Requirement: High School degree required, college degree preferred.

Job Duties: Clopay Corporation is North America's largest residential garage door manufacturer. We pride ourselves on delivering exceptional customer service as well as unsurpassed quality and innovative products. Our employees are the cornerstone of our success and we are looking for dynamic individuals to join our team. We have an excellent opportunity for a Human Resources Coordinator at our Troy, Ohio manufacturing location. In this position, the successful candidate will be responsible for the following duties: 1. Provides general administrative support such as preparing correspondence, forms and reports, arranging meetings, processing confidential reports and documents, etc. 2. Prepares source documentation for new hires or effective changes in pay, status or benefits. 3. Establishes, maintains and controls personnel, employee, and recruitment records. 4. Provide recruiting support for plant positions. 5. Coordinates various Human Resources events and meetings. 6. Prepares paperwork needed to create new employee profile and place new employee on payroll. 7. Assist with open enrollment, new hire orientation and training as required. 8. Assist with bi-weekly payroll as required.

To apply: Apply online at: [Jobs in Troy, OH at Clopay](#)

Service Center

Company: Hartzell Propeller

Job Location: Piqua, Ohio

Qualifications Desired: Mechanical Aptitude, follow detailed instructions, drug testing & background check, manufacturing experience, team oriented.

Education Requirement: HS Diploma or GED

Job Duties: Disassemble, degrease, media blast & cleaning parts, prepping, painting and de-masking of parts, load, unload propellers, pack parts, refurb customer crates, execute detailed work instructions, basic computer skills for data entry.

To apply: Apply online at: <https://hartzellprop.com/about/employment/>

Maintenance Controls Technician-2nd Shift

Company: Clopay

Job Location: Troy, Ohio

Qualifications Desired: Candidates must have 5 years experience in a manufacturing facility troubleshooting mechanical, electrical and hydraulic systems. Candidate should also possess controls experience (PLC, Servo, Robot, Motion, VFD's) and/or electrical knowledge. Our employees are rewarded with competitive compensation, comprehensive benefits including tuition reimbursement, paid holidays, sick and vacation time as well as a matching 401(k) savings plan.

Job Duties: Clopay Corporation is North America's largest garage door manufacturer. We pride ourselves on delivering exceptional customer service as well as unsurpassed quality and innovative products. Our employees are the cornerstone of our success and we are looking for dynamic individuals to join our team. We have an excellent opportunity for Maintenance Controls Technicians on 2nd and 3rd shift at our Troy, Ohio manufacturing facility. The successful candidate will be responsible for the following: 1) Perform Preventative Maintenance Work. 2) Repair electrical, hydraulic, and mechanical equipment. 3) Build and install various types of equipment and fixtures. 4) Electrical knowledge on controls and PLC's is required. 5) Assist on any other project or job assigned by Maintenance Leaders. 6) Willing to work weekends and overtime as necessary. 7) Conduct yourself in a "team spirit of cooperation" throughout the company.

To apply: Apply online at: [Jobs in Troy, OH at Clopay](#)

Customer Service Representative

Company: Ivex Protective Packaging

Job Location: Sidney, Ohio

Qualifications Desired: 2+ years of experience as a Sales Representative or Front Desk Representative or related role in the Customer Service industry. Excellent knowledge about CRM Softwares like Zoho, Zendesk, etc. Knowledge of social media will be an added benefit. Ability to provide results under pressure. Excellent communication and interpersonal skills. Good problem-solving skills.

Education Requirement: Bachelor's degree in any discipline. High School Diploma with relevant experience will also be considered.

Job Duties: We are looking for an efficient and skilled Customer Service Representative for our call center. As a Customer Service Representative, your job is to provide excellent customer support to our clients. You will act as a liaison between our company and the clients. You will be required to respond to customers' queries and resolve them as soon as possible. Your aim should be to maintain cordial relations with our customers. As you will be in direct contact with our clients, you should have clear knowledge about products and their functions. In addition to this, you should be well-versed with our company's policies and procedures. Pleasant personality and good communication skills are the key requirements for this role. You should be competent enough to provide the best customer service to our clients. If you have the desired skills and qualifications required for this role, you can send in your applications to us.

To apply: Apply online at: www.indeed.com or <https://www.indeed.com/viewjob?jk=dd066bbfed65d6d4&tk=1f144igu9t52p800&from=serp&vjs=3>

Sales Associate

Company: Aaron's

Job Location: Piqua, Ohio

Address: 1305 E. Ash Street, Piqua, Ohio 45356

Qualifications Desired: On our team, you'll be a positive, energetic force on the floor, driving sales by engaging directly with customers and helping them find just what they need. You'll also work with customer files and contracts. At times, you'll help clean, organize, and even move merchandise. All of that can be physically demanding, but we'll make sure you have the training and tools to do that part of the job safely. If you're ready to connect with customers and work on a great team, start your bright future at Aaron's.

Job Duties: We are Aaron's - an industry leader in the sales and lease-to-own retail industry known for quality brand names and superior customer service. We provide our team members the opportunity to reach their full potential in a team-oriented, high-energy, recognition-based environment with competitive pay and benefits. This is much more than a job – it is a career with purpose.

To apply: Apply online at: www.indeed.com or https://www.indeed.com/viewjob?jk=6332a65c1918a8a5&tk=1f1466q3ot4fg802&from=serp&vjs=3&advn=6227414055495783&adid=307669968&ad=-6NYlbfkN0AYYTU3v7efgpYT7CVcwf1m1URioD-Klp5f1VMeFGQGtWyJpo5766Sonh_BIOps70TZQ7H6KGVkDDfDqnv0GEMlhpsRhe7BjQmwGONC292n5h1K21J3qcruMyVq6SjzNalqQmW7W1KXXYNgKlzv-7fBaKYINLrrGCQ1zLoOIGMxrzM1UNRThxn1B56DG8laOCxAS-JHtzDvYx5AvpQnPx0izfk9zNj_k4BUEmhFTj0vowNe6WxNcLSEef1Dca6AgIXWUR3c9YGu7KxyXBjSOZfTSKJFhiCidGGYcGQJ7TDwmpJG3P3jyXI7ETyhRI3U0aqXo1hBZw74i57yITMCFZQZLxRBukB3fynlagkC7rpVg=&sjdu=QWF4TUFyrHvH7u082A4fa0kHbsSGtFv7ewLeKnECWPs

https://www.indeed.com/viewjob?jk=6332a65c1918a8a5&tk=1f1466q3ot4fg802&from=serp&vjs=3&advn=6227414055495783&adid=307669968&ad=-6NYlbfkN0AYYTU3v7efgpYT7CVcwf1m1URioD-Klp5f1VMeFGQGtWyJpo5766Sonh_BIOps70TZQ7H6KGVkDDfDqnv0GEMlhpsRhe7BjQmwGONC292n5h1K21J3qcruMyVq6SjzNalqQmW7W1KXXYNgKlzv-7fBaKYINLrrGCQ1zLoOIGMxrzM1UNRThxn1B56DG8laOCxAS-JHtzDvYx5AvpQnPx0izfk9zNj_k4BUEmhFTj0vowNe6WxNcLSEef1Dca6AgIXWUR3c9YGu7KxyXBjSOZfTSKJFhiCidGGYcGQJ7TDwmpJG3P3jyXI7ETyhRI3U0aqXo1hBZw74i57yITMCFZQZLxRBukB3fynlagkC7rpVg=&sjdu=QWF4TUFyrHvH7u082A4fa0kHbsSGtFv7ewLeKnECWPs

Manufacturing Utility

Company: Hartzell Propeller

Job Location: Piqua, Ohio

Qualifications Desired: 1) Mechanical Aptitude – demonstrated examples (on the job or outside of work) showing competency to work with hands. Might include items such as body work skills, crate repair, general wrenching ability, construction work, etc. 2) Manual Dexterity – Ability to perform a job that requires detailed handwork 3) Experience with Process Standards – Demonstrated ability to read, understand and execute to written instruction. 4) Computer Skills – experience with entering and retrieving data from a computer. Required Behavioral Competencies: 1) Applied Learning - Assimilates and applies new job-related information in a timely manner. 2) Contributes to Team Success – Actively participates as a member of a team to move the team toward the completion of goals. 3) Adaptability – demonstrated flexibility to move to the work; adjusts to changes in work structure, processes and requirements. 4) Manages Work – Effectively manages one's time and resources to ensure that work is completed efficiently; utilizes down time to support completion of other necessary work. 5) Energy – willing to work hours as required and do what it takes to get the job done. 6) Quality Orientation – Accomplishes tasks by considering all areas involved, no matter how small; shows concern for all aspects of the job; accurately checks processes and tasks; Uses care when handling product and material.

Education Requirement: HS Diploma or GED required; experience in a manufacturing facility is a plus

Job Duties: Hartzell Propeller is the leading manufacturer of aircraft propeller systems for general aviation, supplying propeller systems for aircraft manufacturers and modifiers around the world. We are a small, team-oriented company where individual contributions are encouraged and recognized. We are located in Piqua, Ohio, approximately 25 miles north of Dayton – the birthplace of aviation. Piqua is a community of 22,000, which offers a friendly, small-town atmosphere yet is still an easy drive to Dayton, Columbus and Cincinnati. Key Responsibilities: Hartzell Propeller seeks to fill multiple openings in our manufacturing facility. The responsibilities of these roles are varied and present the opportunity to provide essential support to our manufacturing operations. The jobs will vary in responsibilities and the ideal candidate will prefer variation in the work day as it will include both routine and regular work and special assignments. The hired candidate could be assigned to one of several departments to include Stockroom, Paint, Service Center, De-Ice, Special Processes, Plating and others. Examples of Daily Activities: 1) Supporting Prop builders and packing the product for shipment. 2) Intricate deburring, sanding, and cleaning of complex shapes. 3) Entry level equipment maintenance and cleaning of machinery. 4) Disassembly, degrease, media blast, and clean propeller components. 5) Prepping, painting, and de-masking of propeller components. 6) Layup, sewing and soldering of deice boot material. 7) Picking and packing of small parts; boxing and crating propeller systems. 8) Other responsibilities as deemed necessary for the success of the operation.

To apply: Apply online at: <https://hartzellprop.com/about/employment/>

Machinist

Company: Hartzell Propeller

Job Location: Piqua, Ohio

Qualifications Desired: 1) Machining Experience. a. Millturn & Multi-Axis Machines. b. Swiss Machines c. Integrex and Mazak desired. 2) Competency in Machining Skills. a. Tooling. b. Fixturing. c. Chucking. d. Work holding. e. Programming preferred. 3) Problem Solving and Troubleshooting Skills. Required Behavioral Competencies: 1) Adaptability – Maintains effectiveness when experiencing major changes in work tasks or the work environment; adjusts effectively to work within new work structures, processes, requirements or cultures. 2) Applied Learning – Assimilates and applies new job-related information in a timely manner. 3) Contributes to Team Success – Actively participates as a member of a team to move the team toward the completion of goals. 4) Initiates Action – Takes prompt action to accomplish objectives; takes action to achieve goals beyond what is required; is proactive. 5) Manages Work – Effectively manages one's time and resources to ensure that work is completed efficiently. 6) Quality Orientation - Accomplishes tasks by considering all areas involved, no matter how small; shows concern for all aspects of the job; accurately checks processes and tasks; is watchful over a period of time.

Education Requirement: High School Diploma or GED required; 1-3 years of experience

Job Duties: Hartzell Propeller is the leading manufacturer of aircraft propeller systems for general aviation, supplying propeller systems for aircraft manufacturers and modifiers around the world. We are a small, team-oriented company where individual contributions are encouraged and recognized. We are located in Piqua, Ohio, approximately 25 miles north of Dayton – the birthplace of aviation. Piqua is a community of 22,000, which offers a friendly, small-town atmosphere yet is still an easy drive to Dayton, Columbus and Cincinnati. General Responsibilities: The CNC Machinist is responsible to operate one or more machine tools or special purpose machines to machine metal parts to required specifications in a state of the art manufacturing facility. Examples of Typical Job Activities: 1) Run Standard operating procedures on multiple axis machines. 2) Contact Manufacturing Services to troubleshoot process problems. 3) Change perishable tooling when required. 4) Install new tool holders. 5) Follow set up instructions to set up CNC machines. 6) Follow inspection plans to inspect parts. 7) Communicate to co-workers on status of cell operations 8) Participate in continuous improvement activities. 9) Troubleshoot tooling as required. 10) Work holding (fixturing – chucking).

To apply: Apply online at: <https://hartzellprop.com/about/employment/>

Fleet Safety Supervisor

Company: Clopay

Job Location: Troy, Ohio

Qualifications Desired: Minimum of five years' experience in the transportation field. In depth knowledge of all D.O.T. regulations.

Education Requirement: A Bachelor's degree is required or a combination of education and experience.

Job Duties: Clopay Corporation is North America's largest garage door manufacturer. We pride ourselves on delivering exceptional customer service as well as unsurpassed quality and innovative products. Our employees are the cornerstone of our success and we are looking for dynamic individuals to join our team. We have an excellent opportunity for a Fleet Safety Supervisor at our Troy, Ohio manufacturing location. In this position, the successful candidate will perform the following job responsibilities: Responsible to ensure a satisfactory safety rating with the Department of Transportation. Responsible for overseeing and administering the safety and compliance programs, policies and procedures to insure compliance with the D.O.T., which includes drug and alcohol testing. Retain qualified employees. Hire qualified drivers by thorough screening, road testing, pre-employment testing, etc. Appraise employee performance; recommend change of status and salary adjustments and corrective action when warranted and in conformance with company policy and D.O.T. Be actively involved with the local, state, and national transportation organizations. Manage the log compliance program. • Maintain and train an adequate work force and participate cooperatively in internal programs, communications, and cost reductions through system improvements, work simplifications, employee motivation, training and other projects. Thoroughly investigate all accidents and coordinate action necessary with the driver, leasing company, insurance agents, etc. Other duties as assigned.

To apply: Apply online at: [Jobs in Troy, OH at Clopay](#)

Cook Assistant/Prep Cook

Company: Ohio Living Dorothy Love

Address: 3003 West Cisco Road Sidney, Ohio 45365

Qualifications Desired: One year experience in a direct food service environment as a cook or in a service position preferred. Knowledge of cooking methods and food and catering trends with focus on quality, production, sanitation, and presentation a plus. Proficiency with Point of Sale (POS) and diet management software a plus. Other Requirements: Must be able to read, write, speak, and understand the English language.

Education Requirement: Tenth grade education required. High school diploma or equivalent preferred.

Job Duties: The Cook Assistant/Prep Cook 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 manager 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 departmental leadership in development of cooking staff with training and coaching as directed. 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. 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. Customer Relations and Service Delivery. Listens and responds to the needs of residents and staff members. Maintains the confidentiality of resident care information. Administration and Reporting. 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. Maintains production orders and usage logs. All other duties as assigned.

Working Hours: Less Than Part Time (Regularly Scheduled) 4:00 pm - 7:00 pm

To apply: Apply online at: <https://www.ohioliving.org/> or https://careers.ohioliving.org/search/jobdetails/cook-assistantprep-cook/4e2b7e39-680b-4ee0-b589-2ba2c9bce6a5?utm_campaign=featuredjob

Human Resources Manager

Company: Clopay

Job Location: Troy, Ohio

Qualifications Desired: Minimum of eight years' prior Human Resources experience, preferably in a manufacturing environment. Strong leadership, interpersonal, facilitation and problem solving skills. Strong conflict management skills. Effective organization and planning skills. Must have thorough knowledge of employment laws. Excellent written and oral communication skills.

Education Requirement: Bachelors' degree required.

Job Duties: Clopay Corporation is North America's largest residential garage door manufacturer. We pride ourselves on delivering exceptional customer service as well as unsurpassed quality and innovative products. Our employees are the cornerstone of our success and we are looking for dynamic individuals to join our team. We have an excellent opportunity for a Human Resources Manager in our Troy, Oh location. In this position, the successful candidate will perform the following job responsibilities: Lead and fully execute initiatives that support the company strategy. Guide leaders and employees regarding company policies, values, HR programs (benefits, pay, and salary) administration and interpretation to ensure policies and procedures are handled consistently and in a timely manner. Accurately diagnose organization issues, develop solutions and implement action plans. Maintain in-depth knowledge of legal requirements related to day-to-day management of employees, reducing legal risks and ensuring compliance with all state and federal employment laws and regulations. Design and execute staffing strategies for hiring needs. Partner with local resources to ensure ongoing Outreach. Work closely with management and employees to improve work relationships, build morale, and increase productivity and retention. Coach and counsel Supervisors and Managers on employee relations issues; investigate complaints, reviews, corrective actions and performance appraisals. Direct and administer compensation and review programs for the facility. Analyze trends and metrics to develop solutions, programs and policies. Direct disciplinary and termination process to comply with regulations, laws and Clopay policy. May represent company at unemployment and industrial hearings.

To apply: Apply online at: [Jobs in Troy, OH at Clopay](#)

Casting Machine Operator

Company: Apex Die Casting

Job Location: Piqua, Ohio

Benefits: \$500 sign on bonus, \$200 perfect attendance bonus, monthly performance increase, starting pay \$18-\$20/hr., 2nd and 3rd shift available

Address: 8877 Sherry Drive, Piqua, Ohio 45356

To apply: Walk in candidates welcome.

Housekeeping Associate

Company: Ohio Living Dorothy Love

Address: 3003 West Cisco Road Sidney, Ohio 45365

Qualifications Desired: One year of housekeeping experience preferred. On-the-job training provided. Knowledge of cleaning and general housekeeping methods and equipment 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: Tenth grade education required. High school diploma or equivalent preferred.

Job Duties: The Housekeeping Associate is responsible for the day-to-day cleaning activities in resident and patient homes, patient rooms, common areas, and administrative offices within the life plan community in accordance with the company standards and current federal, state and local standards, guidelines, and regulations to ensure that patient homes and/or the life plan community are maintained in a clean, safe, and comfortable manner. Operations Management: Dusts furniture, tables, window ledges, lights, beds, high pipes, and other dusting. Empties and cleans waste cans and replaces liners in waste cans if present. Cleans and polishes tables, fixtures, furnishings, and woodwork. Cleans, washes, and disinfects bathroom sinks, toilets, tubs, showers, and floors, and polishes chrome bathroom fixtures. Cleans windows and mirrors in bathrooms, entrance/exit ways, patio doors, etc. Cleans all floors and baseboards by disinfecting, sweeping, dust mopping, wet mopping, waxing, buffing, etc. Vacuums carpets and carpeted stairways. Cleans walls and ceilings by wiping, dusting, spot cleaning, etc. Ensures that work area are clean (i.e. cart, car, and/or closet for supplies) and that equipment, tools, supplies, etc. are in proper working order. Ensures that an adequate supply of housekeeping and cleaning supplies are maintained. Quality, Compliance, and Risk Management: Ensures that established quality assurance, infection control, and universal precaution practices are maintained when performing housekeeping procedures. For community employees, 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. Customer Relations and Service Delivery: Listens and responds to resident, patient, and staff member needs. Honors resident and patient personal and property rights when performing housekeeping duties. Administration and Reporting: 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: Full-time; 7a-3p (including every other weekend)

To apply: Apply online at: <https://www.ohioliving.org/> or https://careers.ohioliving.org/search/jobdetails/housekeeping-associate/16601424-9de6-4381-b96e-433adbaeb3ca?utm_campaign=featuredjob

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

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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)

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November-December 2021

Week of November 28—December 4

Shelby County Department of Job and Family Services

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

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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.**