

These area job postings were compiled by OhioMeansJobs Center of Shelby County from various media sources, including job postings within OhioMeansJobs Center of Shelby County, [www.OhioMeansJobs.com](http://www.OhioMeansJobs.com), employer websites, direct employer contact, and area newspapers.

The “OhioMeansJobs Shelby County AREA JOB POSTINGS” summary will be updated at the beginning and middle of each month. 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. with extended hours on Tuesdays until 6:00 p.m. or visit our website at [www.shelbycountyjfs.org](http://www.shelbycountyjfs.org).



**Search:**

**Ohio Means Jobs Shelby County**



**Shelby  
County**

*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.

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**

## **SUMMER EMPLOYMENT OPPORTUNITIES!**

Are you **16 to 24** and looking for an opportunity to gain work experience and new job skills? Positions available could lead to long-term employment.

**Check out the flyers on  
the last two pages for  
more information!**

### **Bartender & Cook**

**Address:** PO Box 720, Piqua, Ohio 45356

**Qualifications Desired:** Experienced Bartender & Cook needed PT, pull tab experience a plus.

**To Apply:** Send resume to: PO Box 720, Piqua, OH 45356, c/o House Committee or call 937-214-0438 for application.

### **Electricians**

**Company:** Sollmann Electric Company

**Address:** 310 East Russell Road, Sidney, Ohio 45365

**Qualifications Desired:** No experience necessary, will train.

**To Apply:** Apply in person at: 310 East Russell Road, Sidney, Ohio, Monday through Friday between 8:00am and 4:00pm, or email your resume to: [cgallimore@sollmanelectric.com](mailto:cgallimore@sollmanelectric.com), or call us at 937-492-0346 to set up a time to apply.

### **Project Manager/Estimator**

**Company:** Sollmann Electric Company

**Address:** 310 East Russell Road, Sidney, Ohio

**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 in person at: Sollmann Electric Co., 310 E. Russell Road, Sidney, OH 45365, Monday-Friday, 8:00 am -4:00 pm or send resume to [cgallimore@sollmanelectric.com](mailto:cgallimore@sollmanelectric.com) or by mail to 310 E. Russell Road, Sidney, OH 45365. You may call for additional information at 937-492-0346.

### **Early Childhood Teachers**

**Company:** Kids Learning Place-Council on Rural Services Programs

**Job Location:** Sidney & Piqua

**Qualifications Desired:** Early Childhood Teachers make a difference with us!

**To Apply:** Apply: [www.Councilonruralservices.org](http://www.Councilonruralservices.org)

### **Drivers**

**Company:** Piqua Transfer

**Job Location:** Piqua, Ohio

**Job Duties:** Company Drivers & Owner Operators needed.

**To Apply:** Apply at: [piquatransfer.com](http://piquatransfer.com) or call: 800-278-0617.

### **Part-Time LPN, Part-Time Resident Assistant, Part-Time Maintenance Technician, Part-Time Dining Assistant**

**Company:** Lane Park

**Address:** 1150 W. Russell Road, Sidney, Ohio 45365

**Qualifications Desired:** A growing senior living community has openings for the following positions: - 3rd shift Part time LPN, - 3rd shift Part time resident assistant/STNA, Part Time Maintenance Technician, - Part time Dining Assistant.

**To Apply:** Please apply in person at: 1150 W Russell Road, Sidney, OH 45365

### **Drivers-Class A**

**Job Location:** Anna

**Qualifications Desired:** CLASS A DRIVERS NEEDED, FT/PT, home every night.

**To Apply:** Call 937-538-1493

### **IT Network Administrator**

**Company:** French Oil

**Qualifications Desired:** French Oil custom designs, manufactures, and supports hydraulic presses for molding rubber and composite materials, screw presses for synthetic rubber processing, and the separation of liquids from solids, oilseed equipment used to extract vegetable oil from seeds and nuts, and to produce “green” biofuels. We are looking to fill the following position for our expanding business. Four years experience in a manufacturing company environment preferred. Experience with VMWare ESXi 5.0, Exchange 2010, EMC SANs, Windows Server 2003, Windows 7 OS's and later, Office 2010, Sophos, Veeam, Maximizer, SQL (Structured Query Language), and SolidWorks. Programming or scripting skills a strong plus.

**Education Requirement:** Bachelor Degree in an IT discipline and a minimum of 5 years experience as a Network Administrator.

**To Apply:** Please submit resume to: [BWRobbins@frenchoil.com](mailto:BWRobbins@frenchoil.com). We are always looking for great talent. Find more details about this position, and see all of our current employment opportunities at [www.frenchoil.com](http://www.frenchoil.com)

### **Maintenance Technician**

**Company:** Graham Packaging Company

**Qualifications Desired:** GRAHAM PACKAGING COMPANY, a worldwide leader in the design and manufacture of customized blow-molded consumer plastic containers, is seeking candidates for a Maintenance Technician position for its state-of-the-art manufacturing facility in Minster, Ohio. The primary function of this position is to maintain, repair, and troubleshoot complex blow mold equipment and other high speed manufacturing equipment including conveyor systems, compressors, chillers, and installing electrical and wiring systems. Candidates must have electrical experience and be mechanically inclined. PLC troubleshooting and programming is a plus. Qualifications – 3+ years experience in industrial maintenance in a manufacturing environment; plastics background is a plus. Applicants will be required to meet threshold levels on validated assessment instruments and must pass a pre-employment drug screen.

**Education Requirement:** Associates degree from a two-year college or technical school preferred and/or combination of education and/or apprenticeship.

**To Apply:** Apply by e-mailing a resume to [minster.jobs@grahampackaging.com](mailto:minster.jobs@grahampackaging.com).

### **Drivers-Class A CDL**

**Company:** NKA Transportation

**Job Location:** Sidney, Ohio

**Address:** 777 Kuther Road, Sidney, Ohio 45365

**Qualifications Desired:** Must be able to pass pre-employment drug-screen and criminal background check. No Felonies in the past 5 years. CLASS A CDL, 1 year or 50,000 miles tractor/trailer driving experience, excellent attendance, safe driving record, verifiable past work experience, current DOT physical & medical card, strong work ethic, Qualcomm experience preferred, no major moving violation or accidents..

**Education Requirement:** High School Diploma or GED

**To Apply:** Apply in person at NK Parts, 777 Kuther Rd., Sidney. Contact Human Resources at 498-4651 ext. 1657.

### **Automotive Technician**

**Company:** Dan Hemm Chrysler Dodge Jeep Ram

**Address:** 2594 W. Michigan St., Sidney, Ohio 45365

**To Apply:** Apply in person at 2594 W Michigan St. Sidney, Ohio 45365

### **Pianist**

**Company:** Emmanuel Baptist Church

**Address:** 920 Sixth Ave., Sidney, Ohio 45365

**To Apply:** Please call: 937-492-0077 or 419-738- 8715

### **Village Administrator**

**Company:** The Village of Anna

**Job Location:** Anna, Ohio

**Address:** 209 West Main St. P.O. Box 140 Anna, Ohio 45302

**To Apply:** Apply until June 24, 2016. Resumes can be mailed to: Village of Anna P.O. Box 140 Anna, Ohio

### **Parts Pro**

**Company:** Advance Auto Parts

**Address:** 1510 Michigan Street, Sidney, Ohio 45365

**Qualifications Desired:** • Friendly communication • Ability to locate and stock parts • Safety knowledge and skills • Operating inventory systems and store equipment • Parts and automotive system knowledge skills • Operating POS and Parts lookup systems • Expert at testing and diagnostic equipment for DIY services • ASE P2 certified or ASE ready equivalent • Advanced solution, project and product quality recommendation ability • Advanced parts lookup and sourcing • Advanced selling skills for commercial and DIY • Must have a valid driver's license and be fleet safety certified • Frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds

**Education Requirement:** High school diploma or general education degree (GED)

**Job Duties:** • Provide GAS2 selling experience for DIY and DIFM customers • Achieve personal / store sales goals and service objectives • Ensure high standards of customer service and store appearance standards • Key holder responsibilities (task assignment and completion, safety, open/close duties) • Assist in store inventory processes including truck put away, shoot outs, cycle counts, back stock, etc. • Store Cleanliness including floors, bathrooms, facing, dusting, parking lot • Provide DIY services including battery installation, testing, wiper installs, etc.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Administrative Logistics Coordinator**

**Company:** DTS

**Address:** 1100 Tower Drive, Fort Loramie, OH 45845

**Qualifications Desired:** Microsoft Office, Excel and Word as well as excellent time management skills, communication, and the ability to multi-task. Required experience: Logistics: 2 years

**Benefits:** DTS offers an excellent benefits package.

**Job Duties:** Driver routing, driver scheduling, customer scheduling, maintaining DOT files, trip and mileage reports, as well as scheduling truck maintenance.

**To Apply:** Contact Denise at 937-295-3409 extension 109 between 9:30am and 6:00pm Monday - Friday.

### **Crew Member**

**Company:** Culver's

**Address:** 2575 Michigan Street, Sidney, Ohio

**Qualifications Desired:** Friendly with an engaging, outgoing personality. Guest focused with the ability to demonstrate meaningful interaction. Sound communication skills with the ability to work in a fast-paced, food service environment.

- Stands for long periods of time without sitting;
- Walks fast paced during shifts. Bends, reaches and stoops
- Lift / carry 10 lbs. or less constantly, lift / carry 11-20 lbs. frequently, lift / carry 21-50 lbs. occasionally, lift / carry 51-100 lbs. rarely.

**Job Duties:** Consistently provides friendly guest service and heartfelt hospitality.

- Handles guest comments promptly and courteously with the ability to empathize, sympathize and educate.
- Prepares quality products while maintaining proper food safety practices, portion control and presentation within service goal times.
- Committed to teamwork demonstrating integrity and honesty while interacting with guests, team members and managers. Displays a can-do attitude that makes the difference between a great shift and an okay shift.
- Follows company safety standards at all times and looks out for the safety of other team members and guests.
- Reports to each shift in a neat, clean and unwrinkled uniform. Maintains a neat, well-groomed appearance including personal hygiene, hair restraint and jewelry restrictions.
- Reports to each shift on time. Is considered by peers as reliable and dependable.
- Follows established restaurant practices and procedures.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Part Time High School Help**

**Company:** Precision Strip

**Address:** 86 S. Ohio Street, Minster, OH 45865

**Hours:** Approximately 30 hours/week during the summer with flexible hours during the school year.

**Qualifications Desired:** Scanning paper documents and other data organization.

**Education Requirement:** High School student

**Job Duties:** Assist the Engineering department in data entry special project.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Administrative Assistant**

**Company:** Derby Fabricating Solutions

**Address:** 570 Lester Avenue, Sidney, Ohio

**Qualifications Desired:** Two years previous experience. Extremely strong organizational, project and time management skills. Detail-oriented. Advanced level skills with PowerPoint, Excel, MS Word, Outlook. Strong sense of urgency and efficiency in completing work. Ability to take self-initiative and be proactive. Ability to multi-task and prioritize workload. Ability to recognize and appropriately handle highly sensitive and confidential material and information. Excellent verbal and written communication skills.

**Education Requirement:** High school or equivalent

**Job Duties:** Provide clerical and administrative support to the Plant Manager and all team members at the Sidney, Ohio plant. Answers routine questions and assembles confidential and sensitive information. Implements and monitors administrative systems, procedures and projects. Coordinates and submits all new hire paperwork, benefits paperwork, and any team member related paperwork with the team members and Corporate Office.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Coffee Shop Clerk**

**Company:** Kroger Store

**Address:** 2100 Michigan Street, Sidney, OH

**Hours:** Part-Time Shift(s): Day; Evening

**Qualifications Desired:** • Ability to handle stressful situations • Effective communication skills • Knowledge of basic math (counting, addition, and subtraction) • Must be at least 18 years of age • desired previous job experience • Retail experience • Second language (speaking, reading and/or writing)

**Job Duties:** Create an outstanding customer experience through exceptional service. Establish and maintain a safe and clean environment that encourages our customers to return. Assist the department manager in reaching sales and profit goals established for the department, and monitor all established quality assurance standards. Embrace the Customer 1st strategy and encourage associates to deliver excellent customer service. Demonstrate the company's core values of respect, honesty, integrity, diversity, inclusion and safety.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Lumber Yard Worker**

**Company:** Hartzell Hardwoods

**Address:** 1025 S Roosevelt Avenue, Piqua, OH 45356

**Qualifications Desired:** • Frequently lifts, 40%-70% of normal work day, material weighing 25-60 lbs. Seldom lifts 15% - 40%, material weighing over 60 lbs. Lifting is generally from ground level to shoulder level.

• Previous experience operating a chain saw, bander, and band cutter is preferred. • Must be capable of close, distant, and color vision and have good depth perception. • Must reach, stoop, kneel, crouch and crawl. • Good verbal and written communication skills • Must have a positive attitude. • Demonstrated record of safety improvements, reducing safety related incidents. • Excellent teamwork.

**Job Duties:** Works at a fast pace while operating machinery that inserts stacking sticks in bundles of lumber for kiln drying.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Skilled Construction Supervisors / Laborers**

**Company:** Westerheide Construction

**Address:** 1120 Milligan Court, Sidney, Ohio

**Qualifications Desired:** Looking for experience in Commercial Construction, Carpentry, Steel Erection, and Concrete

**Job Duties:** Westerheide Construction is accepting applications for Supervisors and General Laborers.

**To Apply:** Applications can be picked up at our office located at: 1120 Milligan Ct. Sidney, OH 45365 or resume may be emailed to [dawn@westerheidecc.com](mailto:dawn@westerheidecc.com)

### **Support Specialist 1**

**Company:** CRSI

**Job Location:** Piqua, OH area

**Address:** 405 Public Square, Suite 373, Troy, Ohio 45373

**Hours:** This position may be assigned to work weekend and evening schedules. May be required to stay overnight and work some holidays; may be required to work in various locations according to consumer's needs. Hours are not guaranteed as a part-time employee and are assigned as available. Scheduled hours are based on consumer choice and needs.

**Qualifications Desired:** Must be 18 years or older. • Must have a valid driver's license and vehicle insurance. • Must possess acceptable police record and background screenings. • Prefer at least 6 months experience but not required. • Must be reliable. • The work environment for this position may include risk of exposure to certain communicable diseases if proper hygiene techniques and proper protection apparatus are not utilized.

**Education Requirement:** High school or equivalent

**Job Duties:** To provide quality support services to consumers based on each consumer's Individual Plan. Ensure that CRSI operates under the current standards and regulations established by DODD Medicaid (Title XIX), and other authorities that may dictate standards of operation including programming, consumer safety, and staff training and employment requirements.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Assembly Associate**

**Company:** iforce

**Job Location:** Sidney, OH

**Address:** 1544 W. Michigan Street, Sidney, OH

**Qualifications Desired:** • Must have solid work history • Must be a team player • Must have good attendance record • Required experience: Assembly: 1 year

**Education Requirement:** High school or equivalent

**Job Duties:** Currently seeking a motivated Assembly Associate for a 3rd shift position. Hours will be 8:45PM-6:45AM.

**To Apply:** Contact iforce Staffing today at 937-453-9010, 1544 W. Michigan Street, Sidney, Ohio 45365

### **Environmental Engineer - Air**

**Company:** American Trim

**Address:** 1501 Michigan Street, Sidney, Ohio 45365

**Qualifications Desired:** Proven knowledge of EPA and other environmental regulations and general understanding of environmental control technology and production processes required. Hazwoper, hazardous waste management and other pertinent Federal, State and Local regulations. Knowledge of PC operations including Word, Excel, PowerPoint and database management. 5 to 7 years of environmental experience required. Specific experience with air is required.

**Education Requirement:** Bachelor's degree in technology or technical related discipline

**Job Duties:** Ensures an environment that complies with Federal, State, and Local regulations, as well as corporate guidelines. Develops, implements and maintains procedures, audit & inspection records, programs & activities for environmental compliance in multi-state facilities. Minimize environmental risks and assure a quality work environment for employees and the community. May be required to lead and or supervise others.

**To Apply:** Contact Name: Sue Gibboney; E-mail resume to: [resumes@amtrim.com](mailto:resumes@amtrim.com).

### **Part Time Dock Worker / Forklift Operator**

**Company:** Saia

**Address:** 741 S Van Vandemark Road, Sidney, Ohio 45365

**Qualifications Desired:** A positive attitude and strong work ethic, but here's what else you'll need to qualify for this great opportunity. Our ideal Dock Worker will also have: • Freight handling experience • Forklift certification • Hazmat training • Previous freight dock or warehouse experience helpful.

**Job Duties:** Using safe lifting techniques, efficiently sorting, handling, loading and unloading freight into/from over-the-road equipment, containers, city trailers, and/or straight trucks • Using pallet jacks and forklifts in the loading and unloading of freight including shipments of Hazardous Materials freight

**To Apply:** Apply online at [www.OhioMeansJobs.com](http://www.OhioMeansJobs.com) seek job title and location

### **Maintenance Technician**

**Company:** Advanced Composites Inc.

**Address:** 1062 Fourth Avenue, Sidney, Ohio

**Qualifications Desired:** Integrity-Ethical Behavior · Communication · Innovation · Job Skill / Knowledge · Initiative / Proactive · Creative Problem Solving · Judgment · Effective Collaboration · Attendance -Punctuality · Cost Consciousness · Ability to interpret documents such as safety rules, operating, environmental, and maintenance instructions, and procedure manuals. · Ability to write routine reports and correspondences. Effective written and verbal communication skills. · Ability to solve problems and deal with a variety of variables. Troubleshooting experience. Previous electrical experience· Previous mechanical experience. · Minimum 2-year degree and 3 to 5 years related experience.

**Job Duties:** Troubleshoot both electrical and mechanical equipment failures in efficient and effective manner · Perform scheduled Preventative maintenance tasks · Work effectively with the maintenance team to provide continuous improvement of the team and equipment · Work in safe manner.

**To Apply:** Apply online at [www.OhioMeansJobs.com](http://www.OhioMeansJobs.com) seek job title and location

### **Local Drivers Needed!**

**Company:** Quality Driver Solutions

**Job Location:** Lima, Ohio

**Address:** 1838 Elm Hill Pk, Nashville, TN 37210

**Qualifications Desired:** Class A Driver's License. No DUIs in the past 7 years. Must be 23 or older. No careless driving or reckless driving on MVR (3 years). No at-fault rear-end collisions, rollover accidents or jackknife accidents in previous 3 years. No more than a combination of 3 violations or at-fault accidents in previous 3 years. Acceptable PSP score. No speeding citations of 15 mph or more over the posted speed limit. 12 months experience in the past 3 years pulling a 53' van of which 6 months must be OTR. Must be able to pass road test.

**Job Duties:** Will work 5-6 days a week. Honda plant shuttle, no-touch, drop and hook. 50-60 hours weekly. Day cabs, new equipment. Will run to Michigan/Indiana, home daily.

**To Apply:** Apply online at: [qualitydriversolutions.com](http://qualitydriversolutions.com) (for Nashville location)

### **OP– Center Technician**

**Company:** Wilson Health

**Address:** 915 W. Michigan Street, Sidney, Ohio

**Qualifications Desired:** One year related experience and/or training or equivalent combination of education and experience. Handle the volume of internal and external calls with speed and accuracy. Use pagers (overhead and alpha paging). Handle all emergency procedures and paperwork. Operate computer/equipment to execute the required daily computer operations. Ability to adapt to new procedures. Phone etiquette.

**Education Requirement:** High school diploma or general education degree (GED)

**Job Duties:** Under the direction of the OP-Center Coordinator, the OP-Center technician will answer the switchboard consoles, pages on the overhead and on voice and digital pagers. Types and files daily operating information. Monitors alarm panels. Ability to read doctor's monthly call schedule and fill out Call List accurately. Will operate computer and peripheral equipment in order to execute the required daily computer operations.

**To Apply:** An application portal is available to fill out an online application in the Human Resources Department, 3rd floor Yager Building. Hours of operation: Monday - Friday (7am - 4pm).

### **Warehousing, Shipping & Receiving 2nd Shift**

**Company:** MaMa Rosa's Pizza LLC

**Address:** 1910 Fair Road, Sidney, Ohio 45365

**Qualifications Desired:** • Ability to read and comprehend simple instruction, short correspondence, and memos • Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions and decimals • Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists • Ability to compute ratio and percent • Knowledge of forklift safety and operation • Ability to work in warm, cold, and with loud noise level.

**Job Duties:** Coordinates all incoming and outgoing finished goods and raw materials for proper storage, records inventory transactions, inventories materials on work floor, and supplies workers with materials as needed. Loads and unloads materials onto or off pallets, skids, lifting devices or trailers/straight trucks. Compares information and counts, weighs, or measures items of all incoming and outgoing shipments to cross check against bills of lading, invoices, orders, or other records. Examines incoming shipments, records shortages, and receives into inventory. Pulls material and stages for shipment, utilizing (FIFO) first in first out system. Organizes warehouse and rows, and cleans. Examines outgoing shipments to ensure shipments meet.

**To Apply** online at <http://www.mama-rosas.com/careers> seek job title

### **Bakery Associate - Line 1 - 1st Shift**

**Company:** MaMa Rosa's Pizza LLC

**Address:** 1910 Fair Road, Sidney, Ohio

**Qualifications Desired:** • While performing day-to-day duties, the employee will need to be able to lift up to 50 pounds • Must be able to work at a fast pace • Must be dependable • Must have good communication skills • Frequent bending and stooping • Frequent lifting (up to 50 lbs. and not exceed 90 lbs.) • Frequent working in hot and cold environments

**Job Duties:** • Supplying the conveyor with baking pans. • Placing dough on pans. • Flatten, inspect, and remove if any imperfections are found. • Assists in pulling damaged pans. • Assists in restarting presses and/or clearing jams during/after downtime. • Places unfixable edible dough into edible containers. • Communicates to lead and is responsible to alert them of any pressing/mechanical issues. • Monitors flow of pans to insure dough ball placement and to eliminate damaged pans.

**To Apply:** Apply online at <http://www.mama-rosas.com/careers> seek job title

### **Paralegal/Floater**

**Job Location:** Dayton/Middletown, Ohio

**Qualifications Desired:** Must be dependable, empathetic, have a positive attitude, pro-active, creative thinker and problem solver; able to manage multiple projects and priorities, and be a team player. Excellent communication skills a must.

**Education Requirement:** Interested candidates must have a paralegal degree or practical experience in a law firm.

**Job Duties:** Immediate opening for full time personal injury paralegal in a busy, Ohio-based law firm located near Dayton/Middletown, Ohio.

**To Apply:** Please send resume to [OMJ-DARKECO@jfs.ohio.gov](mailto:OMJ-DARKECO@jfs.ohio.gov)

### **Administrative Assistant**

**Qualifications Desired:** Computer literacy is a plus.

**Job Duties:** I am looking for a responsible Administrative assistant. Position is flexible, so students and others can apply.

**To Apply:** Send resume to :  
[murryaford8@gmail.com](mailto:murryaford8@gmail.com)

### **Boxing Line Associates – Room 2- 1st Shift**

**Company:** MaMa Rosa's Pizza LLC

**Job Location:** 1910 Fair Road, Sidney, Ohio

**Hours:** Full time - 2<sup>nd</sup> Shift

**Qualifications Desired:** • Must be able to identify correct dates. • Must be able to lift up to 50 lbs., follow run sheets, work in a fast-paced environment. • Ability to rotate to other production areas.

**Job Duties:** Job duties will include but are not limited to the positions of making boxes, inspecting product prior to packing, packing products into boxes, trays, cartons, and product rework. Other duties as assigned.

**To Apply:** Apply online at <http://www.mama-rosas.com/careers> seek job title

### **Wrapper Line Associate –Room 2**

**Company:** MaMa Rosa's Pizza LLC

**Address:** 1910 Fair Road, Sidney, Ohio

**Hours:** Full time - 1<sup>st</sup> Shift

**Qualifications Desired:** • Able to work in a fast-paced environment. Must be dependable.

**Job Duties:** • Catch pizza. • Place papers on pizzas. • Monitor and ensure HACCP. • Fill out paperwork. • Set up, operate, and fill cardboard machines. • Weigh pizzas. • Check metal detector. • Rotate to other lines for different product runs. • Other duties assigned.

**To Apply:** Apply online at <http://www.mama-rosas.com/careers> seek job title

### **General Labor**

**Company:** MaMa Rosa's Pizza LLC

**Address:** 1910 Fair Road, Sidney, Ohio

**Qualifications Desired:** • Must be able to identify correct dates. • Must be able to lift up to 50 lbs., follow run sheets, work in a fast-paced environment. • Ability to rotate to other production areas.

**Job Duties:** Job duties will include but are not limited to the positions of making boxes, inspecting product prior to packing, packing products into boxes, trays, cartons, and product rework. Other duties as assigned.

**To Apply:** Apply online at <http://www.mama-rosas.com/careers> seek job title

### **Food Service Specialist –Retail Sales**

**Company:** Speedway

**Address:** 1515 N Main Street, Sidney, Ohio

**Hours:** Full-time, Part-time - Schedule flexibility

**Qualifications Desired:** Great work ethic, positive attitude, and engaging personality.

**Job Duties:** • Meeting and exceeding customer expectations on every visit • Maintaining a clean, safe environment to ensure the store is presentable • Food preparation including making one of our customer favorites ....coffee! • Ensuring proper preparation, presentation, and freshness of all foodservice products • Ability to follow proper health code guidelines • Ability to be a brand ambassador and continue to develop our evolving food program • Consistently promoting our Speedy Rewards loyalty program, where food sales generate lots of extra bonus points for our customers • The ability to multi-task, perform repeated bending, standing, and reaching, and occasionally lifting up to 50 pounds

**To Apply:** Apply online at [www.OhioMeansJobs.com](http://www.OhioMeansJobs.com) seek job title and location

### **Water Plant Operator**

**Company:** City of Piqua

**Address:** 201 W. Water Street, Piqua, Ohio

**Hours:** Wed – Sun 3PM -11PM; and Monday, Tuesday, Wednesday, Saturday, and Sunday 11PM-7AM.

**Qualifications Desired:** Inspecting and servicing equipment, monitoring chemical feeders, operating and washing filters, taking samples and performing chemical tests.

**Education Requirement:** Candidates must obtain and maintain Ohio EPA certification within two years of employment. Will entail continuing certificate during career.

**Job Duties:** The City of Piqua is accepting applications for the position of Water Plant Operator. Primary duties include controlling the processes of and operating the Water Treatment Plant facility to meet EPA and other relevant standards. The operator ensures that the water is safe and of highest quality for the citizens of the City of Piqua.

**To Apply:** Apply at: City of Piqua, Human Resources Dept., 201 W. Water Street, Piqua Ohio 45356. Visit our website at [www.piquaoh.org](http://www.piquaoh.org) to download an application.

### **Bakery Associate - Line 3 - 2nd Shift**

**Company:** MaMa Rosa's Pizza LLC

**Address:** 1910 Fair Road, Sidney, Ohio

**Qualifications Desired:** • While performing day-to-day duties, the employee will need to be able to lift up to 50 pounds • Must be able to work at a fast pace • Must be dependable • Must have good communication skills • Frequent bending and stooping • Frequent lifting (up to 50 lbs. and not exceed 90 lbs.) • Frequent working in hot and cold environments

**Job Duties:** • Supplying the conveyor with baking pans. • Placing dough on pans. • Flatten, inspect, and re-move if any imperfections are found. • Assists in pulling damaged pans. • Assists in restarting presses and/or clearing jams during/after downtime. • Places unfixable edible dough into edible containers. • Communicates to lead and is responsible to alert them of any pressing/mechanical issues. • Monitors flow of pans to insure dough ball placement and to eliminate damaged pans.

**To Apply:** Apply online at <http://www.mama-rosas.com/careers> seek job title

### **Maintenance Technician**

**Company:** Nitto Denko Automotive

**Address:** 1620 S. Main Street, Piqua, Ohio

**Qualifications Desired:** Highly motivated 3rd Shift Maintenance Technician with 3-5 years experience in a manufacturer environment. Applicants must have a strong background in hydraulics, pneumatics and mechanical presses. Experience in basic electrical troubleshooting is required. This individual will also be responsible for maintaining preventive maintenance program and facility maintenance. Fabrication skills and steel rule die experience a plus

**To Apply:** Please send resume to: Nitto Denko Automotive, P.O. Box 740, Piqua, Ohio 45356 Attn: HR Manager or in person at 1620 S. Main Street, Piqua, Ohio to fill out an application.

### **RV Body Shop Technician/Painter**

**Company:** Arbogast RVs

**Job Location:** Troy, Ohio

**Qualifications Desired:** Experience in the following areas is a plus: HVAC, Mechanical, Electrical, Plumbing, Carpentry, Hitch Work

**Job Duties:** Starting pay is \$12-24 per hour based on experience. \$1000 Signing Bonus!

**To Apply:** For qualified, current, RV Service Technicians to set up a confidential interview, send resume to: [scott@arbogastrvs.com](mailto:scott@arbogastrvs.com)

### **Production**

**Company:** Lakeview Farms, LLC

**Job Location:** Delphos, Ohio

**Address:** 1700 Gressel Drive Delphos, OH 45833

**Qualifications Desired:** Qualified individuals will be dependable, detail oriented, have good math and reading skills, the ability to lift up to fifty pounds and good attendance. Must be quality conscious with good mechanical aptitude.

**Job Duties:** Lakeview Farms, LLC. is accepting applications for our food manufacturing facility in Delphos, OH.

**To Apply:** Persons 18 years or older may obtain an application Monday through Friday 8:00AM to 5:00PM or submit a resume to: Lakeview Farms, LLC Attn: HR Department 1700 Gressel Drive, Delphos, OH 45833 [Recruiter@lakeviewfarms.com](mailto:Recruiter@lakeviewfarms.com)

### **Welders**

**Company:** Thieman Tailgates Inc.

**Job Location:** Celina, Ohio

**Address:** 600 E. Wayne St. Celina, Ohio

**Job Duties:** At this time Thieman's is accepting applications for steel and aluminum welder positions.

**To Apply:** Please send resume to: [Info@thiemantailgates.com](mailto:Info@thiemantailgates.com) or drop off at 600 E. Wayne St., Celina, OH

### **Program Coordinator**

**Company:** Elmwood of New Bremen

**Job Location:** New Bremen, Ohio

**Address:** 711 South Walnut Street, New Bremen, Ohio 45869

**Qualifications Desired:** CDL with passenger endorsement is required upon hire or within 90 days of hire. Must possess the ability to deal tactfully with other personnel, residents, family members and visitors. Must have patience, tact, a cheerful disposition and enthusiasm.

**Job Duties:** The Program Coordinator is a department leader position and is directly responsible to the Executive Director. Responsibilities include development and implementation of the activity programs for all residents. Works with all staff members increasing the understanding of resident's social, spiritual, emotional and leisure needs. Supervises, schedules, and trains activity assistants and volunteers.

**To Apply:** Please send your resume to Elmwood of New Bremen, 711 South Walnut Street, New Bremen, Ohio 45869. Application deadline is Friday June 17th.

### **RV Service Technician**

**Company:** Arbogast RVs

**Job Location:** Troy, Ohio

**Qualifications Desired:** Experience in the following areas is a plus: HVAC, Mechanical, Electrical, Plumbing, Carpentry, and Hitch Work.

**Job Duties:** Starting pay is \$12-24 per hour based on experience. \$1000 Signing Bonus! We currently have 4 RV Service Technician positions available.

**To Apply:** For qualified, current, RV Service Technicians to set up a confidential interview, send resume to: [scott@arbogastrvs.com](mailto:scott@arbogastrvs.com)

### **Clerk / Cashier**

**Company:** CVS Health

**Address:** 324 Fourth Street, Sidney, Ohio

**Qualifications Desired:** Must be at least 16 years of age • Previous retail experience • Operate a cash register including cash transactions, checks, charges • Price merchandise utilizing price guns • Store cleanliness: break area and rest rooms, vacuum, dust/face, clean windows, rubbish removal, exterior maintenance, sweeping • Stock shelves • Unload and load trays/cases • 35 pound maximum to a height of 4 feet

**Education Requirement:** High school diploma or equivalent preferred

**Job Duties:** To ensure customer satisfaction by greeting each customer with the eye's, hi's and help. To ensure each customer has a positive shopping experience and to remember that the customer is the top priority.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Outside Sales Representative**

**Company:** Rumpke

**Job Location:** Greenville, Ohio

**Qualifications Desired:** Minimum 2 years outside business-to-business sales with a proven track record of success. One year of experience in a customer-facing sales role (business to business). Previous experience making cold calls, preparing business proposals, delivering presentations, handling price negotiations and making sales contracts.

**Job Duties:** Outside Sales Representatives are responsible to prospect and generate new commercial business. This position requires cold calling on commercial accounts in the field to generate new permanent sales. The hours and level of responsibility may vary by location or line of business.

**To Apply:** Apply online: [www.RumpkeJobs.com](http://www.RumpkeJobs.com). Pre-Employment testing . EOE.

### **Auto Mechanic/Service Technician**

**Company:** RV Wholesalers

**Qualifications Desired:** Must be motivated and ready to work!

**Job Duties:** Leads and established customer lists are available and ready to go!

**To Apply:** Please submit your resume to [jobs@rvwholesalers.com](mailto:jobs@rvwholesalers.com) or call us at 937-843-9000.

### **Staffmark Positions**

**Company:** Staffmark

**Job Location:** Shelby County

**Address:** 655 N. Vandemark Road, Sidney, Ohio 45365

**Positions Available:** Jackson Center, Ohio, Downstream openings, \$11.50-\$11.90 all shifts long term Utility openings, flexible \$10.50-\$10.90 all shift available.

**Sidney, Ohio** - 1<sup>st</sup> and 2<sup>nd</sup> shift production, \$10.50/hour, long term fast-paced production line to produce Pizza. These positions are long term with a possibility of temp to hire, 3<sup>rd</sup> shift sanitation \$12.00 temp to hire, No HS diploma/GED required.

**Sidney, Ohio** - 1<sup>st</sup> (7:15am-5:15pm) and 3<sup>rd</sup> shift (8:45pm-6:45am), \$9.00/hour, long term indefinite, fast paced entry level work, no HS diploma/GED required.

**Forklift Drivers** - Sidney, Minster, & Lima, \$9.75-\$15.25/hr., must have 6 months of verifiable forklift experience.

**Minster, Ohio**- 6pm-6am shifts, \$13.53 DIRECT HIRE, Forklift Operators, HS diploma/GED required.

Sidney, Ohio, 1<sup>st</sup> and 3<sup>rd</sup> shifts general production for appliance parts, overtime required, \$9.67-\$9.97/hour, no HS diploma/GED required but will need to obtain in 3 years.

**Wapakoneta, Ohio** - 2<sup>nd</sup> and 3<sup>rd</sup> shift production (2pm-10pm and 10pm-6am), \$9.97-\$10.17/hour, entry level attaching burner bowls to racks for painting, and machine operation for silk screening appliance panels Must have GED in 3 years

**Sidney, Ohio** - 1<sup>st</sup> and 2<sup>nd</sup> shifts, temp to hire, overtime required, food production they work a lot in a cold, damp environment \$10.25/hour.

**Parts Washer** - Sidney, Pay rate \$11.50-11.90 per hour. Must have high school diploma/GED. Must be able to lift up to 50 pounds.

**Botkins, Ohio** - \$10/00 hour, all shifts available, food manufacturer, temp to hire, lift up to 40 lbs., HS diploma/GED required.

**To Apply:** Apply online: <http://www.staffmark.com/employees/>

### **Refrigeration Technician**

**Company:** MaMa Rosa's Pizza, LLC

**Address:** 1910 Fair Road, Sidney, Ohio 45365

**Qualifications Desired:** • Associate must have at least 3 years experience in the operation, repair and maintenance of boiler, HVAC, Refrigeration, Freon, facilities maintenance, Ammonia systems and utility equipment/systems. • State of Ohio High Pressure Boiler Operator or Third Class Stationary Engineer License is required and EPA refrigerant recovery certification. • Master Plumber • HAZMAT training. • Must have legible handwriting with attention to detail. • Must be able to climb stairs and stand for long periods of time. • Must be able to detect and understand warning lights, buzzers, alarms or instruments indicating hazardous conditions or circumstances which may cause equipment or product loss and physical harm. • Must observe good manufacturing practices (GMPs). • Must follow safety rules and procedures.

**Education Requirement:** High school or equivalent

**Job Duties:** Repair and maintain facilities, grounds, and refrigeration, to include Ammonia systems, Freon Systems, Air Compressors, Boilers, Pump Stations, Carpentry work, Snow removal, Air Dryers, etc.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Materials Controller**

**Company:** Honda of America Mfg. Inc.

**Job Location:** Anna, OH 45302

**Qualifications Desired:** Minimum of three months Purchasing or related experience. High level of system knowledge. Knowledge of Material handling process flows. General inventory control knowledge. Ability to solve complex problems through analysis. Ability to propose and implement countermeasures. Strong self motivation and self management skills. Experienced in Microsoft applications (Excel, Access, PowerPoint). Ability to multi-task and manage projects. Willingness to share and teach know-how and skills to team members. Listen to and comprehend oral communications; presents written information in a clear and organized manner. Identifies the need for and collects information to better understand issues, problems and opportunities (problem solving). Excellent computer skills. Strong math skills. Ability to deal with data and information from different sources and make well-informed decisions.

**Education Requirement:** Bachelor's degree in Business, Purchasing or related field, or equivalent experience. Industrial Engineering degree desirable.

**Job Duties:** Follow up and troubleshoot inventory and system concerns. Communicate system challenges and develop immediate countermeasures. Complete analysis, paperwork and reports for review by manager. Implement system improvement that support customer investigations and counter-measures. Manage select fit part shortages and support production demands. Ensure no impact to upstream or downstream customer. Ensure global production control system transactions meet inventory balancing requirements. Ensure system-generated parts orders to supplier and regional logistics center.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Housekeeping Aide**

**Company:** Heritage Center

**Address:** 24 N Hamilton Street, Minster, Ohio

**Qualifications Desired:** • Must be 18 • Pass a background check • Pass a drug test

**Job Duties:** The primary purpose of the job position is to implement the required housekeeping procedures in an efficient, cost effective manner meeting all federal, state and local requirements, while providing a safe environment for our residents. Heritage Center for Rehabilitation and Specialty Care is a warm and close-knit subacute care and nursing center proudly serving the distinct needs of the Minster community for more than a quarter of a century. We are creating an inimitable, revitalizing Rehabilitation environment to provide short term patients with a luxurious, five-star experience that meets and exceeds all expectations.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Third Shift Painter**

**Company:** Hartzell Air Movement

**Address:** 1025 S. Roosevelt Avenue, Piqua, Ohio

**Qualifications Desired:** • Previous experience with paint and/or powder coating is strongly desired. • Previous application of lean manufacturing and structured problem solving tools is a plus. • Good understanding of blue print reading and excellent math skills. • Good verbal and written communication skills. • Usually stands 7-8 hours per day and required to wear air respirator while painting. Frequently lifts between 25 – 60 lbs. (40-70% of normal workday) from floor level to shoulder level • Must be capable of close, distant, and color vision and have good depth perception. • Must reach, stoop, kneel, crouch and crawl. • Be able to read part numbers and directions provided on a worksheet. • Must be reliable and willing to work overtime when required.

**Job Duties:** Performs spray painting functions to a variety of sheet metal parts, castings, machine parts, and sub-assemblies. Responsibilities also include paint prep, such as washing or other general preparation of parts and materials.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Marketing Creative Designer**

**Company:** Crane Co.

**Address:** 420 3rd Street, Piqua, Ohio

**Qualifications Desired:** To perform this job successfully, an individual must be able to design eLearning modules, design files for internal and external usage, making updates/edits to existing design files, designing and updating web and intranet content, uploading content for social media channels, performing stock photo and video searches, and producing and editing product and company videos on and off site. This individual will help bring new ideas for design and content creation to the team using their expertise and eye for great design.

**Education Requirement:** Bachelor's degree in Marketing or Graphic Design with an emphasis on digital design, interactive media or equivalent experience • 4+ years digital design • Technically proficient in Adobe Creative Suite, including Photoshop, InDesign, Illustrator, Dreamweaver, etc.

**Job Duties:** Design and execute distribution of digital and print marketing content that meets strategic, business and branding objectives for Crane Pumps & Systems. This position reports to the Marketing Communications Manager and is a member of the Marketing Communications team.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Gym Manager**

**Company:** Anytime Fitness

**Address:** 2016 Michigan Street, Sidney, Ohio

**Qualifications Desired:** Good candidate will enjoy working in a health club environment, have a friendly, outgoing personality, and genuinely care about helping others. Must be at least 18 years old with a valid driver's license to apply. A perfect applicant will be available for flexible hours, be a team leader, have a passion for health and fitness, and most importantly, be a great representative of our brand! To be considered for this position, you must be a high-energy self-starter, have an extroverted personality, be a good motivator/coach, and enjoy sales, marketing, and building great culture in the club.

**Job Duties:** Anytime Fitness is seeking a highly motivated individual with a passion for helping others improve their lives through health and fitness. Industry experience is not required, but first-rate people skills and a self-motivated work ethic are! Work in a fun, upbeat atmosphere where every day is different.

**To Apply:** Apply online at [www.indeed.com](http://www.indeed.com) seek job title and location

### **Generator Technician**

**Company:** Buschur Electric Inc.

**Address:** PO Box 107, 305 W 1st Street, Minster, Ohio

**Qualifications Desired:** Applicant should be familiar with the mechanical and electrical workings of generators and transfer switches. 2 to 4 years experience in mechanical work and electrical work is a plus, but we will train

**To Apply:** Interested parties should send resume to:  
Buschur Electric, Inc., P. O. Box 107, Minster, OH 45865

### **Hair Stylist**

**Company:** Great Clips

**Job Location:** Sidney Kroger

**Address:** 2170 W Michigan Avenue, Sidney, Ohio

**Qualifications Desired:** An experienced stylist looking for your next career move.

**Education Requirement:** Proper training; must have appropriate license; current active status

**Job Duties:** • Make money right away with a guaranteed base wage • Receive incentives and recognition for a job well done • Cut hair for an immediate customer base • Get ongoing training and career advancement • Work flexible schedules • Learn the latest trends and advanced skills

**To Apply:** Apply online at [www.ohiomeansjobs.com](http://www.ohiomeansjobs.com) seek job title and location

### **Process Technician**

**Company:** Plastipak Packaging

**Address:** 300 Washington Street, Jackson Center, Ohio

**Qualifications Desired:** Strong mathematical and analytical skills as demonstrated by pre-hire or pre-promotion screening and testing, transcripts and/or references. - Excellent interpersonal skills as demonstrated in the context of the interview process. - Strong written communication skills as demonstrated by testing, transcripts or other designated methods.

**Job Duties:** Responsible for the hands-on operation of automated injection/blow molding equipment in a safe and efficient manner to achieve optimal results.

**To Apply:** Apply online at [www.OhioMeansJobs.com](http://www.OhioMeansJobs.com) seek job title and location

### **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**

**HR Associates- Piqua – 937-778-8563**

**i-force—Troy – 937-540-0110**

**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**

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

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