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 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.

OhioMeansJobs Shelby County is a proud partner of the American Job Center Network.

Search:
OhioMeansJobs Shelby County

Custom Cabinet Maker

Company: Barhorst Woodworks, LLC
Job Location: Ft. Loramie
Address: 1306 Fortman Road, Ft. Loramie, Ohio 45845
Qualifications Desired: We will train but construction experience is a plus.
Job Duties: Barhorst Woodworks is a complete custom cabinet shop. We are looking for a detail oriented, reliable individual to join our shop and install team. All work is climate controlled and work will vary each day.
To apply: Call 937-295-3120 or email barhorstwoodworks@gmail.com

Dental Hygienist

Company: Sidney Dental
Job Location: Sidney
Qualifications Desired: No experience required.
Education Requirement: Associate’s Degree. Need to have the license.
To apply: Please call 937-710-8080
Applications Engineer

Company: Industrial Machining Services, Inc.

Job Location: Ft. Loramie, Ohio

Qualifications Desired: 3 – 5 years of experience in machining process, manufacturing precision assembly. 3 - 5 years experience project management experience within a manufacturing environment. MasterCam experience is a plus. General knowledge and experience with mechanical design. Ability to plan complex projects, coordinate schedules and troubleshoot to keep project on track. Generate quotes and work directly with Customers to understand scope of project. Ability to manage multiple projects in a fast paced environment. Competent in Microsoft Office and Manufacturing Software. Strong Teamwork ability. Desire to truly help our customers solve problems by working with end user and internal engineering support. A solid technical background. Sound judgment and good business sense. Teamwork ability. The ability to build relationships with clients quickly. Analytical and problem-solving skills. A full driving license.

Job Duties: Rewarding career opportunity to work within a like minded team environment. We work closely with our customers to achieve a successful project outcome. Interpersonal skills are a must. Ability to route machining centers, coordinate schedules and troubleshoot to keep project on track. Generate quotes and work directly with Customers to understand scope of project. Manage multiple projects in a fast paced environment. MasterCam experience is a plus. Implement specific manufacturing products into a customer's facility. Considering application meets all safety, quality, efficiency expectations. Responsible for the planning, process of machining centers in an industrial environment. Successful individual will have the ability to understand machining processes to complete final parts for the Customers needs and deliver. Frequent customer site visits may be required - as needed for successful outcome of project. Over night travel minimal. Opportunity to advance.

To apply: If you feel you are qualified but lack formal education - please submit a resume for consideration. hr@ims-spi.com

Surface Grinder

Company: DRT Precision Mfg. Co.

Job Location: Sidney

Qualifications Desired: 2 years grinding experience, Ability to read and work from blueprints and sketches to create or modify tools, dies, jigs, and molds

Education Requirement: High school diploma

To apply: Apply online at www.indeed.com or https://www.indeed.com/viewjob?adid=338948610&cmp=DRT-Precision-Mfg.-Co.&from=iaBackPress&jk=b1d47c0dc5945845&pub=4a1b367933fd867b19b072952f68dceb&sjdu=Zzi_VW2ygsY1fzh3Ma9ZsE4zIt1NTXCGwFBhdjeTC3PuQZysWOSkyWXb6SF9quhFwWRpxDBh3VZ7b9kLUZT2eA&tk=Surface%20Grinder&tk=1e1u7rgt32v04000&vjs=3
**Offset Press Operator**

**Company:** A & B Printing  
**Job Location:** Ft. Loramie, Ohio  
**Address:** 400 Enterprise Drive, PO Box 2, Ft. Loramie, Ohio 45845  
**Qualifications Desired:**  
**Education Requirement:** Journeymen level preferred.  
**Job Duties:** Due to unprecedented growth, A&B Printing has an immediate need to hire an experienced and qualified journeymen level offset press operator on all shifts.  
A&B Printing offers premium wages based on experience and a comprehensive benefits package including healthcare, matching 401k and short term disability.  
Come work for a family owned and operated company experiencing historic growth that values its associates, customers and quality.  
**To apply:** Snail mail, Jim@aandbprinting.com, call or stop by the office and fill out an application

**Human Resources Business Partner**

**Company:** Emerson  
**Job Location:** Sidney, Ohio  
**Qualifications Desired:** Required knowledge of applicable state and federal employment and labor laws and governmental compliance requirements, Proven positive customer service and employee relations skills in order to facilitate daily interaction with internal customers, Must possess excellent verbal and written communication skills, including ability to effectively communicate with senior leaders, internal customers and the community, Outstanding organizational skills, Possesses a can-do attitude and shows persistence despite obstacles and set backs, Ability to produce quality results in a highly matrixed, fast paced environment. Maintains composure and effectiveness in stressful situations, Demonstrated proficiency with Microsoft Office Suite and HR information systems, Prefer Emerson HR experience, 5 plus years experience in Human Resources, Open to relocation in the future for higher level HR roles at Emerson, HRCI or SHRM certification preferred, Demonstrated facilitation and training skills, Experience in an industrial/ manufacturing multi-location, global company  
**Education Requirement:** BS Degree required, with HR related major preferred, plus minimum 4 years related HR experience  
**Job Duties:** This position collaborates with employees, Air Conditioning Business Unit (AC BU) leadership and shared service HR functions to support various Human Resources processes. Partners with HR VP to align Emerson People Strategy initiatives with AC BU priorities to ensure excellent execution in hiring, on-boarding, developing and retaining employees.  
**To apply:** Visit www.emerson.com/careers, reference job # 20000970
Collator/Stitcher/Folder

**Company:** A & B Printing

**Job Location:** Ft. Loramie, Ohio

**Address:** 400 Enterprise Drive, PO Box 2, Ft. Loramie, Ohio 45845

**Qualifications Desired:** Previous experience required.

**Education Requirement:** High School

**Job Duties:** Due to unprecedented growth, A&B Printing has an immediate need to hire experienced and qualified print professionals. We’re looking for collator/ stitcher, cutter and folders with positions available on all shifts. A&B Printing offers premium wages and a comprehensive benefits package including healthcare, matching 401k and short term disability. Come work for a family owned and operated company experiencing historical growth that values its associates, customers and quality.

**To apply:** Snail mail, Jim@aandbprinting.com, call or stop by the office and fill out an application

Restaurant Management Opportunity

**Company:** Scott Family McDonalds

**Job Location:** Greenville, Sidney, Piqua, Troy, Tipp City, Huber Heights, Fairborn, Beavercreek, and Bellefontaine

**Qualifications Desired:** The manager’s job is a big one. You will serve thousands of guests. You will manage hundreds of crew. You will protect our brand. McDonald’s leaders come from everywhere. Customer service, and or previous management experience is helpful. Bring your positive attitude and energy to a great company that wants to grow with you! No restaurant experience necessary just leadership potential.

**Job Duties:** The Scott Family McDonald's is currently looking for managers to join our team. Our locations are located in Greenville, Sidney, Piqua, Troy, Tipp City, Huber Heights, Fairborn, Beavercreek, and Bellefontaine. The success of our stores starts and stops with our managers. You will lead, develop and grow a team that epitomizes the Scott Family McDonald's® culture. Creating the best experience, with every person, in every interaction, every minute of every day. Scott Family McDonald’s is: “Awesome people operating the best restaurants in the McDonald’s® system!”

**To apply:** Please apply at our website www.scottmcdonalds.com for an AMAZING career opportunity!
Part-Time Store Associate

Company: Aldi
Job Location: Sidney

Qualifications Desired: Prior work experience in a retail environment preferred. A combination of education and experience providing equivalent knowledge. Provides prompt and courteous customer service. Ability to operate a cash register efficiently and accurately. Ability to safely and properly operate equipment, including electric/manual hand jack, floor scrubber, and cardboard baler. Ability to perform general cleaning duties to company standards. Ability to interpret and apply company policies and procedures. Excellent verbal and written communication skills. Gives attention to detail and follows instructions. Ability to work both independently and within a team environment. Ability to stay organized and multi-task in a professional and efficient manner. Meets any state and local requirements for handling and selling alcoholic beverages.

Education Requirement: High School Diploma or equivalent preferred.

Job Duties: Must be able to perform duties with or without reasonable accommodation. Assists management in achieving store appearance and maintenance standards. Identifies and rectifies hazards and/or equipment in need of maintenance to provide a safe environment. Assists management in achieving payroll and total loss goals. Assists customers with problems or concerns, and contacts management as appropriate regarding customers with problems or concerns. Provides feedback to management on all products, inventory losses, scanning errors, and general issues that could impact productivity. Processes customer purchases, performs general cleaning duties, and stocks shelves and displays neatly to maximize visibility and sales. Participates in taking store inventory counts according to guidelines. Complies with all established company policies and procedures. Collaborates with team members and communicates relevant information to direct leader. Upholds the security and confidentiality of documents and data within area of responsibility. Other duties as assigned. Performs within ALDI ACTS Competencies as outlined below.


Production Associates

Company: Auria
Job Location: Sidney

Qualifications Desired: Manufacturing: 1 year (Preferred), Availability to work mandatory overtime, Positive and Dependable Attitude

Education Requirement: High school or equivalent (Preferred)

Job Duties: Auria is a lead class automotive supplier of interior acoustic products.

To apply: Apply online at www.indeed.com Please apply with your current resume for consideration.
Production Technician/Machine Operator

Company: Plastipak

Job Location: Jackson Center, Ohio

Qualifications Desired: Previous mechanical experience/mechanically inclined, Ability to perform basic maintenance and repairs on equipment, Basic computer skills, Use basic hand tools, Ability to lift 50 pounds and to stand throughout entire shift, Ability to work in fast paced environment, Manual dexterity, Good eye and hand coordination, Effective communication skills

Job Duties: Responsible for the hands-on operation of automated injection/blow molding equipment in a safe and efficient manner to achieve optimal results. Responsibilities: Operates production equipment to achieve optimal results. Performs mechanical troubleshooting. Makes adjustments and repairs on machinery in the assigned designated work area as authorized by leader under site guidelines. Monitors and performs necessary setting adjustments as authorized by cell leader under site guidelines. Completes preventative maintenance requirements. Has working knowledge of various product orders by following all material requirements and customer specifications. Performs quality assurance checks in accordance with customer specifications for bottle weights and various dimensions. Documents all production and production losses. Completes all mandatory reports. Knowledge of specific area’s reliability, quality, scrap and safety goals. Follows all company and local work rules, safety rules and policies, work instructions and SAP standards and activities. Works in a safe and efficient manner at all times. Attends all required training sessions and weekly team meetings. Other job-related duties as assigned.

To apply: Apply online at www.indeed.com or https://plastipak.wd1.myworkdayjobs.com/en-US/Plastipak/job/Plastipak---Jackson-Center-OH/Production-Technician---Machine-Operator_REQ5209

Entry Level Bindery Position

Company: A & B Printing

Job Location: Shelby County

Qualifications Desired: Entry level welcome

Education Requirement: High School

Job Duties: Due to unprecedented growth, A&B Printing has an immediate need to hire production workers in our bindery department. We're looking for cutter, folder and collator/ stitcher workers on all shifts. We can train you on the job! Come work for a family owned and operated company experiencing historic growth that values its associates, customers and quality.

To apply: Snail mail, Jim@aandbprinting.com, or stop by the office and fill out an application
Survey Co-Op

**Company:** Choice One Engineering  
**Job Location:** Shelby County

**Qualifications Desired:** Willingness to work flexible hours in all types of weather. Strong sense of urgency and self-initiative to meet client deadlines. Ability to manage multiple projects/responsibilities simultaneously. Working knowledge of a robot total station and GPS receiver preferred, but not required. Working knowledge of AutoCAD is a plus, but not required.

**Education Requirement:** Bachelor's Degree

**Job Duties:** Join a team that is down-to-earth and unselfish when it comes to working with coworkers and clients. We protect the culture we've built by living our core values in and outside the office. We act when called upon and take special care in making sure each employee feels appreciated. Why you ask? Because a toxic environment is draining. We break the corporate mold when it comes to our employees because we know the value in hiring the right people that love what they do. At Choice One, we know we are different, and, we like that. We were nominated the #1 nationwide Best Firm to Work For in 2019! We invest in the growth of our employees and encourage them to drive their own careers. Enjoyment: we enjoy our jobs, the relationships we create, and the work we do.

**To apply:** If you want to enjoy your career, build lifelong relationships, and be part of a growing company that values its culture, apply at [https://choiceoneengineering.com/join-the-team/](https://choiceoneengineering.com/join-the-team/)

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Associate HVAC Machinist Technician

**Company:** Emerson  
**Job Location:** Shelby County

**Qualifications Desired:** Must have basic mechanical, HVAC, and electrical/electronic skills. Must have troubleshooting and problem solving skills. Must have personal computer skills and experience with Microsoft Office programs. Preferred: Certificate in HVAC, Associate Degree in HVAC Technology, Associate Degree in Electro-Mechanical Technology or equivalent plus one (1) year related experience.

**Education Requirement:** High School

**Job Duties:** The Emerson laboratories work in conjunction with product and research engineers to design, develop, and qualify compressors for residential and commercial air conditioning systems. To maintain our role as a global leader of compression solutions we continually seek talented and ambitious technicians to work in our engineering laboratories. We are seeking a 2nd shift laboratory technician to contribute to our growth and continued innovation. Follow engineering laboratory test instructions to performance test compressors. Set-up and install compressors and supporting compressor electronics for test purposes. Operate laboratory test equipment including calorimeters, mass flow stands, data acquisition systems, and other measuring equipment used to acquire compressor performance characteristics. Fabricate supporting test fixtures and controls required for non-standard tests. Review test data for compliance with applicable test data standards. Document test results completely and accurately enter data into computerized performance tracking system. Adhere to all corporate and laboratory safety standards and policies, including all EPA regulations. Perform various tasks related to the upkeep of the lab and additional duties as assigned.

**To apply:** Apply online at [www.emerson.com/careers](http://www.emerson.com/careers), Reference Code: 20002171
Custom Cabinet Maker

Company: Barhorst Woodworks, LLC
Address: 1306 Fortman Road, Ft. Loramie, OH 45845
Qualifications Desired: Any Level of Experience - We will train but construction experience is a plus.
Education Requirement: High School
Job Duties: Barhorst Woodworks is a complete custom cabinet shop. We are looking for a detail oriented, reliable individual to join our shop and install team. All work is climate controlled and work will vary each day.
To apply: Call 937-295-3120 or email barhorstwoodworks@gmail.com

Customer Solutions Representative

Company: Advance Composite Inc.
Address: 1092 4th Avenue, Sidney, Ohio 45365
Qualifications Desired: • Excellent data entry skills. • Maintain excellent attendance record and be punctual daily. • Prioritizing daily activities. • Strong organizational skills. • Work in a team atmosphere. • Demonstrate the ability to apply critical thinking and problem solving skills while exhibiting initiative. • Multiple tasks • Professional communication and relationship building with others. • Strong written and verbal communication skills. • Work with various levels of management. • Possesses analytical skills that will result in customer problem solving • Computer literate with knowledge and experience in windows-based computer systems and Microsoft applications such as Excel, Word and Access. Regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds.
Education Requirement: Associates degree preferred.
Job Duties: The Customer Solutions Representative processes orders, prepares correspondence, and fulfills customer needs to ensure customer satisfaction. They have knowledge of commonly-used concepts, practices, and procedures within a customer service field. The Customer Solutions Representative follows company procedures and has the ability to solve problems independently.
To apply: Apply online at www.indeed.com seek job title and location
Operations Manager

Company: Aunt Millie's Bakeries
Address: 1900 Progress Way, Sidney, Ohio  45365

Qualifications Desired: • 3+ years in management or leadership • 5 years or more years of experience in high-volume, food production environment • Extensive knowledge of bakery operations/processing/formulations • HACCP experience • Proficiency in MS Office and SAP systems

Education Requirement: Bachelor’s Degree in Business, Engineering, Food Science, or a technical field a plus

Job Duties: • Hiring, training and supporting production team members • Ensuring that all products meet defined quality expectations, and coordinating with other departments to develop customer-oriented solutions as required • Facilitating equipment and facilities solutions to maximize product quality, efficiency and safety • Analyzing results of bakery operations, determining variances from standard, and taking corrective action as needed • Collaborating closely with the managers to ensure all necessary parties are aware of daily plant activities, including absences, schedule coverage and product availability • Leading the achievement of a zero-injury workplace and ensuring compliance with FDA, FSMA, OSHA, and HACCP regulation • Building a culture of mutual respect, teamwork, and professionalism, and demonstrating active support of the Company’s values and policies • Analyzing data using various operating systems and programs

To apply: Apply online at www.indeed.com seek job title and location

BMV Clerk

Company: AAA Shelby County
Address: BMV in Sidney, Ohio; 1000 Milligan Ct # 100, Sidney, Ohio  45365
Hours: Full-time and part-time positions available; Must be available to work 19 or 40 hours per week between the hours of Monday 8-6pm Tuesday-Friday 8-5pm and Saturdays 8-1:30pm.

Qualifications Desired: You must be able to retain office procedures and required documentation methods properly with an attention to details. Dependability is essential with good customer service skills. Background check required. Positions requires long periods of standing with occasional sitting.

Job Duties: Full-time and part-time positions available at the BMV in Sidney, Ohio. This is not a state of Ohio employment position.

To apply: apply online at www.indeed.com seek job title and location
Dishwasher

**Company:** Fricker’s  
**Address:** 2599 W Michigan Street, Sidney, Ohio 45365  
**Working Hours:** • Must be able to work various shifts

**Qualifications Desired:** A positive attitude. • To be in your proper uniform and looking sharp every shift. • Flexible when necessary. • Continued effort towards your own development. • Follow company policies and procedures. • To be yourself and have FUN!! • Must be 18+ years old • Must have reliable transportation

**Education Requirement:** not listed

**Job Duties:** As a Fricker’s dishwasher you will get to work in a fun, fast-paced environment. Your job is critical in providing our guests with clean, sanitary glassware, plateware and silverware, and keeping the cooks stocked with proper cooking utensils. • Following proper food safety and sanitation procedures • Keeping the restaurant clean and safe • Working as a team • Communicating with managers and front of house staff • Working in fast-paced, stressful environment and maintaining a positive attitude

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

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**Automated Press Operator**

**Company:** American Trim, LLC  
**Address:** 1501 Michigan Street, Sidney, Ohio 45365  
**Working Hours:** Full-time

**Qualifications Desired:** Mechanical aptitude, above average dexterity · Tow motor / lift truck license required. · Blueprint reading helpful · Basic math · Oral and written communication skills · Be experienced in production environment in meeting schedules and rates and be able to change over dies in the standard time. Working Conditions · Be able to lift 50 pounds on a non-repetitive basis

**Education Requirement:** High school level reading and writing skills

**Job Duties:** Coordinate multiple press operations. · Control operation through complex automation systems. • Produce daily job assignment using WMS. • Responsible for all set up • Operate tow motor for die changeover, pre-staging of product, etc. • Be responsible for quality parts, dimensional plus visual. • Ensure that job and set up is run according to Process Data Sheets and/or Documentation Management System procedures. • Follow all of the safety procedures • Ensure that job is run in environmental compliance after instructions from supervisor/environmental group. • Communicate with shift supervisor, tooling engineers, quality engineers and other work cell people on opposite shift concerning production problems, quality and related information. • Perform SPC in assigned areas.

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

**Company:** Davis Meat Market

**Address:** 1243 Wapakoneta Avenue, Sidney, Ohio  45365

**Working Hours:** Full-time • Monday to Friday • Weekends required • Day shift

**Qualifications Desired:** • Open to applicants under 18 years old, provided it is legally allowed for the job and location • Open to applicants who do not have a high school diploma/GED • A “Fair Chance” job (you or the employer follow Fair Chance hiring practices when performing background checks) • A good fit for applicants with gaps in their resume, or who have been out of the workforce for the past 6 months or more • Just entering the workforce or returning to the workforce with limited experience and education • Accept all ages, including older job seekers, are encouraged to apply • A job for which people with disabilities are encouraged to apply A job for which military experienced candidates are encouraged to apply

**Education Requirement:** High school or equivalent (Preferred)

**Job Duties:** Fulfill customer needs, and prep work behind the scenes. We have a family atmosphere. Great personality is the most important trait we need. All of the task required are easily learned, and applied. We are flexible with our schedule and treat fellow associates like friends and family.

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

Cook Part Time

**Company:** AVI Food Systems, Inc

**Job Location:** Anna, Ohio 45302

**Address:** Recruiting/Human Resources 2590 Elm Road NE,  Warren, Ohio

**Qualifications Desired:** Join a prestigious dining team with a leader in the hospitality industry. AVI Foodsystems, Inc. is seeking a Part-Time Cook for one of our corporate dining facilities in Anna, OH. Come join an innovative team and recover the work/life balance you are seeking in your career path.

**Job Duties:** • Prepare and cook food for service • Ensure the cleanliness of the kitchen • Manage food inventory • Maintain a safe work environment • Encourage good customer relations through product promotion

**To apply:** Apply online at [www.avifoodsystems.com/career-opportunities/](http://www.avifoodsystems.com/career-opportunities/) seek job title and location
Catering Worker

Company: AVI Food Systems, Inc
Job Location: Anna, Ohio 45302
Address: Recruiting/Human Resources 2590 Elm Road NE, Warren, OH

Qualifications Desired: • Able to follow verbal and written instructions • Must be customer-oriented, organized and detail oriented • Able to work a flexible schedule • Able to routinely lift 30 pounds • Possess a valid driver’s license • High standard of personal hygiene

Job Duties: Seeking Part-Time Catering Workers for one of our corporate dining facilities in Anna, OH. Come join an innovative team and recover the work/life balance you are seeking in your career path. • Stage, deliver and set-up caterings as scheduled • Retrieve equipment, supplies and food items from day's caterings • Maintain cleanliness, security and ensure routine maintenance of catering vehicles • Breakdown all products retrieved from catered events • Maintain cleanliness of catering areas • Stage future caterings • Restock all catering supplies and makes note of any items that need to be ordered • Other duties as required and assigned

To apply: www.avifoodsystems.com/career-opportunities/ seek job title and location

Vending Supervisor

Company: AVI Food Systems, Inc
Job Location: Anna, Ohio 45302
Address: Recruiting/Human Resources 2590 Elm Road NE, Warren, OH

Qualifications Desired: • Have at least 2-4 years of experience in a supervisory role • Must have exceptional verbal and written communication skills • Must be self-motivated • Ability to work in a fast paced environment • Able to lift 50 pounds • Be out going, personable and able to communicate with all levels of a company • Ability to multi-task • Good driving record • Professional appearance. Previous experience in vending/foodservice is preferred, but not required

Job Duties: • Maintain superior customer relationships by customer visits, excellent customer service, etc. • Constant recruitment in order to serve our customers effectively and efficiently • Assist in the training and development of team members • Create financial projections • Work closely with sales teams and dining to develop and retain new and existing accounts • Support company programs and goals • Address customer inquiries/complaints within 24 hours • Oversee the entire vending operation and team members • Review reports from supervisors and managers regarding profitability at accounts • Conduct monthly team member training and weekly team meetings • Participate in community and trade involvement to enhance business associations • Develop, in conjunction with the Branch Manager, in-house promotional activities • Develop succession plans

To apply: Apply online at www.avifoodsystems.com/career-opportunities/ seek job title and location
## Vending Route Driver

**Company:** AVI Food Systems, Inc  
**Job Location:** Anna, Ohio 45302  
**Address:** Recruiting/Human Resources 2590 Elm Road NE, Warren, Ohio

**Qualifications Desired:**  
- Valid driver’s license (a CDL is NOT required) and a good driving record  
- Pass the DOT Physical  
- Lift up to 50 pounds  
- Outgoing personality with the skills to promote products  
- Excellent organization and time management skills  
- Communicate effectively to customers and AVI team members  
- Work independently and utilize time efficiently  

**Job Duties:** AVI Foodsystems is looking for a friendly and hard-working team member to fill the role of Vending Route Driver.  
- Ensure company vehicle is properly loaded with all product needed to service locations  
- Drive vehicle to transport products and food to client locations  
- Deliver, load, and unload products and food as requested  
- Place stock on shelves or racks in vending machines or coolers  
- Ensure the refrigeration of all cold food products in truck and at accounts  
- Oversee the ordering of merchandise and control inventory  
- Collect unsold and stale merchandise  
- Collect money, including coins and bills, from machines  
- Communicate positively with customers by making eye contact and smiling  
- Perform routine maintenance and sanitation of machines at accounts  
- Manage the care of the company vehicle

**To apply:** Apply online at [www.avifoodsystems.com/career-opportunities/](http://www.avifoodsystems.com/career-opportunities/) seek job title and location

## Material Handler

**Company:** American Trim  
**Address:** 1501 Michigan Street, Sidney, Ohio 45365  
**Working Hours:** Full Time - 1st shift

**Qualifications Desired:** Computer skills required (QAD). Good verbal and written skills. License, Certification; Tow motor/lift truck license required/pass physical exam. The employee is regularly exposed to work pressure of meeting deadlines and changing schedules; including overtime. The work environment is plant/warehouse subject to dirt, dust, noise, vibrations, oils and some chemicals. Extreme environmental temperatures at times. Occasionally wet and/or humid and outside weather conditions.

**Education Requirement:** High school level reading and writing skills

**Job Duties:** Perform lift truck operations and physically move materials in and out of department to timely support each work area. To move inventory in/out of specific rack locations (includes dies, racks, coils, etc.). Track moves in computer (QAD).

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

Company: American Trim
Address: 1501 Michigan Street, Sidney, Ohio 45365
Qualifications Desired: Mechanical aptitude and dexterity - Tow motor/lift truck license - Basic math - Basic hand tools - Oral and written communication skills - Working Conditions - Able to lift 50 pounds occasionally on a repetitive basis - Attention to detail - Weekly and weekend overtime as required - Accountability for quality/productivity and safety goals - Standing, walking and/or moving for periods of time in excess of two (2) hour - Repetitive turning and/or lifting - Perform position requirements while wearing eye, ear, foot and/or other protective devices as required
Education Requirement: High school level reading and writing skills
Job Duties: Assembly and packing of bumpers
To apply: apply online at www.indeed.com seek job title and location

Supervisor Pick MOD

Company: Augusta Sportswear, Inc.
Address: 600 N Stolle Avenue, Sidney, Ohio 45365
Working Hours: Full-time - Schedule: M-F, 130-930 pm with OT as scheduled
Qualifications Desired: One to three months related experience and/or training - Working knowledge and administration of all SmartOffice/M3 shipping programs, Microsoft Office a plus - Directly supervises an average of 12-14 employees - Contributes to building a positive team spirit. Able to build morale and group commitments to goals and objectives. - Must regularly lift and/or move up to 25 pounds. Occasionally lift and/or move up to 50 pounds
Education Requirement: High school diploma or GED
Job Duties: Supervises, coordinates and directs all activities of subordinate workers responsible for verifying and maintaining records of outgoing shipments (customer order processing) and preparing any other outbound items, by performing the following duties.
To apply: apply online at www.indeed.com seek job title and location
Customer Service Cashier—Retail

Company: Love's Travel Stops & Country Stores
Address: 2241 Fair Road, Sidney, Ohio  45365
Working Hours: Flexible Scheduling
Qualifications Desired: Win customers over by being friendly and impressing them with your care • Always put the safety and happiness of your customers first • Take ownership in helping to run the store, operating the point of sale system, assisting customers, and providing general housekeeping • Be a source for answers as customers ask for directions or need to locate something in the store • Ability to work a flexible schedule to include some nights, weekends or holidays • Be reliable, accountable and presentable • Capability to do some light lifting, working up to 8-hour shifts and doing light paperwork, including basic math
Job Duties: As a retail cashier, we want you to go beyond the day-to-day work and truly succeed. You’ll have the chance to interact with people from all over, making their travels and their day better. If you enjoy making people smile and are looking for a great opportunity to grow along with a winning team, join us today!
To apply: Apply online at www.indeed.com seek job title and location

Part-Time Vending Cart Driver

Company: AVI Food Systems, Inc
Job Location: Anna, Ohio 45302
Address: Attn: Recruiting/Human Resources 2590 Elm Road NE, Warren, Ohio
Working Hours: Part Time
Qualifications Desired: • Strong work ethic • Customer oriented • Excellent communication skills - Food service experience a plus
Job Duties: • Serve pre-wrapped and prepared food selections • Operate an all-electric mobile cart • Maintain clean, neat and orderly area/cart • Follow proper guest service procedures whenever interacting with others by smiling, making eye contact, announcing self and greeting guests as they enter the event • Maintain a fast pace and ability to multitask when performing duties
To apply: /www.avifoodsystems.com/career-opportunities/ seek job title and location
Service Technician

Company: AVI Food Systems, Inc
Job Location: Anna, Ohio 45302
Address: Recruiting/Human Resources 2590 Elm Road NE, Warren, Ohio

Qualifications Desired:
• Previous vending repair experience
• Strong mechanical and electrical aptitude
• Technical ability to diagnose, troubleshoot and make appropriate repairs
• Excellent interpersonal skills for communicating with fellow team members and customers
• Valid Driver’s License (a CDL is NOT required) and a clean driving record
• Familiarity with electrical equipment and devices
• Ability to move heavy equipment when needed
• HVAC certification is a plus

Job Duties:
• Complete minor vending equipment repairs
• Test vending equipment to ensure proper function
• Perform routine preventative maintenance on vending equipment

To apply: [www.avifoodsystems.com/career-opportunities/](http://www.avifoodsystems.com/career-opportunities/) seek job title and location

Cashier: Part Time

Company: AVI Food Systems, Inc
Job Location: Anna, Ohio 45302
Working Hours: Part Time
Address: Recruiting/Human Resources 2590 Elm Road NE, Warren, Ohio

Qualifications Desired:
• Ability to accurately record guest transactions
• Ability to make correct change and work in a fast paced environment
• Cashier experience a plus, but not required

Job Duties:
• Join a prestigious dining team with a leader in the hospitality industry. AVI Foodsystems, Inc. is seeking Part-Time Cashiers for one of our corporate dining facilities in Anna, OH. Come join an innovative team and recover the work/life balance you are seeking in your career path.
• Job Duties and Responsibilities:
  • Operate a cash register efficiently and accurately
  • Prepare products and order stock
  • Ensure the proper signage when needed
  • Maintain clean, neat and orderly cash register areas

To apply: [www.avifoodsystems.com/career-opportunities/](http://www.avifoodsystems.com/career-opportunities/) seek job title and location
**Retail Sales Specialist**

**Company:** O'Reilly Auto Parts  
**Address:** 1536 W Michigan Street, Sidney, Ohio 45365  
**Working Hours:** Must be available to work flexible hours  
**Qualifications Desired:** Take pride in delivering excellent customer service • Available to work flexible work schedule • Thrive in a busy, fast-paced retail environment • Excellent verbal communication skills • Knowledge of cataloging and/or inventory management systems a plus • Automotive parts, equipment or systems knowledge - ASE certification preferred  
**Job Duties:** Our Retail Sales Specialists (RSS) provide professional services while delivering an excellent customer service experience for our customers. The RSS will support the Store Manager and Assistant Manager in the areas of sales, customer service, store appearance and operations. They serve in a leadership role in our retail stores by helping to develop, train, and mentor store team members. The RSS will assume shift management responsibilities in the absence of the Store Manager or Assistant Manager.  
**To apply:** apply online at [www.OhioMeansJobs.com](http://www.OhioMeansJobs.com) seek job title and location

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**Infant / Toddler Teacher**

**Company:** CORS  
**Job Location:** Sidney - Full Year  
**Address:** 201 R.M. Davis Parkway, Piqua, Ohio 45356  
**Working Hours:** This is a full-year, full-time position. Wage scale is $9.95 - 10.75 with an Infant/Toddler CDA, $13.50 - $14.58 with an Associate's Degree and $14.31 - $15.45 with a Bachelor's Degree.  
**Qualifications Desired:** Work Experience Required: None. 2.Special Conditions: Ability to lift 40 pounds, stoop, bend, and reach. A valid driver’s license and a driving history acceptable to agency insurer. Involves extensive organizing, problem solving, record keeping, and time management.  
**Education Requirement:** High school diploma or GED with a CDA or equivalent. Associate’s degree or higher in Early Childhood Education preferred.  
**Job Duties:** Team with the Head Teacher to plan and implement the educational program for the children by developing a working knowledge of performance standards, ODE Early Learning Development Standards, Head Start domains, curriculum and policies and procedures.  
**To apply:** apply online at [www.OhioMeansJobs.com](http://www.OhioMeansJobs.com) seek job title and location
Painting Position

Company: Hoehne Painting Company
Job Location: Shelby County Area
Address: 3700 St Rt 48, Houston, Ohio  45333
Working Hours: Monday through Friday, 7:00am-4:00pm
Qualifications Desired: Must have reliable transportation, neat and clean in appearance and receptive to training of new tasks and responsibilities. Attention to detail, timely work effort and able to stay on task
Job Duties Entry level, no experience necessary, we will train you, interior and exterior painting, house painting
To apply: Contact Jeff Hoehne at 937-295-2627 or email resume to hoehne@embarqmail.com

Skilled Tradesman

Company: Wells Brothers Inc
Job Location: Shelby County area
Address: 105 Shue Drive, Anna, Ohio  45302
Qualifications Desired: 2+ years of skilled labor experience - Understanding of basic construction principals and procedures - Mechanical and rigging experience a plus - Welding experience a plus - Valid Driver’s License
Education Requirement: High School Diploma or GED
Job Duties: Join a growing first generation family owned business who believes in our mission statement “Treat the customer and my co-worker as I would like to be treated.” We are currently recruiting for skilled trades positions including: Electricians, Pipefitters, Fabrication/Welders, Construction, Plumbers, Line Install Techs, and HVAC Techs. Perform general maintenance and trouble shoot industrial equipment Read, understand, and interpret blueprints & schematic drawings Operate a wide variety of machines tools, power tools, fabrication equipment and forklifts Work overtime, weekends, and holidays if needed Work outside in the heat/cold weather
To apply: Apply in person or at www.wellsbrothers.com
**Maintenance Tech**

**Company:** Wells Brothers Inc.  
**Job Location:** Anna, Ohio 45302  
**Address:** 105 Shue Drive, Anna, Ohio 45302  

**Qualifications Desired:** Minimum of 3 years’ experience in industrial maintenance preferred. Ability to adapt to changing schedules and be willing to work overtime including weekends, holidays and travel as needed. Ability to easily and positively adjust to changing priorities and department processes. Must be able to sit and/or stand for long periods of time. Must be able to lift, push, pull and carry a minimum of 60 pounds on occasion. Must be able to stoop, bend and reach. Must be unafraid of heights. Must be able to simultaneously handle the demands of internal and external customers. PLC Troubleshooting - Hydraulics - Plumbing - HVAC  

**Education Requirement:** High School  

**Job Duties:** The maintenance technician position is responsible for performing highly diversified duties to install, troubleshoot, repair and maintain production and facility equipment according to safety, predictive and productive maintenance systems and processes to support the achievement of the customer’s business goals and objectives. Responsible for the completion of all work in a timely manner. All duties must be performed in accordance with all company policies and procedures.  

**To apply:** send resume to heatherh@wellsbrothers.com

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**Industrial Plumber**

**Company:** Wells Brothers Inc.  
**Job Location:** Anna, Ohio 45302  
**Address:** 105 Shue Drive, Anna, Ohio 45302  

**Qualifications Desired:** Must be able to sit and/or stand for long periods of time. Must be able to lift, push, pull and carry a minimum of 60 pounds frequently. Must be able to stoop, bend and reach. Must be unafraid of heights. Must be able to operate equipment such as industrial paint booth equipment, forklift, scissors lift, and commercial pickup truck. Must be able to simultaneously handle the demands of internal and external customers.  

**Education Requirement:** High School  

**Job Duties:** Able to install the following as they relate to chilled water, compressed air, city water, well systems, intensifiers and water jet cutting systems. Grooved Joint piping: - Threaded piping: - Copper piping: - PVC, schedule 40 & 80. - Pumps - Valves - Filters - Regulators - Hydraulic Systems - High pressure water to 60,000 psi. - High pressure air to 750psi. - Also able to assist with equipment installation helping with rigging and electrical as needed.  

**To apply:** Send resume to heatherh@wellsbrothers.com
Recovery Assistant
Company: Sheriff's Treatment And Recovery (S.T.A.R.) House
Job Location: Sidney, Ohio
Address: Gearhart Road, Sidney, Ohio 45365
Qualifications Desired: • Valid driver’s license. • Able to pass a drug screen. • Willing to undergo a background check in accordance with local laws and regulations. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. • Dependable - more reliable than spontaneous • Adaptable/flexible -- enjoys doing work that requires frequent shifts in direction • Detail-oriented -- would rather focus on the details of work than the bigger picture • Achievement-oriented -- enjoys taking on challenges, even if they might fail • Autonomous/Independent -- enjoys working with little direction
Education Requirement: High School Diploma or GED. Experience in Security and/or Criminal Justice preferred.
Job Duties: • Works in conjunction with the facility and its mission of providing a safe, drug and alcohol free environment in which residents can work on their recovery. • Will assist in the liaison relationship between the community and the facility and will inform Director of S.T.A.R. House of any issues to be addressed. Will work in conjunction with Director to market the facility’s services to current and potential community referral entities. • Actively participates in residents intake, discharge and care plan development. • Will assist residents in navigating other community service and support systems, i.e. legal, JFS, AA/NA, treatment agencies, etc. • Will assist residents with permanent housing and employment as they ready to transition from the facility. • Responsible for room and safety checks
To apply: Apply online at www.indeed.com seek job title and location

Community Relations
Company: Elizabeth's New Life Center
Address: 2579 Michigan Street, Sidney, Ohio 45365
Qualifications Desired: At least one year work experience preferably in outreach capacity. Well established in geographic area of assignment. Must be familiar with standard office equipment and proficient in Microsoft Office Suite. Must be able to use a computer keyboard, telephone and lift up to 20 pounds. Driving to and from various locations is required. Must have valid driver’s license and private automobile insurance and be insurable under ENLC policy. Mileage may be reimbursed by ENLC. Occasional night and weekends may be required. • Ability to maintain confidentiality. • Complete understanding of the program for which he or she is requesting funding. • Adhere to ENLC Policy and Procedures. • Report safety concerns to management. • Comfortable asking for donations. • Works well without direct supervision. • Demonstrate flexible and efficient time management and ability to prioritize workload often balancing multiple priorities. • Strong personal motivation, initiative, sense of responsibility.
Education Requirement: Bachelor degree in Marketing, Communications or similar focus preferred.
Job Duties: Responsible for planning strategies and implementing actions that result in referral clients to WCO from a variety of entities (individuals, churches, community and social service organizations, schools, etc.) • Working knowledge of outreach software to schedule, track, and note contacts made. o Maintains outreach software to reflect all outreach contact information, follow-ups and outcomes (phone calls, letters, emails, center tours or meetings); avoids unnecessary and undesirable conflicts.
To apply: Apply online at www.indeed.com seek job title and location
Cashier

Company: Corporate Dining Concepts

Job Location: Sidney, OH

Address: address not provided in the job ad

Qualifications Desired: Have reliable transportation to and from the work location; • Possess EXCELLENT customer service skills and show willingness to always please our guests • Ability to multi-task in a fast-paced environment and work as part of a TEAM • Professional verbal communication skills • Maintains professional appearance at all times, clean and well groomed as per standard • Working independently and detail-oriented skills are required • Displays a positive and enthusiastic approach to all assignments • Exhibits a cheerful and helpful manner when dealing with customers • Paying attention to details and operating with high efficiency • Able to stand for the entire shift • Able and willing to lift up to 30lbs (as needed)

Education Requirement: not specified

Job Duties: • Utilizing our POS systems and ringing up meal items correctly while positively interacting with guests • Processing cash and credit card transactions at the register • Maintaining the front-of-house ensuring that all products are properly displayed, merchandising is stocked, and front-of-house contact surfaces and guest tables are neat/clean/organized • Operating coffee and tea brewers, maintaining proper levels of hot and cold beverages for guest convenience • Light kitchen prep work and setting up/breaking down salad bar • Assisting in washing dishes and kitchen clean up • Assistance in delivery, setting up, and breaking down catering events on site in a timely manner consistent with the standards of the unit and Corporate Dining • Light cleaning responsibilities in the front/back-of-house • Abiding by the local county sanitation and health code standards to confirm that we are serving food and beverages in a safe environment consistently • Any other duties assigned to you by the manager of the dining account

To apply: apply online at www.indeed.com seek job title and location

Subway Manager

Company: SUBWAY®

Address: 1520 W Michigan Street, Sidney, Ohio 45365

Qualifications Desired: One year food service experience - Six months management experience

Education Requirement: Diploma or equivalent

Job Duties: Completes and posts the staff work schedules. • Recruits, rewards and terminates staff as needed. • Communicates changes of food preparations formulas, standards, etc. to staff. • Ensures that all local and national health and food safety codes are maintained and company safety and security policy are followed. • Maintains business records as outlined in the SUBWAY® Operations Manual. Analyzes business records to increase sales. • Supports local and national marketing initiatives. • Identifies and contacts prospective customers to promote sales. • Plans special events and promotions. • Completes University of SUBWAY® courses as directed

To apply: apply online at www.indeed.com seek job title and location
### Early Childhood Paraprofessional

**Company:** Upper Valley Career Center  
**Job Location:** Piqua, Ohio  

**Qualifications Desired:** The applicant must meet the requirements to obtain a valid state department of education license appropriate for the position. Preference will be given to those who hold Child Development Associate Credential (CDA) or Associate Degree or higher in Early Childhood Education. The applicant must possess a positive attitude and the willingness to work with high school students. Minimum of 5 years of work experience in the Early Childhood Education or related field. The applicant needs to have strong communication skills and be able to maintain an atmosphere of trust, fairness, and respect. The applicant needs to be able to maintain strict confidentiality, possess the ability to interact with peers, and supervise students in a manner conforming to the school philosophy. Meets all mandated health-screening requirements. Maintains a record free of criminal violations that would prohibit public school employment. Able to successfully pass a BCI/FBI background check. Maintains compliance with drug-free workplace rules, Board policies, and other applicable procedures/guidelines.  

**Education Requirement:** The applicant must provide evidence of possessing a high school diploma or General Equivalency Diploma (GED) and a valid Driver’s License. The applicant must meet the requirements to obtain a valid state department of education license appropriate for the position. Preference will be given to those who hold Child Development Associate Credential (CDA) or Associate Degree or higher in Early Childhood Education.  

**Job Duties:** Job performance is evaluated according to policy provisions and contractual agreements adopted by the Upper Valley Career Center. This job posting description identifies general responsibilities and is not intended to be a complete list of all duties performed. The information contained in this document is subject to change in response to student demographics, staffing factors, funding variables, modified operating procedures, program/curriculum changes, and unforeseen events. Responsibilities include but are not limited to the following: Maintain a safe learning environment for all students and assure that school policies and guidelines are followed. Assist with the preparation and facilitation of our Pre-School. Assist with registration, record keeping, instructional preparation, and organization of the lab. Assist the instructor as needed. Order supplies and materials for the program. Participate in Advisory Committee functions. Full Time; Employment Begins: August 1, 2020. Appropriate placement on the Paraprofessional Salary Schedule to be determined by education and experience. Salary will range from $22,817.00 (Class I.6, Step 0) to $27,333.00 (Class I.6, Step 5). Base contract is 194 days. Minimum workday 7:45 a.m. – 3:15 p.m. One-year contract with opportunity for renewal.  

**To Apply:** [How To Apply](https://www.applitrack.com/dayton/onlineapp/)

### Restaurant Positions

**Company:** Tavolo Modern Italian  
**Job Location:** Sidney, Ohio  
**Address:** 101 S. Ohio Ave., Sidney, Ohio 45365  

**To apply:** Front of the House: clyde.tavolo@outlook.com, Back of House: chefkt.1@gmail.com. Direct messages will not be considered. Please reach out to the provided email addresses to inquire.
**Office Assistant/Accounts Payable Clerk**

**Company:** Sollmann Electric Co.

**Job Location:** Sidney, Ohio

**Address:** 310 E. Russell Rd. Sidney, Ohio 45365

**Qualifications Desired:** Valid driver's license. Proficient on Microsoft Office Programs (Word, Excel, Access, Outlook). Excellent written and verbal communication skills

**Education Requirement:** High school diploma

**Job Duties:** Office Assistant / Accounts Payable Clerk Needed. Full-time position responsible for reception, answering 5-line phone system, clerical support to office, and accounts payable support. Full-time; Monday-Friday, 8:00 am – 5:00 pm.

**To Apply:** Apply online at [https://sollmannelectric.com/apply-online/](https://sollmannelectric.com/apply-online/) or in person Monday through Friday, between 8:00 a.m. and 4:00 p.m. at Sollmann Electric, 310 E. Russell Rd., Sidney, OH 45365. For more information call 937-492-0346.

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**PC Technician**

**Company:** NK Parts Industries, Inc.

**Job Location:** Sidney, Ohio

**Qualifications Desired:** The ideal candid would be goal oriented, have good communication & customer service skills. Must have a minimum of 1 year of technical experience.

**Education Requirement:** High School

**Job Duties:** NK Parts is looking for a Level 1 PC Technician. If you enjoy technology, get excited about upgrades/new features, and enjoy helping others this is the place for you. This is a short-term project position projected to last approx. 2 months

**To Apply:** Email donita.gillenwater@nkparts.com
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APPLY ONLINE!
2020census.gov/jobs

2020 Census jobs provide:
✓ Great pay
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For more information or help applying, please call
1-855-JOB-2020

Federal Relay Service:
1-800-877-8339 TTY/ASCII
www.gsa.gov/fedrelay

The U.S. Census Bureau is an Equal Opportunity Employer.
**Customer Service Representative**

**Company:** Hartzell Propeller Inc.

**Job Location:** Piqua, Ohio

**Qualifications Desired:** Technical Competencies: Excellent written and verbal communication skills; Financial Understanding (Pricing, Margins, Costing); Experience with Invoicing; Understanding of Inventory Control; Basic computer skills; (Microsoft Office, Outlook, etc.). Data Entry Skills; Basic Mathematical Skills;

Behavioral Characteristics. Adaptability - Maintaining effectiveness when experiencing major changes in work tasks or the work environment; adjusting effectively to work within new work structures, processes, requirements, or cultures. Customer Focus – Makes customers and their needs a primary focus of one’s actions; develops and sustains productive customer relationships. Applied Learning – Assimilates and applies new job related information in a timely manner. Initiates Action – Takes prompt action to accomplish objectives; taking action to achieve goals beyond what is required; being proactive. Manages Work - Effectively managing one’s time and resources to ensure that work is completed efficiently. Quality Orientation - Accomplishing tasks by considering all areas involved, no matter how small; showing concern for all aspects of the job; accurately checking processes and tasks; being watchful over a period of time.

**Education Requirement:** Associate’s degree or equivalent from a two-year college or technical school desired, or a minimum of one to three years of related experience and/or training.

**Job Duties:** The Customer Service Representative is responsible for sales, customer service, clerical and office management functions. Communication with customers by phone, fax or in person, receive orders and manage and prioritize customer needs. Purchase Order review and order entry. Estimate dates of delivery to customer, prepare invoices, return material authorization and other documents as required. Address complaints concerning billing or service rendered, read computer files or gather records such as purchase orders, sales tickets and charge slips to compile data.

**To Apply:** Apply at: [https://jobs.ecipay.com/prod/net/EmpApp/JobList.aspx?ID=TWmMHnYrlF8XkW%2fiPcHnw%3d%3d](https://jobs.ecipay.com/prod/net/EmpApp/JobList.aspx?ID=TWmMHnYrlF8XkW%2fiPcHnw%3d%3d) or at [www.hometownopportunity.com](http://www.hometownopportunity.com)

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**Auto Service Technician**

**Company:** A1 Auto & Tire

**Job Location:** Sidney

**Qualifications Desired:** Auto Technician: 1 year (Required)

**Education Requirement:** High school or equivalent (Preferred), License: ASE (Preferred)

**Job Duties:** General automotive work. Tires, brakes, front end, accessories. Air conditioning, batteries, charging system

**To apply:** Apply online at [www.indeed.com](http://www.indeed.com) or [https://www.indeed.com/viewjob?adid=307567028&cmp=A1-Auto-%26-Tire&from=iabackpress&jk=6311ee9ce84cc26&pub=4a1b367933fd867b19b072952f68dcebf&sdju=QwrRXKrqZ3CNX5W-O9jEvf-WeEUhkAr3amPxUm5TO9U6Elis9ehPHx5tZ-hD4yUqjQ4OweGvKDaQ257h7L7Onm7zcoYivywGcbr_T0UtCdumw&_t=Exp%20eri%20ed%20Auto%20Service%20Technician&tk=1e1uctfr9354j000&vjs=3]
Customer Service Representative, Full or Part Time

Company: Circle K

Job Location: Botkins, Ohio

Qualifications Desired: Experience in retail sales preferred. Ability to work as scheduled and arrive to work on time. Ability to communicate (orally and in writing) in English. Ability to perform the four (4) basic arithmetic operations (add, subtract, multiply and divide). Working Conditions: Perform approximately 95% of all work indoors, but will be required to work outside to clean parking lots, gas pumps, take out garbage, etc. Exposure to extreme cold temperatures while performing occasional work in a walk in cooler and/or freezer. Exposure to occasional noise. Work with a minimum direction and periodic supervision. Physical Functions: Ability to stand and/or walk for up to 8 hours. Ability to occasionally lift and/or carry up to 30 pounds from ground to overhead up to 30 minutes of workday (i.e., assisting in stocking/maintaining inventory levels). Ability to occasionally lift and/or carry up to 60 pounds from ground to waist level (i.e., to replenish fountain syrups). Ability to push/pull with arms up to a force of 20 pounds (i.e., utilizing a hand-truck). Ability to bend at waist with some twisting up to one hour of workday. Ability to grasp, reach and manipulate objects with hands up to all day. (This handwork requires eye-hand coordination, and may require climbing a ladder to store and retrieve materials or place and remove signs).

Education Requirement: High School diploma or GED preferred.

Job Duties: Provides prompt, courteous customer service. Ring up all sales on cash register properly and accurately, handling money, checks, and other types of payment received for products sold.

Performs multi-function operation of fuel console, lottery machine, money order machine, telecom transactions, etc. Performs multi-function and cleaning duties necessary to maintain store cleanliness inside and out; basic upkeep and cleaning of all equipment at store. Inspect store facilities and equipment for safety, cleanliness, and proper working order. Contacts maintenance for repair when needed. Completes build-to’s for ordering/purchasing merchandise. Receives and verifies vendor deliveries. Controls merchandise, cash shortages, and other selling expenses. Assists in maintaining proper inventory levels and shift audits. Assists new applicants with application process. Performs all duties with minimal supervision. Attends job-related meetings (may be required to work irregular hours). Performs other duties as assigned by the Store Manager.

To Apply: Apply online at www.OhioMeansJobs.com Seek Job title and Botkins.
Automotive Technician/Refinisher

**Company**: Carriage Werkes Inc  
**Job Location**: St. Henry, Ohio  
**Address**: 421 N Eastern Ave. St. Henry, Ohio 45883  
**Education Requirement**: High School Diploma or Equivalent  
**Job Duties**: Carriage Werkes Inc. is an automotive repair facility, specializing in collision repair. Our goal is to provide amazing customer service by providing the best repair and service work. We are currently seeking to add full-time positions as automotive technicians/refinisher. Apprenticeship roles and Experienced employees welcome. Strive to produce the best repair and service work. Provide great customer service and satisfaction. Work with and alongside fellow technicians. Be able to keep a clean, safe, and efficient work environment. Willingness to learn multiple tasks related to this industry.

**To Apply**: Applicants may apply in person at 421 N Eastern Ave, St. Henry, mail resumes to 421 N Easter Ave, Saint Henry, Ohio 45883, or e-mail them to carriagewerkes@yahoo.com

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Instructional Aide

**Company**: Marion Local School  
**Job Location**: Maria Stein, Ohio  
**Address**: 7956 St. Rt. 716 Maria Stein, Ohio 45860  
**Qualifications Desired**: No experience is required, but preferred. Aide permit is required through the Ohio Department of Education. The candidate will need to be trained to perform catheterizations and be CPR and First Aide certified. Aide certification through the Ohio Department of Education is required.

**Education Requirement**: High School  
**Job Duties**: The Marion Local school district is seeking an Instructional Aide to work one on one or in small groups with students, depending on need.

**To Apply**: Candidates should submit a resume and cover letter to Mrs. Sue Bruns, Special Ed. Supervisor before March 9th. Contact Mrs. Sue Bruns for additional information at 419-925-4595 or brunss@marionlocal.org
Maintenance Manager

Company: Cornerstone Building Brands/Plygem

Job Location: Sidney, Ohio

Qualifications Desired: Minimum of five years of progressively responsible maintenance experience in a manufacturing environment; two of which must have been in a management/supervisory capacity. At least seven years experience in trouble shooting electrical (through 480 volts), mechanical and pneumatic repairs. For some facilities, concrete and wet cast manufacturing will be strongly preferred. Skills/Abilities: Demonstrated oral and written communication skills combined with the ability to coach, train and mentor all levels of associates. Ability to develop and play a team member role with other plant members. Flexibility to work overtime and weekends, as well as off shift as required. Analytical and mathematical orientation with ability to summarize and present clear and concise reports required. Proficiency with personal computers and Microsoft Word and Excel programs required. Knowledge of fire sprinkler testing procedures and systems preferred. Standard manufacturing plant environment with moderate to heavy exposure to plant dusts, fumes, noise, chemicals, and temperature extremes.

Education Requirement: Bachelor’s degree in Industrial Technology, Management, Mechanical Engineering, Electrical Engineering or related discipline or equivalent combination of education and experience.

Job Duties: Leads the plant maintenance efforts ensuring that the facility and equipment are maintained and updated consistent with the Company’s short and long term goals and objectives. Acts on behalf of the Plant Manager to ensure that all local, state and federal environmental, operating and construction permits are in compliance. RESPONSIBILITIES: Lead the maintenance efforts such that the plant’s short and long term objectives and applicable metrics are met. Ensure optimal production operations by determining work priorities; scheduling repairs, maintenance and installation of machines, tools and equipment. Develop and implement proactive approaches to maintenance that result in improved metrics that are world class. Among these approaches are PM, predictive techniques, TPM and historical databases. Design, implement and modify preventive maintenance programs. Maintain maintenance staff job results with ongoing coaching and counseling of associates; planning, monitoring and appraising job results. Ensure the maintenance group is outfitted with the tools and equipment necessary to meet the plant’s goals and objectives. Complete maintenance operational requirements by scheduling and assigning associates and following up on work results. Manage all tool crib operations to include maintenance spare parts and plant operating supplies, where applicable. Under the leadership of the Plant Manager, develops the annual cost budget associated with maintenance and plans the timing of critical maintenance outages, installations and events that allow the plant to meet its production and cost expectations. Under the leadership of the Corporate Engineering Manager and/or Plant Manager, develops the capital plan for the Plant Manager within the final agreed upon budget. Also, ensures the project justifications are accurate and within corporate guidelines. Collaborates with the Corporate Engineering Manager and the other plants Maintenance Engineers to ensure best practices are being shared and implemented between sites, resulting in each plant not needing to reinvent each new idea. Also, to ensure new concepts and technology are being explored and utilized appropriately. See website for full description.

To Apply: Apply online at www.americasjobexchange.com search with job title and location
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.
Apprenticeships: Gain Confidence and Gain Skills!

Edison State Sponsored Apprenticeships

Edison State Community College is a registered apprenticeship sponsor for the state of Ohio. We offer courses that fulfill the required hours of instruction that apprentices need, while they work full-time and learn skills through on-the-job training. Edison State assists employers by maintaining apprentice records verifying that students are completing their training and course work. This program produces the national recognized credential of the DOL’s Journey Worker License.

Available Programs:
• Insurance
• Manufacturing
• Information Technologies
• Healthcare

You must:
• Be at least 18 years of age
• Possess a high school diploma or GED Certificate

Have a resume to make a quick connection:
• Edison State or OhioMeansJobs Shelby County can help you with your resume creation

What are the program specifics?
• Length of program is a minimum of 2000 OJT hours
• The apprentice will take college courses that relate to the program
• Starting pay is based on the employer and wage schedule

Where do I apply and learn more?
• Edison State Community College
• Https://www.edisonohio.edu/Apprenticeships/

Employers: If you are interested in participating, please contact Edison State to start the discussion and connect with students!

Brandi Olberding
DIRECTOR OF APPRENTICESHIPS AND WORK-BASED LEARNING
1973 Edison Drive
Piqua, OH 45356
P 937.381.1533
bolberding@edisonohio.edu
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
Surge Staffing – Sidney – 937-453-9010
Manpower – Troy – 937-335-5485
Patrick Staffing – Piqua – 937-778-8445
Spherion – St. Marys ** - 419-394-6179
Staffmark – Sidney – 937-498-4131

** NOTE: Agency has work placement in Shelby County