



WorkSource Vancouver Hot Jobs Alert!

June 20, 2025



Job Title: Assistant Field Manager

Company: Northwest Aerobarrier

Location: Vancouver

Pay Range: \$65,000-\$70,000

Background Check: Yes

Drug Testing: Yes (excluding marijuana)

Hours: day shift **Days:** Mon- Fri

Benefits: PTO, paid training, quarterly bonus program, company phone, company laptop

Job Summary: The Assistant Field Manager is a hands-on position, leading jobs alongside Field Technicians while being responsible for managing jobs from start to finish and overseeing the Field Technicians. Applicants must be able to follow a proven system as well as troubleshoot problems as they arise. We provide comprehensive on-the-job training specific to our technology plus career development opportunities

Requirements: 1+ years management experience (preferably in construction)

2+ years residential building construction experience (energy efficiency, quality assurance, carpentry, framing, weatherization, insulation, or HVAC), Mechanical ability to troubleshoot equipment and vehicles (small engines, light electrical, specialized installation), Knowledge of construction procedures and OSHA guidelines, leadership skills

Basic Skills: Basic computer knowledge (Especially Google Suite including Email/Calendar), Ability to drive a company truck and trailer in all weather conditions, Ability to wear a respirator, Ability to move equipment up to 50lbs infrequently, up to 20lbs frequently, building practices, project management experience helpful, flexibility for occasional out of town work.

Complete description & to apply: Email resume to julie@nw-ab.com

Job Title: Front Desk Admin.

Company: NW Line JATC

Location: Battle Ground

Pay Range: \$25-27

Hours: day shift **Days:** Mon- Fri

Benefits: yes

Job Summary: We are seeking a motivated and organized Front Desk Admin to join our team. The ideal candidate will play a crucial role in ensuring the smooth operation of our office by providing administrative support and exceptional customer service. This position requires strong communication skills, attention to detail, and the ability to multitask in a fast-paced environment.

Requirements: Strong computer, phone and customer service skills



Complete description & to apply: [JATC](#)

Job Title: Admissions Rep.

Company: Charter College

Location: PDX

Pay Range: \$28.85

Hours: 8-hour day shift **Days:** Mon- Fri

Benefits: Yes

Job Summary: The Admissions Representative (AR) is responsible for handling all types of inquiries received by the college which include telephone, direct mail, and Internet. This admissions department process will require a proven ability to control a call in a professional yet conversational tone building relationships with prospective students.

Additionally, this position requires the generation of personally developed leads through current students, outside resources and referrals. The AR must have the ability to meet goals, multi-task, prioritize duties and exhibit excellent communication skills both written and verbal. An important component of the AR's job is identifying and enrolling qualified students who are likely to graduate.

Requirements: High School diploma, 2 years sales experience

Basic Skills: Proficient computer skills in Word, Excel, database software and use of Internet.

Complete description & to apply: [Charter College](#)

Job Title: HVAX Tech Instructor- PT

Company: Charter College

Location: Vancouver

Pay Range: Per 5-week course, \$1,250 - \$1,450

Hours: 5:30 pm- 10 pm, 2 days a week **Days:** Mon / Thurs

Benefits: Yes

Job Summary: Prepare and provide all lecture, laboratory and clinical instruction according to the required curriculum. Follow current course outlines, objectives, and evaluation mechanisms for the program and/or develop such when indicated by the President. Maintain a lesson plan of daily instructional events.

Requirements: 2 years field experience

Basic Skills: Strong communication skills, working with learners

Preferred: HVAC cert.

Complete description & to apply: [HVAC](#)

Job Title: Student Employment Recruiter

Company: Charter College

Location: Vancouver

Pay Range: \$19 - \$23.56



Hours: Day shift **Days:** Mon- Fri

Benefits: yes

Job Summary: The Student Employment Recruiter (SER) has primary responsibility for facilitating the necessary career development/job readiness of graduates that will result in graduate job placements. The focus of this position is the development and maintenance of relationships with students, graduates, and employers to maximize opportunities that will assist the Career Services Team in meeting and exceeding placement goals

Requirements: GED or above, career services or staffing experience, Microsoft Office, job placement

Basic Skills: Customer Service

Complete description & to apply: [Student Employment](#)

Job Title: Child Care Lead Teacher

Company: Support for Early Learning & Families

Location: Vancouver

Pay Range: \$19.84 to \$21.45

Background Check: yes

Drug Testing: yes

Hours: early or later shift **Days:** Mon.- Fri.

Benefits: yes

Job Summary: Provide safe and engaging educational setting for children whose age range from one to five years old in the Child Care Program. The Child Care Lead Teacher must demonstrate exemplary teaching skills, patience, and responsive care practices that are woven together to create quality education experiences, model consistent and stable relationships, while maintaining all necessary documentation within program requirement and DCYF licensing standards. Teachers work within the framework of age-appropriate curriculum and lesson plans, to promote the health, nutrition, and education of children in their care. Teachers must foster and encourage parental involvement in educational planning, goal setting, and center activities. Responsibilities include functional supervision and delegation of classroom responsibilities to classroom staff, providing direct services and engaging with children in the classroom, as well as regular collaborative planning and follow-up, using program databases and tools

Requirements: 18 years of age, GED, able to work shift as needed. See link for additional requirements.

Complete description & to apply: <https://selfwa.org/>

Job Title: Child Care Center Assistant

Company: Support for Early Learning & Families

Location: Vancouver

Pay Range: \$17.96 to \$18.87

Background Check: yes

Drug Testing: yes

Hours: early or later shift **Days:** Mon. - Fri.



Benefits: yes

Job Summary: You will provide a safe and engaging educational and care setting for children ages one to five years in the Child Care program. Assist in preparing the classroom materials and providing direct services to create quality learning and care experiences for children, assisting in the implementation of methods that promote independence, curiosity, decision-making, cooperation, persistence, creativity, and problem solving in young children.

Requirements: 18 years of age, GED, able to work shift as needed. See link for additional requirements.

Complete description & to apply: <https://selfwa.org/>

Job Title: Bookkeeper, (20-30 hrs. per week)

Company: Samwell Construction

Location: Vancouver

Pay Range: \$24-24

Hours: 8-5, or flexible to your needs **Days:** Tuesday, Wednesday, Thursday and possibly every other Monday and Friday

Benefits: Possible, depending on hours

Job Summary: Bookkeeper utilizing QuickBooks desktop (most recent version)

Basic Skills: Accounts payable, accounts receivable, two state payroll, certified payroll, weekly and quarterly taxes. QuickBooks, Microsoft Office (Email, Excell, Word, etc.,) job costs, payroll reports, etc.,

To apply, send brief cover letter & resume to: shonnie@samwelconstruction.com

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