

Hot Jobs – WorkSource Cowlitz / Wahkiakum

(Updated 01/08/2024)

Position	Company	Duties	Qualifications	Pay, Schedule, Benefits	How to Apply
Office / Admin					
Office Assistant	US Attachments	Accounts payable, scheduling, vendor follow up, general paper work and data entry, customer service via in person, phone and email.	Must be reliable and have reliable transportation. Must be knowledgeable of QuickBooks (2015). Prefer some office experience.	Fulltime or Part Time options. \$16.28/hr to start, \$17/hr after 90 days. Casual Dress.	Send resume to: gherid.smick@esd.wa.gov Or inquire directly to the shop: 211 Hazel Street Kelso WA 98626
Office Project Assistant	C and R Tractor and Landscaping	Answer Phones, Work With State and Federal Contracts, Project Tracking, Billing, Scheduling, Email Communication, Send out Estimates, Data Entry, Assist Management when needed with other various tasks	Office / admin experience is a must. Ability to prioritize and remain focused, maintaining workmanship. Basic computer skills (MS Office, emails, typing, etc.). Strong communication and phone skills. Strong organization, written and verbal communication. Critical thinking and problem-solving skills. Quickbooks Experience (preferred but not required)	\$18 - \$20 Depending on experience. Full-time Monday Through Friday 8am – 5pm Medical, Dental, Vision, Paid Time Off	Send a targeted resume to: gherid.smick@esd.wa.gov Or apply inquire in person at: C & R Tractor and Landscaping, Inc. 3829 Pleasant Hill Road Kelso, WA 98626
Office and Volunteer Coordinator	Habitat for Humanity	Support the office, exercising various responsibilities such as scheduling, follow ups, records documentation and maintenance, customer service, email, in person and phone communication.	Have excellent communication. Willingness to learn & implement MS Word, Excel & Habitrak (affiliate database). Organized, able to prioritize. Positive outlook, sees merit in program, committed to objectives. Physically able to be present at a construction site and climb stairs when necessary. Ability to effectively delegate	36 hours per week (Monday & Friday 8:30 am to 3 pm; Tues., Wed., Thurs 8:30 am to 5 pm)	Send a targeted resume to: gherid.smick@esd.wa.gov or Inquire in person at the business: 1323 S. 13th Ave., Kelso, WA 98626

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Care Coordinator	Area Agency on Aging and Disability (SWW)	Assessment and service planning experience. Client advocacy skills and sensitivity to the needs of diverse groups. Knowledge of long-term care system and services, issues related to aging and disability, and case management. Operate standard office equipment.	Bachelor's degree in social work, human services, or related field with two years of paid on the job social service experience. Experience meeting and working with people in homes and other medical settings. Valid driver's license, vehicle insurance and reliable transportation	(\$57,408 - \$79,140 annually on a 14-step scale, candidates typically start at first step. Full Time.	Apply Online: helpingelders.org/careers or www.indeed.com Or send a targeted resume to: gherid.smick@esd.wa.gov
Case Manager	Area Agency on Aging and Disability (SWW)	Comprehensive assessments for clients. Development plan of care to assist client with objectives. Service implementation, including authorization of in-home and community services. Coordinate with providers of client services. Utilize staff for consultation, service development and provider oversight. Maintenance of client records.	Bachelor's Degree in behavioral or health sciences and two years of relevant social service experience. Valid driver's license, vehicle insurance, and reliable transportation. Computer and software skills; ability to operate general office equipment. Ability to establish working relationships with clients, caregivers, provider network, medical personnel.	(\$57,408 - \$79,140 annually on a 14-step scale, candidates typically start at first step. Full Time.	Apply Online: helpingelders.org/careers or www.indeed.com Or send a targeted resume to: gherid.smick@esd.wa.gov
Campus Trainer	Crewtek	Collaborate with the executive team in regards to HR administration. Develop strong employee relations. Track, document and present HR metrics. Perform audit and budgeting duties. Manage cash flow.	5 years working in construction or industrial environment, managing or planning load rigging with cranes, inspecting, and signaling. Operating, inspecting, and/or maintaining cranes. Lift planning, directing lifts, lift plan review and risk assessments. Ability to report on documents such as practical exams, rosters, attendance, timecards, expense reports, customer email communications, and customer-facing reports.	\$80,000 – 90,000 DOE and credentials. Eligible for benefits including health insurance, 401(k) and PTO.	Send a targeted resume which clearly identifies your experience to: Gherid.smick@esd.wa.gov

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Social & Education					
Assistant Director	CrewTek	Assist marketing to optimize student recruitment. Steward resources and assets. Deliver written and verbal presentations. Maintain staffing levels and resources based on forecasting. Ensure policies are implemented with integrity. Implement performance-oriented culture.	5+ years leading organizations; learning and development capacity preferred. Experience in B2C marketing targeted at Gen Z and military. Understand finance and performance. Excellent communication and public speaking. Experience with construction / industrial, unions / trade preferred. Associate degree preferred.	\$80,00-110,000 DOE and credentials.	Send a targeted resume to: gherid.smick@esd.wa.gov
Direct Support Professional	Another Option	Work with individuals core skills and community integration. May include health and fitness, personal care, grocery shopping, taking clients on outings, etc.	18 years of age, complete and pass a background check., Fully vaccinated for COVID-19. Strong communication/ work ethic and reliable transportation.	\$19.50; \$20.50 at completion of training and 90-day assessment. Day, swing & graveyard shifts available.	Inquire in person at: 600 Royal Street Suite D Kelso, WA Or Email Resume: gherid.smick@esd.wa.gov
Direct Support Professional	LifeWorks	Provide skill development , goal development, support community outings to individuals experiencing developmental barriers.	<ul style="list-style-type: none"> •18 Years of Age + Diploma / GED • Pass DSHS Background Check • Pass Drug Screen–THC excluded • No Experience Necessary. 	\$20.25-\$20.75 an hour to start. Night Duty +\$1 more an hour.	Call: 360-577-9093 Or send resume: gherid.smick@esd.wa.gov
Food Service					
Associate / Closer	Subway (Ridgefield)	Receive orders and craft sandwiches per customer request. Receive payment and operate register. Ensure all food safety protocols are followed. Close up establishment at end of business day.	Must be punctual with reliable transportation. Solid work ethic and friendly demeanor.	15.74/hr (\$16.28 January 2024). Tips equal to \$4-\$5/hr on top of wage. 1pm-9:30pm or 3-9:30pm	Please bring resume to store location. 109 S 65th Ave Suite 115, Ridgefield, WA 98642
Cook	Beacon Hill Rehabilitation	Follow nutritional restrictions of residence, maintain clean, orderly and sanitary work environment. Deliver recipe's as defined and requested.	Food handlers' card. Experience in the food industry with food prep knowledge. Well organized with a positive attitude. Pass a background check – working with vulnerable populations.	Full Time \$16.50-\$20.00 DOE	Send a targeted resume to: gherid.smick@esd.wa.gov

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Healthcare					
Home Care Aid	Catholic Community Services	Help seniors and people with disabilities restore balance, order and peace to their lives. Help them remain in the comfort of their own home. Provide a variety of non-medical care to include: household chores, shopping, transportation to medical appointments, meal prep, bathing & dressing	<ul style="list-style-type: none"> · Must be 18 years of age or older · Must have valid Driver's License/Auto Insurance/Reliable Vehicle · Must be able to pass Criminal History Background Check 	\$21.51/hr to 23.73/hr DOE. \$1.00 EXTRA weekend. Paid Mileage. Medical, Dental, Vision. Paid Training and Certification. PTO. Retirement. \$250 bonus for employees active as of 3/31/24	<p>Call or stop by office: 360-200-5070 923 Fir St Longview WA 98632</p> <p>Or send resume to: gherid.smick@esd.w.gov</p>
Activities Assistant	Beacon Hill Rehabilitation	Assist or lead residence in organized mobility activities, games, and basic exercises.	Entry Level. Must be reliable and possess a solid work ethic. Pass a background check – working with vulnerable populations.	Full time. \$16.50/hr - \$18 DOE.	Send resume to: gherid.smick@esd.w.gov
All Ways Caring	CNA / Caretaker	Provide caregiving services with plan of direct care. Provide for personal needs / comfort of client. Assist with activities, general housekeeping & transportation.	18 years of age. Communicate both verbal and written. Handle confidential information. Able to work independently. Ability to work in a home-like setting	USD \$18.14 - \$20.80 / Hour	Send a targeted resume to: gherid.smick@esd.wa.gov
Maintenance/Labor					
Cylinder Tech	US Attachments	Read and write blueprints. Follow safety protocols and ensure a clean and safe working environment. Must maintain organized work area. Assemble parts according to specifications. Test parts and document performance / defects.	Must be punctual, reliable. Read / write blueprints. Verifiable experience with manufacturing Double Acting and Welded Rod Cylinders, or related. Understand the assembly of cylinder parts. Skillful general fabrication skills.	Fulltime. M-F \$35,000 - \$45,0000 yearly + DOE Health Insurance, PTO	<p>Send resume to: gherid.smick@esd.wa.gov</p> <p>Or inquire directly to the shop: 211 Hazel Street Kelso WA 98626</p>
Welder – Modifications	US Attachments	Modify / re assemble forklift attachments. Read blueprints and implement fabrication per specification. Inspect parts and tools. Weld, grind, measure, etc.	Must have verifiable mechanical and welding experience. Experience using a variety of fabrication techniques. Familiar with OSHA. Forklift and welding certifications a plus.	Fulltime. M-F \$39,000 - \$41,0000 yearly + DOE Health Insurance, PTO	<p>Send resume to: gherid.smick@esd.wa.gov</p> <p>Or inquire directly to the shop: 211 Hazel Street Kelso WA 98626</p>

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Flooring Installer	Mark Herson Flooring	Install residential and commercial carpet and vinyl flooring. Follow the established installation, safety and training processes of company and OSHA. Provide excellent customer service. Perform duties as assigned by supervisor.	Task orientated , excellent work ethic and time management. Relevant experience preferred. Ability to handle items over 40 lbs. Ability to stand, kneel, and bend for periods of time. Work in demanding physical conditions.	\$20-35 hourly (based on experience)	Apply in person at business location. Bring a resume or application. 711 Pacific Ave S, Kelso, WA 98626; ask for Denita.
Field Service Technician	5 Star Gutters and Awnings	Safely install and conduct maintenance on residential and commercial gutters per company policy and OSHA. Communicate with supervisor on job progress. Maintain organized job documents for customer and office. Must be comfortable ascending and descending ladders of varying heights to perform services.	Must have a valid Driver's License. work ethic and time management. Relevant Experience is preferred. Ability to handle items up to 75 lbs. Must be comfortable working at heights. Ability to stand, stoop, kneel, and bend for prolonged periods of time. Ability to work in demanding physical and inclement weather conditions.	Monday - Friday 8am to 4pm \$19-25 hourly Medical, Dental, 401k	Call and ask for Willie (360) 577-0829
Shop Helper / Entry Level Fabricator	Fabricast Valve	General shop clean up. Grinding, drill press operation. Welding experience a plus. Forklift a plus.	Must have reliable transportation and a very strong work ethic / ability to show up as required.	\$19+ DOE. Fulltime, day shift.	Inquire directly to the business. 1061 Industrial Way, Longview, WA / (360) 425-0306
Entry Level Technician	Jammies Environmental	Operate equipment, including vacuum excavation, hydro-blasters, pressure washers, forklift, etc.	Physical/drug and background check. Valid driver's license and good driving record. Lift 50 lbs. Prefer forklift with manufacturing / rail experience.	Fulltime. \$21-24 DOE Health/Dental/Vision (100% Employer Paid) 401K retirement. Paid Holidays, PTO	Send resume to: gherid.smick@esd.wa.gov Or apply online: www.worksourcewa.com Job ID 247345822
Foreman and Project Manager (2 positions)	C&R Tractor and Landscaping	Manage onsite activities of workers, schedule work orders, ensure delivery of product and correct installation of elements. Oversee safety, training and general project competency.	5-7 years of experience. Strong verbal and gestural communication. Exceedingly competent time management. Proficiency with technology / computers – MS Suite and Excel.	\$30/hr + DOE and certifications. Day shift, excellent benefits, PTO, retirement.	Send a targeted resume to: Gherid.smick@esd.wa.gov Or apply on WorkSourceWA.com Project Engineer: 256289876 Foreman: 256289515

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Small Engine and Diesel Mechanic (Two positions.)	C&R Tractor and Landscaping	Maintain landscape equipment & hauling vehicles. Resolve mechanical issues timely, order parts and maintain inventory.	ASE certifications preferred, but not required. Must have excellent mechanical aptitude. Must have dependable transportation.	\$16/hr + DOE, full benefits package, fulltime, day shift.	Email; Tiffany@candrtractor.com
Manufacturing & Production					
Production Worker	Pacific Seafood (Woodland)	General production. Sort and package work order. Maintain a clean and safe work environment.	Reliable transportation and ability to show up to work. Entry level, no experience needed.	\$17.50/hr. Full Benefits 4 x 10 hour shifts Day/Nights	www.worksourceWA.com Job ID: 258063327 or gherid.smick@esd.wa.gov
Transportation					
CDL A Driver (Kelso / Longview)	Wilcox and Flegel	Operate transport truck and trailer, in compliance with federal, state, local, and company policies regarding petroleum products. Load and unload various petroleum products, adhering to all regulations and procedures, while maintaining utmost safety standards. Accurately complete and submit all paperwork in accordance with Wilcox and Flegel procedures.	Possess a valid Class A CDL, Tanker Endorsement with no restrictions. Hazmat and TWIC required, or ability to obtain within established time frame. Truck and Trailer, ELD. High School Diploma or equivalent. Prefer 2 years CDL A experience and hazardous material hauling.	\$31-36/hr Fulltime; Shift Rotation: 4 12's - 4 days on 4 days off. Generous PTO, holidays, excellent medical / dental / vision. Life insurance. Profit sharing. 401k.	Send Resume: gherid.smick@esd.wa.gov
CDL-A Driver	Jammies Environmental	Mobilizes equipment to destination using proper equipment for safe completion. Performs trip inspections, maintains equipment for safe operation and clean condition.	Excellent driving/safety record. Current driving abstract and proof of certifications and licenses. Diploma or equivalent (GED) with related experience and/or training.	Fulltime; \$24-30/hr DOE Health/Dental/Vision (100% Employer Paid). 401k, PTO, paid holidays. Available life / ADD insurance.	Send resume to: Gherid.smick@esd.wa.gov Or apply online: www.worksourcewa.com Job ID 261049881
Ready Mix Driver (Local)	CalPortland	Drive and transport ready mix / cement to construction sites and identified locations. Perform routine equipment checks.	Reliable transportation, have a solid work ethic. CDL A preferred, but can provide in house training to the right individual.	\$19/hr + DOE. Day shift, local routes. Training provided. OT for weekend / busy season.	Send resume to: gherid.smick@esd.wa.gov