

Hot Jobs – WorkSource Cowlitz / Wahkiakum

(Updated 02/20/2024)

Position	Company	Duties	Qualifications	Pay, Schedule, Benefits	How to Apply
Office / Admin					
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 communication.. Quickbooks Experience (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
Receptionist	Pacific Northern Environmental	Answer and screen phone calls. Welcome and direct visitors. Sort and distribute mail. Maintain office supply. Liaison for facility related problems to Shop Manager. Maintain kitchen and daily clean up. Order meals for meetings as requested. Maintain foyer. Other duties as assigned.	High School Diploma equivalent. 1-year work experience in similar field, preferred. Exceptional customer service and independence. Excellent verbal and written communication. Detailed oriented, ability to multi-task and work in a team. Microsoft Office Experience.	\$16.28-\$17.50/hr Day Shift, m-f Robust benefits package. 401k, PTO	Apply Online: https://pneco.bamboohr.com/careers/151 Or email resume to: gherid.smick@esd.wa.gov
Accounts Receivable / Collections Specialist	Pacific Northern Environmental	Enter data to create invoices. Create / modify T&M. Review billing packet for accuracy and billing estimates, dailies, and applied cost in system. Track date billing packets are submitted to accounting in Viewpoint Spectrum. Reconciles and identifies variances between billing paperwork to cost that is posted on jobs, following up on discrepancies. Create memos with approvals for customers. Monitor customer accounts. Resolve customer issues and complaints concerning billing.	High School equivalent. 2 years of office experience with emphasis on light accounting. Office equipment, multi-line phone, fax, copy machines, etc. 1+ years' experience working in collections. Microsoft Office.	\$23.00-\$26.00/hr Day Shift, m-f Robust benefits package. 401k, PTO	Apply Online: https://pneco.bamboohr.com/careers/152 Or email resume to: gherid.smick@esd.wa.gov

WorkSource is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay Service: 711. WorkSource receives support and funding from the U.S. Department of Labor. Read more about USDOL grants at esd.wa.gov/usdol."



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Social & Education					
Youth Service Specialist	Educational School District 112	Develop and conduct intervention strategies to increase attendance in our region's schools. Provide services to participants in the Youth Workforce program across the ESD 112 region.	Associate's degree or higher. Experience in an educational setting and/or vocational programs for youth 14 to 21 years of age. Experience with at-risk programs or youth employment programs. Experience inputting information into a database.	Annual Salary: \$54,672.71 - \$66,518.37 40 hrs/wk (12 months) Cowlitz County Service Region	Apply Online: https://www.schooljobs.com/careers/esd112/jobs/4305208 Questions: Email: hr.dept@esd112.org Phone: (360) 750-7503
School Bus Driver	Educational School District 112	Transport students on "to and from school" routes and special activity trips. This position will provide transportation to the ESD 112 service region. Tull time and part time routes available. Substitute/ on-call available.	Punctual, reliable and schedule oriented. Clean driving record. Paid training provided.	\$27.17 - \$30.97/HR FT \$25.17 - \$25.67/HR subs Summers / Holidays off. PTO and paid training.	Apply Online: https://www.schooljobs.com/careers/esd112/jobs/4322610 Questions: Email: hr.dept@esd112.org Phone: (360) 750-7503
Classroom Specialist	Educational School District 112 (Quest Academy)	Provide a supportive and highly therapeutic learning environment where students improve their academic and social skills, develop more appropriate behavioral controls and improve their self-esteem.	Experience with youth and at risk populations. Must be punctual and task oriented. Must have excellent relationship skills, communication and patience.	\$22.54—\$27.42 Hourly plus benefits. 32 hrs/wk, school year schedule.	Apply Online: https://tinyurl.com/ESDQuest
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

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Food Service					
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 food industry with food prep knowledge. Well organized with a positive attitude. Pass a background check – working with vulnerable populations.	Full Time \$16.75-\$20.00 DOE	Send a targeted resume to: gherid.smick@esd.wa.gov
Buser	Cascadia Eats	Bus tables and ensure eating area's have been cleaned and sanitized. Assist with any necessary kitchen tasks / cleaning / dishes.	Must have a food handlers card. Must be reliable, have solid communication, and have the ability to show up to work during designated schedule.	36 Hours Day shift \$16.28/hr + tips	Send resume to: gherid.smick@esd.wa.gov Or inquire directly to the business: 933 15th Ave Longview WA 360-703-3558
Healthcare					
Home Care Aid	Catholic Community Services	Help seniors and people with disabilities restore order and peace to their lives. Provide non-medical care: chores, shopping, transportation to appointments, meal prep, bathing & dressing	18 years of age or older, valid Driver's License/ Insurance/ Reliable Vehicle. Pass Criminal History Background Check	\$21.51/hr to 23.73/hr DOE. \$1.00 weekend. Paid Mileage. Medical, Dental, Vision. Paid Certification. PTO. Retirement.	Call or stop by office: 360-200-5070 923 Fir St Longview WA 98632 Or 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 - \$45,000 yearly + DOE Health Insurance, PTO	Send resume to: gherid.smick@esd.wa.gov Or inquire directly to the shop: 211 Hazel Street Kelso WA 98626

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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	Send resume to: gherid.smick@esd.wa.gov Or inquire directly to the shop: 211 Hazel Street Kelso WA 98626
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 on ladders.	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.	Monday - Friday 8am to 4pm \$19-25 hourly Medical, Dental, 401k	Call and ask for Willie (360) 577-0829
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
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

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Transportation					
CDL A Driver (Kelso / Longview)	Wilcox and Flegel	Operate truck and trailer, in compliance with federal, state, local, and company policies. Load and unload various petroleum products, adhering to all regulations and procedures. Maintain utmost safety standards. Complete and submit 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

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