

Hot Jobs – WorkSource Cowlitz / Wahkiakum

(Updated 06/26/2024)

Position	Company	Duties	Qualifications	Pay, Schedule, Benefits	How to Apply
Office / Admin / Retail					
Office Admin (Remote)	Eagle Eye's Construction	Field customer inquires via phone or email. Manage client listing and data bases, communicate with vendors and crew. Resolve any customer service issues that arise.	Must be computer literate; email, internet navigation, video conferencing and virtual meeting familiarity. Well organized and able to maintain data and order info. Construction experience preferred but not required.	\$20 an hour. Full Time Remote	Send Resume to: gherid.smick@esd.wa.gov
Office / Dispatcher	Roto Rooter	Schedule jobs for the technicians. Answer phones. Use Quick books online to enter in invoices and payments. Operate Multiline phone's. Complete reports, logs, and records. Keep information accessible, sorting & filing documents. Update and verify database.	Organization, Customer Service, Handles Pressure, Multi-tasking, Energy Level, Teamwork, Phone Skills, Quick books knowledge, Documentation Skills, Data Entry Skills.	Fulltime \$20 / hr	Call, email or visit business. info@rotorooterlongview.com (360) 577-1400 www.worksourcewa.com JOB ID 275130008 6150 Ocean Beach Hwy, Longview, WA 98632
Advocacy & Community Engagement Specialist	Cowlitz / Wahkiakum Legal Aid	Stay apprised of calendar and work taking place in programs. Ensure compliance in all aspects of work. Programs and responsibilities include: Race Equity, Legal Services Programs and Program Development, Relationship Development, Legal Resources and Advocacy, Reporting, records management and general duties.	Two years working with staff and clients in an office setting (family law or advocacy is beneficial). Case management and interpersonal skills, strong written & spoken communication, collaboration & relationship-building. Commitment to working with community groups and marginalized communities.	35 Hours Per Week \$19-\$24/hr DOE One Week Vacation, \$300 health stipend, potential relocation allowance.	Email (1) a cover letter and (2) resume, and (3) a list of at least three references: cwlap@live.com . Include in the subject line your name and ACES. In your cover letter, please indicate where you learned of the job posting.
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	Experience is a must. Ability to prioritize and focus. Basic computer skills (MS Office, emails, typing, etc.). Strong communication and phone skills. 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

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					
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					
Kitchen Help / Prep Cook	Kelso Theater Pub	Prep cook and ensure eating area’s have been cleaned and sanitized. Assist with any necessary kitchen tasks / cleaning / dishes.	Food handlers card. Reliable, solid communication, and have the ability to show up to work during designated schedule.	Part Time Day shift \$16.28/hr + tips	Inquire directly to the business: 214 S Pacific Ave, Kelso, WA (360) 414-9451
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					
Foreman and Project Manager	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

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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					
School Bus Driver	Longview School District	Safely and responsibly transport students to and from school to the homes / residences.	Valid WA State Drivers License. At least 21 years of age. Min of 5 years driving personal vehicle, or 1 year driving commercial. Valid first aid and CPR card. Complete school bus training program. Pass federal background check.	Paid training up to 60 hours and flexible training schedule. \$24.93/hr starting pay.	Apply Online or via Phone: longviewschools.com/careers 360.575.7867
CDL A Driver (Kelso / Longview)	Wilcox and Flegel	Comply with federal, state, local, and company policies. Load and unload various petroleum products adhering to all regulations and procedures. Maintain utmost safety standards in accordance with Wilcox and Flegel procedures.	Valid Class A CDL, Tanker Endorsement with no restrictions. Hazmat and TWIC, or ability to obtain. High School Diploma or equivalent. Prefer 2 years experience and hazardous material hauling.	\$31-36/hr Fulltime; Shift Rotation: 4 12's - 4 days on 4 days off. PTO, holidays, excellent medical / dental / vision. Life insurance. Profit sharing. 401k.	Send Resume: gherid.smick@esd.wa.gov
School Bus Driver	Educational School District 112	Transport students on routes and special activity trips. This position will provide transportation to the ESD 112 service region. Full 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
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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