

Rochester Weekly Job Board Week of January 22nd – January 26th

The Rochester office of Workforce Development, Inc. is open Monday – Friday, 8:00 am – 4:30 pm. Follow us on <u>Facebook</u>, <u>Instagram</u>, <u>Twitter</u>, <u>YouTube</u>, and <u>LinkedIn</u>, visit our website at: <u>www.workforcedevelopmentinc.org</u> for more information, or call: **507.292.5152.**

We have a full professional clothing closet ready for anyone who needs clothing for work or upcoming interviews. The clothing is <u>FREE</u>, and no appointments are needed. We are NOT accepting women's professional clothing donations, until further notice.

Live CareerForce Workshops!

Tuesday, January 23 – The Job Interview - 10:00-11:00 AM Register here

Wednesday, January 24– Resume Writing – 1pm-2:30pm Register here

Prepare for a successful job search with free, live online workshops and events. Register now! Appointments are available over the phone, in person, or online to get help in your job search. Available services include resume reviews, mock interviewing, interest assessments, career exploration, and other job search assistance. *Once registered, staff will contact you to determine how you will meet.* Please register at: https://www.careerforcemn.com/virtual-interactive-services-career-seekers

LIUNA Construction Industry Career Fair!

Experienced and New to the Industry Construction Workers Meet UNION CONTRACTORS on Site. This career fair who are screening for laborers and other positions for the upcoming season.

When: Thursday, March 28, 2024

Time: 3pm-6:30pm

Where: 917 15th Ave S Rochester, MN

Registration Link: https://www.eventbrite.com/e/liuna-career-fair-rochester-mn-2024-tickets-

761390257757?aff=ebdssbdestsearch

ThreeRivers Community Action- Homeownership Education!

Want to own a home now or in the future? If so, this workshop is for you. Speakers may include Mortgage Broker, Real Estate Agent, Home Inspectors, and Insurance Agent.

When: January 23 & 24 From: 10am-2:30pm

Where: Virtual via Microsoft teams

https://www.tfaforms.com/4919195?session=a16Up0000003teHIAQ

Mayo Clinic Virtual Hiring Event - Environmental Services

Consider a life-changing career in Environmental Services where you will play a vital role in saving lives by ensuring a safe and clean environment for our patients, visitors, and staff.

When: Wednesday, January 17, 2024

Time: 10 a.m. to 2 p.m. CST

Location: https://jobs.mayoclinic.org/job/rochester/virtual-hiring-event-hospital-housekeepers-

evs-january-17th-rochester/33647/58869249552

RCTC Heintz Center Open House-Surgical Technology

You are invited to RCTC for a Hands-on demonstration of real surgical instruments and equipment.

When: February 23, 2024 Time: 12:30pm-2pm

Location: Heintz Center H2300

For more information please call: Jeannie Meidlinger at 507.529.2720 or email:

jeannie.meidlinger@rctc.edu

Mayo Clinic Career Webinar – Respiratory Therapy and Radiology

Whether you are starting your career or planning, you may wonder if you are aligned with the work you are meant to do. During this webinar, you will have the opportunity to speak with recruiters and hiring managers to learn about the types of roles we offer in Respiratory Therapy, Radiology, and other departments and how to start preparing for them.

When: Thursday, January 25, 2024

Time: 1:00 p.m.

Registration link: https://mc-

meet.zoom.us/webinar/register/2016980920287/WN HG6k9v DQUSc3wJe12msFA

Co-Starters FAQs - Turn your Ideas into Action Event!

This program is a great fit for entrepreneurial starters with a business idea that they want to test out or people already with an operating business (that's 2 years old or less) who want to refine their business model. CO. STARTERS is also a great fit for intrapreneurs, working on concepts within their organization or community.

When: Tuesday, March 5, 2024

Time: 5:30pm-8:30pm

Where: Collider Coworking 221 1st Avenue Southwest #STE 610 Rochester, MN 55902

Registration: https://www.eventbrite.com/e/costarters-at-collider-tickets-

744401162917?aff=oddtdtcreator

Join Zoom Orientation Meeting for Dislocated Workers

If you have lost your job through no fault of your own, you may be eligible for Dislocated Worker services. We invite you to join our Rochester, MN Dislocated Worker Career Planners for a free virtual orientation to the Dislocated Worker program *via Zoom*. These weekly sessions are held every *Thursday at 10 am*. Interested individuals only need to attend one of these free sessions to learn more about the resources available through the Dislocated Worker Program. Please join Jody Schaber and Anjanette Bills by accessing the link below!

Join Zoom Meeting

https://us02web.zoom.us/j/86548161756?pwd=MWMvbEx2YVhlaWpnQkdRUlNncWxUUT09

Meeting ID: 865 4816 1756

Passcode: 430558

Trades Readiness Program Training

The Trades Readiness Certificate was created to provide high quality, apprentice-level content to people interested in construction, to prepare them for careers in the industry. Upon completion of the Trades Readiness Certificate at RCTC, learners will be enabled to work as a productive member of a construction crew and build character and gain confidence to seek employment within the skilled trades.

Eligibility Criteria:

- Be 18 years or older.
- If you are a person of color and/or a woman, you are encouraged to apply.
- Have a valid MN driver's license.
- Meet at least minimum scores on math and English assessments.

Dates:

This year-long program can be entered at fall, spring, or summer semester. Classes are Tuesday/Thursday evenings, typically 5:30 – 8:30 p.m.

Contact:

Stacy Brumfield - 507.252.5159 - sbrumfield@wdimn.org
Julie Brock - 507.421.6487 - jbrock@wdimn.org
Matt Durand - 507.363.6132 - <a href="mailto:m

The Building Strong Communities program is a multi-trade apprenticeship.

This program offers individuals the opportunity to receive Union endorsed training, exposure, and a "foot in the door" to a career in the trades. Program graduates will have an opportunity to interview participating Construction Trade Unions and Contractors. Learn more at https://buildingstrong.org/apply/

Crime Victim Advocacy Clinic!

IMAA, Olmsted County Victim Services, and the Women's Shelter and Support Center have jointly created this clinic to provide additional access to advocacy services. Advocacy Clinics are intended to serve victims of crimes involving domestic violence, sexual assault, trafficking and/or exploitation.

When: Monthly on the Second Thursday!

Time: 11am-1pm

Where: 2500 Valleyhigh Dr NW Rochester, MN 55901

Pre-Registration is encouraged. To register please visit: MYA.CONRAD@IMAA.NET OR call

507.289.5960 EXT. 110.

Are you looking for free, flexible, online training for IT Careers? IBM SkillsBuild may be the answer!

Through a partnership with IBM, WDI has access to a FREE online IT Careers training resource called SkillsBuild. Registration is easy and only requires an email address. Call 507.292.5152 to learn more about this IT training resource!

Health Access MN for MNsure-Certified Navigator Assistance

Health Access MN's expert navigators provide free help to people seeking health coverage. They can help with Applying for new coverage, assisting with problems, reviewing insurance, and answering questions. For more information or to apply: Denise Robertson, Health Access MN, denise@healthaccess.mn. For appts or questions about health coverage and renewals, contact info@healthaccess.mn, 507-589-8649. You can also help your clients apply for an appointment online through our website: https://healthaccess.mn/contact-us/make-an-appointment/. Our services are free!

Are you or is someone you know interested in working in Customer Service or as an Administrative Office Professional?

Call Hawthorne Learning Center today to learn about these *free training opportunities*. Call: 507-328-4486 for more information.

Minnesota State Commercial Driver Academy (CDL)

Interested in earning your Commercial Driver's License (CDL)? This is a program that can help individuals obtain their CDL license. Industry partners will interview and possibly hire successful graduates as well as provide additional training to pick up where this training left off given the academy's condensed structure. This is a great opportunity to gain access to an in-demand career that pays a living wage. For more information please visit:

https://www.minnstate.edu/employersolutions/training/cdlacademy/index.html

Refugee and Immigrant COVID-19 Help Line

Multilingual navigators and the Minnesota Resettlement network can answer and help with questions in your language about staying safe during COVID-19, COVID-19 testing/vaccine, quarantine, isolation, safety, and support when a person has COVID-19 and COVID-19, and safety at work. They can also assist with household needs and navigating health care services and programs, basic needs, employment, and help for kids struggling in school. Please call the Statewide helpline at **651-318-0989** Monday through Friday, from 9 AM-5 PM

Do you know of a client in need of assistance with past due rent that is not eligible for HomeHelp MN?

Three Rivers currently has funding available to assist eligible households. Funds can be used to assist clients in subsidized housing. Funds can be used to assist with past-due amounts and Security Deposits. Please have the client contact Three Rivers at **507-316-0610** or **800-277-8418** and request a referral for assistance with past-due rent.

Keep Your Health Insurance!

If you have Medical Assistance or MinnesotaCare, it's important to update your contact information so Olmsted County can reach you when it's time to renew your health insurance. If you've moved in the past three years or you will be moving soon, please update your address, phone number, and email today.

Call us at 507-328-6500

Email us at PAQ@olmstedcounty.gov

Employers Who Have Contacted WDI Seeking Candidates

New! Workforce Development Inc. is now hiring for Sector Coordinator: Healthcare and TBD. job description includes Thorough knowledge of the healthcare sector and ability to learn additional sectors, provide strong collaboration skills with multiple stakeholders, participants and WDI staff, assure that WDI programs meet or exceed program expectations on a continual basis. Strive to improve services that will increase positive outcomes for all youth in SE MN, perform administrative functions including plan development, report preparation, budget accountability and file review and market WDI programs on local, state-wide, and national levels to insure continued funding availability. Salary Range: \$30-\$31 / hour. Please submit your resume and letter of interest to be received by 4:30pm on January 24, 2024, to: Samantha Draisey Workforce Development, Inc. 2070 College View Road East Rochester, MN 55904, or Email: sdraisey@wdimn.org

New! UPS is now hiring for Part-time Handlers, Seasonal & Permanent Delivery Driver, and Operations Supervisors. For more information or to apply, please visit: www.uspjobs.com or contact: Nicolet Vevea at 612.380.8198 or email nvevea@ups.com

New! Weinrich Law Office is looking to hire for a part-time Administrative Assistant from January to July 2024. GED required, no other experience or education necessary. 20 – 35 hours/week, \$15.50 - \$17.50/hour. Job responsibilities include document preparation, dictation, file keeping, answering phone calls, entering client information, accounts payable, and running weekly bank deposit. For more information or to apply contact Laura at laura@weinrichlaw.com

New! Seasons Hospice in Rochester, MN is now hiring for Social Work and Bereavement Manager (Job ID: 1050). Full-time: Day shift, occasional evenings, 30-40 hours per week, generous PTO and benefit packages available, additional perks include 401(k) with company match, retention and referral bonuses, tuition and mileage reimbursement, free onsite parking and more. Education and Training –bachelor's degree in social work from an accredited program required. MSW degree preferred. License or Certification – Current MN state social

work license required, experience 2 to 3 + years of previous experience providing supervision and support to social workers and/or counseling staff, in a health care facility required, previous hospice experience desired and valid driver's license with acceptable driving record per policy with daily access to a reliable and insured vehicle. To learn more or to apply, please visit: www.seasonshospice.org.

The Homestead of Rochester is now hiring for Full/Part-time: RN, LPN, CNA, Home Health Aides/Caregivers. Housekeeping and Maintenance. Flexible schedules to meet your busy lifestyle, a full complement of benefits including health insurance and PTO. Sign on and referral bonuses available. To learn more or to apply, please visit: http://tinyurl.com/2a46kf9z

Lakeside Foods in Plainview, MN is now hiring for the following positions: Mechanic Master/Boiler, Maintenance Supervisor, Warehouse/Industrial Maintenance Tech 1st & 2nd, Production, Forklift, Agriculture/Field Mechanic, and Boxer/Depal Operators. To learn more or to apply, please visit: https://careers.lakesidefoods.com/

Mayo Clinic is now hiring for Materials Handler. Job description: receiving, replenishment, picking/packing/ shipping, crediting, truck loading/ unloading and housekeeping duties. \$21.05 to \$26.38 per hour. Relocation support is available. Benefits eligible to include medical, dental and vision benefits beginning date of hire, paid time off, life insurance, pension, and 403(b). To apply & secure your spot, visit www.jobs.mayoclinic.org and search for job ID 322113

Accra is looking to hire for CNA or PCA. Salary \$18 per hour. Either full-time or part-time, PTO is provided. Needing basic personal care for a pediatric male and an adult Female (under 100 pounds). Home is a beautiful one story in Byron Minnesota. Looking for someone to provide individual care and performing activities of daily living including bathing, dressing, grooming, toileting, transferring and feeding. Assist with range of motion exercises. Promote the highest practical level of physical and mental well-being. Schedule is flexible after school Monday through Fridays and weekend hours are available depending on your schedule and availability. Pay \$18 per hour. call or text Theresa at 651-270-4535 or Sumeera at 507- 399 -+

Season's Hospice is now hiring for Social Work and Bereavement Manager (Job#1050). This position provides leadership, direct supervision, and support to the Social Work, and CGES team members, supports effective communication and teamwork among interdisciplinary members of the team, works collaboratively with the Clinical Services Manager and Director of Clinical Services regarding daily operations to meet patient care needs, and problem-solves in relation to patients or the agency in coordination with appropriate team members. Education and Training –bachelor's degree in social work from an accredited program. MSW degree preferred, license or Certification – Current MN state social work license required and experience – Two (3) + years of previous experience providing supervision and support to social workers and/or counseling staff, in a health care facility required. Previous hospice experience desired. To learn more or to apply, visit: www.seasonshospice.org.

Oronoco Estates is now hiring for Maintenance. Job description: Maintenance technician will be responsible, under the direction on the maintenance manager for assisting in overall day to day maintenance of mobile home community owned homes and lawn moving/landscaping as directed. Work hours are typically 8am-4:30pm with weekends off. Must be able to lift, pull, push, and carry up to 60 pounds. To learn more or to apply, please visit: info@oronocoestates.com

Stewartville patient is privately hiring Personal Care Assistants to fill a schedule of 10.5 available hours a day, seven days a week. Interested applicants must be +18, able to pass a background check, and push the patient in a wheelchair. Responsibilities include laundry, cleaning bedroom and bathroom spaces, accompanying for exercise outside and to shopping errands. The patient does not need assistance with administering medication or with transportation. Wage information is available within the interview process. Contact Candace Whipple at 651-380-0653 or mardan14@hotmail.com.

Dungarvin is now hiring for Mental Health Program Director. Benefits: Generous paid time off, group insurance benefits, 401(K) plan available, paid training, employee referral bonus program and paid mileage. As a Mental Health Program Director your two key priorities include supervising and training of Mental Health Specialist and ensuring all aspects of the program are developed, implemented, coordinated, and monitored to the highest degree possible. For more information or to apply, please visit:

https://www.dungarvincareers.com/SearchResults.aspx?CategoryDDL=-1&EducationDDL=-1&ScheduleDDL=-1&StateDDL=30&LocationDDL=30%7ERochester

Rochester Central Lutheran School is now hiring for Facilities Manager and Clubhouse Aide. Facilities Manager would make \$40,000-45,000 annually. Clubhouse Aide paid hourly \$11.15 with no experience/ed, up to \$16.50 for a bachelor's in early childhood development. Both positions require a clean record, HS diploma or equivalent, +18. For more information or to apply, please visit: https://www.rcls.net/employment

KTTC is hiring for Community Engagement Coordinator. Job description: Leading assigned station projects from start to finish, creating and managing detailed project plans, and communicating clearly and effectively, both internally and externally. For more information or to apply, visit: https://gray.tv/careers#currentopenings

Rochester Meat in Rochester, MN is now hiring for a full-time Frozen storage worker. Applicant must be able to work under freezing temperatures and be able lift 40lb or more. Hours are from: 6a.m. to 2p.m. Starting salary \$16.50. To learn more or to apply visit: http://corpmgmygroup.com or call Diana Elton at: (507) 838-5994 or email: Diana@corpmgmtgroup.com

USDA Farm Service Agency (FSA) in Fillmore County is for Farm Loan Assistant/Specialist (Agricultural). Annual salary ranges from \$37,696 to \$74,250 depending on the qualifications of the applicant. For more information or to apply, visit: www.usajobs.gov

Aerotek is now hiring for Assemblers 1st,2nd, and 4th shifts. Job responsibilities include assembling electronic parts to create a quality final product. Starting pay \$18-\$20.70/hour weekly pay. Medical, Vision & Dental Benefits. To learn more or to apply, **call Jenna at 507.206.5769**

Spectrum is now hiring for Supervisor-Call Center. This position would be responsible for leading a team of 14-18 customer service reps in a fast-paced environment, actively and consistently support all efforts to simplify and enhance the customer and employee experience, effectively lead a team of representatives utilizing supervisory skills including, but not limited to, time management, planning, communication and coaching skills, monitor individual and team performance to ensure performance and quality standards are met or exceeded and assist team with escalated customer issues. To learn more or to apply, please visit: https://jobs.spectrum.com/job/rochester/supervisor-customer-service/4673/55409766192

United Way of Olmsted County is now hiring for Full-time Corporate Engagement Coordinator. Job description: Collaborate with our corporate partners and manage all facets of workplace fundraising campaigns to achieve revenue goals, recruit, train, and support campaign volunteers through their workplace so they can be effective advocates as they invite their fellow co-workers to invest philanthropically in our community and complete corporate grant applications as assigned. Salary range: \$40K-\$45K. To learn more or to apply visit: Stephanie Rudeen stephanier@uwolmsted.org with a cover letter and resume. Qualified applicants will receive a reply to schedule a follow-up conversation.

Department Of Natural Resources (DNR) is hiring for Natural Resources Supervisor 2 Parks & Trails and Natural Resources Supervisor 3 Parks & Trails. For more information or to apply, visit: http://www.mn.gov/careers or contact Laurel Quill at laurel.quill@state.mn.us or 507-380-4414.

USDA is now hiring for Student Trainee. Job description: Performs a variety of duties related to farm loan program work with FSA, receive on-the-job training in each of the programs or activities performed at the State or County FSA offices, work assignments are designed to provide practical application of the knowledge and skills acquired by the student during the formal education phase of the program and track, maintain, and report on status of assigned projects. Salary range: \$33,906-\$36,553 per year. To learn more or to apply please visit: https://www.usajobs.gov/job/753077100 or contact: Adam Gritz, Farm Loan Manager at 507-765-2123 or adam.gritz@usda.gov

KTTC is now hiring for Broadcast Engineer. Job description: Performs regular maintenance tasks to building and systems including repairs, equipment replacement, supplies, etc., solve Help Desk problems promptly, assist computer users through phone, email, or in-person, install and configure computer hardware, operating systems, and applications within the company and help maintain on-air signal. Qualifications: Must be able to insert and remove control room rack equipment weighing 25-50 pounds, work schedule is Monday-Friday, but can vary depending

on projects happening and on-call weekend. To learn more or to apply, please visit: https://gray.tv/careers#currentopenings

AmeriCorps Conservation is now hiring for Field Crews. Training, Experience as a leader white serving on projects that may include tree planting, and timber-stand improvement. Education support provided. For more information or to apply, contact: Doug Ekstrom in Mankato at 507.345.4744 or Dustin Looman in Rochester at 507.276.0677

Rochester Area Builders is hiring for Member & Community Engagement Director & Planroom and Office Assistant. To learn more about these roles, benefits or to apply visit: http://business.rochesterareabuilders.com/jobs?q=&c=Category...&e=1649

POET Bioprocessing in Preston, MN is looking to hire for Plant Operator position and two Boiler Technician B positions. The Plant Operator position pays \$20-\$22 an hour with a \$1k sign on bonus and the Boiler Technician B positions pays \$28 - \$30 an hour with a \$1k sign on bonus. For more information or to apply, please visit: https://poet.com/careers

Think Bank has an exciting opportunity for someone passionate about customer service and helping customers meet their financial goals. In the Teller role, you will be empowered to help customers make informed decisions about their financial needs by answering questions, assisting with transactions, or directing them to an appropriate team member or business line representative. This is a part time position ranging from 20-25 hours per week with opportunity for advancement. This role is benefits eligible and the pay rate is \$22.30/hour. For more information or to apply, please visit: https://thinkbank.exacthire.com/job/117059

SEMCIL in Rochester, MN is now hiring for Full/Part-time Boundless Team Member. Job description: Provide friendly, knowledgeable, efficient, and timely customer service, assist visitors with all check-in/admission requirements, provide information, and solve problems, complete payment transactions, operate a point-of-sale system, and practice safe handling of cash, credit card, and visitor information. Qualifications: Must be able to work in a noisy and face-paced work environment, dedication to guest satisfaction and the social and physical value of play and basic math skills and ability to read and write in English required. Starting wages: \$14 per hour. To apply please send your resume & cover letter to: Human Resources at ashleyt@semcil.org

United Way of Olmsted County (UWOC) is now hiring for Resource Development Specialist. This role will require a high degree of relationship building both individually and in group settings in a variety of workplaces in our community. This role also requires exceptional organizational skills and the ability to prioritize many competing tasks. Typical work week is 37.5 hours Monday-Friday from 8:30am-5:00pm. Starting salary of \$40,000 - \$45,000 per year, depending on qualifications, employees are paid electronically twice a month, benefits include health, dental, and life insurance; 403b retirement plan with generous employer match available after one year of employment; up to 8 weeks paid parental leave, and 20 days paid time off plus 10 paid holidays, and two floating holidays to be used at the employee's discretion). For more information or to apply, please email Stephanie Rudeen stephanier@uwolmsted.org with a

cover letter and resume. Qualified applicants will receive a reply to schedule a follow-up conversation.

Benchmark is now hiring for Assembler II, Production Team Lead, Rework Operator, Machine Operator, Production Inspector and Shipping & Receiving Clerk. For more information or to apply, please visit: https://www.bench.com/careers/our-work

Delta Dental Hiring for Customer Service Team. Benefits: Health, Dental, Vision, Life, 401K, Paid Holidays and PTO. Workplace location options: Remote-Must reside in MN, On-site-Bemidji, MN/Minneapolis, MN, Hybrid- Remote + On-site. To learn more please visit: www.deltadentalmn.org/career-opportunities

Click the links below to see updated job lists for the local area. You may need to add a location or zip code. On some sites, you may also list the distance you are willing to travel and the type of job you are looking for. Be sure to follow all the steps to fill out and submit an online job application. Questions? **Call 507.292.5152** or email: fdroch@wdimn.org

Public Service

Idealist.org http://www.idealist.org

Minnesota Council of Nonprofits http://www.minnesotanonprofits.org

<u>Medical</u>

Health Jobs Nation Wide.com http://www.healthjobsnationwide.com

Mayo Clinic Jobs https://jobs.mayoclinic.org/

Manufacturing and Trades

Manufacturing Jobs.com http://www.manufacturingjobs.com

Information Technology (IT)

Dice.com https://www.dice.com

Computer Jobs.com https://www.computerjobs.com

Part-Time/Work from Home

Flexjobs.com http://www.flexjobs.com
Rat Race Rebellion http://ratracerebellion.com

<u>General</u>

Indeed https://www.indeed.com
Rochester Post Bulletin http://www.postbulletin.com
Minnesota Works https://www.minnesotaworks.net/

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