

Weeks of August 26, 2024 & September 2, 2024– Job Leads – Albert Lea Area

You can pick up a paper copy of these weekly job leads at Albert Lea CareerForce, 2200 Riverland Drive, Albert Lea. You can also have these job leads emailed to you by **calling 507 821-1010** or find them at: <https://workforcedevelopmentinc.org/jobs-trainings>

The Albert Lea CareerForce office is open Monday-Thursday, 8 am – 4:30 pm. No appointment necessary. Fridays open by appointment only. For more information or to speak to a staff member **call 507-821-1010**.

ARE YOU CURRENTLY RECEIVING UNEMPLOYMENT INSURANCE? You may be eligible for the Dislocated Worker program. For more information on the program and to see if you might qualify, please call the Albert Lea CareerForce office at 507-821-1010.

Businesses: to add or remove a job on this list email Debbie at dzamora@wdimn.org

UPCOMING HIRING EVENTS/IMMEDIATE OPENINGS/SEASONAL:

NEW! Black Iron is hiring a **1st shift Laser Operator \$21/hr** for the Albert Lea facility. Apply in person at the Glenville MN shop. 850 Center Ave S. Phone: 507.448.7013

NEW!! Pratt Industries/Minnesota Corrugated Box is looking for **FORKLIFT DRIVER, DIE CUT MACHINE OPERATOR, STRUCTURAL DESIGNER, FLEXO ASST MACHINE OPERATOR, MAINTENANCE MECHANIC, RECEPTIONIST, CLASS A CDL DAY CAB DRIVER, CLASS A CDL YARD SPOTTER and FORKLIFT DRIVER**. Apply online: careers.prattindustries.com (select Albert Lea for your location).

NEW! Good Samaritan Society is hiring **CNA's** and **FOOD SERVICE ASSISTANTS**. Job qualifications, shifts available, and application available at <https://sanfordcareers.com>

City of Hollandale has a **CITY CLERK-TREASURER** opening. Job duties include: utility billing, elections, payable/receivables, reconciliations, yearly budget & audit, payroll, quarterly taxes, W2's/1099's, board meeting minutes & more. The qualified candidate must have accounting or bookkeeping experience, computer knowledge & a positive. If interested, please email a resume & cover letter to: Cityofhollandale1@gmail.com

PT SERVERS AND BARTENDERS wanted at **Wedgewood Cove**. Experience preferred. Also hiring **LINE COOKS and a FT KITCHEN MANAGER (prefer 4 years kitchen/management experience)**. Call (507) 373-2007, stop in at Wedgewood Cove and pick up an application! Or go to www.wedgewoodcove.com for an application.

CONTROLLER opening at **WCTA**, in partnership with **AUREON CONSULTING**. This position will drive business decisions and find creative and effective solutions. If you're interested in joining a progressive company with a focus on collaboration and connection, WCTA may be the place for you! To apply, send your resume to jim.doud@aureon.com. Or visit our website at www.wctatel.net/careers for more information.

FT LAND ACQUISITION AGENT wanted in Freeborn County by **JCG Land Services**. Duties include meeting landowners, negotiating crop and/or property damages, building relationships with industry leaders and landowners. High school diploma required, BA or AA preferred. Must have a valid driver's license and be able to obtain Notary Public status. Salary range \$22.50-\$29.50/hr. NO EXPERIENCE NECESSARY. www.icgland.com. Click on careers.

BUS MONITORS & BUS DRIVERS wanted at **Albert Lea Bus Company**. Ideal for retirees, parents or anyone looking for supplemental income. Sign on bonus. Paid training. No experience necessary. Flexible work schedule and great pay. (507) 373-1467. www.albertleabuscompany.com 1407 St John Ave Albert Lea MN

8-27-24 FOOD, HOSPITALITY, RETAIL-RELATED:

NEW! MIDDAY COOK \$18-20/hr and DIETARY AIDS \$16-18/hr openings at **Express Employment** in Albert Lea. Apply at: www.ExpressPros.com/AlbertLeaMN. (507) 373-2826 1410 W. Main Street, Albert Lea MN.

Diamond Jo Casino has FT and PT positions available - some come with sign-on bonuses. Excellent benefits. View positions available online. Apply now at BoydCareers.com (search for: IOWA and then Diamond Jo Worth). OR stop in at HR, M-F, 9 am – 5 pm and talk with Kathy Anderson or call 641-323-7864.

FT NEW CAR DETAILER/VEHICLE PHOTOGRAPHER-\$12-14/hr wanted at **Dave Syverson Inc**. If you have interest in automobiles and enjoy hands on work, you may be who we are looking for! This person will clean up new cars for our lot as well as take photos of new and used cars for our website! Valid driver's license required. Interested? Contact Benton at (507) 373-1438, apply online <https://www.davesyverson.com> , or apply in person at 2310 Main St East, Albert Lea MN 56007.

Dave Syverson Inc is hiring an **AUTOMOTIVE SALES CONSULTANT**. Responsibilities: Understanding the characteristics, capabilities, and features of all vehicles and being able to compare different competitive models. Build a positive rapport with potential customers to improve the possibility of a sale in the future. Maintain a customer database and communicating with them. Strong customer service skills required. Passion for sales and customer satisfaction. Interested? Apply online apply online <https://www.davesyverson.com> , or apply in person at 2310 Main St East, Albert Lea MN 56007.

PT SERVERS AND BARTENDERS wanted at **Wedgewood Cove**. Experience preferred. Also hiring **LINE COOKS and a FT KITCHEN MANAGER (prefer 4 years kitchen/management experience)**. Call (507) 373-2007, stop in at Wedgewood Cove and pick up an application! Or go to www.wedgewoodcove.com for an application.

Freeborn County Shopper has openings for **DELIVERY ROUTE CARRIERS**. Work one day a week delivering and earn extra cash. Call (507) 373-1310 for more information. 110 Pearl St. Albert Lea MN.

PT TELLER and FT TELLER wanted at **Wells Fargo** in Albert Lea. Job requirements and details available at <https://www.wellsfargojobs.com/>

FULFILLMENT SPECIALIST needed at **Fastenal Company Inc**. Make deliveries with a company vehicle to fulfill inventory at customer sites. Perform replenishment and general maintenance of vending equipment. Interacting with our customers while making deliveries. Placing and fulfilling orders at customer sites and other duties as needed. Required: 18 years of age or older. Current valid driver's license, proficient written and communication skills. Lift, slide, carry and lower packages 25-50 lbs. and up to 75 lbs. Additional details and to apply go to <https://jobs.fastenal.com/details/570794>

Shoe Sensation is hiring a **PT ASSISTANT MANAGER**. Flexible schedule, employee discount! Perfect for a high school student or college student. Or someone just looking to make some extra money. Must be able to work nights and weekends and some holidays! 1 Saturday a month and 1 Sunday a month! Must be 18 years of age or older. If you think you would like to join the team, go to www.shoesensation.com/careers

Morris Furniture has an opening in **PT OR FT SALES**. This job involves communication and sales, with a creative touch and an eye for design. You'll be staging and enhancing the look of our store as well as our customers' homes. Become part of

our locally/family-owned business where we support each other and grow together. If this sounds like you, stop by the store at 1909 E Main St, Albert Lea MN. Now hiring

Liberty Food Service is now hiring! \$500 sign-on bonus paid after 90 days. **CAFETERIA UTILITY FOOD WORKERS**. Mon-Fri 7am-2pm. Occasional Saturdays. No Sundays. \$13/hr. Ability to relocate to Austin MN. Relocate before starting work (required). www.libertyfoodservice.com

Hy-Vee is hiring **COFFEE SHOP BARISTA, CHECKER, MARKET GRILLE EXPRESS CLERK, STOCKER AND COURTESY CLERK**. Apply online at: <https://hyvee.wd1.myworkdayjobs.com/HyVeeCareers>. Search by "Location."

Semcac is looking for **SENIOR NUTRITION SUBSTITUTE** for their Albert Lea MN dining location. Hours may vary but we will train for all positions. M-F (no weekends). Application and additional information are available at: www.semCAC.org. Or contact Semcac Senior Services at: (507) 864-8231

B&B Cafe is looking for a new **TEAM MEMBER** starting in August. Must be able to work in a fast paced environment, be positive and adjust quickly. Excellent customer service skills a must. Must love pancakes! Hours 6am to 11:30 Tue-Fri , one Saturday a month is required. No Sundays, Mondays, or holiday weekends. Apply in person during business hours at 321 Sibley Street, Albert Lea.

CUSTOMER SERVICE REP, DELIVERY DRIVER, CREW MEMBER and ASSISTANT MANAGER-Domino's Pizza in Albert Lea. Apply online through <https://jobs.dominos.com> Search by company/city.

Do you look good in blue? **Kwik Trip** is now hiring! Competitive pay, free coffee while working, food discount, and health care for FT and PT. Apply at kwikcareers.jobs

Walmart is hiring! A variety of positions and shifts (Evenings and Weekends - some Overnight) great benefits for both Full-Time & Part-Time Positions. Apply online <https://careers.walmart.com>

Love's Travel Stop is hiring! **MAINTENANCE TECHNICIAN, PT RETAIL CASHIER, AND RETAIL CUSTOMER SERVICE CASHIER**. Very flexible. Contact Pat at 373-3200 or apply online: <https://jobs.loves.com>

CUSTODIAL WORKERS, Green View is hiring. Age 55+ workers needed for PT light custodial work at the rest areas near Albert Lea and Austin. Call 651-639-1913 for more information.

Trails Travel Center is hiring for several positions. **Truck Service Center: TRUCK WASH ATTENDANT, DIESEL MECHANIC, OVERNIGHT TECHNICIAN, TRUCK SERVICE ADVISOR, LUBE TECH, PARTS SPECIALIST; Skol: LINE COOK,PREP COOK, AND SERVER; Taco Bell: CREW MEMBER AND SHIFT LEAD; Maintenance: FACILITY HOUSEKEEPER, FACILITY GROUNDSKEEPER, FOOD COURT ATTENDANT; Trails: BAKER, OVERNIGHT CASHIER, and a CASHIER** Apply in person at **Trail's Travel Center** or online at: <http://recruiting.talentreef.com/trails-travel-center>.

PT positions available-days, evenings, and weekends. **DRIVERS**-Must be over age 18, have a good driving record and provide own vehicle. **SANDWICH MAKER. SHIFT SUPERVISOR**- must be over 18. **MANAGEMENT**-Must be over age 18. **Erbert and Gerbert's**, 132 Bridge Ave, Albert Lea. Stop in and pick up an application!

Dollar Tree, Northbridge Mall, Albert Lea is hiring! Immediate opening for **SALES FLOOR ASSOCIATES**. To Apply, text Dollar to 58946 or apply online at: <https://careers.dollartree.com/> . Search by Albert Lea MN Location.

Dollar Tree, 2308 Hendrickson Road Albert Lea is hiring! **SALES FLOOR ASSOCIATE** positions. Apply online at: <https://careers.dollartree.com/> Search by Albert Lea MN location.

Walgreens is hiring!! Albert Lea and Austin MN. Go to: www.jobs.walgreens.com and search by location to apply.

NOW HIRING---**Hardee's** in Albert Lea. **MULTIPLE POSITIONS.** Flexible hours, meal discounts, amazing advancement potential and more! Apply online at www.MLCareers.com or ask for an application.

Arby's located at 2707 Bridge Ave in Albert Lea, MN is hiring **SHIFT MANAGERS, TEAM MEMBERS, and RESTAURANT MANAGER.** Apply at <https://careers.arbys.com>

CUSTODIAL WORKERS, Green View is hiring. Age 55+ workers needed for PT light custodial work at the rest areas near Albert Lea and Austin. Call 651-639-1913 for more information.

Stop by Taco John's for the food AND to APPLY for a job! HIRING Full-time and Part-time! Days and nights available! Apply in person at 2225 E. Main St., Albert Lea or apply online <https://locations.tacjohns.com/mn/albert-lea/2225-e-main-st/>

Do you like helping people? Do you like **Qdoba?** **Albert Lea** is looking to expand our team! **RESTAURANT MANAGER, ASSISTANT MANAGER, TEAM MEMBER, TEAM LEADER.** All positions and training available for all! Flexible Scheduling. Competitive Wages + Tips. Advancement Opportunities. Discounted Meals. Apply Online Today to Roll onto Your Next Journey. <https://www.seqdobateam.com>.

8-26-24 HEALTHCARE-RELATED:

Now hiring **Prairie Manor Care Center** in Blooming Prairie. Looking to make a difference in the lives of Seniors today? Hiring **CERTIFIED NURSING ASSISTANTS, RN's (all levels of experience), and A RN NURSE MANAGER.** Apply online <https://prairiemanorcare.com/employment>

Mayo Clinic in Albert Lea now hiring **SEVERAL POSITIONS in Albert Lea.** Apply online <https://jobs.mayoclinic.org/>

St John's of Albert Lea is now hiring for multiple positions. **WALK-IN Interviews every Wednesday from 9am-4:30 pm at ST JOHN'S LUTHER PLACE campus.** <https://www.stjohnsofalbertlea.org/employment-opportunities>. 901 Luther Place OR 1861 Eagle View Circle. (Eagle View Circle is off W. Richway Drive)

VARIETY OF CNA, RN, AND LPN positions/shifts-all FT. \$2,000 sign-on bonus for NOC Nurses, \$1,000 sign-on bonuses for FT CNA. DIETARY (FT/PT) positions and HOUSEKEEPING/LAUNDRY (PT) These positions and more are available at **New Richland Care Center.** Apply online at: <https://newrichlandcarecenter.com/careers/>

Good Samaritan Society is hiring for a variety of positions. Check current openings and apply online at: <https://sanfordcareers.com/jobs>

Thorne Crest Senior Living Community in Albert Lea is hiring for multiple positions. Some positions such as RN and LPN have a sign on bonus available. For complete details: <https://thornecrest.applicantpro.com/jobs>

A variety of NURSING, CAREGIVER, CNA, positions in a variety of shifts. Also hiring **PT ACTIVITIES ASSISTANT, PT COOK.** To search for openings and to apply, please complete a general application for **PARKVIEW CARE CENTER OF WELLS.** <https://heartlandseniorlivingmn.org/jobs>. Search for Parkview Care Center, Wells **or** Clarks Crossing, Wells. Other positions within the area also available.

DIRECT CARE positions (**LPN/RNs, PCA, CNAs**) are open in the area. Positions in Freeborn, Mower, Steele, and Olmsted Counties. Stop in at **Embrace Home Care**, 204 S. Washington Ave., Suite 100, Albert Lea or apply online at: www.embracehomecarellc.com and click on 'open positions.

DSP (Direct Care Professional)-FT and PT, **Cedar Valley Services**, positions available in Albert Lea and Austin. M-F, days. Assist/train adults with developmental disabilities, our persons served, with personal care, work skills, transportation, and independent living skills. HS diploma/GED and experience preferred. Requires valid MN driver's license along with acceptable driving record. Background check required. Excellent benefits package with generous 401k employer match. Send resume to mshippy@cedarvalleyservices.org.

DIRECT CARE POSITIONS open at **REM/WOODVALE (now Sevita)**. FT and PT. Student-friendly schedules, flexible hours available. HS Diploma/GED, ability to pass background check and valid insurable driver's license required. Positions available in Albert Lea/Austin/Owatonna areas. Apply now at <https://jobs.sevitahealth.com/us/en/minnesota-jobs> For more information call 507-451-1296 ex. 11.

DIRECT SUPPORT PROFESSIONALS, M -F, FT, and PT. NEW WAGE SCALE. No nights, weekend, or holidays. Sign-on bonus. Assist with activities of daily living for adults with disabilities. Paid orientation and training, must be over age 18, be responsible and dependable. Have a valid driver's license, no DWI/DUI or reckless driving violations in the last 3 years. Stop at **CREST SERVICES**, 617 E. 10th St., Albert Lea MN. Apply at: www.crestservices.org/careers. For more information call 507-373-0188.

8-26-24 MANUFACTURING-RELATED:

NEW!! 2nd shift FORKLIFT DRIVER \$21/hr and CONCRETE LABORER \$18-26/hr wanted at **Express Employment** in Albert Lea. Apply at: www.ExpressPros.com/AlbertLeaMN. (507) 373-2826 1410 W. Main Street, Albert Lea MN.

NEW!! Winnebago Industries in Lake Mills IA is hiring **PRODUCTION ASSEMBLERS** involve using hand tools such as drills, screw guns, staple guns, power saws, knives, routers, and hammers. Some jobs will involve running power equipment such as metal stamping machines, presses, shears, benders, glue machines, cut-off saws, etc. Starting pay ranges from \$20.00 - \$35.00 an hour with a new hire sign on bonus of \$3000.00 after 5 months.

NEW! Black Iron is hiring a **1st shift Laser Operator \$21/hr** for the Albert Lea facility. Apply in person at the Glenville MN shop. 850 Center Ave S. Phone: 507.448.7013

YARD & SHIPPING LABORER, READY MIX, QUALITY CONTROL TECHNICIAN, ENTRY LEVEL CAD TECHNICIAN/DRAFTER, ENGINEERING MANAGER, and ENTRY LEVEL CIVIL ENGINEER needed at **WELLS CONCRETE**. Full benefits. Indoor production facility. Mon-Fri schedule. Apply now at wellsconcrete.com/careers.

Pratt Industries/Minnesota Corrugated Box is looking for **FORKLIFT DRIVER, DIE CUT MACHINE OPERATOR, STRUCTURAL DESIGNER, FLEXO ASST MACHINE OPERATOR, MAINTENANCE MECHANIC, RECEPTIONIST, CLASS A CDL DAY CAB DRIVER, and FORKLIFT DRIVER**. Apply online: careers.prattindustries.com (select Albert Lea for your location).

Balchem in Albert Lea is hiring **WAREHOUSE OPERATOR, QUALITY TECHNICIAN, EXTRUSION SUPERVISOR and AGGLOMERATION/EXTRUSION OPERATORS**. For more details, go to: <https://balchem.com/our-company/careers>

PSSI (PACKER SANITATION SERVICES INC) is hiring **FOOD SAFETY TEAM MEMBER -NIGHT \$17.50/hr (11pm-7am), FOOD SAFETY GENERAL LABOR-AFTERNOON \$17.50 (2pm-10pm), and a SITE MANAGER TRAINEE**. Apply online <https://jobs.pssi.com/us/en> then choose Albert Lea, MN.

Albert Lea Select Foods is hiring! **HUMAN RESOURCES MANAGER, ENTRY LEVEL PRODUCTION TEAM MEMBERS and MANUFACTURING MAINTENANCE SUPERVISOR** with **wages up to \$19.55/hr**. Great benefits include medical, dental and vision insurance, 401K, Paid holidays, and 2 weeks paid vacation. Visit us at: www.albertleaselectfoods.com or on their FB page. Same day interviews, walk-ins welcome. 2410 YH Hanson Ave, Albert Lea MN. Phone: 507-379-9265.

MAINTENANCE TECHNICIANS 2ND shift, and LINEWORKER/BACKUP OPERATOR 1ST shift wanted at **Brakebush** in Wells MN. Performs preventative maintenance and troubleshooting. 4 days a week/10 hr days with rotating weekends. Must be willing to work flexible hours, overtime, weekends, and holidays. Apply online at brakebush.com/careers or call (507) 553-3006 Ext 3112.

ADA Enterprises in Northwood IA is looking for individuals to join our team. Starting wages of \$18+/hour, plus benefits package. Do not wait, apply now. **GENERAL PRODUCTION-\$18-21/hr. DAY and EVENING SHIFT WELDERS-\$18-21/hr.** Pick up an application at our office: ADA, 305 Enterprise Drive, Northwood IA 50459 or go to: <https://adaent.net/about-us/career-opportunities>

Quality Pork Processors in Austin MN is hiring **PRODUCTION LINE WORKER, FOOD PROCESSOR, and MAINTENANCE JOBS.** Apply online <https://www.qppinc.net/>

Cargill is hiring! *Considered applicants will receive a call from 952 area code.* **Albert Lea** location is hiring **GROUP LEAD and MACHINE OPERATOR,** **New Richland** location is hiring **PRODUCTION TECHNICIAN.** Apply online at <https://careers.cargill.com>

Mrs. Gerry's has IMMEDIATE openings for **QUALITY ASSURANCE TECHNICIAN, MACHINE OPERATOR-1ST shift, BUYER, SANITATION 3RD shift, and SIDES OPERATOR 2ND and 3RD shift,** . For additional job descriptions and to apply, go to: www.mrsgerrys.com. EOE

Albert Lea Select Foods is hiring **FT ENTRY LEVEL FOOD PRODUCTION TEAM MEMBERS.** Apply online at <https://albertleaselectfoods.applicantpro.com>

ALAMCO WOOD PRODUCTS in Albert Lea is hiring a **CUSTOM WOOD FABRICATOR** Starting pay: \$20.48. For more information and to apply, go to alamcowood.com click on Careers at the bottom of the page.

Daikin in **Owatonna and Faribault** are hiring! Apply online www.daikinapplied.com/jobs or in person at: Owatonna facility-1001 21st Ave NW (507-446-2196) or Faribault-300 24th St. NW (507-333-3081).

Community Site Supervisor, Cedar Valley Services in Austin. FT, M-F, days. Responsible for evaluating, training and supervising adults with disabilities, our persons served, in a variety of community/production settings. Maintain records on persons served including documentation of performance. Transport/assists with transporting persons served to and from facility and worksites. HS diploma/GED required. Experience preferred. Requires current MN Driver's license, current insurance, acceptable driving record and passing background check. Excellent benefits package with generous 401k employer match. Send resume to: mshippy@cedarvalleyservices.org.

Innovance is hiring **ASSEMBLER** openings in Albert Lea. Go to: www.innovance.com for complete job description and how to apply.

SEVERAL POSITIONS open at **Grain Millers** in St. Ansgar IA. Position details and application available online at: <https://www.grainmillers.com/our-company/careers/open-positions/>

NOW HIRING!! SANITATION and PRODUCTION WORKERS. Wages start at \$21/hr with benefits. **Lund & Byerlys** in Lake Mills IA. Health, Dental, Vision Benefits, PTO, On-Demand Pay. Apply now at: lundandbyerlys.com/careers.

Ovation Farms in Thompson, IA is hiring for **ALL POSITIONS** - no prior experience needed. The best part? Join our team now and earn a Welcome Bonus of \$2,000! Apply today! <https://centrumvalleyfarms.applytojob.com/apply>.

VENTURA FOODS hiring for: **SANITATION, MAINTENANCE TECHNICIAN, MAINTAINER, PRODUCTION RELIEF CREW MEMBER, PRODUCTION LINE MAINTAINER, QA TECH 1, LOADER, and an ENVIRONMENTAL HEALTH/SAFETY COORDINATOR.** Apply online: <https://jobs.venturafoods.com>. Search (Albert Lea).

8-26-24 SPECIALIZED SKILLS-RELATED:

NEW! Alamco Wood Products in Albert Lea has an opening for **DIRECTOR, OPERATIONS-GLULAM** requires a bachelor's degree in business administration, 10 years' experience in custom manufacturing. **PRODUCTION MANAGER** requires an associate degree in related field (or equivalent combination of education + experience) and minimum of 5 years' experience in leadership. For more information and to apply, go to alamcowood.com click on Careers at the bottom of the page.

CONTROLLER opening at **WCTA**, in partnership with **AUREON CONSULTING**. This position will drive business decisions and find creative and effective solutions. If you're interested in joining a progressive company with a focus on collaboration and connection, WCTA may be the place for you! To apply, send your resume to jim.doud@aureon.com. Or visit our website at www.wctatel.net/careers for more information.

COLLABORATIVE COORDINATOR opening in Freeborn County. The Collaborative Coordinator is the face and voice of the Freeborn County Children's Mental Health and Family Services Collaborative to local communities and partners. The Coordinator executes collaborative board-approved policies and projects. This social work level or equivalent position includes monitoring and reporting financials, seeking out funding opportunities, community engagement, marketing, and meeting facilitation. Complete job description and requirements available <https://www.co.freeborn.mn.us/> You must complete both the Freeborn County and Merit applications to be considered for this position. Completed applications along with cover letter and resume are due by 12:00 PM Friday, August 30th, 2024. Please call 507-377-5400 with any questions. The Freeborn County application is at www.co.freeborn.mn.us and the Merit application at <https://www.governmentjobs.com/careers/mnmeritsystem>

Bookkeeper/Office Administrator wanted at **Sorenson's Appliance Service** in Geneva MN. Duties: Customer Service: manage customer accounts, answering phones and all correspondence regarding customer requests and questions. Billing/Bookkeeping: Accounts Payable/Account Receivable, invoicing, warranty claims, payroll, daily financial entries and reconciliations, monthly financial reporting, interface with accounting firm. Office/Administration: general office tasks including implementing and maintaining procedures/office administrative systems, records management and more. Required: 3 years accounting experience required, 2 years office management, 5 years bookkeeping experience. If interested contact Sorenson's Appliance Service at 415 Main Street West, Geneva MN 56035.

FT BOOKKEEPER position open at **Jensales Inc** in Manchester MN. Responsibilities: Support accounts payable and accounts receivable processes, process invoices, payments, and expense reports. Assist with budgeting and forecasting activities. Conduct account analysis to ensure accuracy and identify discrepancies. Perform account reconciliations on a regular basis. Collaborate with the team to support month end and year end close processes. If you meet the qualifications for this position, please submit your resume for consideration. 200 Main Street, Manchester MN 56007.

BOOKKEEPER/ACCOUNTING ASSISTANT opening at **Express Employment Professionals**. Support accounts payable and accounts receivable. Process invoices, payments, and expense reports. Reconcile bank statements and more. Requirements: Proven experience as a bookkeeper or in a similar role. Strong understand of accounting principles. Knowledge of budgeting and forecasting processes. Ability to perform account reconciliations and identify discrepancies. Apply at: www.ExpressPros.com/AlbertLeaMN. (507) 373-2826 1410 W. Main Street, Albert Lea MN.

FT LAND ACQUISITION AGENT wanted in Freeborn County by **JCG Land Services**. Duties include meeting landowners, negotiating crop and/or property damages, building relationships with industry leaders and landowners. High school

diploma required, BA or AA preferred. Must have a valid driver's license and be able to obtain Notary Public status. Salary range \$22.50-\$29.50/hr. NO EXPERIENCE NECESSARY. www.jcgland.com. Click on careers.

Albert Lea Select Foods is hiring! **HUMAN RESOURCES MANAGER, AND A MAINTENANCE MANAGER.** Visit us at: www.albertleaselectfoods.com. Phone: 507-379-9265.

Designated Employment Specialist, Cedar Valley Services in Austin. FT, M-F, days. Responsible for development of community job sites for persons with disabilities. Will maintain a caseload and be responsible for completing reports and documentation, will maintain strong working relationships with community employers. Bachelor's degree preferred along with one-year similar experience. FT. Requires valid MN driver's license along with acceptable driving record. Background check required. Excellent benefits package with generous 401k employer match. Send resume to mshippy@cedarvalleyservices.org

YARD & SHIPPING LABORER, READY MIX, QUALITY CONTROL TECHNICIAN, ENTRY LEVEL CAD TECHNICIAN/DRAFTER, ENGINEERING MANAGER, and ENTRY LEVEL CIVIL ENGINEER needed at **WELLS CONCRETE.** Full benefits. Indoor production facility. Mon-Fri schedule. Apply now at wellsconcrete.com/careers.

Mayo Clinic is hiring for many positions. Go to jobs.mayoclinic.org to learn more and to apply.

STATE OF MINNESOTA jobs. GO TO: <https://mn.gov/mmb/careers/>. Choose EXTERNAL APPLICANT, then sort by Location or Agency or Job Function or Job Family.

TRUSTILE in Northwood is hiring **MANUFACTURING, MANUFACTURING PRODUCTION ASSOCIATE, HUMAN RESOURCE MANAGER and CNC MACHINIST.** Go to: www.trustile.com/careers and search by Northwood IA.

United Way of Freeborn County is hiring! **PT ADMINISTRATIVE ASSISTANT and PT WELCOME FOOD PANTRY NAVIGATOR/TRANSLATOR**—full job description on site. Go to: <https://www.unitedwayfc.org/employment>

There are **MULTIPLE POSITIONS**, all levels with the **US POST OFFICE** near you! You can work PT, FT, weekends. Check out the website and choose your location. Great benefits, ability to move/transfer to another post office and more! <https://about.usps.com/careers>

8-26-24 EDUCATION-RELATED:

Albert Lea Area Schools have a **VARIETY OF OPEN POSITIONS.** Apply online: <https://www.applitrack.com/albertlea/onlineapp/default.aspx?all=1>

Southland Schools (Adams MN) are hiring **BUS DRIVERS, VAN DRIVERS, SAC SUPERVISORS, PARAPROFESSIONALS, HEAD DANCE COACH AND AN ART TEACHER.** (507) 582-3568 Apply online: <https://www.isd500.k12.mn.us/>

Alden Conger Public School is hiring **TWO LONG TERM SUBSTITUTES.** One is for 4th grade and will be 8/26/24 – 11/22/24 and 6th grade will be 8/26/24-11/27/24. Interested? Send: letter of application, copy of license, resume, and letters of recommendation to; Jenny Hanson, Principal Alden-Conger Public School 215 North Broadway, PO Box 99 Alden MN 56009

Children's Center is hiring a **HEAD TEACHER and ASSISTANT TEACHER** Download the application at: www.alchildrenscenter.org or apply on Indeed. Application can be sent to: dani.clev@alchildrenscenter.org

8-26-24 TRANSPORTATION-RELATED:

NEW!! THOMPSON SANITATION has an opening for a **ROUTE DRIVER** in Clarks Grove and Austin. Class B CDL required. Prefer 2 years driving experience. Apply online on Indeed.com search for Thompson Sanitation – Clarks Grove MN.

Pratt Industries/Minnesota Corrugated Box is looking for **CLASS A CDL YARD SPOTTER and CLASS A CDL DAY CAB driver, and FORKLIFT DRIVER**. Apply online: careers.prattindustries.com (select Albert Lea for your location).

Auto Zone in Albert Lea is hiring for **MULTIPLE POSITIONS**: To find out what positions are available, go to: <https://careers.autozone.com/jobs?stretchUnits=MILES&stretch=10&location=Albert%20Lea%20MN>

Roehl Transport has several **CDL DRIVER, TRUCK DRIVER** openings. Apply online: <https://www.roehl.jobs/>

Christensen Farms is hiring **FEED TRUCK DRIVERS** at their Forest City IA Feed Mill. Positions offer competitive pay based on experience, excellent benefits, and the ability to be home each night. Class A CDL required. Apply online: <https://christensenfarms.applicantpro.com/jobs>

CDL-A-REGIONAL VAN TRUCKLOAD TRUCK DRIVER wanted at **Schneider**. Apply online: <https://schneiderjobs.com>

Northland Trucks & Equipment is hiring **DIESEL TECHNICIANS and MEDIUM/HEAVY DUTY TRUCK MECHANIC**. Mon-Fri 8am-5pm. Starting at \$27/hr. Minimum 2 years' experience or a Diesel Technician degree plus basic tools. If interested call 507-320-7770 or stop in 1940 Sorensen Road, Albert Lea MN 56007

DIESEL TECHNICIAN/MECHANIC opening at **NORTH CENTRAL INTERNATIONAL**. Hours: 3:30pm-midnight. \$10k max sign on bonus. \$20-37/hr based on experience. Apply online: <https://www.northcentralintl.com/apply-now-and-become-part-of-our-team--careers>

Wanted: **HEAVY DUTY MECHANIC** at **FREEBORN CONSTRUCTION**. Duties: Routine maintenance of equipment. Diagnose and repair mechanical, electrical, and hydraulic, diesel systems. Regular inspections. CDL preferred. Health insurance, retirement benefits, and competitive pay. Apply in person at Freeborn Construction, 80275 County Road 46, Albert Lea MN 56007. Questions: (507) 373-4434.

CLASS A CDL TRUCK DRIVER wanted **CLAYTON COUNTY RECYCLING** in Monona, IA. Home every night. Salary based on experience. Email: cydney@ccrrecycling.com. Phone: (563) 539-4757. Additional details at: ccrrecycling.com

BUS MONITORS & BUS DRIVERS wanted at **ALBERT LEA BUS COMPANY**. Ideal for retirees, parents or anyone looking for supplemental income. Sign on bonus. Paid training. No experience necessary. Flexible work schedule and great pay. (507) 373-1467. www.albertleabuscompany.com 1407 St John Ave Albert Lea MN

OTR DRIVERS WANTED! Set your sights on a new horizon with **NORSEMEN TRUCKING** in LAKE MILLS IOWA. Here is what awaits you: \$3000 SIGN ON BONUS, NO-TOUCH FREIGHT- Your job is to drive not sweat. HOME WEEKLY- Spend time with your family and friends not parked at an isolated truck stop. FULL BENEFIT PACKAGE- Health, dental, vision and 401K account. APPLY online at www.norsemen trucking or call I a recruiter at 641-592-5060 7am to 4pm Monday through Friday.

DIESEL SERVICE TECHNICIANS, McFarland Truck Lines, Inc. in Austin. Multiple positions available! Take your pick of hours! Little to no experience? We have the technicians that want to teach you everything they know! Starting salary NEGOTIABLE! Apply in person at McFarland Truck Lines, Inc. 1304 16th Ave. NE, Austin. Or call Harold at 507-437-6651 Ext 218.

Trails Travel Center is hiring for: **Truck Center: TRUCK WASH ATTENDANT, LUBE TECH, OVERNIGHT TECHNICIAN, TRUCK SERVICE ADVISOR, DIESEL MECHANIC, PARTS SPECIALIST.** Apply online at: <http://recruiting.talentreef.com/trails-travel-center>.

REGIONAL TRUCK DRIVER-CLASS A DRIVER with good MVR required ½ of a domicile team. \$6000 sign-on bonus. One driver runs days, one runs nights, alternating weeks or as agreed upon by the team; home daily and weekends; company dispatches during the week; flatbed experience preferred but not required; Roll-tite type trailers are used; average -\$55k-60k/yr. Call **Norfolk Iron & Metal**, 402-371-1810. Applications can be faxed, emailed, or mailed to you. Visit www.norfolkiron.com & click on Employment.

EXPERIENCED OVER THE ROAD DRIVER, Michaletz Trucking, Owatonna MN. Dry van operation, home weekly. 20 Midwest states. New pay scale! 401K, 6 holidays, life insurance and disability. Call Pete at 507-451-8950.

NOW Hiring- FT/PT EXPERIENCED TRUCK DRIVERS and HEAVY EQUIPMENT OPERATORS. Heavy Equipment Operators (willing to train for this position). Experienced Truck Drivers must have a minimum of Class B license for dump truck and Class A license for semi/belly dump. Pay based on Experience. For more information or to apply, contact: Justin Krueger, Krueger Excavating of Albert Lea, LLC, 70993 190th St., Albert Lea MN or call 507-383-8060.

CLASS A CDL TANK DRIVERS, \$5000 sign-on bonus. Albert Lea area to run regional. Food grade liquid carrier. Flexible weekends, five years driving experience required. Will train for tank. Hourly pay and great benefit package. **Johnsrud Transport.** Call Jane at 1-800-200-5067, M-F for more information or go to: <https://johnsrudtransport.com/>

BLOOMING PRAIRIE, MN // **Caledonia Haulers** is a growing food grade tanker company looking for quality individuals to join our team. NOW HIRING **DEDICATED DRIVER!** \$5,500 SIGN-ON BONUS, Paid CPM + activity pay, Late model equipment Paid orientation with free on-site lodging and meals. Benefits. You can earn \$75,000+, depending on your driving style. Call 507-725-9000 to Visit <https://intelliapp.driverapponline.com/c/caledoniahaulers> to fill out an application.

NOW Hiring- **FT/PT EXPERIENCED TRUCK DRIVERS and HEAVY EQUIPMENT OPERATORS.** Heavy Equipment Operators (willing to train for this position). Experienced Truck Drivers must have a minimum of Class B license for dump truck and Class A license for semi/belly dump. Pay based on Experience. For more information or to apply, contact: Justin Krueger, **Krueger Excavating** of Albert Lea, LLC, 70993 190th St., Albert Lea MN or call 507-383-8060.

8-26-24 CONSTRUCTION/AG-RELATED:

Profit Pro Ag is now hiring! **Crop Production Sales Representative, Livestock Product Sales Representative, and a Warehouse & Production Fulfillment Assistant.** Apply online: <https://profitproag.net/contact-us/careers>

ULLAND BROTHERS is hiring **CONSTRUCTION HEAVY EQUIPMENT OPERATORS, and PIPE LAYERS** in our southern division based out of **Albert Lea, MN.** If you or someone you know is looking for an excellent job with union pay and benefits, head to our website and apply! <https://www.ulland.com/careers>

Albert Lea Seed is hiring **HORTICULTURIST, RETAIL WAREHOUSE ASSOCIATE, SALES ASSOCIATE, AND A QUALITY ASSURANCE MANAGER.** For the application and job description, go to: <https://alseed.com/about/careers/>

Nutrien Ag Solutions is hiring! Go to: <https://jobs.nutrien.com/> and search **Careers (bottom of the page)** and then by **zip code or location.** Several positions listed in Alden MN.

Larson Contracting Central in Lake Mills IA is currently looking for **CARPENTRY FOREMAN, CONCRETE FOREMAN-FT, CONSTRUCTION LABORERS (multiple positions).** We offer Health insurance, employer-paid STD, and LTD, supplemental insurance (vision, dental, accidental, life insurance), HSA and FSA plans. Vacation, Holiday pay, and 401K. You can find the

job descriptions and information on how to apply on www.indeed.com and search by company and location or l Larsoncontracting.com

Don't forget these resources: www.minnesotaworks.net www.indeed.com www.iowajobs.com

WE ARE HIRING

POSITIONS:

- ✓ Youth Career Planner (Olmsted County)
- ✓ Career Planner (Wabasha County)
- ✓ Outreach Specialist (Freeborn & Mower)
- ✓ Adult/Dislocated Worker Career Planner (Owatonna)



APPLY NOW!

Send your resume to
hiring@wdimn.org



Administrative Office Professional Preparation Course



COURSE DESCRIPTION

Career Opportunities

This 10-week course is designed to prepare students for work in retail and office environments. The training will focus on two areas:

- Monday and Wednesday classes will leverage Northstar Digital Literacy to foster development of computer skills, proficiency in commonly used office software, and various employability skills.
- Tuesday and Thursday classes work toward earning a professional certificate from the National Retail Federation. This certification is the NRF Foundation training program that provides foundational employability skills to help people land jobs and get promoted in retail and beyond.

Requirements

- CASAS GOALS Reading 239 or above
- Programs must serve adults at least 18 years old, not enrolled in any K-12 school, who face multiple barriers to employment, and who need enhanced educational and supportive services to be successful in securing long-term family sustaining wages
- Must qualify in one of the following areas:
 - Individuals of color
 - Individuals lacking stable housing
 - Individuals with a criminal record
 - Individuals without a high school diploma or equivalent
 - Individuals with disabilities
 - Individuals who have been unemployed for 26 or more of the past 52 weeks
 - Individuals with limited English or math proficiency
 - Individuals at or below 200% of the Federal Poverty Guideline

Class Information

▶ September 16, 2024 - November 20, 2024

Mondays & Wednesdays
Northstar Digital Literacy
3:30 - 6:00 PM









Tuesdays & Thursdays
NRF (National Retail Federation)
3:30 - 5:30 PM

Please note: This class will be offered as an online course!
There **WILL** be class on November 11th (Veteran's Day).
There will **NOT** be class on November 21st (Thanksgiving).



STAY CONNECTED

-  SEMNWorkforce
-  @Workforce_Dev
-  Workforce Development, Inc.
-  semnworkforce
-  Workforce Development, Inc.
-  hello@wdimn.org

INTERESTED?



Alicia McNeil

Pathways to Prosperity
Career Navigator
amcniel@wdimn.org
507.431.3556

Roads to Careers: CDL TRAINING



FUNDING STREAM DESCRIPTION

Grant Opportunities

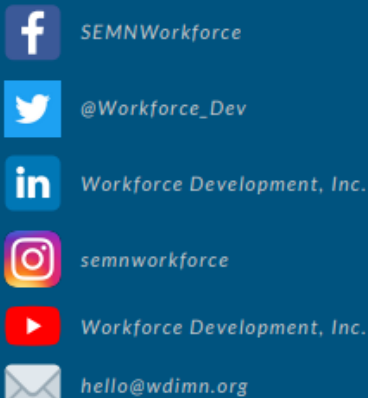
This grant may be used to pay for Commercial Drivers License (CDL) training for qualifying individuals in our 10-county service area.

Credentials that qualify under this funding stream are:

- CDL Class A
- Class B
- Hazmat Endorsement
- Tanker Endorsement
- School Bus Endorsement

The Career Planner will also provide career readiness services including resume preparation and interview coaching.

STAY CONNECTED



Current Training Providers:

Rochester Community & Technical College (RCTC)
Riverland Community College
Southeast Tech
South Central Tech
160 Driving Academy in Rochester/Mpls
Interstate Truck Driving School – South St. Paul

Requirements

- Reading level equivalent to 4th grade & math equivalent to 6th grade.
- Must be able to pass a drug screen at the time of an offer of employment
- Provide proof of a valid driver's license with clean driving record

Additionally:

- Programs must serve adults at least 18 years old, not enrolled in any K-12 school, who face multiple barriers to employment, and who need enhanced educational and supportive services to be successful in securing long-term family sustaining wages
- Must qualify in one of the following areas:
 - Individuals of color
 - Individuals lacking stable housing
 - Individuals with a criminal record
 - Individuals without a high school diploma or equivalent
 - Individuals with disabilities
 - Individuals who have been unemployed for 26 or more of the past 52 weeks
 - Individuals with limited English or math proficiency
 - Individuals at or below 200% of the Federal Poverty Guideline

CONTACT



Tara Behr
Grants Coordinator
tbehr@wdimn.org
507.280.3582

Class Information

Class dates will vary by training provider.

The State of Minnesota Department of Employment and Economic Development (DEED) funded (or funded in part) this training through a grant. The grant recipient created this training. DEED does not endorse this publicity or training or make guarantees, warranties, or assurances of any kind, express or implied, regarding the accuracy, completeness, timeliness, usefulness, adequacy, continued availability or ownership of the information herein or elsewhere.

Bridges to Careers in Healthcare

Serving career seekers and employers throughout Southeast Minnesota



Bridges to Healthcare CNA and CNA Prep, LPN/RN, Medication Aide, and Medical Assistant Classes in Austin, Albert Lea, Owatonna, Faribault

*Classes starting year-round!
Reach out and speak to a navigator today to begin!*

- All classes are scheduled based on Riverland Community College and South Central College schedules
- All students are welcome to attend classes in any location!
- No GED/diploma required for CNA Prep and CNA Training
- There is no cost for the CNA Training (when funding is available)

Devon Thomas
Career Navigator
dthomas@wdimn.org
507.601.7706



Pam Riley
Navigator & Instructor
priley@wdimn.org
651.380.3686