



## Steele & Rice County EMPLOYMENT SEEKER RESOURCES Week of Dec 8<sup>th</sup> – 14<sup>th</sup>, 2024

### The Workforce Development FARIBAULT office

**ADDRESS: 201 LYNDALE AVE SOUTH, STE #1, FARIBAULT, MN 55021**

The computers in our resource area will be available for walk-in use Mondays, Tuesdays, Wednesdays, and Thursdays from 8:30 am – 4:30 pm. Closed on Fridays. If you will require assistance on the computer (ex: need one-on-one help using computers), you will need to make an appointment by calling **(507) 333-2088**. Fridays the resource area will be closed for walk-ins and reserved for appointments only. Follow us on [Facebook](#), [Instagram](#), [Twitter](#), [YouTube](#), [LinkedIn](#), visit our website at: [www.workforcedevelopmentinc.org](http://www.workforcedevelopmentinc.org) for more information.

### The Workforce Development OWATONNA office

**ADDRESS: 1850 AUSTIN ROAD, STE 102 OWATONNA, MN 55060**

**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...The office is open for walk-in use **Tuesdays and Thursdays, 9:00 AM to 4:30 PM**. Other times, on **Monday, Wednesday, and Friday, available by appointment only**. Follow us on [Facebook](#), [Instagram](#), [Twitter](#), [YouTube](#), [LinkedIn](#), visit our website at: [www.workforcedevelopmentinc.org](http://www.workforcedevelopmentinc.org) for more information call **507.333.2088**.

**CareerForce and Workforce Development In – Faribault office**, is offering a **Job Seeker class** at the **Faribault WDI office**. Learn about services that are offered at CareerForce locations and how to access them. From resume' reviews, to getting Connected with Dislocated Worker Services, Rehabilitation Counselors, and Veteran's Employment Representatives, this introduction to the CareerForce system will give you the information you need to get the help you want. Following the orientation, there will be rotating topics presented on different aspects of the job search, including resume's, interviews, and online applications. The next class is **coming on December 18th at 9 AM – 10:30 AM**.

### 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 10am**. 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 Angie Kostreba by accessing the link below!

<https://us02web.zoom.us/j/86548161756?pwd=MWMvbEx2YVhlaWpnQkdRUINncWxUUT09>

Meeting ID: 865 4816 1756 Passcode: 430558

### Live CareerForce Workshops

**Prepare for a successful job search with free, live online workshops and events. Register now!**

Job Search Appointments: In-Person, Phone, or Online: Meet in person, over the phone, 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, you will be contacted by staff to determine how you will meet. Please register at: <https://www.careerforcemn.com/virtual-interactive-services-career-seekers>

### WDI Essential Skills Video Library

Go to: [https://www.youtube.com/channel/UC\\_hTZok4QGAD07DA3d9tLXA](https://www.youtube.com/channel/UC_hTZok4QGAD07DA3d9tLXA)

## Online Resources

**Creative Job Search:** If you are looking for work, you will want to participate in one of these webinar workshops to help you learn how to be successful in your job search in today's economy, get advice, and develop new strategies. Here are upcoming topics:

### Connecting to Online Workshops and Events

These online workshops and events are presented through WebEx or Teams. Participation requires internet access and the ability to stream video and audio. Registration is required. Register now so you get the link in time to participate! Registered participants will receive an email prior to the event with a link to join the webinar and instructions on how to participate. Reasonable accommodations requests should be made before the online event.

**Please contact [CareerForce@state.mn.us](mailto:CareerForce@state.mn.us) or 651-259-7500 for other assistance.**

**CareerForce can help you prepare for and find good jobs now!** Visit [CareerForceMN.com/GoodJobsNow](https://www.careerforcemn.com/GoodJobsNow) to get help finding the opportunity that fits your needs. Whether that's matching your skills to a job that's available right now or connecting you to short-term training opportunities that lead to in-demand jobs on promising career paths, we can connect you to the tools and training you need. Get personal assistance by phone or email with CareerForce specialists. Find contact information for staff at a CareerForce location near you at [CareerForceMN.com/locations](https://www.careerforcemn.com/locations).

**[CareerForce Online Tools](#)** Access interest and skills assessments, listings of jobs currently in demand, a resume-builder and more.

**Training Program Finder for Career Seekers:**

<https://www.careerforcemn.com/training-programs>

**Prepare for a successful job search with free, live online workshops & events. Register now!**

- **Creative Job Search: Identifying your skills, Job Applications and Work Portfolios: [December 10, 10:00 - 11:00 AM](#)** Can you list the top 5 skills that you can market to a potential employer? If that list doesn't come to you easily, don't worry, this session will help you identify what you have to offer, beyond job titles and employment dates. We will also discuss Applications and what to put in a Portfolio (hint: it's not just for artists!)
- **New Leaf – Online: [December 11, 10:00 – 11:30 AM](#)** This workshop is designed specifically for job seekers who must address a criminal record in their job search process and are having a difficult time obtaining employment due to their barriers and/or records.
- **Resume Writing Workshop: [December 11, 1:00 – 2:30 PM](#)** Through this workshop, we cover best practices for how to create a resume that meets the specific requirements of a position. We will also demonstrate the different types of resumes and when to use them, as well some common mistakes to avoid.
- **Career Assistance for Veterans: [Resources are available](#)** to help U.S. Military Veterans and current Service Members with achieving their career goals. Contact the [Veterans Employment Specialist](#) that covers your county or complete the [MN Veterans Questionnaire](#) to request one-on-one assistance and learn about upcoming events.
- **Past Events:** You can view our previously recorded at [CareerForce workshops and classes](#) to learn how to job search, write your resume, network, use Microsoft Office, network on LinkedIn and more. Some of these classes are also recorded in Somali.

**CareerForce** regularly holds career fairs to help connect people who need work with employers hiring now, both in-person and online. Online participation requires internet access and the ability to stream video and audio. Please register at least 30 minutes before the event begins, so the coordinator can send you a link to join.

- **View a list of statewide [Job Fairs and Hiring Events](#) by date.**
- **Explore Careers Series:** Explore Careers focused on a different industry and the positions found within it. Employers from around the state provided a range of perspectives on what it takes to work in these industries, and what they look for in a resume. You can view our previously recorded [CareerForce Virtual Career Fairs](#) and [Explore Careers](#) to hear how companies are recruit in-demand workers for health care and senior care, broadband/communications, security services, and other businesses.

**Career Pathways Infographics:**

<https://workforcedevelopmentinc.org/resources/>

[CareerOneStop](#) Find a broad range of job search resources on this U.S. Department of Labor website.

#### **For Personal Assistance**

- **English: Email or call** your local CareerForce location team. Find contact information for staff at a CareerForce location near you at [www.careerforcemn.com/locations](http://www.careerforcemn.com/locations). Our staff can help you connect to job search resources, provide assistance with interviewing and resume writing, and help you navigate various government benefits.
- **For all other languages, including, but not limited to, Spanish, Hmong, and Somali-** Please contact us by phone or email - 651-259-7500 or [careerforce@state.mn.us](mailto:careerforce@state.mn.us)
- **For help with information specific to people with a criminal record,** please contact Luis Brown-Pena 651-539-4120 [luis.brown-pena@state.mn.us](mailto:luis.brown-pena@state.mn.us), or Jeremiah Carter 651-539-4121 [jeremiah.carter@state.mn.us](mailto:jeremiah.carter@state.mn.us)
- **If you have trouble connecting with your local CareerForce location,** call the CareerForce Help Desk at 651-259-7500 or email [careerforce@state.mn.us](mailto:careerforce@state.mn.us).

#### **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](mailto:denise@healthaccess.mn). For appts or questions about health coverage and renewals, contact [info@healthaccess.mn](mailto: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!

#### **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.

### **Workforce Development Inc Resources**

WDI provides many different services and connects individuals with other relevant services and resources in Southeast Minnesota. Each individual and industry is unique; that's why WDI takes the time to understand and work with each person and their situation.

#### **Services for Employment Seekers**

- **Career Planning**
- **Personalized Assessments**
- **Education and Training**
- **Job Search Skills Development**
- **Academic Skill Testing**
- **Networking & Employer Connections**
- **Hands-on Computer Classes**
- **GED Preparation**
- **College Research**
- **Creating Resume's and Cover Letters**
- **Preparing for Interviews**
- **Life Skills Training**

**CLOTHING: ROCHESTER WDI OFFICE:** We have a **full professional clothing closet** ready for anyone who needs clothing for work or upcoming interviews. The clothing is *FREE*, and no appointments are needed. We are *NOW* accepting women's & men's professional clothing donations, until further notice.

#### **WDI Roads to Career: CDL Training!**

Qualifying credentials include the CDL Class A, Class B, Hazmat Endorsement, Tanker Endorsement, and School Bus Endorsement. Must have a 4th grade reading level and a 6th grade math level. Must be able to pass a drug screen at the time of employment offer. Proof of a valid driver's license with a clean driving record. Class dates vary by training provider, providers are our usual suspects (RCTC, Riverland, Southeast Tech, South Central, 160 Driving Academy, and Interstate Truck Driving School, Above and Beyond Truck Driving School in Northfield). For more information contact: Tara Behr at 507.280.3582 or email: [tbehr@wdimn.org](mailto:tbehr@wdimn.org).

### **WDI- Trades Readiness Training Program!**

The Trades Readiness Program was designed to offer high-quality, apprentice-level content to individuals interested in construction, preparing them for careers in the built environment. Upon completing the program, learners will be equipped to work effectively as members of a construction crew. They will enhance their essential and interviewing skills, create polished resumes, build connections with industry representatives, and gain the confidence to pursue employment within the skilled trades. This 4-week program includes: OSHA 30 Construction Math Essential Skills Training Introductions to & presentations from industry representatives and hiring managers Mock interviews & industry-specific interviews Graduation and certification of completion at the end of the program. For more information or to find out if you are eligible contact: Stephan Hansen at 507.512.6920 or email: [builtin@wdimn.org](mailto:builtin@wdimn.org)

### **WDI Roads to Career: Manufacturing Training!**

Qualifying credentials include Low Pressure Boiler Certification, High Pressure Boiler, OSHA 10, OSHA 30, Accelerated Welding, and Forklift training. Must have a 4th Grade reading level and a 6th grade math level. Class dates vary by training provider, providers are our usual suspects (RCTC, Riverland, Southeast Tech, and South Central). For more information contact: Tara Behr at 507.280.3582 or email: [tbehr@wdimn.org](mailto:tbehr@wdimn.org)

### **WDI Bridges to Healthcare – Looking to get into healthcare careers? Train for the following:**

- CNA and CNA Prep
- LPN/RN
- Trained Medication Aide
- Medical Assistant Classes

Speak to a career navigator today to begin. Classes offered in Austin, Albert Lea, Owatonna and Faribault in conjunction with Riverland and South-Central College. Contact Jill Vandenheuvel at: [jvandenheuvel@wdimn.org](mailto:jvandenheuvel@wdimn.org), or call 507.383.0251

### **WDI Administrative Office Professional Preparation Course**

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, which provides foundational employability skills to help people land jobs and get promoted in retail and beyond.

This is an online course – computers are available to use. The next AOP class will be held virtually from 12/3-2/25 (days off from 12/23-1/5, class resumes 1/6); Career Pathways and Northstar Digital Literacy class is Tuesdays and Thursdays from 12:30-3; National Retail Federation class is Tuesday and Thursdays from 3:30-5:30

### **IBM SkillsBuild: FREE Learning Platform**

It can be overwhelming trying to figure out what do to with your life. We get it and we want to help! So WDI has partnered with IBM to offer a free learning platform, called IBM SkillsBuild to all our clients along with our other career services. IBM SkillsBuild provides free courses, badges, and certifications that help you acquire new skills needed for careers today and careers of tomorrow. It provides an invaluable selection of in-demand technical skills plus a wide range of soft skills that can be applied to almost any job. Recently added Udemy training! Free on SkillsBuild!! Come and discover new skills and/or new career options -- all free -- inside IBM SkillsBuild. Start today by emailing Jenna Overland at [joverland@wdimn.org](mailto:joverland@wdimn.org) so we can register you in the WDI portal. You can then explore the course catalog or contact me to learn more about the site. Hope to see you soon utilizing IBM SkillsBuild!

## **TRAINING RESOURCES**

### **South Central College**

[//southcentral.edu/workforce](https://southcentral.edu/workforce)

### **Riverland Community College**

<https://www.riverland.edu/academics/programs/>

**IT Certifications Training.** Options include: **HTML Fundamentals, CompTIA A+, CompTIA Network, and CompTIA Security.** Virtual, self-paced. For further information, or to register, please contact MTF's *Learn* Recruitment & Retention Manager Jared Fessler at [jfessler@techforsuccess.org](mailto:jfessler@techforsuccess.org) or (612) 383-2394.

**VCA's Apprenticeships programs: Data Analyst, Cyber Security Support Technician, Software Application Developer.**

Talk to your WDI Career Navigator for more information.

**The Building Strong Communities program** is a multi-trade apprenticeship preparatory program that will prepare you for a career in the construction industry. 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/>

**Minnesota State Commercial Driver Academy (CDL).** Interested in earning your **Commercial Driver's License (CDL)**? This is a program which 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/ws/cdlacademy/index.html>

**Are you interested in starting a business?** Great resources available at: [E1 Entrepreneurs First](#)

**Owatonna Community Education** - Roosevelt School - 122 East McKinley St. Owatonna, MN | (507) 444-7925. <https://communityed.isd761.org/adult-basic-ed> . Pre-registration is required for all GED, ESL, College Prep, Computer Skills, Online Learning or Career Training classes. Free MN Driver's Permit Prep, Math Tutoring and NorthStar Digital Literacy is available.

**Free Community Ed Training Classes in Faribault** <https://faribault.ce.eleyo.com/>

**Northstar Digital Literacy** Access free online assessments and lessons on common computer, software, and technology skills, including Word, PowerPoint, email, internet, social media, and more.

### **TRANSPORTATION**

- **SMART BUS.** Public transportation for Albert Lea, Austin, **Owatonna**, and Waseca. <https://smartbusmn.org/>. or call 855.762.7821.
- **Hiawathaland Transit.** Public transportation for **Rice County**. <https://www.threeriverscap.org/hiawathaland-transit/> or call 866.623.7505.
- **Route map for Faribault:** <https://www.threeriverscap.org/wp-content/uploads/FaribaultXBrochureXEnglishX2024X10.24X.pdf>
- **Route Map for Northfield:** <https://www.threeriverscap.org/wp-content/uploads/NorthfieldXBrochureXEnglishX10.2024X.pdf>
- **Faribault – Northfield Connect Service Route:** <https://www.threeriverscap.org/wp-content/uploads/FBO-NFXConnectX2024X10.24X.pdf>

### **HIRING EVENTS**

**Teachers on Call** - Are you home on winter break and looking for flexible, meaningful work with no nights or weekends?! Are you just about to graduate and looking for work in your transition? No need to have an education degree to work with us or be an education major--must want to work with kids and make a difference! Maybe you are an education major though or are just about to graduate as an education major and receive your teaching license -- this would be the absolute perfect opportunity for you to begin networking in various schools in the area to prepare for full-time employment in the future!

Apply now: <https://www.teachersoncall.com/>

**Express Employment Professionals** is hiring: <https://www.expresspros.com/OwatonnaMN/Job-Openings.aspx>

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| <ul style="list-style-type: none"><li>• <b>Greenhouse Workers</b></li><li>• <b>Assembly</b></li><li>• <b>Production</b></li><li>• <b>Packaging</b></li><li>• <b>Forklift</b></li></ul> | <ul style="list-style-type: none"><li>• <b>Custodian</b></li><li>• <b>Maintenance Techs</b></li><li>• <b>Welders</b></li><li>• <b>Administrative Assistants</b></li><li>• <b>Entry Level Assembly Workers</b></li></ul> |
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All shifts and experience levels available. Average pay is \$18-22/hour! We are located at 812 S Elm Ave in Owatonna. Walk ins welcome! Call/text: 507-455-3002.

## **Spherion Staffing**

We are excited to announce that Spherion Staffing is currently seeking individuals for various clerical and manufacturing positions. Whether you are an entry-level candidate or possess specific skills, we have opportunities that could be the perfect fit for you! Give us a call at (507)-451-3400 or stop in the office to see us! Positions Available:

- **Assemblers**
- **Warehouse Associates**
- **Forklift Operators/ Material Handlers**
- **Customer Service**
- **Welders**
- **Machine Operators**
- **CNC Machine Operators**
- **Hiring Capacities:** Temporary, Temp-to-Hire, and Direct-Hire. Offering an average hourly wage of \$18-\$25+/HR.
- **Metal Fabrication**
- **Human Resources (\$60K - \$80K)**
- **CDL & Non CDL Drivers (\$54K- \$62,400K)**
- **Manufacturing Leads/Supervisors (\$47K-\$72K)**
- **AutoCAD/SolidWorks Drafters (\$32/HR-\$35/HR).**

**Doherty Staffing Hiring Events.** Every Wednesday from 9 AM – 3 PM at 146 W. Broadway Street. Hiring for **Warehouse Drivers, Machine Operators, Cable Technicians, Assemblers. 12-hour day and night shifts available** 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> shifts. Earn 15.95 - \$24.69 per hour, depending on shift, position. Direct Hire opportunities available. 507.444.9088. **Servicing the Following Counties:** Steele, Dodge, Rice, Freeborn, Mower, and Waseca counties

Other Minnesota Career Fairs:

<https://www.careerforcemn.com/attend-career-fairnetworking-event>

## **Employers Who Have Contacted WDI Seeking Candidates**

### **OPEN POSITIONS AVAILABLE IN CLAREMONT**

**Al-Corn Clean Fuel, LLC in Claremont** is hiring multiple **FT Ethanol Plant Operators and a FT Boiler Operator.**

Competencies/Preferred Job Experience: 1. High school diploma or equivalent required 2. 2 years' experience in plant operations or equivalent industrial environment preferred. No experience necessary. 3. Ability to read and understand safety data sheets (SDS) and chemical labels 4. Knowledge in Microsoft Office Suite and ability to learn new software applications 5. Possess a valid driver's license and be able to drive. \$26 - \$35/hour. <https://www.indeed.com/cmp/Al-corn-Clean-Fuel-1/jobs>

### **OPEN POSITIONS AVAILABLE IN BLOOMING PRAIRIE**

**Metal Services of Blooming Prairie** is hiring:

<https://tinyurl.com/4s8z3mxxp>

- **Production Welders**

**Tandem Products** is hiring the following:

- **NEW – Production Supervisor – Weekend Shift**
- **Fabricator (Brake Press Experience Required) – 1<sup>st</sup> shift**

How to Apply: In-person at our facility, on Indeed by searching Tandem Products with a location of Blooming Prairie, MN or by sending an email with your resume to [hrbp@tandemproducts.com](mailto:hrbp@tandemproducts.com)

**Casey's General Store** is hiring **Full & Part-time Team Members.**

<https://www.indeed.com/cmp/Casey's-1/jobs>

The good news is that we will teach you everything you need to know to succeed on the job. Previous customer service or cashier experience is a plus but if you have the will, we'll teach the skill. The things we look for are: You're at least 16 years old, you treat people the way they want to be treated, you work hard to be the best & have a good time doing it!

**Leo Augusta Children's Academy** is hiring for several positions: **Infant Lead Teacher, Toddler Lead Teacher, Preschool Lead Teacher, School-age Lead Teacher, Program Assistants and Teacher assistants.** Our Grow Your Own program will cover the cost for employees to get their credentials. Please email cover letter, application, transcripts, and 2 letters of reference to: Jessica Kremer at 824 Center Ave N, Blooming Prairie, 55917. [info@leoaugusta.com](mailto:info@leoaugusta.com); 507-572-2062.

<https://leoaugusta.com/>

## OPEN POSITIONS AVAILABLE IN ELLENDALE

**BioPlastic Solutions** is hiring a **FT Supervisor/Operator – Plastic Extrusion 2<sup>nd</sup> shift**. Looking for candidate who has extensive technical experience (5-plus years minimum) with simple to complex plastic profile extrusions. We're looking for a hands-on expert in the arts of process set-up, process control and correction, process problem-solving, and understanding of electrical controls. Additionally, the Plastic Extrusion Shift Supervisor/Operator candidate will have applicable experience (5 years minimum) with supervisory and leadership skills to handle the responsibilities of employee supervision, training, performance, guidance, and appraisal. \$25 - \$35/hr. for more information, or to apply: <https://www.indeed.com/cmp/Bioplasic-Solutions-1/jobs>

**Casey's General Store** is hiring **Full & Part-time Team Members**. <https://www.indeed.com/cmp/Casey's-1/jobs>  
The good news is that we will teach you everything you need to know to succeed on the job. Previous customer service or cashier experience is a plus but if you have the will, we'll teach the skill. The things we look for are: You're at least 16 years old, You treat people the way they want to be treated, You work hard to be the best & have a good time doing it!

**Whispering Oak Place in Ellendale** is currently hiring for **CAREGIVER/RESIDENT ASSISTANTS- (2Pm -10Pm, 10Pm-6Am), Housekeeper, and COOK/CULINARY AIDE 4 pm – 7 pm**, This position includes every other weekend and holiday. For more information on positions, stop at 903 Calverley Court, Ellendale MN 56026 or call 507-684-3026. Or apply at: <https://www.cornerstonemgmt.com/careers/> View All Jobs and choose a category and look for the Ellendale site. **Caregivers/Resident Assistants do not need to be CNA certified.**

## OPEN POSITIONS IN WASECA

**NEW – CPKC Rail** is hiring **FT Train Conductor**. Requires High school or GED. Will Train on the job. The conductor position is a foundational role in the railway and operates within the framework of the union agreement. A conductor works as a member of a train crew that assists in switching rail cars, making or splitting up trains in rail yards, or moving rail cars between rail yards. This position requires you to be vigilant about the safety of yourself and those around you. You must be prepared for unscheduled shift work, being away from home for extended periods of time and working outdoors in all types of weather. \$106,000 - \$120,000 / yr. **Sign-on bonus**. To apply: <https://bit.ly/3NGLHPm>

**NEW – Rhino Markers & Protection Systems** is hiring:

- FT Operation Tech
- FT Shipping Clerk
- FT Manufacturing Tech
- FT Operation Support Specialist
- FT Production Planner
- Operations/Planning Manager

<https://www.indeed.com/cmp/Rhino-Markers-and-Protection-Systems/jobs#cmp-skip-header-desktop>

**NEW – Waseca Chrysler Center** is hiring **FT Automotive Technicians**. Requires 2 years auto mechanic experience. \$25 - \$30/hour. Monday – Friday. <https://www.indeed.com/cmp/Waseca-Chrysler-Center/jobs>

**NEW - Aging Services for Communities** is hiring **Homemakers**. We are looking for caring and responsible people to do general housekeeping and run errands for senior citizens in their homes. Competitive salaries! Schedules are flexible! Must have reliable transportation. Call 507-364-5663 or apply at [www.aging-services.org](http://www.aging-services.org)

**NEW – Southside Marine and More** is hiring a **FT Small engine and/or marine mechanic**. Requires small engine or marine background knowledge, and basic computer skills. \$18 - \$25/hr DOE. <https://www.indeed.com/cmp/Southside-Marine-and-More/jobs>

**NEW – Vienna Woodworks Furniture Company** is hiring a **FT Furniture and Cabinet Maker**. Must have experience working with power tools, and current MN Driver's license. \$16 - \$25/hr DOE. <https://www.indeed.com/cmp/Vienna-Woodworks-Furniture-Company/jobs#cmp-skip-header-desktop>

**SMART Transit** has openings for **FT or PT Transit Bus Drivers for Waseca**. Responsibilities - transporting the public, following a set schedule, & maintaining vehicle report. Requires good driving record, above average communication and people skills, the ability to work independently and meet the physical demands of the job. High school diploma or GED. Must have or obtain a Class C CDL and passenger endorsement. Will train & pay to obtain endorsements if needed. Must pass necessary MnDOT testing & requirements. Daytime and evening hours available. Full benefits for full-time

employees and some benefits for part-time employees. Drug test/background check required. Send resume to [mshippy@cedarvalleyservices.org](mailto:mshippy@cedarvalleyservices.org).

**Cinch Connectivity Solutions** is hiring:

<https://www.jobs.net/jobs/bel-fuse/en-us/>

- NEW – Material Handler
- NEW – Sr Production Planner Analyst
- NEW - Sr Manufacturing Support Tech
- NEW - CNC Machinist – Weekend Shift
- CNC Machine Operator
- Assembler
- Assembler J
- Sr. Material Handler
- Plater
- Sr. Modeling & Tooling Technician
- Quality Intern
- Quality Engineering Technician
- Finisher

Day & Weekend Shifts available! Must be 18 years old, must be a US Citizen or Permanent Resident, Drug Screen, and Background check.

## OPEN POSITIONS IN MEDFORD

**NEW – TCC Materials** is hiring a **Flatbed Truck Driver**. Operate tractor and trailer and/or boom truck to deliver and pick up products, silos, pallets, and empty bulk bags. May also include loading/unloading with boom and/or mounted forklift. Qualifications: Maintain a valid Department of Transportation Certified Commercial Drivers' License – Class A and a valid DOT Health Registration Card. Must have a Federal Department of Transportation drug screen and physical.; Maintain driving record in accordance with Federal and State Moto Carrier Regulations, as well as meet company policy requirements; Must be able to read, write, and speak in English and perform simple math skills such as addition and subtraction.; Forklift training as required by OSHA. \$28/hour. <https://www.indeed.com/cmp/Tcc-Materials/jobs?jk=440864693794f5ba&start=0>

**Straight River Cable in Medford** is hiring **FT Production Workers**. Straight River Cable is a cable and wire harness manufacturer. We offer custom cables, wire harness assemblies and control box builds to customers primarily serving the OEM market. Hours 6:30AM to 3:30PM Monday through Thursday. 6:30AM to 12:00PM Fridays. **Responsibilities:** Build Wire Harness from documentation, Wire cutting and crimping machine operation, Crimp terminals on the wire using hand tools, Tinning and soldering, Apply labels, device IDs, and tie wires, Machine operators - crimping and wire cutting, Soldering role available. **Qualifications:** Ability to work well with others, Strong attention to detail and organization, Ability to work overtime depending on workload, Visual acuity. Prefer 1 year experience in assembly. **Send resumes to [info@srcable.com](mailto:info@srcable.com)**

## OWATONNA - GOVERNMENT

**STATE OF MINNESOTA jobs.** GO TO:

<https://mn.gov/mmb/careers/search-for-jobs/>

- NEW – Designated Coordinator – Skills Development Specialist – Human Services
- NEW – Temp Snowplow Operators
- Civil/Construction/Geo/Structural Engineering Student Worker

**Steele County** is hiring:

<https://bit.ly/30ZuBXV>

- NEW – Engineering Technician for Public Works/Highway

**City of Owatonna** is hiring: [Job Opportunities](#) | [Sorted by Job Title ascending](#) | [Career Pages \(governmentjobs.com\)](#)

- NEW – Planning Specialist
- Police Officer
- Lead Guest Services
- Lead Programmer – Water Aerobics



## OWATONNA - FACTORY / WAREHOUSE / MANUAL LABOR

**NEW – Century Leather Products** is hiring a **FT Production Worker/Tanning Foreman**. 8 AM – 4 PM Monday – Friday. Working with leather products. No education requirements. 18 +. <https://www.indeed.com/cmp/Century-Leather-Prodcuts/jobs#cmp-skip-header-desktop>

**Cargill** is hiring a **FT Overnight Maintenance Technician** [//careers.cargill.com/owatonna-mn](https://careers.cargill.com/owatonna-mn)

This role is for applicants 18 years of age or older. **Compensation:** \$28.00 - \$34/hr depending on experience. 12 hour shifts. Must be able to perform physical job duties which may include bending, lifting up to 50lbs., kneeling, climbing, crawling, and twisting, with or without reasonable accommodation.

**Amerigas** is hiring **FT Production Workers**. Sort, inspect, clean, paint, label, and refill empty cylinders, Maintain a safety focus at all times and wear the proper PPE, Ensure the consistent quality of cylinders are being processed, Load filled cylinders onto the truck(s) for the next day's shipments, Ability to stand and walk 8 – 12 hours per day, Ability to lift 50 pounds repeatedly throughout the day. 1 - 2 years work experience in manufacturing is preferred, High School Diploma or GED. Requires background check. <https://www.indeed.com/cmp/Amerigas/jobs?jk=b6cbddb0c3b22d54&start=0>

**Christian Brothers Cabinets** is hiring:

- **NEW – Operations Manager**
- **FT Cabinet Painter / Finisher**
- **FT experienced Cabinet Builder**
- **CNC Machine Operator**
- **Manufacturing Operations Manager**
- **Non-CDL Delivery Driver**

<https://tinyurl.com/xvhfpush>

**TGK Automotive** is hiring a **FT General Service Technician**. The General Service Technician is responsible for conducting non-technical automotive service repairs such as oil changes, tire and wheel-related services as well as driving customers, picking up parts, and maintaining the cleanliness of the shop as needed. Requires **1 year of previous experience required**, High School Diploma or equivalent, A valid, clean driver's license, or obtain a valid driver's license within 30 days of hire date, possesses a general understanding of under-the-hood, mechanical and under carriage assemblies, Ability to work a minimum of five days per week, rotating Saturdays. <https://tinyurl.com/4wpmhd6t>  
**COMPENSATION: \$20.00/Hr. - \$ 25.00/Hr.**

**GPC Beverage** (previously known as Gillette Pepsi) is hiring: [www.GPCbeverage.com](http://www.GPCbeverage.com)

- **Account Representatives**
- **PT Merchandisers**

Be part of a family owned business that cares about its employees. Our employees are why we succeed! We recruit motivated people, reward them and help develop them to reach their full potential while achieving our mission: To be the best supplier of refreshing beverages....period. If you are a motivated self-starter, we want you to join our GPC Team

**Turning Point Real Estate** is hiring a **FT Lead Painter**. Someone who has experience in Residential interior and exterior painting to lead our painting crew. Variety of projects and tasks creates an opportunity to grow...Demo, Cleaning, Landscaping, Drywall patching, Finishing and Staging. Enjoy the outdoors when we can and indoors when we can't. Must be able to lift 50 lbs, clean driving record, work from ladders and lifts, run spraying equipment and power tools, and be familiar with the construction process. Compensation \$22 to \$30 per hour. Apply: send resume to [Eric@turningpointrealestate.biz](mailto:Eric@turningpointrealestate.biz) or text/call Eric at 507-456-1662

**Owatonna Heating & Cooling** is hiring multiple **FT HVAC Installers and HVAC Service Technicians**. **Work Hours:** 40+ hours per week, Monday through Friday; some overtime may be required occasionally; bi-monthly on-call required. **Pay:** Up to \$30.00 per hour depending on experience + Benefits. Must pass drug and background screens. Qualifications: Valid driver's license and insurable driving record; HVAC installation experience; EPA certification preferred. <https://tinyurl.com/3hhs9m24>

**Rayven** is hiring:

- **Production Planner/Buyer**
- **1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Shift Machine Operators**

Rayven manufactures coated films, release liners, transfer tapes, and pressure sensitive adhesive products, while also doing toll coating and converting. Benefits start 1st of the month following hire date. Benefits include medical, dental, vision, life insurance, STD, 401K & PTO accrual day 1. Preemployment drug screen and background check, must have valid driver's license. Apply online: <https://rayven.com/about/careers/>

**Wenger Corporation**, 555 Park Drive NW is hiring:

<https://www.wengercorp.com/careers.php>

A privately held, leading manufacturer of high-quality music education, performing arts & athletic products. Minimum requirements include solid work history, ability to work independently. hiring 16 yrs and over. Shift: 4-day work week. 5 AM – 3:30 PM; 3:30 PM – 3 AM

- NEW – Senior Design Engineer
- NEW – Driver Installer
- NEW – Welder – 1<sup>st</sup> shift
- Maintenance Tech – 1<sup>st</sup> shift
- Project Engineering Manager
- Industrial Painter – 1<sup>st</sup> shift
- Material Handler – 1<sup>st</sup> shift
- Product Technician – staging, 1<sup>st</sup> shift
- Production Lead – cabinets, 2<sup>nd</sup> shift
- Continuous Improvement Manager
- Production Lead – 2<sup>nd</sup> shift
- Production Manager – 1<sup>st</sup> shift

**Gopher Sport** is hiring a:

Apply online: <https://bit.ly/3CjCAwn>

- NEW – SPARK Brand Manager (Remote)
- NEW – International Territory Sales Manager
- Order Specialist (hybrid)
- Customer Care Representative (hybrid)
- Customer Care Expert (hybrid)

**Rise Modular LLC** is hiring the following positions:

Apply here: <https://risemodular.com/hireme/>

- NEW – Design/Shop Drawing Manager
- NEW – Plant Manager
- Insulation Installer
- Cabinet Installer
- Electrician
- Final Finish Clean
- Finish Carpenter
- Sheathing/Decking/Window Installer
- Wrap and Load
- Flooring Installer
- Framer
- HVAC Installer
- Interior Trim Installer
- Material Handler
- Plumber

Qualifications: Reliable and safety conscious. Must have experience in using hand tools, power tools, and other construction equipment. Must be comfortable working at different heights and able to read blueprints and measuring tape. Candidates should demonstrate a strong work ethic, exhibit excellent workmanship, and work well in a team environment. Hours: 7 am - 3:30 pm, Monday-Friday.

**Life Fitness** is hiring:

<https://www.lifefitness.com/en-us/careers>

- NEW – Receiver – 1<sup>st</sup> shift
- NEW – Powder Coater – 1<sup>st</sup> shift
- NEW – Quality Technician – 1<sup>st</sup> shift
- Robotic Weld Operator (1<sup>st</sup> & 3<sup>rd</sup> shift)
- Shipper – 1<sup>st</sup> shift
- Machine Operator – 1<sup>st</sup>, 3<sup>rd</sup> & Weekend shifts
- Welder – 1<sup>st</sup> Shift
- Assembler – 1<sup>st</sup> and 3<sup>rd</sup> Shifts
- Maintenance Mechanic – 1<sup>st</sup> shift
- Paint Line Operator – 1<sup>st</sup> shift
- Material Handler – 3<sup>rd</sup> shift

Working knowledge of metal working, 1 year of experience in a production environment. Any shift available as of right now, minimum age is 18, physical exertion would be standing for 10+ hours a day, lifting of no more than 35lbs.

Link to apply: <https://www.lifefitness.com/en-us/careers>

**The Costco Distribution Center**, 3601 SW 10th Street in Owatonna is hiring:

<https://bit.ly/2Zt8JDu>

**CDL Truck Drivers and Power Equipment Operators.** Operates and maintains power equipment such as, clamp, slip-sheet, or fork sit-down lift truck, manual and electric pallet jacks, cigarette stamping machine, floor scrubber, battery exchanger, and power tools to move and prepare goods in/out of depot. Great jobs, great pay, and a great place to work.

**Lakeside Foods** is hiring:

<https://bit.ly/3PPAavL>

- Field Scout Intern Summer 2025
- Master Electrician

High school or GED required. Valid Driver's License. Prior experience is preferred, but on the job training provided.

**Revol Greens** is hiring:

<https://www.revolgreens.com/contact>

- **NEW – Class A CDL Driver**
- **NEW – Sanitation Lead**

- **Greenhouse associate**

High school or GED, ability to work in small teams, Able to work in cold or warm environments.

**Mohs Contracting** is hiring:

<https://bit.ly/3tSqoyj>

- **General Labor**
- **Carpenters and Foreman for duties including wood framing light steel framing, finish carpentry, window and door installation and some demolition.**

Qualifications: Framing and finish carpentry, Dependable, Practices safety, Knowledge and experience using hand tools, power tools and various construction equipment, Ability to work at various heights, read blueprints, Candidate must maintain the highest quality of workmanship; possess a strong work ethic, the ability to communicate effectively & professionally. Call or text (507) 686-0777 for more information.

**Crown Cork & Seal**

<https://crown cork.hua.hrsmart.com/hr/ats/JobSearch/search>

**Voted as Best Places to Work in 2022 & 2023.** Hiring factory positions:

- **NEW – Line Mechanic – 2<sup>nd</sup> shift**
- **Manufacturing/Mntnc Manager**
- **NEW – BackEnd Mntnce Mechanic - nights**
- **Front End Preventative Maintenance - nights**
- **Back End Mechanic - Nights**
- **Electrician - Nights**

**4 days on 4 days off.** Must read and understand English, safety awareness Attitude. High school or GED. Pre-employment drug test. 18 yrs +, provides on the job training, **FREE** employee Health, Dental, Vision and Life Insurance. 401K, up to 10% bi-annual plant gainsharing.

**Daikin Applied** is looking for:

<https://bit.ly/3Bg8wAJ>

- **NEW – Production Supervisor**
- **NEW – Quality Intern**
- **NEW – Manufacturing Program Technician**
- **NEW - HR Manager**
- **Maintenance Technician**
- **Environmental Health & Safety Intern**

Open on a variety of shifts. Daikin Applied Americas Inc. is an equal opportunity employer and encourages applications from minorities, woman, the disabled, protected veterans, and other qualified applicants. \$2,000 sign-on bonus. High school or GED, previous manufacturing. Experience preferred but not required, able to operate hand tools, ability to read and understand English.

**Climate by Design**

[Climate by Design International. Careers \(cdihrvac.com\)](https://climatebydesigninternational.com/careers/cdihrvac.com)

Positions include:

- **NEW – Field Service Technician**
- **PLC Programmer**
- **Electrical Engineer**
- **Parts Specialist**
- **Rotor Cassette Fabricator**
- **Engineering Intern**
- **Electrical Wiring Assembler**
- **Assembly/construction**
- **Fabrication**
- **Electrical Wiring and Test**

We just moved into our NEW building, are you ready for a new MOVE with an awesome team and employee friendly work environment with great amenities like: • On-Site Workout Facilities on-site fitness center. • Picnic Area • Sport Court • Outdoor Walking Path – Flexible scheduling options, including: • 4- and 5-Day Workweeks: Choose a schedule that suits your lifestyle. • Flex Shifts: Customize your work hours to match your needs. • Overnights: We offer overnight shifts for those who thrive during the late hours. • 401(k) with Generous Company Match • Profit Sharing Program • PTO Starting Day 1 • Paid Holidays • Company-Sponsored Activities and Recognition. And the best part? Competitive compensation that starts between \$19.25 and \$22.25 per hour, PLUS a significant shift differential to reward your commitment and dedication.

**Seykora Asphalt Maintenance and Paving** is hiring for several positions:

- **CDL Drivers – Starting at \$25 an hour**
- **Laborers – Starting at \$20 an hour**
- **Equipment Operators – Skid Loader**
- **Asphalt roller, Paver – Starting at \$25 an hour**

No experience necessary, will train. Drug and alcohol screening, background checks, must have valid driver's license.

**Contact Barb at 507.455.3342** for an application and interview for your new career.

**Bushel Boy** is hiring:

<http://tinyurl.com/24wp74cw>

- **NEW - Greenhouse Associate**
- **Maintenance Technician**
- **Packhouse Associate**
- **Class A CDL Driver**

Year-round indoor work. Mon – Saturday 6 AM – 2:30 PM schedule with overtime available. Great pay and benefits, generous 401K. You'll need high school diploma, Ability to work holidays and overtime, ability to lift 35 lbs regularly, ability to work in wet/humid conditions, Attention to detail.

**NEW - AmesburyTruth** - 700 W Bridge Street, Owatonna

[www.amesburytruth.com/careers](http://www.amesburytruth.com/careers)

AmesburyTruth- An industry leader in window and door component manufacturing is seeking to expand our Tool Room and Maintenance Departments. Pay ranges from \$24-31.40/hr based off experience. Benefits include a \$1,500 sign-on bonus, gym/wellness reimbursement, \$2.50 shift premium, PTO accrual from day 1, tuition reimbursement, quarterly incentive bonuses. Please visit at

Available positions include:

- **NEW – Facilities Engineer**
- **NEW – Tool Room Machinist – 2<sup>nd</sup> & 3<sup>rd</sup> shifts... \$3000 sign on bonus**
- **NEW – Paint Team Lead – 2<sup>nd</sup> shift**
- **NEW – Assembler – 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> shift**
- **NEW – Distribution Forklift Op – 2<sup>nd</sup> shift**
- **NEW – Punch Press Operator**
- **NEW – Product Manager**
- **NEW – Assembly Manufacturing Engineer**
- **NEW – Quality Technician**
- **NEW – Coating Line Operator – 2<sup>nd</sup> shift**
- **NEW – Paint Dept Material Handler – 2<sup>nd</sup>**
- **NEW – Department Material Handler**

**Viracon**

Apply at: <http://tinyurl.com/y934bmxh>

- **NEW – Market & Product Develop Manager**
- **Maintenance – SMT Nights**
- **Maintenance – WTF Nights**
- **Plumber – HVAC -1<sup>st</sup> shift**
- **Electrician**

Minimum Requirements: High school diploma/GED required. Vocation Technical training in related field plus 8 years' experience in related field, Ability to read, write and understand work instructions (English). Familiar with operating power tools. Must be flexible in work hours.

### **OWATONNA - RETAIL**

**NEW – Lowe's Home Improvement** is hiring for several positions:

- **NEW – FT Head Cashier**
- **FT CDL Delivery Driver**
- **FT Sales Specialist – Windows & Walls**
- **PT Cashier**
- **PT Warehouse**

Requires High School diploma or equivalent; 1 year customer facing experience. For more information on the job or to apply: <https://www.indeed.com/cmp/Lowe's-Home-Improvement/jobs>

**Owatonna Fleet Farm** is hiring several positions:

[careers.fleetfarm.com](http://careers.fleetfarm.com)

**Full Time: Sales Floor Team Member, Sporting Goods Lead, Auto Service Advisor, Customer Service Team Member**  
**Part Time: Replenishment Team Member, Daytime Cashier, Firearms Specialist, Sales Floor Team Member, Inventory Control Team Member, Store Facilities Team Member, Convenience Store Team Member, Loss Prevention Investigator, Auto Service Technician, Online Fulfillment Team Member, & Pricing Team Member**

Candidates must be 16+, able to learn a POS system, and know how to communicate in a friendly, effective manner. We offer a 20% discount, flexible scheduling, and opportunities for growth in our company. 401k for all employees 21+ years of age. Benefits depend on part time/full time status.

**Kwik Trip** is hiring for several Owatonna locations:

<https://bit.ly/3mTlzSK>

**Customer-Food Service, Guest Service, Assistant Managers.** Full and Part-time. 16+ years old, lots of advancement opportunities.

**Casey's General Store** is hiring **Full & Part-time Team Members.**

<https://www.indeed.com/cmp/Casey's-1/jobs>

The good news is that we will teach you everything you need to know to succeed on the job. Previous customer service or cashier experience is a plus but if you have the will, we'll teach the skill. The things we look for are: You're at least 16 years old, you treat people the way they want to be treated, You work hard to be the best & have a good time doing it

**Target**, 301 Park Drive, in Owatonna is hiring:

- **Specialty Sales Team Leader**
- **Service & Engagement Team Leader**
- **Food Service Team Leader**

<https://jobs.target.com/search-jobs/owatonna>

- **6am Inbound/ stocking (Days/Weekends)**
- **Guest Advocate (Days/Nights/Weekends)**

Benefits at date of hire include: 10% Team Member discount, accrued sick time, CirrusMD (telehealth app), Dream to Be- education assistance. Benefits at 90 Days: Medical/Dental/Vision, Life insurance, vacation, and 401(k)

**Cabela's** is hiring:

- **NEW – Seasonal Cashiers**
- **NEW – Retail Manager – CLUB Membership**
- **NEW – Customer Service Team Lead**
- **NEW – Team Lead – Camping**
- **NEW – Team Lead – Footwear & Gifts**
- **NEW – Fishing Sales Outfitter**

[Search results | Available job openings at Bass Pro Shops](#)

- **PT parts Counter Associate**
- **PT Firearms Sales**
- **FT Inventory Control Specialist**
- **PT Receiving Clerk**
- **FT Sales Consultant – Boats & ATVs**
- **FT Team Lead - Marine**

Requires high school or GED, ability to communicate in a friendly, professional manner, ability to use Point of Sale register system. Extensive walking, lifting, bending.

**Hospitality House Owatonna** is hiring **PT Overnight Guest Advocates**. Guest Advocates are responsible for ensuring the safety security and support of the house, it's guests, and operations during assigned shifts. Advocates follow and administer house policies, rules, and procedures while contributing to a supportive environment for guests. Minimum requirements: Minimum 18 years of age, valid driver's license, excellent verbal and written communication skills, knowledge of Microsoft Office products, Ability to effectively relate to people of different ages, diverse ethnic backgrounds, and with those who have substance abuse or mental health issues. Pay Range 14.00 to 16.00 per hour.

**How to apply –** <https://www.hospitalityhouseofowatonna.org/employment>

**Fill out the employment application and email it to** [info@hospitalityhouseowatonna.org](mailto:info@hospitalityhouseowatonna.org)

### **OWATONNA - OFFICE/CLERICAL**

**NEW – Shopko Optical** is hiring a **FT Office Assistant/Receptionist**. High school diploma or GED.

<https://www.indeed.com/jobs?q=full+time&l=Owatonna&radius=5&vjk=5b52a147e9ac23e3>

**NEW – Travel Leaders Galaxy Travel** is hiring a **FT Leisure Travel Advisor**. High school or General Education Degree (GED) required. Travel School and/or 1 year Travel Agency experience preferred but not required; Minimum of 1 year consecutive retail sales and/or customer service experience required; Well-traveled individuals are a plus; Valid passport required.

[Travel Leaders Galaxy Travel Job in Owatonna, MN | Indeed.com](#)

**Courtyard Owatonna Downtown– Guest Services Agent, Cook, Guest services Manager and House Attendant ( Lobby attendant)**. Minimum requirements for the job – High school graduate for cook, guest service agent and house attendant. Guest services manager needs 3 year guest service hotel experience or 3 years hotel housekeeping experience. Pay scale - TBD on experience. How to apply –

<https://www.paycomonline.net/v4/ats/web.php/jobs?clientkey=D06185ADF27591C015BAA32876574430> ( Please select Owatonna )

**Smith, Tollfson, Rahrck & Cass Law Office** is hiring a **FT Legal Administrative Assistant**. \$18 - \$24/hour.

Duties include preparation of legal documents, client contact, various office work and possible bookkeeping duties. Bookkeeping and/or real estate experience a plus.

<https://tinyurl.com/3s9eznxa>

**NEW - Federated Insurance** is hiring:

- **NEW – Insurance Coordinator**
- **NEW – Claims Support Specialist**
- **NEW – Office Services Specialist**
- **NEW – Group Exercise Instructor**
- **Insurance Coordinator**
- **FT Billing Specialist**
- **Field Services Coordinator**
- **Member Services Representative**

Other Fantastic Opportunities abound. Candidates must be legally authorized to work in US. Check out their full list of openings: <http://tinyurl.com/yf2brp6h>

**Semcac** is seeking a **Head Start Paraprofessional**. Requires high school or GED, experience working with children with disabilities preferred, valid driver's license. **APPLY** at [www.semcac.org](http://www.semcac.org), Barb Thompson, 507-864-8202, email: [barb.thompson@semcac.org](mailto:barb.thompson@semcac.org)

**Our Home South** is hiring **Full-time Resident Counsellors**.

[www.ourhomesouth.com](http://www.ourhomesouth.com)

Our Homes South, Inc provides services to individuals with disabilities. You will assist them with Activities of Daily Living including going to movies, events, etc.; plus companionship, meal preparation, cleaning, medication administration and at times assisting with personal cares. Must be 18, pass a MN Background check, and have a valid drivers license.

**Accessible Space, Inc** is hiring a **Part-time Service Coordinator**.

<https://bit.ly/3gvgWfj>

The ideal candidate will serve as a liaison between residents and the community resources and services. Will develop & deliver programs and services related to physical, social, & mental well-being to assist residents in maintaining the highest level of independence and self-sufficiency possible. Candidate must have bachelor's degree in related field.

**HomeTown Credit Union** is hiring for **Full-Time positions**. For more information regarding our openings please visit and apply online at <https://hometowncu.isolvedhire.com/jobs/>. Employment offers will be contingent upon successful completion and favorable results of a credit review, background check and drug screen. HomeTown Credit Union has been a member-owned financial institution for 50 years with branches located in Owatonna, Faribault, and Northfield MN. Today we serve over 21,000 members.

**Cedar Kids** is looking for **FT Childcare Teachers, Aides, and PT Assistant Teachers** to lead the way instilling into children basic learning essentials with an encouraging spiritual foundation. Full-time, part-time or flex time hours available. To apply, go online to: <https://cedarkidsmn.com/careers/>

### **OWATONNA - HEALTHCARE**

**NEW - Aging Services for Communities** is hiring **Homemakers**. We are looking for caring and responsible people to do general housekeeping and run errands for senior citizens in their homes. Competitive salaries! Schedules are flexible! Must have reliable transportation. Call 507-364-5663 or apply at [www.aging-services.org](http://www.aging-services.org)

**NEW – Beyond Brink & WRecovery center** is urgently hiring **Housing support personnel and Certified Peer Recovery Specialists**. 3003 Hoffman Drive NW, Owatonna. Call 507-779-7091 for more information.

**Birchwood Cottages** is hiring: **Resident Assistant / CNA – Flexible PT and FT hours, Dining / Cook Assistant – PT or FT**. Flexible scheduling, PTO for full and part-time staff, Free meals on shift, casual dress code. **Apply online at:** <https://birchwoodcottagesmn.com/careers/>

**Sevita/REM Woodvale** is hiring: **Caregivers/Direct Support Professionals**. \$15 - \$19/hour

**Education:** No High School Diploma required; **Experience:** No experience required; **Skills:** Communication, adaptability, multi-tasking, teamwork, time-management; **Behaviors:** Patient, compassionate, reliable, responsible  
<https://jobs.sevitahealth.com/us/en/job/185559/Caregiver>

**Benedictine Living Community**

<https://www.benedictineliving.org/owatonna-mn/careers/>

- FT or PT Nurses
- FT or PT evening CNAs

- FT Certified Occupational Therapist

Meaningful work, competitive pay and benefits, tuition reimbursement and sign on/retention bonuses for all positions. Our dedicated staff work to enhance the lives of our residents every day with respect, compassion, and trust. Come be a part of a place where you make a difference every day!

**Cedar Valley Services** is hiring **FT Designated Employment Specialist**. Send Resume: [mshippy@cedarvalleyservices.org](mailto:mshippy@cedarvalleyservices.org) M-F, days. The Designated Employment Specialist is 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. Full-time. Requires valid MN driver's license along with acceptable driving record. Background check required. **Also hiring: Community Site Supervisor** – Responsible for evaluating, training and supervision of persons-served in a variety of tasks in a community/production setting. Maintains records on persons-served including

documentation of performance. Transports or assists with transportation of persons served to and from facility and/or site to site. M-F, day shift. HS diploma/GED and experience preferred. Requires valid MN driver's license and vehicle insurance along with acceptable driving record and background check. Please send resume to [mshippy@cedarvalleyservices.org](mailto:mshippy@cedarvalleyservices.org).

**REM Woodvale** is hiring:

<https://jobs.sevitahealth.com/us/en/job/185559/Caregiver>

**CareGivers** - Education: No High School Diploma required, No experience required, Required Skills: Communication, adaptability, multi-tasking, teamwork, time-management; Behaviors: Patient, compassionate, reliable, responsible. <https://jobs.sevitahealth.com/us/en/job/187286/Direct-Support-Program-Supervisor>

**Mayo Clinic Health System in Owatonna** is hiring:

<https://jobs.mayoclinic.org/>

All new hires to be fully vaccinated for COVID-19, unless there is an approved exemption. New hires will be required to have at least one dose of the vaccine prior to starting employment, with a second dose scheduled, or submit proof of previous vaccination.

**Ecumen - Brooks and Countryside** is hiring:

Ecumen - Brooks and Countryside in Owatonna is hiring for various roles in the healthcare/senior care setting, including **Resident Assistants, CNA's, and Cooks!** We have a variety of shift times in both Part-Time and Full-Time capacity. Ecumen offers competitive pay and benefits, flexible scheduling, and engaging training plans. No experience or certification needed. Apply at [Ecumen.org/Careers](https://ecumen.org/careers). Call Alex at 651-346-8613 with questions.

**PossAbilities**, we have about 20 homes that are **looking for staff (as young as 16)** to come into their house a few hours a week and provide homemaker services. The services vary. Some just need companionship, house cleaning & laundry, shopping assistance, meal prep etc. Most of the jobs are located in Owatonna but we also have some in Kasson and Dodge Center. PossAbilities is helping the families look for staff to fill the jobs they need. It's great very part-time work for students if they are looking for a paid job. <https://possabilities-of-southern-minnesota.breezy.hr/>

**Cedar Valley Services** is hiring: **FT or PT Direct Care Professionals, Residential Assistants** -Will assist adults with developmental disabilities in a group home setting with daily living skills. Requires above average people skills. HS diploma/GED and experience preferred. Requires valid MN driver's license with acceptable driving record. Background check required on all positions. Excellent benefits package with generous 401k employer match. Send resume to: [mshippy@cedarvalleyservices.org](mailto:mshippy@cedarvalleyservices.org)

**Freedom Home Care, LLC** is seeking:

<https://www.freedomhomecarellc.com/caregiver/>

**Professional Caregivers** - individuals who are eager to make a difference in the lives of those they serve while having the opportunities for career growth! NOW OFFERING - Increased Starting Hourly Pay! Flexible Scheduling: Part or Full Time - Employee Referral Bonus Program - Caregiver Mentorship Program - Compatibility Matching with Clients. Follow the customized care plan specific to each client, which may include companionship, meal preparation, laundry & light housekeeping, shopping services, and more as required.

**South Central Human Relations Center**

<https://schrc.com/career-opportunities/>

is actively searching to fill the following positions within our team. The recent transition of becoming a Certified Community Behavioral Health Clinic (CCBHC) has resulted in the creation of new positions. The SCHRC team has delivered professional, comprehensive mental health services in the communities of Steele, Dodge and Waseca counties for more than 45 years. We offer competitive, regular (not based on production) salaries and an excellent benefits package.

- [Mental Health Practitioner-Day Shift](#)
- [Children's Mental Health Case Manager-Steele County](#)
- [Clinical Director](#)
- [Clinical Supervisor](#)
- [Project Home Case Manager](#)
- [Evening/Weekend On call Mobile Crisis/Stabilization Practitioner](#)
- [Daytime Mobile Crisis Practitioner](#)
- [ACT Mental Health Program Director](#)
- [CTSS Mental Health Practitioner](#)
- [Adult Mental Health Rehab Worker](#)
- [Outpatient Mental Health Therapist](#)
- [Mental Health Practitioner](#)
- [Children's Mental Health Professional – Program Supervisor](#)

## OWATONNA – DRIVING / TRANSPORTATION

**NEW – Owatonna Motor Company** is hiring a **FT Automotive Lube Technician**. Earn while you learn. Requires MN Driver's License. <https://bit.ly/3NFomxg>

**Owatonna Bus Company** is hiring **Part time School Bus Aides and Drivers**.

Aides ride along on the bus to help the driver with students. Drivers are responsible for getting the students safely to and from school. We have many different driving options available. Paid on site training to get your CDL Class B for School bus. No experience necessary. Must be 16 to be an Aide and 18 to drive. Background check and drug test required. Attendance bonus available. Apply at [owatonnabuscompany.com](http://owatonnabuscompany.com). Stop in at 1145 Park Drive Owatonna, MN or call 507.451-5262

**SMART Transit** has openings for **full and part-time Transit Bus Drivers for Owatonna**. Responsibilities - transporting the public, following a set schedule, & maintaining vehicle report. Requires good driving record, above average communication and people skills, the ability to work independently and meet the physical demands of the job. High school diploma or GED. Must have or obtain a Class C CDL and passenger endorsement. Will train & pay to obtain endorsements if needed. Must pass necessary MnDOT testing & requirements. Daytime and evening hours available. Full benefits for full-time employees and some benefits for part-time employees. Drug test/background check required. Apply online at [www.smartbusmn.org](http://www.smartbusmn.org) and click on Employment Opportunities, or send resume to [mshippy@cedarvalleyservices.org](mailto:mshippy@cedarvalleyservices.org).

## OWATONNA – FOOD SERVICE

**Godfather's Pizza** is hiring a **FT Assistant Manager**. <https://www.indeed.com/cmp/Godfather's-Pizza/jobs>

**Border Foods** is hiring **FT Assistant Managers/General Managers** <https://www.indeed.com/cmp/Border-Foods/jobs>

**Frito-Lay North America** is hiring **Merchandisers**. <https://www.indeed.com/cmp/Frito-lay/jobs>

## **POSITIONS AVAILABLE IN FARIBAULT**

### GOVERNMENT POSITIONS

**State of Minnesota** is hiring for a number of Departments. For information on these positions, please go to: <https://mn.gov/mmb/careers/search-for-jobs/>

**Rice County** is hiring for number of positions. For more information on these positions, please go to: <https://www.governmentjobs.com/careers/rice>

**The City of Faribault** is hiring for a variety of positions. Please visit: <https://bit.ly/3AEE3NQ>

**United States Postal Service** is currently hiring: **APPLY ONLINE @ USPS.COM/CAREERS**

- **City Carrier Assistant (CCA) - \$19.33** - Delivers and collects mail on foot or by vehicle under varying road and weather conditions in a prescribed area; maintains professional and effective public relations with customers and others, requiring a general familiarity with postal laws, regulations, products and procedures commonly used, and geography of the area. Position typically fastest to be converted to career and works most hours.
- **Rural Carrier Associate (RCA) - \$19.94** - Cases, delivers, and collects mail along a prescribed rural route using a vehicle; provides customers on the route with a variety of services. May only work 1-2 days per week. Vehicle may be needed.
- **Assistant Rural Carrier (ARC) - \$19.94** - Using dynamic route descriptions, delivers packages on Sundays and observed holidays. May case, deliver, and collect mail and packages on Saturday along a prescribed rural route using a vehicle. Works only weekends and observed holidays.
- **Postal Support Employee (PSE) 813 Mail Processing Clerk - \$20.05** - Performs a variety of clerk duties required to process mail using automated mail processing equipment or manual methods of sortation and distribution. Positions can be in processing & distribution centers or customer service.

**Employment Requirements:** • 18 years old at the time of appointment or 16 years old with a high school diploma, United States citizen, permanent resident, or citizen of American Samoa or other U.S. territory • Recent employment



history • Ability to pass a criminal background check, drug screening, and medical assessment • 5 YEAR residency within United States or territory of US is needed for background investment. • Safe driving record (if applicable to the position) must have two years of safe, unsupervised documented driving experience in the United States. • Must be registered with Selective Service if male born after December 31, 1959.

### **FARIBAULT – TRANSPORTATION**

**NEW – Truck Center Companies** is hiring:

<https://bit.ly/3B4aR7S>

- FT Diesel Tech
- FT Parts Driver
- FT Shipping/Receiving Clerk
- FT Service Advisor

**RC Bliss Inc** is hiring a **FT Automotive Technician**. Requires MN Driver's License. \$15 - \$18/hour.

Hours are usually from 8:00am - 5:00pm Monday - Friday with lunch from 12:00pm-1:00pm. Duties include recalls, vehicle diagnostics, brakes, engine and transmission repair, steering and suspension, etc. Must have own tools! We also offer Ford training! <https://bit.ly/4fj8Cvw>

**Penske Truck Leasing and Logistics** Now hiring drivers! - Local Class A Join us today for this exciting opportunity!

- \$105,000 Average Annually, \$20,000 Retention Bonus, Local, home daily

CDL Class A required, currently hold or ability to obtain a non-excepted interstate DOT medical car, 1-year documented tractor-trailer experience, 3 years with 2 or fewer moving violations.

Apply online or come visit us in person to apply. Walk-in's welcome! on-the-spot interviews and job offers to those who qualify. Please come prepared for a road test. Apply at: [Penske Jobs/Careers - Jobs](https://www.penske.com/careers)

**Faribault Transportation** is hiring **Bus Drivers and Aides**. Paid CDL training and testing. Must be 18 yrs and above. Valid drivers license, with good driving record. Proof of Citizenship or work visa, DOT physical, Pre-employment background and drug test. **Stop in to 2165 1<sup>st</sup> Ave NW to apply or come to the Faribault WDI office.**

**Holden Foods** is hiring a **FT Truck Driver**. **Hours:** Monday-Friday 5:30 am-3:00 pm; times may vary based on business needs; opportunities for overtime. **Required Qualifications:**\* Valid Class A CDL with a good driving record, Current DOT medical card. **Physical Requirements:** Candidate must be able to stand and sit for prolonged periods, Ability to frequently bend, reach, squat, and kneel, Ability to lift to 55lbs, Ability to work in various conditions (heat, cold, dust, etc.) Apply at: [Careers | Holden Farms](https://www.holdenfoods.com/careers)

### **FARIBAULT – FOOD SERVICE**

**Jersey Mike's Subs** is hiring 2 **FT Shift Leaders**. Jersey Mike's Subs is excited to announce that we will be opening a new location in Faribault, Minnesota in November. If you are interested in applying for a position, please note that training and commuting will take place at our Lakeville location, which is situated at 18437 Orchard Trail. If you are unable to commute for training, please consider applying closer to our grand opening date! Must be at least eighteen years of age; Previous experience in food handling, kitchen management, or related fields; Knowledge of food production processes and techniques. \$19 - \$21 /hr. <https://www.indeed.com/cmp/Jersey-Mike's-Subs-3cd17ed1/jobs>

### **FARIBAULT - MANUFACTURING / WAREHOUSE / MANUAL LABOR**

**NEW – Northern Tool + Equipment in Faribault** is hiring a **Welder II** to Produce high quality products through wire feed welding. Qualifications: High School education or equivalent, 2-year Vo-tech certification strongly preferred; At least 2 years' experience with production welding; <https://careers.northerntool.com/jobs/15144049-welder-ii>; Starting pay: \$24.50 an hour.

**NEW – EWCI** is hiring a **FT or PT Residential Construction Framer/Remodeler**. Basic skilled are required- knowledge and handling of saws, ladders, small equipment and tools for residential construction. 1 year construction Experience preferred. Requires Driver's License. Does not require high school or GED.\$22 - \$30 / hour.

<https://www.indeed.com/cmp/Ewci/jobs>

**NEW – Aldi** is hiring:

<https://bit.ly/3UoqJrX>

- **FT Warehouse Associates – 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Shift**
- **PT Warehouse Associates – 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> shift**

Requires High school or GED. Our teams are comprised of hardworking, dedicated individuals who work in both ambient and temperature-controlled areas. A thorough and comprehensive training and safety program provide the skills our associates need to be successful. 30 – 35 hours per week.

**NEW – Sage Glass** is hiring:

- **NEW – Project Specialist – Field Ops**
- **NEW – Essentials of Manufacturing Engineer**
- **FT Software Engineer**
- **FT Senior Software Engineer – Full Stack**

Outstanding work environment with first in class benefits, compensation, training opportunities and a bright, clean, and temperature-controlled facility! Call 507.339.3685 for more information. <https://www.sageglass.com/careers>

**NEW – Simple and Grand** . Help make beautiful, seasonal planters for homes and businesses. If you like to get your hands dirty, we have positions for you: **Planter Production, Delivery Driver, and Production Loader/Support**. Must be able to lift up to 50 lbs. We will train. Our drivers must have a clean driving record. To apply, call 507.**330.5493** or **email hiring@simpleandgrand.com**. You can also apply on our website [www.simpleandgrand.com](http://www.simpleandgrand.com)

**K&G Manufacturing** is hiring:

<http://kgmfg.com/employment/>

- **NEW – Shift Inspector**
- **NEW – 5 Axis CNC Mill-turn machinist**
- **CNC Horizontal Mill Machinist**
- **CNC Programmer**

Work 4 – 10's shift schedule Monday to Thursday and get 15% shift differential. K&G Manufacturing takes pride in partnering with our customers offering a well-trained team of professionals with a goal of greater than 95% on time delivery and less than 200 DPM quality to our customers. We have over 75 years of proven experience and expertise in the precision CNC machining industry. We empower our people to come up with innovative and effective solutions to your manufacturing needs. **Voted as one of the “Best Places to Work” in 2023.**

**Faribault Foods** has several positions open:

[www.faribaultfoods.com/careers](http://www.faribaultfoods.com/careers)

- **NEW – Truck Driver – CDL local**
- **NEW – Production Planning Specialist**
- **NEW – Parts Room Specialist**
- **NEW - Maintenance Manager**
- **NEW – Controls Tech**
- **NEW – Financial/Cost Analyst**
- **NEW – Controls Tech**
- **Maintenance Tech – 1st shift**
- **Production Supervisor – 3rd shift (Bilingual)**
- **Engineering Manager**

**NEW – Faribault Public Schools** is seeking two dedicated and reliable **Custodians** to join our team. The ideal candidates will be responsible for maintaining the cleanliness and safety of the school facilities. These positions are crucial in ensuring a clean, safe, and welcoming environment for our students, staff, and visitors.

- **Head custodian at Middle school.**
- **Head custodian at Nerstrand**

High School Diploma or equivalent, reliable and able to perform physical tasks including (but not limited to) lifting up to 50 pounds, bending, standing for extended periods, strong attention to detail and commitment to maintaining high cleanliness standards, good communication skills, ability to work independently or as part of a team, reliable and punctual with a strong work ethic. Licensure: 2<sup>nd</sup> Class C Boilers License or able to obtain

Apply: <https://www.faribault.k12.mn.us/>

**Jennie-O Turkey store:**

<http://www.jennieo.com/careers>

Talk to a recruiter about starting your new career. Call 320.214.5888. **Free 2-year community/technical college tuition for children of employees.**

**MRG Tool and Die** is hiring:

<https://www.mrgtoolanddie.com/career-opportunities.html>

- **NEW – Manufacturing Project Manager**
- **NEW – CAD Drafter**
- **Project Manager**
- **Tool Maker**
- **CNC Machinist**
- **CNC Machinist Apprentice.**

We are looking for talented, motivated, and energetic individuals to join the team. Competitive pay and attractive benefit package.

**Crane Creek Asphalt** is hiring:

<https://bit.ly/3B8ILHg>

**A Construction Quality Control “QC” Technician.** On the job training will provide the employee the specific knowledge to obtain a Company sponsored Quality Control Technician Certification from the Department of Transportation. This is a full-time seasonal, year-round benefits eligible position, working April/May through November. This position requires working overtime and some Saturdays.

**Balchem Corporation** is seeking the following:

- **FT Overnight Maintenance Technician**
- **FT Production Lead**
- **FT Maintenance Technician**

High School, strong math, verbal and oral communication skills. \$28 + an hour. Apply online at: [Careers at Balchem \(hrmdirect.com\)](https://careers.balchem.com/hrmdirect.com)

**Crown Cork - Faribault** is hiring:

<https://crowncork.hua.hrsmart.com/hr/ats/JobSearch/search>

- **FT Machinist**
- **FT Machine Operator**
- **FT Maintenance Mechanic**

No high school required. Must be 18 yrs +, able to stand 8+ hours a day, able to read, write, speak, analyze, interpret English language, able to work in varying temperatures and noise levels. Competitive pay and extensive benefits package.

**Trystar** has a number of positions open:

[Careers | Trystar](https://careers.trystar.com)

- **NEW – Production Supervisor – 2<sup>nd</sup> shift**
- **Customer Technical Support - Engineering**
- **Fabrication Post Processing Team Lead – 2<sup>nd</sup> shift**

**Daikin Applied**

<https://www.indeed.com/cmp/Daikin-Applied/jobs>

- **Rooftop Assembler Brazier**
- **Material Stock Handler**
- **Unit Clean UP – 2<sup>nd</sup> shift**
- **Brazier/Tester – Weekend shift**
- **Test Operator – 2<sup>nd</sup> shift**
- **Master brake Operator**
- **Manufacturing Engineer**
- **Production Supervisor – 2<sup>nd</sup> shift**
- **Factory Worker**
- **Journeyman Electrician**
- **Buyer**
- **Test Stand Operator – 2<sup>nd</sup> shift**

Immediate hiring! Daikin is the world’s leading air-conditioning company. If you’re looking for an engaging career and growth opportunities in a supportive environment, Daikin Applied is hiring for the ALL positions.

Daikin Applied Americas Inc. is an equal opportunity employer and encourages applications from minorities, woman, the disabled, protected veterans, and other qualified applicants.

### **FARIBAULT - OFFICE / CLERICAL**

**NEW – Cannon River STEM School** is hiring **FT Special Education Assistants.** Prefers one year experience, but not required. \$20 an hour. <https://www.indeed.com/cmp/Cannon-River-Stem-School-3/jobs>

**NEW – HealthFinders** is hiring **3 – 4 FT or PT School-Based Therapists.** Bilingual in Spanish/English, or Somali/English. Compensation is dependent on degree and experience. For more information, please contact: Nichole Day Diggins [daydiggins.nichole@healthfindersmn.org](mailto:daydiggins.nichole@healthfindersmn.org)

**NEW - Community Action Center of Faribault** has is hiring a **Housing Resource Navigator – AmeriCorps.** Visit our website for more details: [www.communityactioncenter.org/employment](http://www.communityactioncenter.org/employment)

**NEW – Ruth's House** is very excited to announce they are hiring for three **Part Time Family Advocates Evening Family Advocate** Sunday-Thur 3pm-11pm The Evening Family Advocate plays an important role at Ruth’s House. This position requires someone who is the Lead Family Advocate’s go-to person. This person must be dependable and trustworthy and is expected to fulfill all of the Family Advocate duties with an extraordinary degree of skill, and dependability, and be competent and consistent in everything they do. This position needs to have clear and appropriate communication with the Program Director when situations arise with residents or other staff. EFA must make and keep professional boundaries with residents, knowing that they also need to inform the Program Director of any concerns or issues that the residents may have. \$17 per hour with PTO. Maintain strong communication with the Lead Family Advocate, apply behavior management skills, follow reporting procedures for incidents, avoid gossip, and

demonstrate flexibility. Requires a high school diploma, social services experience, a driver's license, and schedule adaptability. More information available here <https://ruthshousemn.org/about/employment-opportunities/>, send resumes to [hello@ruthshousemn.org](mailto:hello@ruthshousemn.org)

**NEW - Shattuck-St. Mary's School**, located in Faribault, Minnesota, is hiring **PT Servers**.

Great team, community working environment. For more information on these positions, go to: <https://www.s-sm.org/employment>. **TO APPLY:** Send resume to the HR Director - Shattuck-St. Mary's School, 1000 Shumway Avenue, Faribault, MN 55021 – or by Email to: [HR@s-sm.org](mailto:HR@s-sm.org). Requirements: Candidates must be authorized to work in the US, hold a valid driver's license and have a clean driving record.

**Faribault Lutheran School** is seeking a **Morning School Care Lead**. If you are interested in joining the FLS family and support our mission with our students, please consider applying to a position at FLS. **To apply, send your cover letter and resume to [administrator@flsweb.org](mailto:administrator@flsweb.org). For more details: <https://flsweb.org/employment/>**

### **FARIBAULT - MEDICAL / DENTAL**

**NEW - Aging Services for Communities** is hiring **Homemakers**. We are looking for caring and responsible people to do general housekeeping and run errands for senior citizens in their homes. Competitive salaries! Schedules are flexible! Must have reliable transportation. Call 507-364-5663 or apply at [www.aging-services.org](http://www.aging-services.org)

**Moments Hospice** is hiring a **FT Hospice CNA**. **QUALIFICATIONS** for Certified Nursing Assistant (CNA): Must have reliable vehicle, 12 months of caregiving experience required (Home Care, Assisted Living/Memory Care, Skilled Nursing/Nursing Home, Hospital or Hospice), Hospice experience preferred, Excellent customer service skills, Current CPR Certified, Valid driver's license and auto insurance, Valid CNA License [Moments Hospice Careers and Employment | Indeed.com](#)

**Aging Services for Communities** is now hiring **Home-Care Staff**. looking for caring and responsible people to do general housekeeping and run errands for senior citizens in their homes in Rice, Dakota, Le Sueur, Scott, & Waseca Counties. Positions start at \$15 per hour, and schedules are flexible! Must have reliable transportation. Here is how to apply: Call Aging Services at 507-364-5663. Download an application at [Aging-Services.org](http://Aging-Services.org). Visit them at 212 First Street South in Montgomery.

**Rison Homes MN, Inc** is hiring **Home Health Aides full-time and part-time positions** 7 AM – 3 PM, 3 PM to 11 PM and overnight shift 11 PM to 7 AM. **Sign on bonus**. Responsibilities: med passing, charting, reporting, cooking meals, cleaning, bath/laundry schedules, transportation, training & meetings. Contact Marcia at 507-332-0547 or email [risonhomesinc@gmail.com](mailto:risonhomesinc@gmail.com).

### **FARIBAULT - RETAIL**

**NEW – PetSmart** is hiring a **FT Associate Manager**. Apply now to experience a career that loves you back. <https://www.indeed.com/jobs?q=%2B&l=faribault&radius=5&start=20&vjk=798c54fc64b74ba6>

**Casey's General Store** is hiring **Full & Part-time Team Members**. <https://www.indeed.com/cmp/Casey's-1/jobs>  
The good news is that we will teach you everything you need to know to succeed on the job. Previous customer service or cashier experience is a plus but if you have the will, we'll teach the skill. The things we look for are: You're at least 16 years old, you treat people the way they want to be treated, You work hard to be the best & have a good time doing it!

**Walmart of Faribault** is hiring for a number of positions:

Apply online at:

<https://careers.walmart.com/stores-clubs/walmart-store-jobs>

**Benefits include Free College tuition**, 401k, Medical, Vision and Dental Ins, Stock option, bonus (quarterly or annually depending on role) %10 Discount on Fresh and GM merchandise. Link to create an account and submit applications to any Walmart Store or Distribution Center

# POSITIONS AVAILABLE IN NORTHFIELD

## GOVERNMENT POSITIONS

City of Northfield is hiring **Winter Streets & Parks Laborers**

[www.northfieldmn.gov/jobs](http://www.northfieldmn.gov/jobs)

## NORTHFIELD - HEALTHCARE

**NEW - Aging Services for Communities** is hiring **Homemakers**. We are looking for caring and responsible people to do general housekeeping and run errands for senior citizens in their homes. Competitive salaries! Schedules are flexible! Must have reliable transportation. Call 507-364-5663 or apply at [www.aging-services.org](http://www.aging-services.org)

**The Northfield Retirement Community** is hiring: <https://northfieldretirementcommunity.applytojob.com/apply>

- Housekeepers
- Cook
- Line Cook
- Staffing Coordinator

**HealthFinders** is hiring: [Careers of Purpose](http://careers.ofpurpose.com) | [HealthFinders \(healthfindersmn.org\)](http://healthfindersmn.org)

- Recovery Outreach Coordinator
- School-based Therapists
- PT Human Resources Specialist
- FT or PT Dentist
- Dental Therapist

**Three Links Health Services** is hiring: **Nursing, Culinary, Administration, and Environmental Services**

Ignite your spirit by becoming a vital part of a passionate healthcare team, where dedicated employees embody compassion and integrity. Immerse yourself in the profound experience of making a transformative impact on the lives of residents and their families, all while elevating and enriching your own life journey. We offer a variety of positions in. Apply online at [Careers | Three Links](http://careers.threelinks.com) or contact Human Resources at 507-664-8862 for more information.

**Northfield Hospital** is hiring. See open positions:

<https://bit.ly/2ZYUI0x>

At Northfield Hospital & Clinics, we are committed to serving our patients through personal attention and excellent care. We provide rewarding work and competitive benefits in a professional and fun work environment.

**River Valley Eye Professionals** is hiring a **FT Patient Relations Specialist, Optometric/Ophthalmic Technician, and Optician**. Required Qualifications: High school diploma, or equivalent, Computer skills, general computer knowledge. This job operates in a professional office environment and routinely uses standard office equipment such as computers, phones, photocopiers and filing cabinets. This is largely a sedentary role, requiring long periods of sitting. However, occasional movement around the clinic and office is required. Must be able to lift up to 20 pounds. To apply, please submit your resume or visit our website [www.rvep.com](http://www.rvep.com) to download an application. Applications are also available in person by visiting our clinic at 2019 Jefferson Road, Northfield.

**Laura Baker Services** has a few openings:

<https://bit.ly/3PiRWbi>

16 + yrs old, flexible scheduling, competitive wage, generous benefits, free meals, paid training

- Sleep Overnights Direct Support
- Direct Support Professional
- Awake overnight

## NORTHFIELD – TRANSPORTATION

**NEW – Upper Lakes Foods** is hiring: **CDL Trainee, CDL over the road long haul drivers**. Visit:

<http://tinyurl.com/tsdpvewp> for information about opportunities.

**Benjamin Bus Inc.** is hiring **School & Activity Bus Drivers, Non-CDL Van Drivers**

**Minimum requirements:** CDL & Non-CDL driving positions available. Flexible hours & ability to bring kids to work with you. On-site paid training & testing to obtain CDL. Must be 18 yrs and above. Valid drivers license, with good driving record. Proof of Citizenship or work visa, DOT physical. Pre-employment background check & drug test. **Apply in person at 32611 Northfield Blvd, Northfield, MN or online [Benjamin Bus](http://benjaminbus.com)**

**Waste Management** is still in need of filling positions for **Diesel/Heavy Equip Mechanics and CDL Drivers in Burnsville and Northfield, MN.** Here are the direct application links for each position ..

- [Senior Heavy Equipment Mechanic - WM Careers \(oraclecloud.com\)](#) [CDL Truck Driver - WM Careers \(oraclecloud.com\)](#) 2318710 Burnsville, MN
- [Diesel Mechanic - WM Careers \(oraclecloud.com\)](#) 2320275 Burnsville, MN
- [Senior Diesel Mechanic - WM Careers \(oraclecloud.com\)](#) 2316704 Burnsville, MN
- [CDL Truck Driver - Swing Route - WM Careers \(oraclecloud.com\)](#) 2320079 Burnsville, MN
- [CDL Truck Driver - WM Careers \(oraclecloud.com\)](#) 2319870 Burnsville, MN
- [CDL Truck Driver - WM Careers \(oraclecloud.com\)](#) 2320175 Northfield, MN

Waste Management offers exceptional, unmatched benefits, and career advancement opportunities.

Veterans are a great fit in our organization – in fact, one in twelve of our employees are former military. We encourage any and all qualified veterans to apply online, <https://wm.com/careers> [\[wm.com\]](#) [\[wm.com\]](#)

**NEW – McLane Company** is hiring a **FT Transportation Coordinator**, and **FT Truck Driver Trainees**. \$22.75 per hour while in training. Requirements: High School Diploma or GED preferred, Be at least 21 years of age, Meet eligibility requirements in the McLane Transfer and Promotion Policy, Complete training and receive Class A CDL in 6 months or less, Ability and willingness to select/load/unload and/or deliver ALL products that may be ordered by McLane customers, Stand, walk, sit, climb, reach, bend, squat, and stoop to accomplish the essential job functions; Read and comprehend labels, instructions, and bills of lading., Perform mathematical calculations to verify quantities of product, Communicate with customers, management, and other teammates, Safely drive a tractor-trailer, use a 2-wheeled dolly, ramp, and on board PeopleNet devices. [Careers | McLANE COMPANY, INC. | Boldly Leading the Way](#)

**NEW – Taylor Truckline** is hiring a number of positions: [Taylor Truck Line Inc Careers and Employment | Indeed.com](#)

- **Administrative Assistant**
- **Fleet Manager Assistant**
- **Trailer Technician**
- **CDL Class A Driver - Local**

### **NORTHFIELD - OFFICE / CLERICAL**

**NEW – Community Resources Bank** is hiring a **FT Universal Banker**. **Position Requirements:** Bilingual skills in Spanish are a plus, 3-5 Years of Cash Handling Experience Preferred, 3-5 Years of Teller and/or Banker Experience Preferred, Basic Computer Skills, Needs-Based Selling, Referral Skills, Positive Attitude & Professionalism, Excellent Communication Skills, Attention to Detail and Accuracy, Ability to Work Independently and as a Team Player, Strict Confidentiality Required, Some Lifting Required. This is a full-time position; Monday-Friday with a Saturday rotation. Competitive compensation and benefits package offered to include: health insurance, dental insurance, life insurance, disability insurance, 401(k) and paid-time-off. No phone calls please. <https://tinyurl.com/ycdnev48>

**NEW – The Junk Trunk** is hiring a **PT Office Administrator – remote work**. Starts at 20 hours per week, with possibility to increase. Must be fluent in QuickBooks Online, creating reports, etc. Please contact Malcom Watt at 507.581.1634.

**EW – Waterford Oil** is hiring a **FT Petroleum Dispatch/Accounts Receivable Specialist**. Ideal Qualifications: Excellent verbal/written communication skills including the ability to work well under pressure. **Proficient using Microsoft Excel, including strong data entry and computer skills.** Strong problem-solving skills, demonstrates a sense of urgency, consistently delivers on commitments, and takes initiative. **Strong understanding of local geography. \$60,000 DOE**

**NEW – Community Action Center – Northfield** has several openings: <https://communityactioncenter.org/employment/>

- **Housing Advocate**
- **Food Access Program Assistant**

**Northfield Montessori** is hiring a **FT Preschool Teacher**

<https://tinyurl.com/vvb6r9vh>.

Positive teacher qualified (according to MN state licensing) applicant to join our Toddler Program. Prefer applicants with experience working in a childcare center. This position requires being able to work until 5:30p.m. some days.

Compensation based on qualifications and experience. Come join our team and make a difference in the lives of our children and families while helping to create an environment that encourages development and growth for all children.

**Little Village Early Learning Center** is hiring **FT or PT Lead Teacher, and Assistant Teacher**. Must be 18 or older, must pass a background check, have reliable transportation, must enjoy children (6 wk – 6 yrs old). Will train the right staff, as well as pay for their training and hours. For more information [www.littlevillageelc.com](http://www.littlevillageelc.com)

**YMCA of Northfield** is hiring several positions:

<https://northfieldymca.org/employment>

- Group Exercise Instructor
- PT Wellness Center Staff
- PT Swim Instructor
- PT Member Services Rep
- Day Camp Counselor
- PT Lifeguard
- PT Personal Trainer
- PT Child Watch Staff

**St. Olaf College positions:** is hiring a for a number of positions – both for faculty and non-faculty positions. For a complete list of openings, go to: [Careers – Human Resources \(stolaf.edu\)](https://stolaf.edu/careers-human-resources)

**Carleton College** is hiring a for a number of positions – both for faculty and non-faculty positions. For a complete list of openings, go to: [Jobs at Carleton – Carleton College](https://carleton.edu/jobs)

### NORTHFIELD - RETAIL

**Northfield Flying J Travel Center** is hiring for multiple positions:

[www.jobs.pilotflyingj.com](http://www.jobs.pilotflyingj.com)

- All shifts starting at \$16.50 + per hour
- Free Meals and Beverages, PTO, Weekly Pay, Fuel Discount, Tuition assistance, Flexible schedule, 401K savings plan, Professional Development, and more.

### NORTHFIELD - FACTORY / WAREHOUSE / MANUAL LABOR

**NEW – Valvoline Instant Oil Change** is hiring multiple **FT Assistant Managers**. As an Assistant Service Center Manager (ASCM), you are the right hand of the Service Center Manager. You are responsible for taking the lead in helping build a high-performance team capable of differentiating Valvoline Instant Oil Change’s (VIOC) service experience from all other providers. In addition to working on cars and taking care of our guests, you will advise, train, and supervise hourly employees. <https://www.indeed.com/cmp/Valvoline-Instant-Oil-Change/jobs>

**NEW – Northfield Ford Chrysler** is hiring a **FT Automotive Detailer**. <https://www.indeed.com/cmp/Dokmo-Ford-Chrysler-3/jobs>. Great atmosphere, hours 11am to 7pm Monday-Thursday and 9am to 5pm on Saturday; Prior experience is preferred, but not required. \$17 - \$20 an hour.

**NEW – Aurora Pharmaceutical** is hiring for several positions: <https://www.indeed.com/cmp/Aurora-Pharmaceutical-1/jobs>

- FT Production Technician
- FT Graphic Designer
- PT Doggie Daycare and Kennels Team Member
- FT Veterinary Technician

**VOLT Workforce Solutions** is hiring for **Machine Operator positions and Manufacturing Cost Accountant in Northfield**. Machine Operator requires a high school diploma or GED and a background check. Manufacturing Cost Accountant requires a bachelor’s degree in finance/accounting, a background check, and 3+ years of accounting experience in the Manufacturing Industry. Whether you want to move further in your current field or get started in a new career, Volt can help you find a job you love. Contact: Shane Clack, Volt Workforce Solutions, 803-2574-2598, [sclack@volt.com](mailto:sclack@volt.com), Natalie Martinez, 630-971-9711, [namartinez@volt.com](mailto:namartinez@volt.com), or Nancy Yuridia Sanchez, [nsanchez@volt.com](mailto:nsanchez@volt.com)

**NEW – Post is hiring:**

Apply online at: <https://tinyurl.com/3vxudnww>

- NEW – Forklift Operator
- NEW – Manufacturing Engineer
- Manufacturing Production Workers – Day & Night Shifts
- Operations Supervisor – Night Shift
- Mechatronic Maintenance Technician
- Continuous Improvement Engineer

### NORTHFIELD - FOOD SERVICE

**Keepsake Cidery** We are hiring for:

- **Food prep/cook** (think line cook - simple food menu). Ideally this person would work Sat and Sun and potentially Friday for prep when/if needed with flexibility on when you start the season and shift times, especially in the slower time of our season. Hourly pay is dependent on experience but would start at \$13-15/hr depending on experience, plus tips (which add \$10–\$25+ per hour depending on shift).

- **General Tasting Room Staff** - duties to include running Square register, serving and talking cider and our other beverages, busing/cleaning/dishes, stocking, etc. The ideal person(s) is a quick learner, motivated worker, and good with people. Starting wage \$11-12/hr plus tips (as above).

There is room for growth within our business as well. Service industry experience a plus. Age 18+ preferred. send a resume to the email address below. Nate and Tracy, Keepsake Cidery, [413-504-3000](tel:413-504-3000), [keepsakecidery@gmail.com](mailto:keepsakecidery@gmail.com)

**The Robin's Egg Bakery is hiring the following:**

**Baker: 9pm -3am.**; operating oven and donut fryer, using scale and mixers, mixing, shaping, and forming dough Topping and icing baked goods., **Baker assistant: 4 am to 10am**, using scale and mixers, mixing, shaping, and forming dough, Topping and icing baked goods, sweeping and mopping work area, **Food retail: 6am -2pm**, Topping and icing baked goods, bagging and selling pastries, cashiering skills, sweeping and mopping work area. **PT Cashier Attendant: 6 AM – 2 PM Wed – Sunday; PT Dishwasher Prep: 6 AM – 2 PM Wed – Sunday; PT Short Order Cook: 6 AM – 2 PM Wed – Sunday.** All jobs are spent on their feet. lifting ability of 50lbs, Experience helpful but willing to train, 18+. to apply send a resume to [robinsegg410@gmail.com](mailto:robinsegg410@gmail.com) with a subject line of the position interested in.

**Bon Appetit at Carleton College** in Northfield, MN is hiring:

<https://bit.ly/3w2pMcJ>

- **NEW - Barista**
- **NEW – Pantry Lead**
- **NEW - FT or PT Dining card scanner hall checker**
- **Line Servers**
- **Catering Attendant FT or PT**
- **Pantry**
- **Grill Cook**
- **Prep cook.**
- **Grill Cook Full & Part-time**

Must be 18 years old; ability to sit or stand. Great for retiree or someone just looking for a PT position with great interaction. Will training. For more information, contact **Eric Rasmussen at 507.222.4875.**

**WORKFORCE DEVELOPMENT INC CENTERS**

[www.wdimn.org](http://www.wdimn.org)

Albert Lea	507-821-1010	2200 Riverland Drive
Austin	507.460-5020	1600 8 <sup>th</sup> Ave NW
Caledonia	507.724-5231	110 East Grove Street
Faribault	507.333-2088	201 Lyndale Street, Ste 1
Kasson	507.512.6205	504 S. Mantorville Ave S.
Owatonna	507.333.2088	1850 Austin Road, Ste 102
Rochester	507.292-5152	2070 College View Road East
Preston	507.765-2476	100 South Main Street
Red Wing	651-385-6402	1606 West 3 <sup>rd</sup> Street
Wabasha	651-565-2635	222 West Main Street

**MCDA > Job Seeker Tools > Career Exploration & Job Search Tools**

Are you looking for career direction or searching for a new job? Check out these helpful online resources recommended by members of the Minnesota Career Development Association.

- CareerOneStop [careeronestop.org](http://careeronestop.org)
- CAREERwise Education <https://careerwise.minnstate.edu>
- Job-Hunt.org [job-hunt.org](http://job-hunt.org)
- Minnesota Works.Net [minnesotaworks.net](http://minnesotaworks.net)
- My Next Move [mynextmove.org](http://mynextmove.org)
- O\* NET Online [onetonline.org](http://onetonline.org)
- Occupational Outlook Handbook [bls.gov/ooh/](http://bls.gov/ooh/)
- The Savvy Intern [youtern.com/thesavvyintern/](http://youtern.com/thesavvyintern/)

**Workforce Development, Inc. is an Equal Opportunity Employer/Service Provider. This information is available in alternative formats for people with disabilities by calling 507.292.5152 or by using your preferred relay service.**