

JOB CENTER

Opening #1



Hotel Front Desk Clerk

This is an immediate opening for a 20 hour per week nighttime Hotel Front Desk Clerk. Candidates must have strong desire to work with hotel guests at check-in and check-out, answer questions and create hotel reservations. Hours will vary seven days a week between the hours of 8:00pm-7:00am. No experience needed; will train.

Job Considerations:

- Do the hours work? Always night hours.
- Can you work alone at night?
- Could be any day of the week.
- Free coffee & cookies while working

Gross Hourly Pay	Hours Worked per Week	Net Weekly Earnings	Net Monthly Earnings
\$16.00	20	\$283	\$1132



JOB CENTER

Opening #2



Accounting Clerk

A local car dealership is seeking a talented Accounting Clerk to join their administrative team. Candidate must be a high school graduate or GED, understand basic bookkeeping, and have excellent MS Excel skills. Hours will be Saturday between 9:00am-5:00pm and Thursday evenings between 5:00-9:00pm. Average 12 hours per week depending on the work needed for that week.

Job Considerations:

- Do the hours work?
- Standard days and hours schedule (always the same).
- Budget for the minimum of hours for the position.

Gross Hourly Pay	Hours Worked per Week	Net Weekly Earnings	Net Monthly Earnings
\$17.00	12	\$186	\$744



JOB CENTER

Opening #3



Convenience Store Cashier

Local convenience store is seeking energetic, outgoing, and positive people to make a difference in the communities they serve. Food/Guest Service co-workers giving the best customer and food service experience in clean, state of the art facilities. Afternoon, evening, and overnight shifts available.

Job Requirements:

- Great people skills
- Enjoy a fast-paced work environment
- Ability to problem solve challenges and shift priorities quickly
- Desire to help customers
- Maintain in-store food program
- Maintain a clean and inviting store

Gross Hourly Pay	Hours Worked per Week	Net Weekly Earnings	Net Monthly Earnings
\$15.00	\$15	\$204	\$816



JOB CENTER

Opening #4



Fast Food Crew Member

Local fast-food chain is looking for a team member who will provide exceptional guest service while working closely with the Restaurant Managers and other Team Members to maintain operational standards and procedures. Essential Duties and Responsibilities: greet guests with a smile, receive orders, process payments, prepare and package food/drinks, maintain cleanliness of the restaurant including dining room, restroom, and exterior, maintain health and safety standards, regular attendance, and stock inventory.

Job Considerations:

- On your feet for most of shift
- May lift heavy boxes of products at times
- Must be comfortable working in a fast-paced environment

Gross Hourly Pay	Hours Worked per Week	Net Weekly Earnings	Net Monthly Earnings
\$13.00	20	\$240	\$960



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Opening #5



DoorDash/InstaCart

Looking to make some extra money but don't want to have scheduled shifts? These businesses allow you to make deliveries when you are available, on your time, in your own way. Great for a person who is going to school or works a full-time job and is looking to increase their income! Earnings will vary based on types and numbers of deliveries, and tips given by customers. Income potential is based upon how many hours an employee works and the deliveries they choose to make.

Job Considerations:

- Do you like to be on call and be ready at any time?
- Amounts paid per trip vary.
- Must be able to lift up to 50 pounds
- Vehicle wear and tear - do you have a reliable vehicle?
- On your own schedule- but must be intentional in picking up orders.

Gross Hourly Pay	Hours Worked per Week	Net Weekly Earnings	Net Monthly Earnings
\$11.50	15	\$158	\$632

