



JOB LEADS – DISTRIBUTED 10-6-21

463 Commerce Park Drive ♦ Suite 100 ♦ Marietta GA 30060
(770) 528-4300 ♦ (770) 528-4302 (Fax)
/Monday through Friday 8am-5pm
www.worksourcecobb.org

The CobbWorks Workforce Development Center provides an array of services to assist people seeking employment. Job Leads will be distributed weekly.

Company: Vinings Spine & Health Center, LLC
Position: Front Desk Associate/Medical Billing (Part-Time)
Location: Smyrna, GA
Posted: 10/5/21
End Date: Until Filled

Job Description: Vinings Spine & Health Center, LLC is currently seeking a part-time Front Desk and Billing Associate. Prior experience in a medical office is required. Prior experience in a chiropractic office is a plus but not required. If you are energetic, passionate about helping others, outgoing, hard-working, and reliable, this is the job for you.

Interested candidates may apply online at www.indeed.com

Company: Piedmont Healthcare
Position: Medical Secretary, Full-time, Mason Transplant Clinic
Location: Atlanta, GA
Posted: 10/5/21
End Date: Until Filled

Job Description: Responsible for managing specialized administrative activities for the department, including the referral process, surgical scheduling, phone triage, and other specialized administrative activities. This involves working collaboratively with department staff members, physicians, and leaders while coordinating schedules across a variety of departments.

Interested candidates may apply online at https://piedmontcareers.org/job-post?job_id=377703&src=CWS-10560

Company: Piedmont Healthcare
Position: Patient Care Tech, Emergency Department, Full-time/Days
Location: Atlanta, GA
Posted: 10/5/21
End Date: Until Filled

Job Description: The Patient Care Tech, under the supervision of licensed clinical staff, provides care to patients from birth through the lifecycle, demonstrating competency with treatments, procedures and equipment appropriate to the clinical setting and hospital policy.

Interested candidates may apply online at https://piedmontcareers.org/job-post?job_id=377672&src=CWS-10560

Company: Piedmont Healthcare
Position: Clinical Manager, PAT/PACU/Pre-Op, FT
Location: Atlanta, GA
Posted: 10/5/21
End Date: Until Filled

Job Description: Administrative and operational responsibility for assigned departments, including management of cost and finance, human resources, operations, quality of care and clinical outcomes,

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patient/physician and staff satisfaction, change management and any other relevant responsibilities related to this position. Serves as part of the entity management team and Shared Governance Model focused on promoting the mission, vision and values, of PHC and Nursing Professional Practice, embracing a person-centered philosophy while promoting patient- family centered services across the continuum and enhancing value-driven outcomes. Responsible for succession planning, identifying talent, providing support, education, and resources to grow future nursing leaders. May be required to assist in staffing as necessary to provide clinical care for adolescent, adult and geriatric patients.

Interested candidates may apply online at https://piedmontcareers.org/job-post?job_id=377709&src=CWS-10560

Company: Piedmont Healthcare

Position: PCT Unit Secretary, Emergency Department, PRN/Days

Location: Atlanta, GA

Posted: 10/5/21

End Date: Until Filled

Job Description: Under the direction of the RN, Charge Nurse, Clinical Manager or designee the PCT/Unit Secretary will provide direct and indirect patient care as a member of the healthcare team and assists other members of the team as needed. Provides care to patients from birth through the lifecycle, demonstrating competency with treatments, procedures and equipment appropriate to the clinical setting and hospital policy. Also performs clerical and receptionist duties while providing quality customer service. Maintains any required clinical competencies specific for department assigned. Job responsibilities may include proximity to medications while in areas with restricted access.

Interested candidates may apply online at https://piedmontcareers.org/job-post?job_id=377682&src=CWS-10560

Company: Kelly

Position: Patient Account Representative - Credits

Location: Kennesaw, GA

Salary: \$17 per hour – Temporary, Contract

Posted: 10/5/21

End Date: Until Filled

Job Description: Kelly Services is seeking a **Patient Account Representative – Credits** to work at a healthcare facility in Kennesaw, GA. Role will be project based to assist team with influx of work and this person will help fill in the gaps. Projects will include data entry, pulling remits, reviewing EOBs, reviewing credits on books of business, and resolution of credits. Must have experience using Excel and should be able to navigate a spread sheet (Data Entry, Filtering, etc.). Must have experience reading EOBs. Previous credits, indoor cash posting, and revenue cycle experience highly preferred. Other duties as assigned.

With us, it is all about finding the job that is just right.

Interested candidates may apply online at <https://www.mykellyjobs.com>

Company: Celebration Village

Position: Caregiver/CNA

Location: Acworth, GA

Salary: \$12 - \$14 an hour - Full-time, Part-time, PRN

Posted: 10/5/21

End Date: Until Filled

Job Description: Celebration Village in Acworth, the area's premier senior living community, is looking for Caregivers/CNA's. All shifts are available, full-time or part-time! Pay is based on experience. Under the supervision of a Registered and/or Practical Nurse, performs various care activities for seniors in a long-term care environment. Assist residents in dressing or undressing, bathing, or eating. Collect non-invasive body fluid specimens or gathers vital signs but does not start or administer intravenous fluids. Assist nursing staff members with procedures if needed. Document resident care services and interactions as needed.

Interested candidates may apply online at www.indeed.com

Company: Phoenix Senior Living

Position: Med Tech/CNA

Location: Marietta, GA

Salary: From \$15 an hour - Full-time

Posted: 10/5/21

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Job Description: The Phoenix at Johnson Ferry is seeking Med Techs to join their team! \$1000 Sign-on Bonus!

Shift Details: 10pm-6am, every other weekend required

The Med Tech is responsible for monitoring the health and wellbeing of our residents and provides leadership support and assistance with resident care and services. Responsibilities include but are not limited to medication care assistance/administration, communication with resident support services and families and maintaining clinical quality assurance while leading, demonstrating and supporting all the elements of wellness which are core components of Phoenix programs and services.

Interested candidates may apply online at www.indeed.com

Company: Yancey Bros Co.

Position: Help Desk Technician - #HELDP01855 – Full-time

Location: Austell, GA

Posted: 10/5/21

End Date: Until Filled

Job Description: As a Help Desk Technician your main focus is to assist employees with technical support and troubleshooting for their computer hardware and software issues. You will also maintain user accounts, complete new computer set ups and install/configure/maintain different hardware (PC, tablet, phone, printer, etc.) and software/operating systems. There will also be times where you will assist with network and service maintenance.

Interested candidates may apply online at www.indeed.com

Company: Data Inc

Position: Enterprise Application Support Technician

Location: Kennesaw, GA

Salary: \$25 - \$28 an hour - Full-time, Contract

Posted: 10/5/21

End Date: Until Filled

Job Description: The Enterprise Application Support Technician is responsible for support and maintenance of on-premises and cloud-based enterprise applications and systems. This position works closely with third party vendors and various departments within the university to configure, support, upgrade, test, troubleshoot, document and provide training for enterprise applications.

Interested candidates may apply online at www.indeed.com

Company: Hire Dynamics

Position: Server Build Technician

Location: Alpharetta, GA

Salary: \$22 - \$23 an hour - Full-time

Posted: 10/5/21

End Date: Until Filled

Job Description: Hire Dynamics is currently assisting a local client in their search to fill an experienced Rack Builder job in Alpharetta, GA. This is a Contract to Hire opportunity. As an Experienced Rack Builder, you will be responsible for building complex server racks. Apply Now if you meet the qualifications listed below!

Responsibilities for this Configuration Technician job include:

- a. Rack build experience
- b. Ability to lift up to 30lbs
- c. Detail oriented
- d. Self-starter that takes initiative.
- e. Excellent communication skills
- f. Some quality experience is a plus but not a requirement.

Interested candidates may apply online at www.indeed.com

Company: Aventis Systems, Inc.

Position: Support Desk Analyst

Location: Marietta, GA

Salary: \$40,000 a year - Full-time

Posted: 10/5/21

End Date: Until Filled

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Job Description: We are actively seeking a Support Desk Analyst who will be responsible for incoming first-line phone calls for our Customer Service, Technical Support, and Managed Services departments. This entry-level position helps with call volume, escalations, and provides the customer with an understanding of all aspects of Aventis Systems' brand and hardware support. Additionally, this position is our Tier 1 helpdesk support for our managed services customers, providing guidance on and working with Systems Engineers to help end-users support questions. The Help Desk Analyst spends the majority of the day performing remote support for our customers while working from our Marietta, GA office location.
Interested candidates may apply online at www.indeed.com

Company: Zoo Atlanta

Position: Desktop Support Technician – Entry Level

Location: Atlanta, GA

Posted: 10/5/21

End Date: Until Filled

Job Description: Primary responsibilities are installing, supporting, and maintaining Zoo Atlanta computer systems. This includes installing, diagnosing, repairing, maintaining and upgrading all Zoo Atlanta hardware and equipment while ensuring optimal workstation performance. Provide end-user assistance to help to solve user reported problems by troubleshooting problems areas (in person, by telephone, or via work order) in a timely fashion.

Interested candidates may apply online at <https://zooatlanta.atsondemand.com>

Company: WellStar Health System Inc

Position: Workstation Technician

Location: Austell, GA

Posted: 10/5/21

End Date: Until Filled

Job Description: The **Workstation Technician** is responsible for installation, support, inventory, system enhancements and management of networked and non-networked hardware i.e. desktops, printers, and peripherals. Installation, support, inventory and management of local system applications. In addition, the Workstation Technician is responsible for problem resolution/troubleshooting/training and communicating with the end users in a timely and customer-oriented manner. Assisting with the deployment and maintenance of service level agreements with appropriate reporting and documentation of support. All other duties as assigned.

Interested candidates may apply online at <https://careers.wellstar.org>

Company: Children's Healthcare of Atlanta

Position: Application Analyst

Location: Atlanta, GA

Posted: 10/5/21

End Date: Until Filled

Job Description: Implements and supports clinical technology applications for the Children's Healthcare of Atlanta user community. Advocates for user needs and coordinates support requests within Information Systems & Technology. Acts as liaison among Information Systems & Technology and clinical end user patient care departments, vendors, and other technical experts. Supports efforts which ensure safe patient care and services by developing and delivering clinically and technically sound solutions for customer technology needs.

Interested candidates may apply online at <https://careers.choa.org>

Company: The Salvation Army

Position: Computer Support Analyst

Location: Atlanta, GA

Posted: 10/4/21

End Date: Until Filled

Job Description: Provides technical support to Territorial Headquarters staff in the use/application of computer technology for the daily functional activities of their respective departments; acquires and maintains complete and accurate knowledge of all computer hardware/software supported by the Information Technology Department including Windows networks and Lotus Notes; answers questions, resolves complaints, repairs equipment, changes software configurations, installs new hardware and peripherals and

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other duties to ensure that requests for service are addressed in an efficient, timely and courteous manner; may also design, code, and test computer programs to interface with specific products.

Interested candidates may apply online at <https://us60.dayforcehcm.com/CandidatePortal/en-US/tsa/Posting/View/51558?source=Indeed>

Company: Empire Distributors
Position: Route Delivery Driver
Location: Austell, GA
Salary: From \$47,000 a year – Full-time
Posted: 10/5/21
End Date: Until Filled

Job Description: Empire Distributors Inc, A Leading Beverage Distributor is now hiring a **Route Driver in the Atlanta/ Austell GA area.** Our company offers competitive wages, potential growth opportunities, and excellent benefits that include, but are not limited to health care, retirement benefits, paid time off, company paid life insurances, and supplemental Aflac and legal plans.

Interested candidates may apply online at www.indeed.com

Company: United Parcel Service (UPS)
Position: Package Delivery Driver - Temporary, Seasonal Full-time Package Delivery Drivers
Location: Kennesaw, GA
Salary: \$21.00/Hour and up, depending on location and shift
Posted: 10/5/21
End Date: Until Filled

Job Description: UPS is accepting applications for **temporary, seasonal full-time Package Delivery Drivers.** This is a physical, fast-paced, outdoor position that involves continual lifting, lowering and carrying packages that typically weigh 25 - 35 lbs. and may weigh up to 70 lbs. A DOT physical exam is required. Package Delivery Drivers must have excellent customer contact and driving skills. Some UPS facilities may require the ability to drive a delivery vehicle with a standard (manual) transmission. Qualified applicants must have a valid driver's license issued in the state that they live. Package Delivery Drivers are expected to comply with UPS appearance guidelines and wear the company-provided uniform.

Interested candidates may apply online at <https://www.jobs-ups.com/job/-/-/1187/5811539>

Company: TireHub
Position: Driver/Material Handler - ***** Currently offering a \$1000 Sign-On Bonus! *****
Location: Kennesaw, GA
Salary: \$16.65 an hour
Posted: 10/5/21
End Date: Until Filled

Job Description: TireHub is a national tire distributor that delivers the full passenger and light truck tire portfolios of Bridgestone and Goodyear to tire and automotive retailers. Are you looking to be part of a company that is a differentiator in the industry and the market? Come be a Hubber and join our team!

Interested candidates may apply online at www.indeed.com

Company: Cornerstone Parking Group, Inc.
Position: Valet Captain
Location: Marietta, GA
Salary: \$13 an hour
Posted: 10/5/21
End Date: Until Filled

Job Description: The Valet Captain position is a high profile, customer service position. Individuals must be personable and compassionate, as they serve patients and visitors of the WellStar Kennestone Hospital. The Valet Captain assists the supervisors and Operations Manager in the leading of valet staff and overall operations of the Valet department.

Interested candidates may apply online at www.indeed.com

Company: ChefAdvantage
Position: Food Prep/Driver/Server
Location: Kennesaw, GA
Posted: 10/5/21

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Job Description: The Food Prep/Driver/Server is responsible for preparing food, loading company vans and delivering food and supplies to client schools. Once on site, the Driver/Server is responsible for serving food and beverages to students, faculty, and guests in client food service facilities in a pleasant and timely manner. Whenever possible, the Driver assists Cooks with food preparation, storing food and supplies delivered by vendors, and overall sanitation of kitchen, including ware washing, equipment cleaning, floor maintenance, and trash removal.

Interested candidates may apply online at www.indeed.com

Company: Volkswagen of Marietta

Position: Auto Parts Delivery Driver

Location: Marietta, GA

Posted: 10/5/21

End Date: Until filled

Job Description: This position primarily entails efficient delivery of orders in a high-volume environment. The objective is to provide the highest level of service by ensuring all orders are accurately shipped out on a timely basis. Other duties may be assigned. Looking for someone who would eventually move into a Counter Position!

Interested candidates may apply online at

https://app.firstchoicehiring.com/ads/talent/hIUmP_5LfVdqV4WAH36Rw5uBaWB-AXKf7DRhrBZMv9A?&job_board=indeed

Company: TForce Freight

Position: Local City Driver

Location: Marietta, GA

Salary: \$26 an hour

Posted: 10/4/21

End Date: Until Filled

Job Description: We are hiring individuals to work as *Full-Time City Drivers*. This position involves the driving of a tractor-trailer and the daily pick-up and delivery of freight from numerous commercial and residential customers on a given route.

Interested candidates may apply online at www.indeed.com

Company: Nothing Bundt Cakes

Position: Delivery Driver

Location: Smyrna, GA

Salary: From \$11 an hour

Posted: 10/4/21

End Date: Until Filled

Job Description: The delivery driver will deliver cakes, balloons and additional retail items ordered by our guests either to homes or businesses as well as deliveries and errands for management. The deliveries will be made during the business day in a timely manner with a professional presentation and a signature from the recipient. The driver will need to carry brochures and have a good knowledge of NBC's products and services as he/she will be asked many questions while doing deliveries. The driver will be responsible for logging mileage, keeping the delivery vehicle clean and will work with management to keep it maintained and running properly. The driver will stay in touch with the bakery throughout the day by calling and being available to take calls at a safe time.

Interested candidates may apply online at www.indeed.com

Company: DHL

Position: Logistics Planner

Location: Lithia Springs, GA

Posted: 10/4/21

End Date: Until Filled

Job Description: Ensure effective coordination (including maximizing service and cost performance) of inbound and outbound freight movements, including shuttle service activities for all customer orders and manufactured inventory between the carrier and consignment locations.

Interested candidates may apply online at <https://careers.dhl.com>

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Company: YRC Freight

Position: Dock Supervisor

Location: Marietta, GA

Posted: 10/4/21

End Date: Until Filled

Job Description: The Dock Supervisor will manage activities of the Dockworkers. Lead teams and utilize available resources such as manpower and equipment to move freight in the safest and most cost-effective manner to meet or exceed customer expectations and to achieve service center and company goals.

Interested candidates may apply online at www.indeed.com

Company: Bright Touch Janitorial

Position: Day Porter/Janitor

Location: Kennesaw, GA

Salary: \$12 an hour

Posted: 10/4/21

End Date: Until Filled

Job Description: Full-Time Day Porter Kennesaw Ga. area. Job duties include basic rounds to freshen breakrooms, restrooms, lobby, etc. Executive office setting with customer service skills needed. Nice, easy work environment! Veterans & retired individuals welcome to apply. The shift is 8 a.m. - 5 p.m. 1 hour lunch scheduled. \$12.00 per hour. 40 hours per week. Large commercial building. Clean criminal history and reliable transportation necessary. Major holiday's off. Apply through email only, please. No phone calls.

Interested candidates may apply online at www.indeed.com

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