
JOBS! JOBS!

TERRA COMMUNITY COLLEGE

2830 Napoleon Road
Fremont OH 43420
(419) 334-8400 Ext 204
mmccue@terra.edu

| Deadline | Job Title | Qualifications | Application Procedure |
|-----------------|---|--|---|
| | Consultative Sales Associate | Seeking motivated individuals to fill full or part-time positions; flexible schedules generous merchandise discounts | Apply in person: Sears 1800 Tiffin Rd, Findlay OR at: www.sears.com/careers |
| | Consultative Sales Associate | Seeking motivated individuals to fill full or part-time positions; flexible schedules generous merchandise discounts | Apply in person: Sears 3408 W Central Ave, Toledo 3725 Williston Rd, Toledo OR at: www.sears.com/careers |
| | Asset Protection, Consultative Sales Associate, In-Store Marketing, and Receiving | Seeking motivated individuals to fill full or part-time positions; flexible schedules generous merchandise discounts | Apply in person: Sears 4314 Milan Rd, Sandusky OR at: www.sears.com/careers |
| August 11 | Associate Director of Admissions | Responsible of the supervision and management of the prospective student and applicant response system for over 40,000 prospects and 11,000 applicants annually; strategic Enrollment Planning and Forecasting includes providing updates to various individuals across campus, working with individuals to develop report, track matriculation, and develop reports, and finally forecasting enrollment based on historical and present information; Master's degree in Student Personnel, Education, or related field required | Send resume w/ 3 professional references: Office of HR (Search R-048) 100 College Park Office Bldg Bowling Green State University Bowling Green 43403 |
| August 15 | Director of Gift Planning | Comprehensive understanding of gift planning techniques as well as financial planning and ability to effectively apply it to donor solicitations plans. Ability to work closely with donor's legal and financial advisors. Ability to inspire donors to dream big and make transformational differences in the future of the institution; Minimum of five to seven years of professional experience preferred in development with significant experience in the areas of gift planning and a successful track record of cultivating, soliciting and closing six and seven figure gifts | Same as Above (Search V-046) |
| July 29 | Director of TRIPS | Year round, fulltime, exempt, administrative un-classified position; is responsible for the design and overall management of Transpiration Services programs in compliance with all pertinent regulations and agreement or contract obligations including WSOS agency policies and procedures, and all other regulatory authorities. Required | Send resume: WSOS CAC Attn: HR-DT/TR/RR PO Box 590, Fremont 43420 |

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| | <p>Bachelor's degree in Public Administration, Business Management, social services or other related field or equivalent combination of experience and training; prefer Master's degree in Public Administration, Business Management, social services or other related field or equivalent combination of experience and training in the transportation field; required 4 years management/supervisory experience and experience working in transportation field with social, political, and cultural milieu of rural areas. Above average communication and budgeting skills, professional competent, insured, dependable transportation, out of area travel, must maintain a valid driver's license and safe driving record</p> | |
| Radio Announcer | Part-time; women and minorities are encouraged to apply | <p>Send resume w/tape recording of self: Attn: Operations Manager 1640 Cleveland Rd Sandusky 44870</p> |
| Maintenance Set-up | <p>Fremont packaging company in need of a fulltime, qualified maintenance individual with mechanical background and experience in job set-up in a packaging environment; electrical knowledge in plus; 1st and 2nd shift available; competitive salary and benefits package include 401K</p> | <p>FAX or send resume w/salary requirements: Attn: HR Maintenance/Set-up 367 Woodland Ave Elyria 44035 FAX: 440 332.6148</p> |
| Laboratory Supervisor | <p>Responsibilities include supervision and development of Lab Personnel, including Color Matchers and QC; must understand colorants, their use in plastics and customer processes and applications; must be able to discern subtle differences in color; Bachelor's degree and related experience preferred</p> | <p>Send resume w/salary history: Holland Colors Americas 1501 Progress Dr Richmond IN 47374 FAX: 765 966.3376 jbitner@hollandcolours.com</p> |
| QA / Regulatory Coordinator | <p>Responsibilities include coordinating investigation of quality problems, recommending solutions and implementing corrections. Coordinates and facilitates an ISO9001: 2000 quality management system, Manages document control system, including HCA, MSD's, COA's, and Technical Data Sheets, Bachelor's degree and related experience preferred</p> | Same as Above |
| Data Entry Specialist | <p>150 days per year, 7 ½ hrs/day; provide data input services for identification of eligible migrant children for academic services available through Title I Migrant funding. Must have high school diploma or equivalent; prefer bilingual skills; knowledgeable with data entry, email, internet, and general secretarial services; proficient in keyboarding skills; start date is Oct 1st; \$9.74/hr; no insurance benefits; paid sick and personal leave and holidays during scheduled work period</p> | <p>Request application packet: NW OH Educational Service Center Attn: Mary Jane Zeigler, Admin Assist PO Box 552, Wauseon 43567 PH: 419 335.1070 Email: nwoesc_mz@nwoca.org</p> |

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| | Client Service / Teller Associate | Part-time; performing bank transactions, referring products and services to clients, conducting daily balancing, and customer service; strong interpersonal communication skills; cash handling experience; ability to work a flexible schedule to include Saturday's; positions available in Lima, Genoa, Perrysburg, Oregon, North Baltimore, Northwood, Ottawa, Fostoria and Toledo Financial Centers. Full-time position in Toledo (Franklin Park Mall) | Call: 1 877 800.5136 or on-line: www.skifi.com |
| | HVAC/R Technician | Lucas Metropolitan Housing Authority in Toledo is seeking an experienced individual to perform a variety of skilled tasks to inspect, install, and repair heating, ventilation, air conditioning and refrigeration systems and equipment; degree in HVAC plus four years experience in installation, service and repair of residential and commercial air conditioners, boilers, warm air furnaces, and residential refrigerators or equivalent; full-time; \$18.0853/hr w/overtime and full benefit package | Send resume specifying the position: Attn: Pamela Gilbert LMHA PO Box 477, Toledo 43697 |
| | HVAC Installer | Good driving record; appropriate skills (Port Clinton area) | Call: 1 800 404.3303 |
| | Insurance Agent | Looking for 21 years or older interested in a career with insurance sales; must be assumptive and assertive, business attire required everyday; must be flexible to accommodate customer's availability mornings/afternoons/evenings | Call: Richard Borchard 419 483.5147 (home) 419 744.7841 (cell) |
| August 29 | Treasurer for Licking Heights Local School District | Nominations and applications by qualified candidates are encouraged. Obtain application form from OSBA: PH: 614 540.4000; FAX: 614 540.4100; Email: m_walker@osba-ohio.org . Visit their website: www.licking-heights.k12.oh.us | Send resume, current Ohio Treasurer Certificate/License, Credentials and transcripts, five OSBA Treasurer Search Reference Forms (also from OSBA): Attn: OSBA Search Secretary OSBA Search Service Licking Heights Local 8050 N High St Suite 100 Columbus 43235-6482 |
| August 8 | Teacher | Seasonal part-time, non-exempt, range determined by level of education; communication and organizational skills, insured, dependable transportation; prefer 3 years early childhood experience; HS diploma or GED--\$8.35/hr; HS diploma or GED and CDA--\$9.05/hr; associate degree in ECE--\$9.90/hr; BA in ECE--\$11.05/hr | Send resume: WSOS CAC Attn: HR-T/RC/CG PO Box 590, Fremont 43420 |
| | Office Clerk | Part-time; no weekends, computer skills a must, office experience | FAX resume: 419 334-7134 (site in Fremont) |
| August 5 | Associate Director | Full-time administrator staff position beginning September 1. Responsible for planning, directing and administration of the educational operational, financial and human resource functions of the Cooperative Education and Internship Program (CEIP). | Send resume w/ 3 professional references: Attn: HR Office Search #: 03-051NF 100 College Park Office Bldg Bowling Green State |

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| | | Master's required, Doctorate or terminal degree preferred. Must have a demonstrated record of accomplishment as a faculty member researcher and/or administrator. Salary commensurate with education and experience; full benefit package | University Bowling Green 43403 |
| August 5 | Associate Director | Full-time administrator staff position beginning September 1. Responsible for recruitment, training, placement, education, and orientation of students into career-related cooperative education and internship experiences that contribute to student development beyond the classroom. Master's required. Two to four years related experience in cooperative education, career services, corporate recruiting, college relations and marketing. Salary commensurate with education and experience; full benefit package | Same as Above Search #: 03-052NF |

****At your request, we will FAX your resume in response to openings listed in JOBS! JOBS!***

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