

New Year. New *You* .



Job List for Week of 1-8-2018

Applications accepted at 3612 Kemp Blvd. Wichita Falls, TX 76308

Or online at www.expresspros.com

Fund Raiser

On behalf of our client we are looking for people who are interested in telephone work for special fund raising projects. We are looking for the right professional person with great phone and sales skills. You will especially love this job because you will receive a paycheck at the same time that you are helping others in a significant way. We are looking for pleasant, expressive people who enjoy talking to others and encouraging them to rally round a great community cause.

Part time Afternoon Teller

Local bank is looking for a Part Time Teller. Prior teller or cashier experience required. Candidates must have excellent customer service skills as well as cash handling skills. Schedule is Monday-Friday, from 12:30 pm to 5:30pm, and Saturday mornings on rotation. Pay is \$ 9.00/hr. Must be able to pass a drug screen and background upon applying.

Production Operator

Production openings to perform and properly record hourly line checks, chart SPC, load gaskets, stack and unitize pipe, and keep a clean work area and work in a safe manner. Applicants must have at least high school diploma or GED as well as a clean background. Pay is based on shift. Must be able to work any shift!! Pay starts at \$13.00/hr. and up depending on your shift.

Commercial Line Customer Service

Person able to communicate effectively, multi-task, team oriented, fast pace environment. Heavy phone. Good computer skills Temp to hire salary DOE

Lead Foreman

Local company in need of candidates with lead construction, carpentry and remodel experience. Clean background, clean drug screen and good work ethic is a must. Monday - Friday with possible overtime. These are temp to hire permanent positions. Apply today!

Part Time Teller

Local bank is looking for a Part Time Teller. Prior teller or cashier experience is a plus. Schedule is for the morning and afternoon shift flexibility is a must. Pay is \$9.00/hr. Must be able to pass a drug screen and background check upon applying.

Counter Sales/Worker

Local company in need of Counter Sales/General Labor. Job duties will include piling tickets, learning system, customer service. Plumbing knowledge would be helpful but is not a must. Pay is based on experience.

Forklift Driver/Wrapper

Worker needed to help wrap pipe in the warehouse area and the yard. This is a good way to show off your work quality for a long term role in the production area. This is hard work both inside and outside so the

right people must be able to handle the lifting and heat elements. Apply Today! PAY is \$11.76 - Monday - Friday 7AM- 330PM. Express Employment Professionals offers Medical/Dental/Vision insurance from DAY ONE of assignment.

Foundry Associates-General Labor

General Labor positions. Must be able to lift 100 lbs. You must be willing to work hard and willing to get dirty. Hours are 6:00am - 4:30pm Monday-Friday.

Glazer Trainee

Are you looking for a new career? We have a client that is looking for dependable people for their trainee positions. Window glazing is a trade role that is responsible for cutting, installing, and removing glass. Glaziers may work with glass in various surfaces and settings, such as windows, doors, shower doors, skylights, storefronts, display cases, mirrors, facades, interior walls, ceilings, and tabletops. If this is something you would like to learn and become skilled in apply today!!

Machinist

Must be hard working, responsible, self-starter, and dependable. Basic manual mill and lathe machine operating knowledge and some mechanical experience. Must be able to pass a drug screen. Possible evaluation to hire position. Pay is based on experience. Hours are 7a-4:30p Monday-Friday.

Welder

Local welding shop looking for a good welder. Must be able to pass a weld test, have a clean background and pass a drug screen. Pay is 10.00 & up. Hours are 8am - 4:30pm Mon. - Fri. Apply today!

Front Desk (Physical Therapy)

Medical facility is looking for a Energetic Front Office Receptionist. Must have experience with computers ability to answer multiple phone lines and able to work in a high patient load atmosphere. Experience is preferred but will train the right person. Must have great customer service skills and a positive attitude.

Campaign Associate

Under direction and guidance of the CEO and the Director of Resource Development, the Campaign Associate is charged with providing the quality information needed to expand the relationship base within corporate

accounts and across the broader community, allowing the CEO and the Director of Resource Development to broaden and deepen relationships with key constituents. This position performs work that is critical to the field staff's ability to focus its efforts outward and spend more face-to-face...

Switchboard Operator

Local company is looking for a switchboard operator. Candidates must have good customer service skills and experience answering multiple phone lines. Candidates must be available to work evenings and weekends. Pay is \$8.25 per hour. Hours are 7:00am - 3:00 pm. Must be able to type quickly and have good grammar and spelling. Express Employment Professionals offers Medical/Dental/Vision insurance eligible from DAY ONE of assignment. Express Employment Professionals (940)691-8367

Account Specialist/Receptionist Float

Responsibilities: Register patients, Collect & post payments daily, Audit tickets, and Work closely with patients on a professional level. Must have previous cashier experience, basic computer skills & knowledge and exceptional customer service skills. All Candidates must be able to pass a background and drug screen! Please apply today to be considered! Please bring in an updated resume with you, when applying for this position.

Vendor Driver

Service vending machines, ex: cokes, candy, snacks, etc. Driving and using dollies. Must be able to pass drug screen and have a clean driving record. This is an evaluation-hire position. Pay is 9.50 to start. Apply now!

Part Department-Grinder

Company looking for a Grinder!! Must have previous experience, be able to pass a drug screen and a background test. Apply today and interview ASAP!! Pay is BOE!!

Front Desk

Local Office needing someone who can answer heavy phones, book appointments and assist customers with a smile on their face. Very busy office previous office experience is a must. Bilingual is a plus.

Medical Assistant

Local medical office is looking for a Medical Assistant to fill a FT position. You must have experience in a fast-paced environment including experience with authorizations and procedure scheduling. Must be highly organized, professional, and able to manage a high volume of patients. Must be certified as a Medical Assistant.

Optical Technician

Assisting doctor in exam rooms and helping patients.

Manufacturing Support Operator

Demonstrate ability to read tape measure. Demonstrate ability to pass basic math skills test. Must be able to lift up to 50 lbs. Must be able to work 12 hour shifts with extended periods of standing

Production/Sewing Operator (days)

Team work, Good Attendance. No experience required.

Production/Sewing Operator (nights)

Team work, Good Attendance. No experience required.

Fitter Welder

Great company in Wichita Falls looking for fitter welders. All interested/qualified candidates must have 3-5 yrs. experience. Must be able to read blueprints and pass vertical, overhead, mig and flux core testing. If you meet this criteria please call or come by Express today! Pay will be BOE.

Animal Services

Local municipality in need of a Part-Time Building Maintenance worker for Animal Services. This position does not require any contact with any of the animals. Job requires general custodial duties. Vacuum, dust, take out trash, clean and maintain the grounds. If you or someone you know has experience in custodial/janitorial please apply. MUST have a clean background, pass a drug screen and have a valid DL. This is a part time evening position that is 20 hours a week. Hours are 5 PM-10 PM Monday thru Friday.



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Machinist / CNC Operators

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Mech. Maintenance

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Experienced Bank Tellers

Administrative/ Management Skills

Entry and Mid-Level Accountants

QuickBooks Experience

Experienced Accounts Payable/Receivable

Warehouse / Inventory

Shipping / Receiving

Delivery Drivers

Journeyman Plumbers

Journeyman Electrician

Apply today at

