



Employment

1819 Aberg Avenue ■ Madison, WI 53704-4201

& Training Association, Inc.

(608) 242-7402

*Since 1966 the Employment & Training Association (EATA) has been committed to providing employment and training services in a way that preserves personal dignity, considers individual needs and differences, and supports individuals and their families.*

*We hope these job leads help you with your employment goals! Good Luck!*

*EATA staff*

## **JOB LEADS**

### **01/31/2024**

[www.Madison.craigslist.org](http://www.Madison.craigslist.org)

#### **Part Time Weekends- Warehouse \$ 20.00 (Waunakee)**

compensation: **\$ 20.00** \ employment type: **part-time** \ job title: **Packaging/Warehouse**

Weekend positions available! 6a-6p Fri, Sat and Sun. You'll be working in a state of the art, climate controlled environment, doing entry level packing, inspection, palletizing of product. Ability to work independently or in a team atmosphere is required. Position requires frequent bending, twisting and ability to lift 40 #'s. Would need to be available for 2 out of the 3 shifts. Apply today, these will not last long. \$20.00 to start!

**Please email resume to 1b9808caf3b83855aca5721e0a393cb4@job.craigslist.org**

#### **Snow Plow Driver (Waunakee)**

Facility Pros

compensation: **\$25-\$30 per hour DOE** \ employment type: **part-time** \ job title: **Snow Plow Driver**

We are currently looking for a snow plow driver that has at least 1 season of snow plowing experience and knows how to run a V-Plow. You will be driving a nice Sierra 2500HD and new 9'2 V-Plow for a variety of property types. You will have a sidewalk shoveler in the truck with you and you will also be responsible for helping with sidewalks once plowing is done so you can get to the next account in time. **Please send me your phone number and experience to 0f46768d1ea73693995d276ab2bda3ba@job.craigslist.org.** Willing to pay \$25-\$30 per hour. Typical start time is midnight to 2am and usually a 6-10 hour shift depending on how much snow we have.

#### **Assembly- 2nd and 3rd Shift \$ 17.50 -19.00**

compensation: **\$ 17.50 -19.00** \ employment type: **full-time** \ job title: **Assembly**

Seeking detailed associates to assist general assembly duties. Will be utilizing drawings/images to do sub assembly of products. Must be comfortable using hand and air tools, have an eye for detail and maintain quality standards. Qualified candidates should be comfortable performing repetitive work, while on their feet for an 8 hour shift, lifting up to 50#'s on occasion and be willing to perform a variety of duties as assigned. We're currently hiring on 2nd and 3rd Shifts. Increase and excellent benefits offered after probationary period.

Pay increase after probationary period based on performance and shift: \$ 20-22

**Please email resume to d3e93561052c3349b0a101db7a96192b@job.craigslist.org**



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## **Building Facility Manager for SE Madison 5-7 commercial buildings (Madison)**

TB provided.

compensation: **Based on experience** \ employment type: **full-time** \ job title: **Building Manager**

Local Commercial Property Investment Company seeks All Around Facility Building Manager to be responsible for 5-7 buildings. Includes managing snow removal vendors, maintenance contracts, response to tenant requests, after hours alarms. Must be responsible and mature to handle all types of tenant situations. Jack of all trades welcome. Tenant requests may be small toilet or lightbulb issues, to bidding contractor Hvac replacements. Seeking experienced individual looking to manage a group of buildings. Rewarding relationships with tenants and Co-workers. Have a shop, tools, and maintenance truck. Property types are Retail, Industrial, Warehouse. Compensation based on experience.  
**Please email resume to 07da1b93eaba35fea93682ace169aca5@job.craigslist.org**

## **SNOWBLOWER OPERATORS & SNOW SHOVELERS NEEDED (Middleton)**

compensation: **\$30.00 per hour!** \ employment type: **part-time** \ job title: **Snow Removal**

Middleton lawn care and snow removal company is looking for help with snow blowing and shoveling snow from sidewalks, walkways, stairs, doorways and other areas our snowplows cannot reach. You must be available whenever it snows including weekends throughout the winter season. All equipment will be supplied. You will be riding in a truck along with a snowplow driver and be expected to get out and remove snow at different resident locations. You must be motivated, hard working and able to withstand lifting heavy snow, wind and cold conditions, etc. Since you will be on call for snow removal you must have a cell phone number where you can always be reached at. You must have a valid driver's license and dependable vehicle to get to our Middleton location, especially during a snow storm.  
**Please email a resume to 92f2b1670224369e9ef5e5329cc52b47@job.craigslist.org**

## **Maintenance Technician (Madison)**

FUR Property Management, LLC

compensation: **\$22.00-\$26.00 per hour** \ employment type: **full-time** \ job title: **Maintenance Technician**

**Maintenance Technician** FUR Property Management is looking to hire a full time Maintenance Technician to help maintain 282 units on Madison's west side. Experience is not required but is a plus. Candidates must be organized, motivated, reliable and have good communication skills.

**Responsibilities include:** - Painting

- Minor electrical and plumbing
- General problem solving/ mechanical aptitude.
- Must be available for on call rotation for maintenance emergencies.
- Able to do snow removal
- Timely completion of tasks and work orders
- Able to assist with snow removal.
- Perform other tasks as assigned.

**Requirements:**

- Basic understanding of electrical, plumbing and carpentry.
- Physically ability to lift 50 LBS

**FUR Property Management, LLC benefits include:** -Paid vacation -Paid holidays -Paid personal/sick days -Fun and fast paced work environment.

Apply today! Job Type: Full-time Pay: \$22.00 - \$26.00 per hour

The above responsibilities are not intended to be an all encompassing list. It is intended to be a guide reflecting the core principle duties.

**Please email resume to 4e2e19173f3a3524919091b113f2ea95@job.craigslist.org**



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## 1st Shift- Manufacturing/Warehouse (Northside Madison)

compensation: **Hourly wage depends on experience** \ employment type: **full-time** \ job title: **Manufacturing/Warehouse**

We have a 1st shift, Monday-Friday position open at our Northside Madison facility. This job does require some heavy at times. Forklift experience a plus but not necessary. Paid Weekly with benefits for full time position. Hourly wage depends on experience.

**Please send job history and your hourly wage requirements to [f8d8da68fd4e3ea1a6a55c2d2ff0980a@job.craigslist.org](mailto:f8d8da68fd4e3ea1a6a55c2d2ff0980a@job.craigslist.org)**

## Sales Associate- \$20-\$25/hr (Waunakee)

Clear Vision Prowash/Facility Pros

compensation: **\$20-\$25 per hour** \ employment type: **full-time** \ internship \ job title: **Sales Associate**

### About Us:

Clear Vision Prowash & Facility Pros are the leaders in commercial pressure washing, window cleaning services and janitorial services in the Greater Madison and Milwaukee Area. As a family run business, we pride ourselves on our quality services and customer service we offer to each customer. With our proven processes, we stand above the competition, and we strive to exceed customers' expectations.

**Job Description:** We are seeking a dynamic and enthusiastic Sales Associate to join our team. The ideal candidate will be responsible for learning about our business opportunities, building and maintaining strong client relationships, and driving revenue growth. Industry experience is not needed.

### Duties include:

New Sales- working with Sales Department, complete cold calls, perform walk-throughs and complete and present proposals; various other networking or sales-related research and functions.

Customer relations- maintain customer confidence, complete customer relations visits, respond to requests and concerns, provide new pricing, etc. In Field Work- Opportunities getting out into the field with our technicians to assist with monthly cleanings and assisting with large commercial cleaning jobs

### Requirements:

- Clean and valid drivers license
- Reliable transportation to and from the office
- Ability to stand/walk for long periods of time
- Flexible availability

### Benefits:

- 401(k) matching
- Health, Vision & Dental
- Paid time off

### Schedule:

- Day shift
- Monday to Friday
- 40 hours per week

**Please call 608-850-3147.**

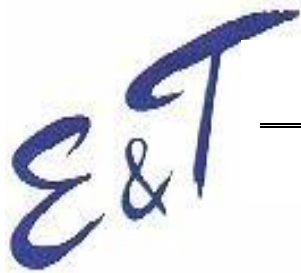
## Office help and sales tax reporting. with Quick Books data. (Sun Prairie)

DC Equipment

compensation: **21 to 23 an hour. Depending on Ability.** \ employment type: **part-time** \ job title: **Office mananger.**

Part time to help Enter data and Figure Sales tax. Can Work out when work is done, may only need 5 hours a month depending on the month.

**Please email resume to [400783c512343dba89891030786226a9@job.craigslist.org](mailto:400783c512343dba89891030786226a9@job.craigslist.org)**



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## Hiring Diesel Mechanics - Earn \$28-\$33/Hour - Premium Benefits - 401k - PTO (Madison, WI) LRS

compensation: **Earn \$28-\$33 per Hour** \ employment type: **full-time**

**Join LRS for an Open Interview in Monona, WI!**

**Explore Diesel Mechanic Opportunities!**

**Interview Date & Time:**

Monday, February 5th, 2024

2:00 PM - 6:00 PM Central

Tuesday, February 6th, 2024

9:00 AM - 1:00 PM Central

**Interview Address:**

1015 Femrite Drive,

Monona, WI 53716

**Diesel Mechanic:**

- Earn \$28.00 - \$33.00 per hour
- Medical, Dental, and Vision insurance
- 401k
- Paid time off
- Growth opportunities
- At least 2 years of relevant work experience

**Interested in a Career with LRS?**

**Apply Here:** <https://driverwave.com/jobs/854/diesel-mechanic-open-interview?cc=1882OBNS>

## Gutter Installer With Benefits ((Greater Dane County))

A-1 Seamless Rain Gutters

compensation: **Hourly \$20-\$25 per hour plus benefits based on experience** \ employment type: **full-time** \ job title: **Gutter Installer**

Local gutter company looking to add 2 or 3 energetic people to our team. Experience is preferred, but we are willing to train the right people. This position is for year-round work in both new construction and homeowner projects. Experience installing soffit and fascia is a plus! From the moment you clock in at the shop you are being paid until you clock out at the end of the day. Along with your hourly rate we offer paid sick days, paid vacation, health insurance, medical reimbursement, and 401k matching. Weekly attendance bonuses!

**Please call 608-438-6323.**

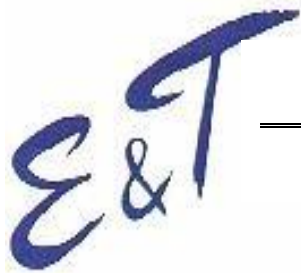
## Kitchen Help Needed - Line Cook (Madison, WI)

The Brass Ring

compensation: **\$18-\$22 per hour depending on experience** \ employment type: **part-time** \ job title: **Line Cook**

Work for a local, family owned business that values a supportive and respectful environment for its staff. Looking for kitchen help with some experience to work nights and weekends for a competitive rate. Expectations are a basic knowledge of cooking skills and restaurant experience in an environment that values autonomy and the ability to handle a fast paced environment. We offer well-presented, quality food cooked in a timely manner for people engaged in games (pool, trivia, shuffleboard, darts) and for people here in groups to celebrate. Competitive wages and a great culture to be a part of where we want everyone to look forward to coming here for their shift. Free pool is also a perk!

**Please email resume to [fa53cf98e56b31959fccb7214db05a3a@job.craigslist.org](mailto:fa53cf98e56b31959fccb7214db05a3a@job.craigslist.org)**



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## **VALENTINE'S DAY DRIVERS WANTED- \$230/ROUTE WITH COMPANY VAN (Stoughton)**

compensation: **\$230/Route** \ employment type: **part-time** \ job title: **Driver**

Exclusively Roses is a family owned company that supplies flowers to retailers in Wisconsin and Chicagoland. Valentine's Day is quickly approaching and we are seeking drivers for deliveries on **February 9th, 10th, 12th and 13th**.

Drivers deliver flowers from our location in the Stoughton business park to established routes of Walgreens stores in the greater Chicago area. Routes typically average around 5 stores. Drivers are **provided with a company van and fuel card**. All vans are equipped with Ipass. **For any questions** please contact us by email or at **(608) 877-8879**

## **UP TO \$18/HR- HIRING Valentine's Day Production Team Member (Stoughton)** Exclusively Roses

compensation: **Up to \$18/Hour** \ employment type: **part-time** \ job title: **Bouquet Maker**

Exclusively Roses is a family owned company that supplies flowers to retailers in Wisconsin and Chicagoland. Valentine's Day is quickly approaching and we are seeking bright and energetic individuals to arrange and package flowers from approximately **January 30th-February 9th**.

Wrappers are responsible for assembling a variety of floral arrangements. We put emphasis on beauty and quality. At the same time we strive to create an upbeat and supportive environment. We train. We are looking for hard workers but no experience is necessary.

### **Requirements:**

Positive attitude

Desire to contribute to a team

### **Benefits:**

Flexible scheduling- Days, weekends and nights Up to \$18/Hour

**For any questions** please contact us by email or at **(608) 877-8879**.

## **Live-IN Caregiver Wanted (Middleton)** Raymond's Home Care LLC

compensation: **Negotiable** \ employment type: **employee's choice** \ job title: **Live-IN Caregiver**

### **Qualifications**

All staff are required to wash hands thoroughly and frequently, and sanitize/wipe down tables, faucets, handles

Language: All

### **Responsibilities**

Help with organization and developing a clear routine with 4 independent male adults, provide prompts and reminders with hygiene needs, medication, Breakfast, lunch and dinner. Very easy and laid back. The roommates spend most of their time at their jobs or in their bedrooms. Light housekeeping and meals preps. Making sure the house is safe and roommates are safe.

Living is scheduled to be there over nights starting 9PM

Paid hrs will be negotiated depending on commitment & work ethic.

Paid hours are Monday-Sunday 8AM - 8PM.

This is your home and you are not paid for staying overnight, but you will receive free rent, free internet, free heat, free water, free food, free home phone.

You'll have your own private space plus you will have access to bathroom, shower, kitchen, internet, living room, food.

Must have a clean background check.

**Please email resume to [11d0ffd3c2993c039ed4acebc96ce8a7@job.craigslist.org](mailto:11d0ffd3c2993c039ed4acebc96ce8a7@job.craigslist.org)**



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## Plumber (UW-Madison)

University of Wisconsin - Madison

compensation: **The starting hourly wage is a minimum of \$45.69 per hour, depending on qualifications and includes a competitive retirement and benefits package.** \ employment type: **full-time** \ job title: **Plumber**

### Plumber

Join the University Housing Facilities Team as a Plumber!

Under the general supervision of the Housing Trades Supervisor, the Plumber position duties include but are not limited to: maintenance, repair, installation and alteration of water lines, sewers, water heaters, softeners, boilers, and kitchen and bathroom fixtures in Dining and Residence Halls on the UW-Madison campus.

Work with a team of professionals focused on excellent customer service with no sales component. Base hours will have a flexible start time: primary schedule is Monday - Friday with hours between 7:00am and 5:30pm with a rotating weekend schedule.

Excellent benefits: paid leave including vacation, legal holiday and sick leave, terrific retirement plans and all tools are supplied.

#### As a UW Employee You'll Receive:

- **Paid time off** – generous PTO and sick leave
- **State benefits** – excellent health, vision, dental benefits, and more
- **Referral bonuses** – refer other people you know and earn \$1,000 for each person hired

#### Minimum \$45.69 hourly, depending on qualifications

This has been identified as a Crafts Worker position. Crafts Workers may elect an increased vacation allocation with a corresponding reduction to the prevailing rate. Vacation elections with corresponding prevailing rates: 100 hours = \$47.16 hourly 140 hours = \$46.42 hourly 180 hours = \$45.69 hourly

#### Apply online at:

<https://jobs.wisc.edu/jobs/plumber-madison-wisconsin-united-states-0bcc7982-fa28-49a9-aff1-9983e1c09b89>

University Housing Human Resources

608-262-2766

EEO/AA

## Facilities Technician III (Madison)

Wisconsin Union- Human Resources

compensation: **\$23.00 per hour. This is a full-time appointment. For a summary of benefits, please see:** \ <https://www.wisconsin.edu/ohrwd/benefits/download/univstaff.pdf> \ employment type: **full-time** \ job title: **Facilities Technician III**

The UW Madison-Wisconsin Union is looking for an experienced maintenance technician to join our facilities team.

This position will work with other technicians, mechanics, and trades staff to keep our buildings and grounds beautiful and functioning perfectly.

The successful person in this position will be able to work well as part of a team but will also have the experience necessary to independently problem solve mechanical and maintenance issues.

This position is based at Memorial Union.

Come join the team that is dedicated to keeping our historic buildings and grounds at their best.

This position offers a comprehensive benefits package, including generous paid time off, competitively priced health/dental/vision/life insurance, tax-advantaged savings accounts, and participation in the nationally recognized Wisconsin Retirement System (WRS) pension fund.

Apply NOW!!

#### For more information and to apply:

<https://jobs.wisc.edu/jobs/facilities-technician-iii-madison-wisconsin-united-states-ba6f0caf-f976-442d-8c26-cb54ebab7482>





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## **Cheesemonger for Fromagination (Madison)**

### **Fromagination**

compensation: **Starting pay based on level of experience. Starting at \$15.00 (Additionally, employees receive a 30% store discount, 50% of lunch). Insurance after 3 months** \ employment type: **employee's choice** \ job title: **Cheesemonger Customer Service**

Fromagination Cheesemonger (Capitol Square, Madison)

Full-time and Part-Time positions available - 20-35+ hours per week

Fromagination, one of the top 10 cheese shops in the U.S., is looking for passionate cheesemongers.

Fromagination is looking for people who are passionate about hospitality, artisan cheese, foods, and beverages that pair with cheese and provide excellent customer service! Enjoy working in a small, locally-owned business with small artisan food producers around Wisconsin. Taste and learn about award-winning cheese and other foods.

Applicants must show a strong desire to learn, top-notch people skills, and a strong work ethic.

We are looking for people that have:

- A passion for providing excellent customer service

- Interest in cheese (of course) and artisan, hand-made, and small-batch specialty foods, beers, and wines

This is a fast-paced, front-of-house culinary environment. Applicants must show excellent people skills, a strong desire to learn and educate customers, and a good service ethic. In addition to general cut-to-order cheese work and other counter work, responsibilities include preparing the shop for opening and closing, caring for cheese, and preparing artisan catering trays and gift baskets.

#### **Requirements**

- Prior education in, or professional experience with, small-batch, artisan cheeses, and artisan beer is strongly preferred.

- Interest in artisan, hand-made, and small-batch specialty foods, wines, spirits, and beer.

- Available to work 25-30+ hours per week. Must be able to work Saturdays. Starting pay is based on the level of experience.

(Additionally, employees receive a 30% store discount.) Employees over 30 hours are eligible for a monthly health insurance stipend and choice of company plans.

**Please email resume to [b22a00763f1738e697337023fbc664fa@job.craigslist.org](mailto:b22a00763f1738e697337023fbc664fa@job.craigslist.org)**

## **Valet Attendant (College/High School Students Preferred)(Middleton) (Middleton, Wisconsin)**

### **Great Lakes Valet**

compensation: **Hourly rate plus Tips** \ employment type: **part-time** \ job title: **Valet Attendant**

#### **Job Requirements**

Outstanding customer service skills; Excellent driving record; Excellent teamwork skills; Comfortable with driving manual transmission - stick shift (preferred); Able to perform physical activities such as running, lifting, and bending.

#### **Job Responsibilities**

Serve all customers with exceptional and outstanding service to make them feel welcome;

Operate vehicles carefully when stacking, driving, parking or retrieving vehicles;

Be informed about the location and surroundings to provide reliable information to customers;

Make sure all cars are ticketed;

Ensure revenue control with cash handling, and equipment operation;

Verification of damages and follow up with claims;

Keep the location and booth organized and clean;

Maintain the provided uniform always well groomed;

Communicate with superiors of any issue, doubt, or question;

Other duties as assigned.

Work Hours Thursday - Sunday 4:30-10:00

**Please email resume to [greatlakesvalet@gmail.com](mailto:greatlakesvalet@gmail.com)**



**Bilingual Leasing Consultant (Fitchburg, WI)**

**Monarch Investment and Management Group**

compensation: **\$16/hr + Commission** \ employment type: **full-time** \ job title: **Bilingual Leasing Consultant**

ATTENTION – All CUSTOMER SERVICE & SALES PROFESSIONALS – IMMEDIATE HIRE

We are seeking a fun, energetic, customer-service and/or sales-oriented person who is ready to join our group, with real career growth potential! If this sounds like you, do not waste another minute waiting to apply to our Leasing Consultant opportunity.... We want to talk to you TODAY!

This role will lease apartments at New Fountains Apartments, a 576-Unit property located in Fitchburg, WI with a great day-time schedule and rotating Saturdays. Feel free to check us out at [www.mimginvestment.com](http://www.mimginvestment.com).

Previous apartment leasing experience is always a plus, but we are willing to train the right person with the right personality! If you are looking to transition from: serving tables, bartending, hospitality, customer service, retail, real estate, or sales, this could be the stepping stone needed to launch a long-term career in property management.

As a Monarch Leasing Consultant you are the first person a prospect or resident meets when they come home. For you it's not just a job, it's a career and you understand that for our residents it's not just an apartment, it's their home. You love interacting with all types of people and have a passion for creating unique experiences.

**\*\* BENEFITS \*\***

- Competitive hourly pay up to \$16/hr
- Monthly commission paid on new leases
- Annual reviews with the opportunity for a raise up to 5% every year
- \$500.00 - \$1,000 Employee Referral Bonus Program
- \$40.00 per month for health and dental coverage (Blue Cross)
- 401k planning and pre-tax contributions including a matching component.
- Vision, Life and Disability Insurance
- Paid Holidays (we offer extra outside of the standard federal holidays)
- Paid Time Off, 1st Year = 80 Hours, 2-4 Years = 120 Hours, 5+ Years = 160 Hours
- 20% off rent at any of our owned communities
- Paid additional training/school and tuition reimbursement program
- Yearly anniversary gifts
- Discount programs at partnered companies such as Verizon, Expedia, Office Depot and more

**\*\* REQUIREMENTS \*\***

- Previous multifamily housing leasing experience preferred but not required
- Must have good computer skills and be able to navigate software
- Have good verbal and written communication
- Be able to provide great customer service to our residents
- Willing to complete online class training
- Bilingual required
- Drivers License and reliable vehicle required

**\*\* RESPONSIBILITIES \*\***

- Greets, assists, and leases apartments to all prospective residents who enter the community
- Ensures appearance of the model apartment and target apartments are acceptable for showing
- Responsible for reporting market survey reports
- Must be aware of the "Curb Appeal" of the property
- Accepts and completes required application information from the prospective residents
- Creates all lease documents and facilitates getting all parties to sign where required
- Maintains and updates Property Information Handbook and Advertising Log Book
- Assists Property Manager in ensuring all property marketing is current, accurate, relevant and at its greatest effect
- Responsible for daily marketing efforts through Craigslist and/or other outreach
- Helps Assistant Property Manager in building and maintaining a resident relations program

**Please email resume to [43fa4f04991039a49d0dcdb1e6f2409a@job.craigslist.org](mailto:43fa4f04991039a49d0dcdb1e6f2409a@job.craigslist.org)**





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### **Flooring Installer Wanted (Madison)**

Surfaces Etc.

compensation: **20.00-35.00 Per hour** \ employment type: **full-time** \ job title: **Tile / Flooring Installer**

Looking for motivated worker for installing flooring. Surfaces Etc. is looking for a trustworthy, hardworking team player that is a self starter & will take pride in their work. Looking For Someone With some Experience installing wood flooring, Tile, or LVT/ LVP. On the job training for the right candidate. If you are looking to learn, we are willing to teach. Surfaces Etc. is a recognized leader in providing beautiful customized tile showers and exceptional flooring installation. For more information Pay is based on Experience \$\$20-35. Per hour plus 401k and Holiday Pay after probation period. Must have valid Driver license and References.

**Please email resume to 2cd265e6c38a39a7b452135d34ec58aa@job.craigslist.org**

### **Hosts Needed (Madison)**

Off Broadway Drafthouse

compensation: **Hourly plus times** \ employment type: **part-time** \ job title: **Host**

Off Broadway Drafthouse is looking to fill a few host positions open for week & weekend days/nights, immediate need for Tuesday lunches (10:30-2), Thursday, Friday and Saturday nights (4or5pm-9pm). Part-time hours available to the right person. We are a scratch kitchen with a great menu and 24 craft beers on tap as well as many signature cocktails. We offer health and dental to full-time employees after 90 days. Our hours are Tues-Thur 11am-10pm; Friday 11am-11pm; Saturday 11am-11pm; Sunday 11am-10pm. Shifts are usually 3-5 hours. We stop serving food at 9pm Sun, Tues-Thurs, Fri & Sat 9:30 pm.

Looking for 15-20 hours per week flexible schedule for our part-time positions. We are closed on Mondays and most major holidays! Immediate start available. Hourly wage plus tips!!

**Please email resume to a8bfb5739b4e34e5b5a4cabab5494c85@job.craigslist.org**

### **Swimming Pool & Hot Tub Service Technician (Verona)**

Olson Toon Landscaping

compensation: **\$18.00-\$30.00** \ employment type: **full-time** \ job title: **Pool Technician**

weekly chemical checks, installation of new liners & covers

401(k)

401(k) matching

Cell phone reimbursement

Dental/Health/Vision Insurance

Paid Training

**Please email resume to ec89f9d3f5813a5a93c1b2f9be97877a@job.craigslist.org**

### **Lawn Maintenance (MADISON, WI)**

Olson Toon Landscaping

compensation: **\$18.00-\$28.00 per hour depending on experience, full benefits** \ employment type: **full-time** \ job title:

**Lawn Maintenance Crew Members**

Lawn maintenance laborers needed! Mowing, pruning, lawn applicators

**Please email resume to cc7908dc3f623eeb9746377a32239afc@job.craigslist.org**



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### **Servers (Middleton, Madison, Verona)**

compensation: **Varies - hourly + tips** \ employment type: **part-time** \ job title: **Server**

We are a locally owned restaurant group expanding to a new location and are looking to add members to our server team. We are seeking team members who strive to provide a high level of customer service, have the ability to multi-task, pay attention to detail, maintain good communication skills, are willing to learn and love to have fun. Serving experience preferred but not required. Daytime/Evening/Weekend shifts available.

**Please email [accounting@salsapantsinc.com](mailto:accounting@salsapantsinc.com) with inquiries.**

### **!!Office Cleaners Needed (Madison)**

compensation: **\$40-50 per night** \ employment type: **part-time** \ job title: **Office cleaning**

Office cleaning

2-4 nights per wk

After 6pm

Must have reliable transportation

Must be able to lift 40 lbs

**Please email resume to [06d8832ed1d73cf488b8c1239e882c09@job.craigslist.org](mailto:06d8832ed1d73cf488b8c1239e882c09@job.craigslist.org)**

### **\$20hr Material Handler-Jobsite Crew-start right away! (Madison)**

compensation: **\$20hr** \ employment type: **full-time** \ job title: **Material handler**

We are seeking a material handler to work on site at a job site of ours doing receiving of materials at docks and distributing throughout the medical complex. Product will be on pallets, and carts. Will use dollies and pallet jacks to deliver throughout job site. Must be dependable and have a great attitude.

1st shift-Monday -Friday 630am-3pm.

weekly pay

direct deposit

we are looking for someone to start right away

**Please email resume to [f083dd60ae1e36b0b5c297887178bc50@job.craigslist.org](mailto:f083dd60ae1e36b0b5c297887178bc50@job.craigslist.org)**

### **Assistant Sausage & Pizza Maker(FT & PT) (Monona)**

Fraboni's Italian Specialties & Delicatessen

compensation: **wages based on experience and availability** \ employment type: **employee's choice** \ job title: **Assistant Sausage & Pizza Maker(FT & PT)**

Join our Kitchen Team and learn to make fresh sausages, sandwiches, meatballs, frozen pizzas, salads, dressings and more!

Full-time and part-time spots available at our shop in Monona.

Daytime hours(8am-4pm) Monday thru Friday with additional opportunities on the weekends.

We offer competitive pay, benefits and PTO for full-time staff, shift meal and beverages, flexible scheduling.

No experience necessary; we'll train you.

**Send a resume to [info@frabonideli.com](mailto:info@frabonideli.com) or fill out an application at [frabonideli.com/employment](http://frabonideli.com/employment)**



Employment

1819 Aberg Avenue ■ Madison, WI 53704-4201

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## Health Center Cook (Madison)

Capitol Lakes

compensation: **\$17.00 - \$23.00 / hr DOE** \ employment type: **full-time** \ job title: **Health Center Cook** \ non-profit organization

Capitol Lakes, Madison's premier upscale senior living community, is seeking an experienced **Health Center Cook** to join our team of culinary professionals to create awesome food for our fine-dining restaurant, upscale casual Bistro, catering services, and/or all other areas of our culinary program. Baking experience is a plus! We are not a nursing home or retirement community. At our luxury, resort-like community, we are driven to provide our residents with the best food the Madison Area has to offer, so our residents don't need to leave home for an incredible culinary experience. Come join us in pushing the envelope! The successful candidate will find great satisfaction in making people happy through food—rock stars do it with guitars and drums; we do it with knives, the best ingredients we can find, and awesome skills. Additionally, we provide regular and consistent working hours and no more 11 pm or 2 am closing shifts!

**Work Schedule:** 10:30am - 7:00pm; weekend availability required

**Compensation:** \$17.00 - \$23.00 / hr DOE

We offer a morale-driven and friendly work environment (we want you to enjoy coming to work each day), competitive wages, and other fantastic benefits:

- 90% Subsidized Medical/Dental/Vision
- Daily Pay Option - PayActiv
- Group life insurance
- Generous PTO (paid time off) plan
- 401k with employer match
- Employer-contributed retirement plan
- Free/Discounted on-site meals
- Educational Reimbursement program
- Access to on-site fitness center w/pool
- Free Employee Wellness classes
- Employer paid Life Assistance Program
- Discounted downtown parking
- Discounted bus passes
- Employee Referral Bonus Program

A valid Food Handlers card is required and a ServSafe Food Safety Manager certificate is a plus.

**Click here to apply on our website:** <https://careers-prsmanagement.icims.com/jobs/12068/health-center-cook/job?mode=view>

## PT/FT Deli Clerks & Cashiers @ Fraboni's (Monona)

Fraboni's Italian Specialties & Delicatessen

compensation: **wages based on experience and availability** \ employment type: **employee's choice** \ job title: **Deli Clerk/Cashier**

Looking for a new gig? Need a Part-time job that fits with your school schedule? Got kids in school and looking to get out of the house during the day? Fraboni's is looking for part-time and full-time weekday and weekend help in the deli at our store in Monona, WI.

**What you'll be doing:** -answering the phone, greeting customers, taking orders-making hot and cold sandwiches, dinners, scooping salads and olives-cleaning, packaging, stocking, prepping-run the cash register, open/close the store, help in the kitchen as needed

**What we provide:**

-competitive pay, flexible scheduling, benefits for full-time employees-a safe, comfortable, and positive work environment-paid training, shift meal and beverages, room for advancement in our shop

**What you need:**-a positive attitude and willingness to learn-good communication skills-at least two days per week that you are available to work

We are a family owned and operated business and treat our employees like family members. No previous food experience necessary; we are happy to train you.

**You can apply online at [www.frabonisdeli.com/employment](http://www.frabonisdeli.com/employment) or send your resume to [info@frabonisdeli.com](mailto:info@frabonisdeli.com)**



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## Lead Generation Specialist (Madison)

TeleReach Corporate

compensation: **Pay Per Appointment** \ employment type: **contract** \ job title: **Lead Generation Specialist** \ telecommuting ok

Lead Generation Specialist (REMOTE) **Apply Here:** <https://telereach.com/careers/job-app/>

TeleReach Corporate is looking for REMOTE Lead Generation Specialists to join their growing team.

Are you seeking a career that will allow you the ability to work from home with a greater earning potential? We offer both.

As a Lead Generation Specialist with TeleReach, you will utilize your strengths and our company training to:

- Set qualified appointments for our clients• Manage pipeline through our CRM system• Make 110 to 240 dials per day• Set an average of 2 to 6 appointments per day

**Here are just a few reasons you'll love working for TeleReach:**

- Company Provided Contacts (Prospect List)
  - Growth – daily skill building, weekly Lunch & Earns
  - Advancement opportunities
  - Performance rewards- opportunity to earn numerous production-based awards and incentives
- Our producers come from diverse professional backgrounds, many of which have previous sales or cold calling experience. Our successful producers typically possess the following skills and abilities:

- Sales-minded• Skilled Cold Caller• Passion for People• Goal-oriented• Time Management Skills• Organizational Skills

**Compensation**• Total compensation - \$35K to \$85K• Flexible schedule

We invest in your success. Take control of your career and impact the lives of others one dial at a time.

**Apply Here:** <https://telereach.com/careers/job-app/>

## Production Shop Manager - Product Development CNC, 3D Printing (Madison, WI)

Upstream Outfitters

compensation: **\$25+ hourly, or equivalent salary for full time shop management position, based on experience. Paid vacations and holidays, Medical/Dental, Retirement Plan + Matching.** \ employment type: **full-time** \ job title: **Production Shop Manager**

We want to work with other people with a passion for making, and who want to do good work. If that sounds like you, please get in touch.

### Current Shop Tooling

- Prusa 3D Printer Platform Printing & Maintenance- Bambu 3D Printers- HAAS VMC- Mori CNC Lathe- CNC Router (ShopSabre)- Steel & Aluminum welding (delicate work), 4x8 5/8" hole fixture table

### Responsibilities

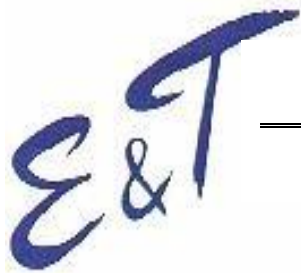
- Working with designer to evaluate new product ideas, and produce and refine prototypes- Development and management of prototype and production build schedules- Planning and documenting production strategies- Development of product BOM for production including sourcing and ordering materials required.- Maintain material inventories, tooling, and supplies sufficient to maintain production schedules.- Shop management, driving a culture of safety in a clean, orderly, and organized shop- Overseeing facility functions, including waste management, equipment management, layout, and equipment purchasing and maintenance.- Manage, mentor, and train production shop staff

### Qualifications

- Minimum 5 years experience working in a manufacturing or fabrication environment- Team Lead / Production Management / Shop Management experience- Technical production experience setting up and operating CNC equipment including VMC, Lathe, Routers and 3D Printers- Ability to read and understand mechanical drawings, assembly instructions, and documentation- Ability to inspect finished products to ensure production with tolerances- Self starter and independent worker capable of working and resolving or raising issues with minimal direct supervision- Possess strong verbal and written communication skills- Strong attention to detail- Experience developing and documenting shop procedures and production processes/workflow- Ideally an education background in manufacturing and fabrication

**Key Skills**- Process Organization & Documentation (Documenting production practices for machinists to run jobs)- Shop Management

**Please email resume to 265faed4462e32acb7d6e116fefbf47e@job.craigslist.org**



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**Apply at [www.indeed.com](http://www.indeed.com)**

***Carpenter Rough Framing - job post QBC, LLC Madison, WI***

\$18 - \$30 an hour - Full-time

Ready for a rewarding construction career? At QBC, you'll build your skills while receiving great pay and benefits and doing stable, year-round work. Our leaders will train you as fast as you can master it. And every day, you'll get to build big things and see the results of your work. Plus, you'll be eligible for our Leadership Training Program and pay increases based on your performance bi-annually.

As a Rough Framing Carpenter, you'll work with a team to frame apartment complexes in and around the Madison, WI area. Working closely with company owners, you'll quickly develop construction skills that you can use for your entire career. If you're strong, active worker, Rough Framing **IS** right for you! No experience is required.

We are an Affirmative Action/Equal Opportunity Employer.

**Benefits:**

**\$1,000 Sign On Bonus**-Conditions Apply

On the Job Training-No experience is required

Bi-Annual Reviews with Pay for Performance Wage Increases

Paid Holidays Paid Vacation Time Health, Dental and Vision 401K with Company Match Company Paid Life Insurance Employee

Assistance Program Recognition Bonuses Referral Bonuses

Personal Development/Leadership Training Job Type: Full-time Pay: \$18.00 - \$30.00 per hour

***Window/Door Installer - Crew Lead - job post Aht Wisconsin Windows Madison, WI***

From \$23 an hour - Full-time

**We are looking for an experienced Window Installer to lead their own crew.**

We provide excellent hourly pay with a bonus plan, paid training, 1st shift Monday - Friday hours, a company vehicle, paid travel time to and from the jobsite in addition to an employee focused atmosphere.

**About AHT Wisconsin Windows**

AHT Wisconsin Windows has been providing Wisconsin homeowners with premium quality windows and doors since 1967. We are a family owned business with a mission to provide superior quality windows and doors, expert installation and responsive customer service for homeowners in Wisconsin. As a family owned business with a solid reputation we care about our employees and our customers. We go all out to make sure every member of our team feels valued, appreciated and is happy with their job, knowing this will further enhance customer satisfaction.

**AHT Wisconsin Windows Offers You:**

- **Unlimited earning potential:** Hourly pay starts \$23.00 per hour, or more, depending on experience. In addition to excellent hourly pay we have bonus plans to motivate and reward strong performers.
- **Ongoing training and support:** We are committed to our team members success. We provide continued management support, coaching and training to make sure you are performing at the highest level possible.
- **Advancement opportunities:** For those who are interested we offer a career, not just a job, and are a company you can grow with.
- **Consistent work:** Our Installation team members work year round, 1st shift Monday - Friday
- **Great benefit package:** Paid training, health, dental, 401k with company match.
- **Tools:** We provide all the tools, no need to invest in your own tools.
- **Company vehicle & paid travel time:** We provide a company vehicle and pay travel time to and from each customers location.
- **Superior products, service and warranties:** Read all about us at [ahtwindows.com](http://ahtwindows.com).

**What We Need From You**

- **Window installation experience:** Minimum of 2 years window installation experience is required. Door installation experience is a plus.
- **Crew Lead / Supervisory experience:** Minimum of 1 year supervisor experience / experience leading a crew.
- **Drive to succeed:** We are looking for only the best to join our team.
- **Quality focused:** We need team members who put quality first and take pride in a job well done.
- **Driver's license:** Travel is required to each customers home using the company provided vehicle.
- **Ability to lift 50 pounds:** Window installation requires the ability to lift up to 50 lbs. consistently.



Employment

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**Concrete Construction Laborer - \$20/hour ON THE JOB PAID TRAINING!! - job post Hottmann Construction**  
**6156 Darlin Drive, Dane, WI 53529**

From \$20 an hour - Full-time

**The Concrete Laborer position is responsible for the completion of concrete jobs, meeting company productivity, quality, and safety targets.**

**Tasks include:**

- Lay out of projects
- Setting and stripping forms (both aluminum and wood)
- Pouring concrete
- Finishing concrete
- Residential and Multi-Family Projects
- Interior and Exterior Flatwork

**Why work for us?**

- Work available 12 months of the year!
- PAID EVERY WEEK!
- Opportunities for advancement
- On the job training
- Benefits offered to all full time employees
- Great people
- All the latest technologies and equipment

We are an Equal Opportunity Employer and do not discriminate against applicants due to race, ethnicity, gender, veteran status, or on the basis of disability or any other federal, state or local protected classes.

Job Type: Full-time Pay: From \$20.00 per hour Expected hours: 30 – 70 per week

Benefits: 401(k) 401(k) matching Dental insurance Employee assistance program Health insurance Life insurance Paid time off Referral program Vision insurance

**General Laborer - Weekly Pay + Benefits - job post TruGreen**

**4626 Dutch Mill Road, Madison, WI 53716**

\$850 - \$1,200 a week - Full-time

**What's In it for YOU!**

- A job that keeps it interesting&mdash;no two days are alike, and you get to work outside instead of inside a stuffy office
- Awesome teammates who are dedicated to our values, customers, lawn science, and YOU!
- Competitive wages
- Average income is \$850 - \$1,200/week (based on an hourly rate and average bonuses earned for qualifying specialists meeting performance expectations)
- Affordable medical and prescription drug plans
- Financial health resources, including 401k
- Training & Development
- Paid Time Off/Sick Leave

**Your Responsibilities**

You are a TruGreen ambassador, responsible for creating positive relationships between our customers and our products. You help our customers live life outside.

Responsibilities include:

- Administer timely lawn applications
- Diagnose and correct customer problems through service calls and other communications
- Recommend and sell products and service information to new and existing customers, resulting in growth of our customer base
- Complete production reports, new sales forms, customer invoice forms, daily vehicle inspection report, and cancel/skip notices
- Note: All positions require a valid driver's license, and some may require appropriate state/local licensing

**Included Roles**

- Lawn Specialists (Residential or Commercial) Tree & Shrub Specialist Aerator Laborer Warehouse Technician





***Lawn Care and Snow Removal - job post Deejays Lawn Care and Plowing***

**5901 South Bird Street, Sun Prairie, WI 53590**

\$24.90 - \$26.60 an hour - Temporary, Seasonal

We are professional, agile, fast-paced and our goal is to Add employees to grow our locally owned and operated family business.

Our work environment includes:

- Food provided
- Growth opportunities
- Modern office setting
- Food provided
- Work-from-home days
- Wellness programs
- Regular social events
- International workforce
- Flexible working hours
- Growth opportunities
- Casual work attire
- Company perks
- Flexible working hours
- Safe work environment
- Lively atmosphere

**Duties-** Operate snow plow equipment to clear roads, parking lots, and sidewalks of snow and ice- Use hand tools and power tools to remove snow and ice from walkways and entrances- Perform tree trimming and groundskeeping duties as needed- Assist with hardscape projects, including digging, leveling, and installing materials- Mow lawns and maintain garden areas- Irrigate plants and maintain proper watering schedules

**Experience``**- Previous experience operating snow plow equipment is preferred- Familiarity with hand tools and power tools used in snow removal and groundskeeping- Knowledge of proper tree trimming techniques and safety procedures- Ability to operate machinery safely and efficiently- Strong attention to detail and ability to follow instructions

Note: This job description is not intended to be all-inclusive. Employee may perform other related duties as required to meet the ongoing needs of the organization

***Automotive Detailer - job post Zimbrick Audi of Madison***

**2400 Rimrock Road, Fitchburg, WI 53713**

\$14 - \$17 an hour - Full-time

Duties:

- Perform automotive detailing tasks such as washing, waxing, and buffing vehicles
- Clean and vacuum vehicle interiors, including upholstery, carpets, and windows
- Apply window tinting to vehicles as needed
- Drive vehicles to and from designated areas within the facility
- Provide excellent customer service by addressing customer inquiries and concerns
- Maintain a clean and organized work area

Experience:

- Previous experience in automotive detailing is preferred but not required
- Knowledge of custodial and cleaning procedures is a plus
- Ability to work efficiently in a fast-paced environment
- Strong attention to detail and ability to maintain high-quality standards
- Excellent communication and customer service skills

Please note that this job description is not exhaustive and additional duties may be assigned as needed.

Job Type: Full-time

Pay: \$14.00 - \$17.00 per hour

Expected hours: 40 per week

Schedule: Monday to Friday



### ***Traffic Control - General Laborer - job post Mega Rentals, Inc. Madison, WI 53718***

\$70,000 - \$85,000 a year - Seasonal, Full-time

**Mega Rentals, Inc.** is actively seeking a collaborative and hardworking **full-time Traffic Control Technician** to work as part of our team, that gets work done and helps us accomplish company goals. Are you ready to **take your career to the next level**? Do you want to work for a **highly respected and stable company**? Are you committed to doing quality work and motivated to continually improve your skills? If yes, read on about this job! This **general labor** position earns a **competitive hourly rate and prevailing wage** opportunities. We provide **amazing benefits and perks**, including **year-round benefits for seasonal employment, company paid training, and weekly pay**. If this sounds like the right opportunity for you, **apply today to be a Traffic Control Technician!**

#### **ABOUT MEGA RENTALS, INC.**

Mega Rentals, Inc. provides traffic control and pavement marking services throughout the state of Wisconsin. We operate on the core values of **Excellence, Dependability, Honesty, Teamwork, and Safety** to obtain 100% client satisfaction. Our belief is that quality service comes from quality people. If you share these values and want to get in on the **competitive pay** and **awesome benefits**, you'll fit right in at our company.

#### **A DAY IN THE LIFE OF A TRAFFIC CONTROL TECHNICIAN**

In this position, each day will be different. You will operate company vehicles to deliver equipment to job sites. You will install portable changeable message signs (PCMS) and arrow boards. You will set up and remove lane closures, ramp closures, road closures, etc. Most importantly, you ensure the **safety** of contractors and motorists navigating work zones throughout Wisconsin.

As a **Traffic Control Technician**, you need to be willing to work nights, weekends, and varying shifts. You need the ability to walk long distances consistently and drive for extended periods of time while maintaining a valid driver's license and an excellent driving record. This **general labor** position also requires the ability to work in differing weather conditions and the ability to lift a minimum of 50 pounds repetitively, reach overhead, bend, kneel, and twist.

### ***Warehouse Associate - job post Uline Union Grove, WI 53182***

\$25 - \$32 an hour - Full-time

**Pay from \$25 to \$32 per hour - That's up to \$63,000 - \$80,000 per year with bonuses!**

#### **Kenosha Branch**

**12355 Uline Way, Kenosha, WI 53144**

Uline: Where hard work and hustle are valued and rewarded.

**Shift Available:** Monday - Friday, 10:30 AM to 7 PM.

#### **Position Responsibilities**

- As a Warehouse Associate / Forklift Operator, work independently to compile and ship orders.
- Progress in your warehouse career to increasingly more independent and advanced roles.
- Get certified on multiple pieces of industrial equipment, such as a Forklift.
- Contribute to our industry-leading warehouse safety record.
- Report to Warehouse Management Team.

#### **Minimum Requirements**

- High school diploma or equivalent.
- Desire to work in a fast-paced, organized and positive warehouse environment.
- Ability to frequently lift, push, and slide packages that typically weigh up to 50 lbs, and may weigh up to 70 lbs.
- Ability to work full-time, 40 hours per week.
- Attention to detail and good time management skills.

#### **Benefits**

- Complete medical, dental, vision and life insurance coverage, Flexible Spending Accounts and wellness programs.
- 401(k) with 6% employer match.
- Paid holidays and generous paid time off.
- Tuition Assistance Program that covers professional continuing education.
- Bonus programs that include annual performance, sales goals and profit-sharing.

#### **Employee Perks**

- Best-in-class, clean, modern facilities.
- First-class fitness center with complimentary personal trainers.
- Over four miles of beautifully maintained walking trails.



***Warehouse Shipping Associate - job post Stearns Packaging Corporation***

**925 Walsh Road, Madison, WI 53714**

From \$20 an hour - Full-time

Under the direction of the Warehouse Manager, the Warehouse Associate is someone who performs a variety of warehouse duties. Duties include shipping and receiving product. This is a non-supervisory position. Candidate picks orders, prepares freight, loads with correct product, correct quantity with proper labeling and banding. Candidate also unloads trucks, moves material from the receiving area throughout the warehouse, operates forklift and may perform critical functions for maintaining proper inventory. Duties include keeping warehouse organized as well as bringing components and supplies to production lines when needed.

- Candidate must be punctual and work 40 hours a week.
- Candidate must be able to lift materials weighing up to 55 lbs as needed.
- Candidate must be able to drive a forklift.
- Candidate must be able to listen to direction and be detail orientated. Must pay attention to the differences in product identity and product location, maintain correct inventory count, be able to read a pick list and correctly count the product required to fulfill and order
- High school degree or GED required. Candidate must be able to do basic math and count accurately.
- Candidate must be able to prepare orders by creating pallets with product, use a scanner to update inventory, wrap pallets, load and unload trucks with product and packaging.
- Candidate must be able to keep warehouse organized and clean.

Job Type: Full-time Pay: From \$20.00 per hour Expected hours: 40 per week

Benefits: 401(k) Dental insurance Employee assistance program Employee discount Flexible spending account Health insurance Life insurance Paid time off Vision insurance

Schedule: 8 hour shift Day shift Monday to Friday

Application Question(s): Did you take the skill assessments?

Education: High school or equivalent (Required)

Language: English (Required)

License/Certification: Forklift Certification (Preferred)

***Non-CDL Appliance Delivery Team - job post Hub Group***

Waukesha, WI

\$4,000 a week - Full-time

Forward Final Mile is looking for an Owner Operator/Independent Service Provider Driving Team for appliance delivery routes with basic hook up, in and around the **Waukesha, WI** area. Appliances being installed can range from refrigerators, freezers, ranges, hoods, microwave ovens, dishwashers, trash compactors, washers, dryers and other home appliances.

**Average Weekly Gross:** \$4,000 / week

**Schedule:** Monday – Saturday

**Location:** Waukesha, WI

**Duties and Responsibilities:**

- Timely and accurate delivery including install of appliances
- Select and use basic tools to assemble, adjust and install various appliances
- Must be able to follow complex installation instructions as per manufacturer specifications to complete installation of Refrigerators, Dishwashers, Stoves, Laundry, etc.
- Loading and unloading up to 75 - 600 lbs. with the assistance of an appliance dolly/appliance big wheel

**Requirements:**

- 24-26ft box truck with lift gate
- Provide a two-person delivery team
- Must have personal set of tools
- Valid Driver's License with good driving record - Driver : active MC and DOT number with the FMCSA
- Professional work experience as an Appliance Installer or a willingness to learn the trade
- Must be 21 years of age

**For more information please contact recruiting at (888) 883-9394**



**Mover / General Labor - job post TWO MEN AND A TRUCK® New Berlin, WI 53151**

\$21 - \$24 an hour - Part-time, Full-time

**Mover pay range: \$21-\$24 per hour! (includes base pay, tips, and bonuses)**

**WHAT WE OFFER**

- **ON THE SPOT OFFERS!** Weekly new hire orientations mean you get to work fast!
- **Paid Weekly!**
- **Benefits:** Health, Dental, Vision, Life Insurance, Paid Time Off, and 401k
- **Flexible scheduling!** Your work-life balance is important to us!
- Sunday's off!
- **Employee Referral Program!** \$200 employee referral bonus incentive – invite your friends/family to work here with you!
- **Career advancement opportunities!** We want to see you grow personally and professionally.
- **Travel opportunities! See new places and meet new people with long distance opportunities. We pay food and lodging when traveling!**
- **Off nights and Sundays!**

**WHAT YOU'LL DO**

You and your team will...

- Work together to provide exceptional customer service as you safely move, pack, and unpack customer belongings
- Greet customers upon arrival and complete a walk-through of the home/business
- Load and unload a 26-foot moving truck
- Safely operate the truck and perform daily truck inspections and moving equipment inventory checks
- Previous experience in general labor, landscaping, construction, production, manufacturing, factory, assembly or warehouse helpful

**WHO WE'RE LOOKING FOR**

- **We hire for attitude and train for skill;** however, experience in general labor positions such as truck driving, construction, landscaping, or warehouse labor is helpful
- Must be 18 years or older for movers
- High school diploma or GED
- Ability to communicate professionally, verbally, and in writing, in English
- Good work ethic and a positive, professional attitude
- Physical stamina to lift/carry 100 pounds or more repeatedly throughout the day
- Willing to submit to pre-employment background check, drug screen, and random drug screens

Life at **TWO MEN AND A TRUCK®** is never boring — as movers and drivers work every day in an ever-changing environment, having the best views of scenery this country has to offer! Our core purpose is to move people forward – and that includes our employees! Our team lives out the core value of “be your best and have fun” on a daily basis, and we’re looking for customer-service oriented individuals to contribute to our awesome team!

**Heavy Equipment Operator/Laborer - job post Halquist Stone Company, Inc.**

**N51W 23563 Lisbon Road, Sussex, WI 53072 \$27 - \$30 an hour - Full-time**

Halquist Stone Company has an immediate opening for a ambitious hands-on individual to operate and maintain various pieces of stone processing equipment. Candidates should have at least one year of experience operating a variety of heavy equipment, including front loaders, skid steers, and cranes. Job Duties and Responsibilities are as follows but not limited to:

- Inspect large equipment before and after use to ensure they are working properly
- load and unload cargo and move them to the appropriate storage area
- Perform regular maintenance and minor repairs when necessary
- Report needs for larger repairs to the appropriate parties

**Job Requirements and Qualifications:**

- High school diploma or equivalent
- Knowledge of proper operation of heavy equipment as well as safety standards
- Strong work ethic and physical ability to lift 50+ pounds



## Employment

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### **Parts Counter Representative - job post Kelbe Brothers Equipment Co. Inc.**

**4621 Dutch Mill Road, Madison, WI 53716**

\$21 - \$25 an hour - Full-time

Kelbe Brothers Equipment Company is proud to offer a full-time Parts Counter Representative position in the Madison area.

Kelbe Brothers Equipment is a family-owned business established in 1953 with headquarters in Butler, WI, and branches in Madison, WI and De Pere, WI. Our high percentage of long-term employees shows our great work environment and commitment to work/family life balance.

The position includes a wide range of duties and requirements:

- Provide exceptional customer service.
- Assist customers & shop technicians with part identification and orders.
- Review and approval of parts vendor invoices.
- Check in daily shipments for accuracy & receipt in appropriate documents.
- Maintain parts inventory levels & place appropriate stock orders.
- Restock parts in correct bins as stock orders arrive.
- Pull & package parts for shipping via UPS or truck.
- Shipping & receiving duties, including operating a forklift (will train).
- Keep stockroom, showroom & office area organized and clean.
- Helping to check in/out rental equipment from customers

**Qualifications:** While performing the duties of this job, the employee must be able to stand, walk and climb stairs throughout a 8-10 hour day; with frequent use of computer keyboard, calculator, telephone, step stool & ladder, fork lift operation (will train) and lifting up to 50 pounds. Experience in the construction equipment industry is not necessary, but a positive attitude, desire to learn, and willingness to work effectively with a team are must-haves.

Wage range, \$21-25/hr, based on applicant experience/knowledge. Benefits include paid time off, health, dental and vision insurance, 401(k) plan w/ company match, and profit sharing.

Please visit [www.kelbebros.com](http://www.kelbebros.com) to learn more about the company.

Thank you for your interest!

Kelbe Brothers Equipment Company is an equal opportunity employer.

Job Type: Full-time Pay: \$21.00 - \$25.00 per hour Expected hours: 40 – 50 per week

Benefits:

- 401(k)
- 401(k) matching
- Dental insurance
- Health insurance
- Paid time off
- Vision insurance

Schedule: 8 hour shift Monday to Friday Overtime Work Location: In person

### **Snow Seasonal Shovelers - job post David J. Frank Landscape Madison, WI 53713**

\$16 - \$20 an hour - Part-time

**David J Frank Landscape Contracting, Inc. Named Best Snow & Ice Company to Work For the fifth consecutive year by the Snow & Ice Management Association (SIMA). Join a winning snow team today! WE PAY WEEKLY!**

**Watch our snow team video: [https://www.youtube.com/watch?v=fvvyN\\_rc-Sc](https://www.youtube.com/watch?v=fvvyN_rc-Sc)**

**Do you work a seasonal job?** Are you looking for winter employment, extra income, or a sense of purpose? Join our professional snow and ice management team! We are seeking on-call seasonal staff to assist in our winter snow/ice removal operations from November through April. With excellent performance and reliability, you can get ahead with a potential spring job offer.

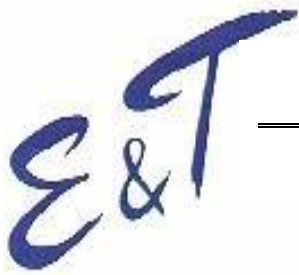
We service the following specific dispatch locations: Germantown/Menomonee Falls, Brookfield, Milwaukee/Downtown, North Shore/Glendale, Wauwatosa and Madison!

***Equipment is provided\*. Hourly pay rate is based on experience.***

**Snow Shovelers and Sidewalk Equipment** Premium pay (weekly) \$16 - \$20 per hour.

Applicants must possess reliable transportation, a reliable phone (so that we can contact you!), a willing attitude, the ability to work in cold temperatures and lift up to 50 pounds. You must be at least 18 years old.





**3rd Shift Shipping and Receiving Operator - job post Trachte Building Systems, Inc.**

**2925 Innovation Way, Sun Prairie, WI 53590**

\$23 an hour - Full-time

Perform an array of duties, such as receiving and processing of income materials; picking, packing, and shipping orders; managing and organizing inventory; prepare various components of metal storage buildings and roll up doors for shipment; unload and load trucks; etc., to ship customer orders accurately, damage free, and on time.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include review paperwork and product for accuracy, inventory tracking, and operate all equipment, including but not limited to cranes, forklifts, and tarping station in a safe manner. Other duties may be assigned.

**Receiving** Operate cranes and forklifts safely to load and unload material to/from trucks. Read and interpret purchase orders, packing lists, picking tickets and general shipping documents. Verify product receive matches purchase orders/packing lists and input receipt of item into the system using a scan gun and/or computer. Use crane or forklift safely to place items in designated areas.

**FedEx Shipping**

- Read and interpret picking tickets and general shipping documents to prepare FedEx shipments.
- Use simple hand or power tools to build various parts as needed.
- Operate forklift safely to move items from locations as needed for picking.
- Pick items based on orders and securely package/prepare items for shipment.
- Utilize scale and FedEx software to enter package pickup and print tags.

**LTL Shipping**

- Read and interpret picking tickets and general shipping documents to prepare LTL shipments.
- Pick items based on orders and securely package/prepare items for shipment.
- Use hand and/or power/air tools to nail and/or saw pallets or make crates.
- Operate forklift to load/unload trucks safely.

**Building/Door Hardware**

- Read and interpret picking tickets and general shipping documents to pick items based on orders and securely package/prepare items for shipment.
- Use a scan gun and/or computer to create bundles and relieve inventory.
- Operate forklift safely to move items from locations as needed for picking and to load/unload trucks for CPU shipments.

**Trim Picking**

- Read and interpret picking tickets and general shipping documents to pick items based on orders and securely package/prepare for shipment.
- Use a scan gun and/or computer to create bundles and relieve inventory.
- Create boxes and box items as needed based on quantity ordered.
- Operate forklift safely to move items from locations as needed for picking.

**Structure Picking**

- Read and interpret picking tickets and general shipping documents to pick items based on orders and securely package/prepare for shipment.
- Pick items may include long, heavy structural steel building parts.
- Operate forklift safely to move items from locations as needed for picking.
- Use a scan gun and/or computer to create bundles and relieve inventory.
- Use banding equipment to create secure bundles for shipment.

**Header and Jamb picking**

- Read and interpret picking tickets and general shipping documents to pick items based on orders and securely package/prepare for shipment.
- Operate forklift safely to move items from locations as needed for picking.
- Use a scan gun and/or computer to create bundles and relieve inventory.
- Use banding equipment and pallet wrapping machine to create secure bundles for shipment.

**EDUCATION and/or EXPERIENCE**

High School diploma or GED equivalent preferred. Prior Shipping & Receiving experience required. Must be able to safely operate an industrial power truck. Prior computer experience in Shipping software desired but will train the right candidate. Must be able to handle continuous change and work under deadline pressure.



**Jobs.com****Outside Sales Representative - Madison, WI United Laboratories Inc Madison, WI 53706**

We are looking for an energetic and entrepreneurial-minded individual who is interested in a career with unlimited earning potential. United Laboratories is headquartered in St. Charles, Illinois and this is a B2B position working remotely in an outside sales territory in our multi-county **Madison, WI**. We are a well-known leading manufacturer of **green products** with over 50,000 customers worldwide. You can become an Employee-Owner of a great company and enjoy world class benefits:

- **Intensive Paid Training Program**
- **Competitive Base Compensation**
- **Generous Bonus program**
- **Monthly Expense Allowance**
- **College Loan Payment Plan**
- **Lots of "Free Time" 10 Paid Holidays and Up to Four Week Vacations**
- **Employee Stock Ownership – ESOP**
- **Medical, Dental, Vision, 401K**
- **Advancement Opportunities**
- **Incentive Trips (Charleston, Bahamas, Hawaii, England, and 5 Star Resorts)**
- **Flexible Daily Schedule**

United Laboratories is continuing to grow after 55+ years in business. *We have never experienced a lay-off; even through the recent pandemic.* Our sales team is the very cornerstone of our company, so we invest in the right individuals and in their continued success.

No experience is required, we will train you! As an Employee-Owner at United, you will be selling products that are safe for the environment and demand for repeat orders from loyal customers is our hallmark. United's compensation plans have no limit on how much you can make. Hard workers who are willing to learn can quickly rise to the top of the sales team and promotion opportunities for sales managers are another career perk. **Please visit our website: <https://www.unitedlabsinc.com/content/careers/sales/>**

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status. Thank you for your interest! I look forward to speaking with you.

John Schneider Executive Director of Business Development (Plains Zone)

**989 233-2756 [jschneider@unitedlabsinc.com](mailto:jschneider@unitedlabsinc.com)**

**Automotive Mechanic Elgen Staffing Madison, WI**

Our client, a nationwide leader in private transportation, has an immediate need for an experienced **Auto Mechanic**, to join their winning team in Madison.

**KEY RESPONSIBILITIES/REQUIREMENTS:**

- Perform preventative maintenance (PMs), safety inspections, and annual maintenance inspections.
- Diagnose and perform all phases of vehicle and equipment repair including brakes, suspensions, engines, drivetrains, transmissions, and other repairs.
- Ensure work orders are completed accurately.
- Assist with road calls and emergency services as necessary. Valid driver's license required.
- At least 3 years of automotive or diesel maintenance & repair employment experience or a combination of technical school education & experience.
- Mechanic's toolset
- ASE certifications are preferred. Must be willing to participate in the company ASE certification program (company training, testing, and bonuses provided!)
- Be subject to a drug test.

**WE OFFER:** An additional \$.20 per hour for each ASE certification you possess or obtain! Company-paid ASE testing and training materials Benefits including medical, dental, vision & 401(k) Paid holidays and time off! Annual allowances for boots, tools, and prescription safety glasses Ongoing company training on a state-of-the-art online system

Elgen Staffing is the fastest growing staffing agency in New Jersey. With a deep understanding of today's hiring trends and technologies we have the ability to leverage the most effective recruiting methods to find the best candidates across numerous markets and industries and place them into the appropriate position successfully. Please allow us to help you find your dream job today!



### **Branch Office Administrator Edward Jones Madison, WI 53705**

At Edward Jones, we are very intentional in calling our field associates branch teams. Most of our teams are two or three people, and in a Branch Office Support Professional role, you are a critical member of that team along with the financial advisor. You are the first voice a client hears when they call on the phone - the first face they see when they walk in the door. You have many responsibilities, but the most important is getting to know your clients so well that you not only help them identify their problems - you see them coming a mile away. You and your financial advisor are essential in working together to help your clients achieve their most cherished financial goals.

**Job Overview** Position Schedule: Full-Time

**Branch Address: 6411 Mineral Point Road, Suite 100, Madison, WI 53705**

**If you find yourself looking for a fulfilling career,** the Branch Office Administrator (BOA) role may be the right opportunity for you. BOAs team up with Financial Advisors to help clients achieve their long-term financial goals. We're proud to serve over seven million clients. Our BOAs are a valued part of the client team, and we credit much of our success to their unique experiences and professional backgrounds. We value different viewpoints to help achieve results.

We'll give you the support you need. Our team will be there every step of the way, providing:

Comprehensive 6-month training including an experienced peer to help mentor you

- A wide support network that extends from your branch office to your region to the home office
- You'll often work independently but will have a team of thousands backing you every step of the way

#### **Can you see yourself...**

Delivering exceptional personalized service to ensure clients feel understood and informed

- Taking an active role in the annual business planning process to assist in developing strategies for the upcoming year
- Actively listen for situations in the clients' lives that may indicate a need for additional services
- Driving marketing activities such as planning and executing events

#### **You can also expect...**

A culture of continuous improvement and professional development reflecting a respect for individuals and their unique contributions

- An inclusive environment where everyone's different viewpoints are valued and help to achieve results.
- We recognize individual efforts through a rewards program that promotes a long-term career, your financial security and you and your family's well-being
- Full-time Associates receive the following benefits:

- A compensation package that includes bonus potential, profit sharing, a 401k (U.S.) or Group RRSP (Canada) and comprehensive and competitive health benefits. Read more about our total compensation approach.

- Paid time off including vacation, sick, holidays and personal days

**You'll be competitively compensated...** Edward Jones believes in a human centered approach as we partner for positive impact, to improve the lives of our clients, colleagues, and communities.

- As a result, we commit to offering a minimum of \$20 per hour, and may be adjusted upward in higher cost areas of the country.
- The hiring minimum and maximum range shown below is a subset of the total pay range. There is also an opportunity for merit-based salary increases as you progress in the BOA role.

Hiring Minimum: \$20.00 Hiring Maximum: \$22.61

### **Front Desk Supreme Athletic Club, Inc**

**5555 Odana Road, Madison, WI 53719**

Front Desk Customer service positions needed for early to mid morning shifts. We are looking for part time staff to open the gym at 5am two or three days a week. If you are reliable, friendly and enjoy working with people this is a great job for you. It could be a perfect fit for a retiree or really anyone looking to make some extra money while working in a fun, healthy and social environment. Supreme is a family run business and for the past 47 years has treated it's staff like part of that family. Apply in person at 5555 Odana Rd or email your resume to Howie at [hgrigg@supremehealthfitness.com](mailto:hgrigg@supremehealthfitness.com)

Promoted by: Supreme Athletic Club, Inc

#### **Responsibilities Opening the gym and getting the club ready for the days business**

learning our user friendly club management software

greeting customers and answering their questions

Miscellaneous tasks at the front desk

#### **Qualifications**

Customer service experience preferred. High School degree or equivalent. Reliable, friendly and courteous personality



### **Industrial Maintenance Tech Jobot Madison, WI 53704**

**Growing Food & Beverage Manufacturer looking for Industrial Maintenance Techs!!!! New climate controlled facility!!! Great 3rd shift and weekend shift differentials!!!** This Jobot Job is hosted by: Melanie Danner

Are you a fit? Easy Apply now by clicking the "Quick Apply" button and sending us your resume.

Salary: \$34 - \$34 per hour

**A bit about us:** We are a growing innovative beverage manufacturer!

**Why join us?** We are a fast paced beverage manufacturer looking for motivated individuals looking for a great company culture!

#### **Job Details**

We are currently seeking a passionate and dedicated Industrial Maintenance Tech to join our dynamic team. This is a permanent, full-time position in the fast-paced and ever-evolving Technology industry. The successful candidate will play a crucial role in maintaining the efficiency and longevity of our industrial equipment and machinery, ensuring optimal performance and minimal downtime. This role offers an excellent opportunity to harness your skills, expand your knowledge, and contribute to a team that is at the forefront of technological innovation.

#### **Responsibilities:**

1. Conduct routine inspections of machinery and equipment to identify and respond to signs of malfunction.
2. Perform preventative and predictive maintenance on industrial equipment and machinery to prevent unplanned downtime.
3. Troubleshoot and repair issues with machinery and equipment, utilizing knowledge of machine shop operations, Allen Bradley, and Rockwell systems.
4. Implement corrective actions to address root causes of equipment failure, improving reliability and performance.
5. Maintain accurate records of all maintenance work performed, adhering to Good Manufacturing Practice (GMP) standards.
6. Collaborate with other team members to optimize maintenance procedures and improve overall operational efficiency.
7. Participate in the planning and execution of project maintenance (PM) strategies.
8. Stay current with the latest trends and advancements in industrial maintenance technology to continually enhance skills and knowledge.

#### **Qualifications:**

1. Minimum of 3 years of experience in a similar role within the manufacturing industry.
2. Proficient in GMP, preventative maintenance, and corrective action procedures.
3. Hands-on experience with machine shop operations, Allen Bradley, and Rockwell systems is a plus.
4. Strong troubleshooting skills with the ability to diagnose and repair various types of industrial machinery and equipment.
5. Excellent documentation skills, with the ability to maintain accurate and detailed records of maintenance work performed.
6. Strong team player with excellent communication skills, able to work effectively with others to achieve common goals.
7. Proactive, self-motivated, and able to work independently with minimal supervision.
8. Commitment to maintaining a safe and healthy work environment, adhering to all safety protocols and procedures.
9. A degree or certificate in a relevant field is preferred but not mandatory.

### **Purchasing, Supply and Logistics US Navy Madison, WI**

The success and safety of every mission depends on getting needed supplies, materials and equipment at a moment's notice.

The service members of the Purchasing, Supply and Logistics community make sure America's Navy has what it needs, when it needs it.

Officer positions in the Supply Corps are available to college graduates, and Logistics Specialist (LS) positions are available to those without a degree.

#### **Qualifications and Requirements**

##### **Officer Qualifications**

- This Officer position requires at least a four-year degree. Degrees in business, science, technology, engineering and mathematics are preferred but not required. A graduate degree is preferred but not required.

##### **Enlisted Qualifications**

- A high-school diploma or equivalent is required to become an Enlisted Sailor in the Logistics Specialist field. Those seeking this position must be able to work well with people in a customer service environment.

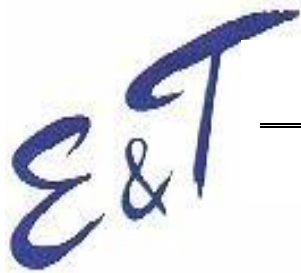
- Good arithmetic, verbal and writing skills, as well as recordkeeping skills, are also very important.

##### **General Qualifications**

- All candidates must also be: U.S. citizens, willing to serve worldwide, and qualified for sea duty.

General qualifications may vary depending upon whether you're currently serving, whether you've served before or whether you've never served before.

**Learn more about life in the Navy at <https://www.monster.com/company/profiles/US-NAVY-1>**



### **Light Industrial - Inventory Clerk Mastech Digital Madison, WI**

**Mastech Digital** provides digital and mainstream technology staff as well as Digital Transformation Services for all American Corporations.

We are currently seeking a **Light Industrial - Inventory Clerk** for our client in the **Industrial Technology Solutions** domain. We value our professionals, providing comprehensive benefits and the opportunity for growth.

This is a **Contract-to-Hire** position, and the client is looking for someone to start immediately.

**Duration:** 6 Months Contract-to-Hire

**Location:** Madison, WI

**Role:** Light Industrial - Inventory Clerk

**Primary Skills:** Documentation

**Role Description:** The **Light Industrial - Inventory Clerk** must have at least 2+ years of experience.

**Responsibilities:**

- Manage all incoming receipts (inventory and non-inventory) -
- Ensure quality of incoming receipts
- Accurately process receipt paperwork per the Purchase Order information doing a 3-way match with pack slip, ERP system and product information.
- Complete receipts in the ERP system
- Review MRP for demand on incoming items and issue to in- process jobs as needed.
- Work closely with Buyer/Planner on any inaccurate, quantity discrepancy and/or damage resolution

**Education:**

Bachelor's degree in Computer Science, Electrical/Electronic Engineering, Information Technology or another related field or Equivalent

**Experience:** Minimum 2+ years of experience

**Relocation:** This position will not cover relocation expenses

**Travel:** No

**Local Preferred:** Yes

**Note:** Must be able to work on a W2 basis (No C2C)

**Recruiter Name:** Drishti Jain

**Recruiter Phone:** 412.684.6382

### **Part Time - Sales Representative - Work from Home Vector Marketing Madison, WI**

Vector Marketing is filling immediate sales positions. Primary responsibilities include working with customers, selling our Cutco products, and placing any orders. There is a base pay not based on sales, but reps have an opportunity to earn more based on commission. Previous experience is not required.

We provide flexible schedules for anyone looking to make some extra income around their current schedule.

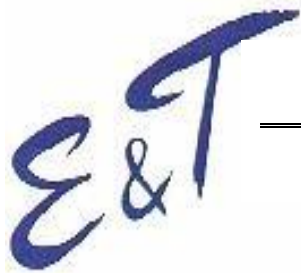
**Position Details: Excellent pay** – \$21.00 base-appt, commissions available based on performance

- **Solid training** – We teach our reps how to do well in this role *before* they start. We offer continued support and additional training as time goes on.
- **Flexible scheduling** – We help our reps create a schedule that works best for them. Some work as much as possible, some work part time, while others choose to work a super flexible schedule around other commitments such as other jobs, finals, classes, or family obligations.
- **Choice of Location** – Sales reps work from home or locally after training. Most meetings are held in the office.

**Basic Requirements:** Enjoy working with people At least 18 years old or 17 and a HS Graduate Conditions apply Able to start within the next 7 – 10 days Willing to learn and apply new skills.

**Who would do well:** People who have done well with us in the past have had experience in retail, fast food, cashier, call center, administrative assistant, customer service, receptionist, office work, landscaping, and in just about any field you can imagine. We welcome all applicants who have a positive attitude and enjoy working with people.

This entry level sales position is a great fit for people who are looking for part time or a flexible work opportunity. If you are a student looking to work on your winter break or just someone who is looking for a flexible schedule, our opportunities can work around your needs.



### Senior Help Desk Analyst TEKsystems Madison, WI 53701

Under the general guidance of the IT Operations Manager, this position is responsible for growing and operating the Information Technology Service Management (ITSM) program. This position serves as an expert resource and relies on extensive experience and judgment to plan and accomplish goals. Essential duties include performing first and second level hardware and software support, configuring and administering the ITSM tool, leading ITSM improvement initiatives, coaching and training junior technical support staff and IT personnel, maintaining a high degree of professionalism including during interactions with executive leadership, creating and implementing IT policies, procedures, standards and guidelines.

The Senior Help Desk Analyst is expected to be familiar with a wide variety of IT concepts, practices, and technologies. This position may lead and direct the work of others.

#### Top Skills:

- Ability to independently perform root cause analysis and issue resolution of complex IT issues related to DFI hardware and software (e.g., Lenovo Laptops, Apple iPhones, MS Windows, M365).
- Effective and professional communication and interpersonal skills when dealing with a variety of customers including executives.
- Ability to identify, lead, and implement ITSM improvement initiatives based on ITIL and industry best practices.
- Highly self-motivated with the ability to effectively prioritize and execute tasks with strong attention to detail.
- ITIL 4 Foundation certification or similar
- CompTIA A+ certification of similar

**Skills:** Help Desk Support, Escalated Support, ITSM, Troubleshooting, Service Desk, Windows 10, Active Directory

### Baker Panera Bread Madison, WI 53774

*Want to work in a place where you can learn, laugh, be supported, be yourself and reach your goals? If so, then Panera is for you. We do everything possible to earn your trust and help you succeed—every day, in every way. Come join the fun!*

**Panera Perks:** Competitive pay Eligible for a quarterly increase based on performance Free Meals on shifts Career Growth Opportunities Paid vacation & holidays for full-time team members Medical, dental, vision, life insurance & 401(k) with match available

#### We wouldn't be Panera without our Bakers.

We're not just Panera, we're Panera Bread—and it's our Bakers who keep us stocked with the delicious pastries and fresh breads we're known for. Come be the heart and soul of our entire cafe.

**As a Baker at Panera, your job is to:** Bake all the fresh bread and pastries your cafe needs each day. Maintain our high standards for flavor and quality, using 100% real ingredients. Perform stocking, food prep, cleaning, and sanitation tasks as needed. Help build our culture of Warmth, Belonging, Growth, and Trust. Step in and support your manager and team.

Are you friendly, motivated, and hard-working? Up for a challenge? Ready to grow? If so, you'll thrive on our team.

**This job is for you if:** You love baking, even if you're a beginner. (4 weeks of training provided)

- You enjoy both working alone and with a team.
- You're a self-starter who can meet goals with limited supervision.
- You like the hustle and bustle of the hospitality industry.
- You have excellent organizational and time-management skills.
- You want to partner with a fun, energized team that can work hard and laugh often.
- You're committed to food safety and health safety.
- You are at least 18 years of age.
- You're passionate about our Guiding Values and Behaviors:
  - Warmth for guests: Making people smile
  - Bold thoughts, brave actions: Learning, growing, and taking risks
  - Own it: Finding solutions and taking initiative
  - Win together: Working (and winning) as a team
  - Inspire and celebrate: Having fun and celebrating success
  - Rooted in respect: Seeing the best in others

**Growth Opportunities at Panera:** A Path to Success: Most of our retail managers started as hourly associates. Our career path program helps you get there. Skills and Training: Every day at Panera we help build your skills and prepare you for a strong career—whatever your goals may be. Nationwide Opportunities: We open about 100 new cafes each year—so you'll have plenty of chances to move or grow with us.





### Senior Software Engineer, Full Stack (Java, Python) Capital One Madison, WI

Do you love building and pioneering in the technology space? Do you enjoy solving complex business problems in a fast-paced, collaborative, inclusive, and iterative delivery environment? At Capital One, you'll be part of a big group of makers, breakers, doers and disruptors, who solve real problems and meet millions of customers daily. We are seeking **Full Stack Software Engineers** who are passionate about marrying data with emerging technologies. As a Capital One Software Engineer, you'll have the opportunity to be on the forefront of driving a major transformation within Capital One.

**What You'll Do:** Collaborate with and across Agile teams to design, develop, test, implement, and support technical solutions in full-stack development tools and technologies. Work on core functionality of large customer-facing applications with high traffic volumes. Share your passion for staying on top of tech trends, experimenting with and learning new technologies, participating in internal & external technology communities, mentoring other members of the engineering community. Collaborate with digital product managers, and deliver robust cloud-based solutions that drive powerful experiences to help millions of Americans achieve financial empowerment. Utilize programming languages like JavaScript, Java, HTML/CSS, TypeScript, SQL, Python, and Go, Open Source RDBMS and NoSQL databases, Container Orchestration services including Docker and Kubernetes, and a variety of AWS tools and services.

**Basic Qualifications:** Bachelor's Degree. At least 4 years of experience in software engineering (Internship experience does not apply).

**Preferred Qualifications:** 5+ years of experience in at least one of the following: JavaScript, Java, or TypeScript. 2+ years of experience in Front End development with Angular. 1+ years of experience with AWS, GCP, Microsoft Azure, or another cloud service. 3+ years of experience in open source frameworks. 2+ years of experience in Agile practices. *At this time, Capital One will not sponsor a new applicant for employment authorization for this position.* Capital One offers a comprehensive, competitive, and inclusive set of health, financial and other benefits that support your total well-being. Learn more at the Capital One Careers website. Eligibility varies based on full or part-time status, exempt or non-exempt status, and management level. This role is expected to accept applications for a minimum of 5 business days. No agencies please. Capital One is an equal opportunity employer committed to diversity and inclusion in the workplace. All qualified applicants will receive consideration for employment without regard to sex (including pregnancy, childbirth or related medical conditions), race, color, age, national origin, religion, disability, genetic information, marital status, sexual orientation, gender identity, gender reassignment, citizenship, immigration status, protected veteran status, or any other basis prohibited under applicable federal, state or local law. Capital One promotes a drug-free workplace. Capital One will consider for employment qualified applicants with a criminal history in a manner consistent with the requirements of applicable laws regarding criminal background inquiries, including, to the extent applicable, Article 23-A of the New York Correction Law; San Francisco, California Police Code Article 49, Sections 4901-4920; New York City's Fair Chance Act; Philadelphia's Fair Criminal Records Screening Act; and other applicable federal, state, and local laws and regulations regarding criminal background inquiries.

**If you have visited our website in search of information on employment opportunities or to apply for a position, and you require an accommodation, please contact Capital One Recruiting at 1-800-304-9102 or via email at**

**[RecruitingAccommodation@capitalone.com](mailto:RecruitingAccommodation@capitalone.com)** All information you provide will be kept confidential and will be used only to the extent required to provide needed reasonable accommodations. For technical support or questions about Capital One's recruiting process, please send an email to [Careers@capitalone.com](mailto:Careers@capitalone.com)

### Drive with DoorDash DoorDash Madison, WI 53705

Available in over 4,000 cities in the U.S, DoorDash connects local businesses and local drivers (called Dashers) with opportunities to earn, work, and live. **As a Dasher**, you can be your own boss and enjoy the flexibility of choosing when, where, and how much you earn. All you need is a mode of transportation (bike, car, scooter) and a smartphone to start making money. It's that simple. You can even sign up and begin working that same day. With Dasher Direct, you can also get paid the same day!

#### Why deliver with DoorDash

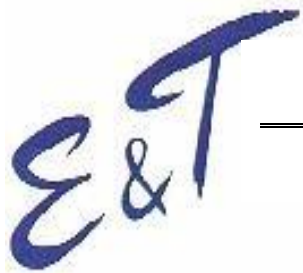
- **Choose your own hours:** When and where you work is totally up to you.
- **Freedom to dash anywhere:** Deliver near your home or in a city you're just visiting.
- **Easy to get started:** Don't worry about car inspections or vehicle restrictions. Just sign up and receive everything you need to start earning.
- **Receive deliveries right away:** Once approved, log on to the Dasher app to receive nearby orders immediately.
- **Know how much you'll make:** Clear and concise pay model lets you know the minimum amount you will make before accepting any order.
- **Don't wait for pay:** Get paid the same day you dash, automatically and with no deposit fee - ever.
- **Earn extra money for your goals:** Achieve your short-term goals or long-term dreams by driving or biking with DoorDash.

#### Sign Up Details

**Requirements** 18 or older Any car, scooter, or bicycle (in select cities)

- Driver's license number Social security number (only in the US) Final Step: consent to a background check





*Since 1966 the Employment & Training Association (EATA) has been committed to providing employment and training services in a way that preserves personal dignity, considers individual needs and differences, and supports individuals and their families.*

*We hope these job leads help you with your employment goals! Good Luck!*

**EATA staff**

## **Apply at UW Health**

### **Call Center Paging Representative Madison, WI, United States (Hybrid)**

#### **Work Schedule:**

80% FTE, 2<sup>nd</sup> shift. Weekends required. Position rotates every third weekend, with a total of 4 shifts per week. Scheduled hours are from 2:45 pm – 11:15 pm. Hours may vary based on the operational needs of the department.

We are seeking a **Call Center Paging Representative (Communication Center Representative)** to:

- Support paging, messaging and scheduling, and appointment services for UW Health.
- Provide remarkable customer service to UW Health staff, physicians, and patients.
- Confirm and cancel appointments on nights, weekends and holidays for specifically designated clinics.
- Take various calls ranging from connecting callers to inpatient rooms, notifying an on-call physician about an organ offer, and executing emergency plans.

You will use:

- High quality personal computer workstations.
- State-of-the-art telephone technology in a call center environment.
- Proprietary software programs specifically designed for call handling, message taking, appointment scheduling and radio paging services.

#### **At UW Health, you will have:**

- An excellent benefits package, including health and dental insurance, paid time off and retirement plans.
- Options for a variety of schedules and shifts that offer flexibility and allow for work-life balance.
- Access to UW Health's Wellness Options at Work that support employee/family well-being.
- Tuition benefits eligibility after one year of employment - UW Health invests in your professional growth by helping pay for coursework associated with career advancement.

#### **Education:**

Minimum – High school diploma or equivalent

Preferred – Associate degree in Healthcare, Information Technology, Business, or related field strongly preferred

#### **Work Experience:**

Preferred – One year of experience in a medical, call center, or customer service environment

### **Office Assistant – Employee Health Services Madison, WI, United States**

#### **Work Schedule:**

100% FTE, day shift. Typical schedule is Monday – Friday 7:00AM – 4:30PM. Hours may vary based on the operational needs of the department.

We are seeking an **Office Assistant** to:

- Answer multi-line telephone, assist callers, greet and direct visitors.
- Assist with scanning, entering, filing, mailing, and printing documents.
- Schedule meetings as requested.

**Education:** Minimum – High School diploma or equivalent

**Work Experience:** Preferred – One year of experience in an administrative support role



### **Valet Driver – Bilingual Madison, WI, United States**

**Work Schedule:**

This is a full-time, 1.0 FTE position. Scheduled hours are between 9:30am – 6:00pm, Monday through Friday. Hours may vary based on the operational needs of the department.

We are seeking a **Valet Driver** to:

- Provide remarkable customer service as a first and last impression of UW Health.
- Initiate the parking transaction by approaching the vehicle, greeting patients/visitors, and explaining services.
- Pick up patients/visitors at their vehicle and transport them in one of our UW Health golf carts.

**\*\*Required to be bilingual in Spanish\*\***

**At UW Health, you will have:**

- An excellent benefits package, including health and dental insurance, paid time off and retirement plans.
- Options for a variety of schedules and shifts that offer flexibility and allow for work-life balance.
- Access to UW Health's Wellness Options at Work that support employee/family well-being.
- Tuition reimbursement - UW Health invests in your professional growth by helping pay for coursework associated with career advancement.

**Education:** Minimum –High School diploma or equivalent

**Work Experience:** Preferred – One (1) year of customer service experience Experience with driving and parking vehicles

**Licenses and Certifications:** Minimum – Valid Wisconsin driver's license

### **Guest Services Specialist Madison, WI, United States**

**Work Schedule:**

70% FTE, day/evening shift. Monday through Friday, 3:00 PM – 9:00 PM. Hours may vary based on the operational needs of the department.

We are seeking a **Guest Services Specialist** to:

- Support the information desk, waiting rooms and other areas of University Hospital by providing the best customer service.
- Greet patients, families, and visitors and make efforts to create a welcoming environment for guests.

**At UW Health, you will have:**

- An excellent benefits package, including health and dental insurance, paid time off and retirement plans. Full time benefits for part time work.
- Options for a variety of schedules and shifts that offer flexibility and allow for work-life balance.
- Access to UW Health's Wellness Options at Work that support employee/family well-being.

**Education:** Minimum – High School Diploma or equivalent

**Work Experience:** Minimum – Six months customer service or related experience

### **Valet Driver Madison, WI, United States**

**Work Schedule:** This is a full-time 1.0 FTE position. Scheduled hours are between 7:00am – 6:00pm, Monday through Friday. Hours may vary based on the operational needs of the department.

We are seeking a **Valet Driver** to:

- Provide remarkable customer service as a first and last impression of UW Health.
- Initiate the parking transaction by approaching the vehicle, greeting patients/visitors, and explaining services.
- Manage and record valet parking transactions.
- Assist patients in and out of vehicles and with wayfinding.

**At UW Health, you will have:**

- An excellent benefits package, including health and dental insurance, paid time off and retirement plans.
- Options for a variety of schedules and shifts that offer flexibility and allow for work-life balance.
- Access to UW Health's Wellness Options at Work that support employee/family well-being.
- Tuition reimbursement - UW Health invests in your professional growth by helping pay for coursework associated with career advancement.

**Education:** Minimum –High School diploma or equivalent

**Work Experience:** Preferred – One (1) year of customer service experience Experience with driving and parking vehicles

**Licenses and Certifications:** Minimum – Valid Wisconsin driver's license



### **Room Service Line Cook Madison, WI, United States**

#### **Work Schedule:**

This is a full time 1.0 FTE position. Scheduled hours are between 8:30am – 5:00pm Monday through Friday. Rotating weekends and holidays required. Hours may vary based on the operational needs of the department.

#### **Be part of something remarkable**

Join the #1 hospital in Wisconsin!

Work as a talented culinary expert to compose and prepare meals from scratch. The Food Production Cook is responsible for hot and cold food production in a high-volume kitchen. Enjoy this fast-paced, team environment while being able to quickly problem-solve and make decisions. External hires may be eligible for up to a \$1,000 sign-on bonus.

We are seeking a **Room Service Line Cook** to:

- Prepare large volumes of food with a high level of complexity, variety, and quality. Prepare entrees, sandwiches, soups, starches, vegetables, sauces, and desserts for general diets and modified diets.
- Assess quality and condition of ingredients used in food production.
- Prepare food production reports and documentation.

**Education:** Minimum – High School Diploma or equivalent

Preferred – Associates degree in Culinary, Hospitality, or Nutrition

**Work Experience:** Minimum – One (1) year experience in high volume food production setting

Preferred – Two (2) years' experience in high volume food production setting

**Licenses and Certifications:** Minimum – ServSafe certification required within six (6) months of hire

### **Patient Scheduling Representative - Quality - 1 S Park St Madison, WI, United States**

#### **Work Schedule:**

80% FTE, 24 Hours per week. Shifts scheduled Monday - Friday, between the hours of 6:00 am - 5:00 pm. Hours may vary based on the operational needs of the department.

**Pay:** Pay starts at \$18.40 per hour, work experience that is relevant to the position will be taken into consideration when determining the starting base pay.

We are seeking a **Patient Scheduling Representative** to:

- Schedule appointments via phone, in-person or electronic correspondence.
- Take incoming phone calls from patients and their families to assist them with their appointment scheduling needs.
- Make outgoing phone calls to patients to schedule their appointments.
- Coordinate with clinic staff to ensure that patients receive appropriate care in a timely manner.

**Education:** Minimum – High school diploma or equivalent.

Preferred – Associate or Bachelor's degree in Business Administration, Healthcare, or other related field.

**Work Experience:** Minimum – Six (6) months of previous experience in an office or customer service environment.

Preferred – Previous experience working in healthcare, previous experience scheduling of patients or previous experience answering phones and greeting clients in person

### **Office Assistant, Fitness Center Madison, WI, United States**

#### **Work Schedule:**

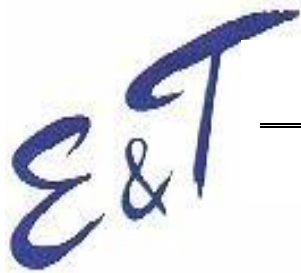
20% FTE, part-time day shift position. Two daytime shifts per week plus one weekend shift per month. Additional hours available. Hours may vary based on the operational needs of the department.

We are seeking an **Office Assistant** to:

- Greet patients and participants, assist with wayfinding. Conduct membership sales and class registration.
- Provide check in for Integrative Health services patients. Handle package deliveries and receipts.
- Requirements for work include CPR certification (we can provide), general computer skills and comfort learning registration software.

**Education:** Minimum – High School diploma or equivalent

**Work Experience:** Preferred – One year of experience in an administrative support role



## **Medical Coding Specialist I/II - Family Medicine** Middleton, WI, United States

### **Work Schedule:**

This is a full-time, 0.8 FTE position that is 100% remote. Applicants hired into this position can work from most states. This will be discussed during the interview process.

We are seeking a **Medical Coding Specialist I/II - Pediatrics** to:

- Utilize available encoder, grouper software, and other coding resources to determine the appropriate ICD-10-CM, CPT, and/or HCPCS including specialty specific codes and Evaluation and Management (E&M) codes.
- Maintain an understanding and apply knowledge of National Correct Coding Initiatives (NCCI), Local Coverage Documents and National Coverage Documents (LCD/NCD) directives, Medically Unlikely Edits (MUEs), and Medicare Teaching Physician Guidelines, applying knowledge of applicable regulatory requirements and institutional guidelines to select appropriate codes and modifiers.
- Resolve payer denials and respond to inquiries from revenue cycle teams, processing charge corrections as appropriate.

**Education:** Minimum – High School diploma or equivalent and a graduate of or currently enrolled in a Medical Coding Program. Preferred – High School diploma or equivalent **and** Medical Coding Education.

**Work Experience:** Preferred – One-year direct coding experience.

**Licenses and Certifications:** Minimum – Certification as Certified Professional Coder (CPC), Registered Health Information Technician (RHIT), Registered Health Information Administrator (RHIA), Certified Outpatient Coder (COC), Certified Inpatient Coder (CIC), Certified Coding Specialist (CCS), Certified Coding Specialist Physician-Based (CCS-P), or a Certified Coding Associate (CCA) within one year of hire. Preferred – Certification as Certified Professional Coder (CPC), Registered Health Information Technician (RHIT), Registered Health Information Administrator (RHIA), Certified Outpatient Coder (COC), Certified Inpatient Coder (CIC), Certified Coding Specialist (CCS), or Certified Coding Specialist Physician-Based (CCS-P), or a Certified Coding Associate (CCA).

## **Health Unit Coordinator - Pediatric Universal Care - American Family Children's Hospital (AFCH)** Madison, WI, United States

**Work Schedule:** 60% FTE, 24 hours per week. Shifts scheduled between 3:00 pm - 11:00 pm. Shifts and weekend rotation according to unit needs. Hours may vary based on the operational needs of the department.

**Pay:** Pay starts at \$18.40 per hour, work experience that is relevant to the position will be taken into consideration when determining the starting base pay.

We are seeking a **Patient Scheduling Representative** to:

- Schedule appointments via phone, in-person or electronic correspondence.
- Take incoming phone calls from patients and their families to assist them with their appointment scheduling needs.
- Make outgoing phone calls to patients to schedule their appointments.
- Coordinate with clinic staff to ensure that patients receive appropriate care in a timely manner.

**Education:** Minimum – High school diploma or equivalent.

Preferred – Associate or Bachelor's degree in Business Administration, Healthcare, or other related field.

**Work Experience:** Minimum – Six (6) months of previous experience in an office or customer service environment.

Preferred – Previous experience working in healthcare, previous experience scheduling of patients or previous experience answering phones and greeting clients in person

## **Culinary Services Lead** Madison, WI, United States

**Work Schedule:** This is a full time 1.0 FTE position. Scheduled hours are between 8:00pm – 6:30am Sunday through Wednesday. Rotating weekends and holidays required. Hours may vary based on the operational needs of the department.

We are seeking a **Culinary Services Lead** to:

- Provide exemplary customer service while working with patients, visitors, and other staff members
- Follow all UW Health guidelines and policies regarding food safety and sanitation
- Train and orient new staff members
- Act as an effective leader for the Culinary Services Department and the organization

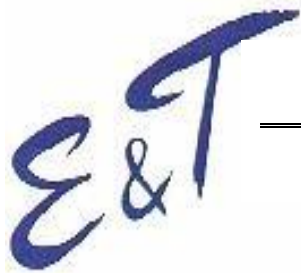
**Education:** Minimum – High School Diploma or equivalent

Preferred – Associates Degree in Culinary, Hospitality, or Nutrition

**Work Experience:** Minimum – Three (3) years food service, hospitality, or customer service experience

Preferred – Six (6) months leadership experience

**Licenses and Certifications:** Minimum – SERV Safe Certification required within 6 months of obtaining position



### **Sterile Processing Technician I/II Madison, WI, United States**

**Work Schedule:** This is a full-time, 1.0 FTE, 2nd shift position. Monday - Friday, 3:00pm - 11:30pm. Occasional weekends and holidays on an on-call basis. Hours may vary based on department needs.

**Pay:** Applicable experience is rewarded, which includes but is not limited to, lab tech, dental assistant, and food service experience.

- After 6:00pm you will earn an additional \$3.00/hr. Saturday and Sunday, you will earn an additional \$2.25/hr.

We are seeking a **Sterile Processing Technician** to:

- Work in a fast-paced environment that requires detailed, technical skills.
- Interact with cutting edge surgical instrumentation and reprocessing equipment.
- Be a member of a cohesive team assisting and supporting each other.
- Advance in your career and climb the Reprocessing Department's career ladder.

All required Personal Protective Equipment (PPE) is provided to our Sterile Processing Techs which meets OSHA and AMMI standards.

**At UW Health, you will have:** An excellent benefits package, including health and dental insurance, paid time off and retirement plans.

- Options for a variety of schedules and shifts that offer flexibility and allow for work-life balance.
- Access to UW Health's Wellness Options at Work that to support employee/family well-being.
- Tuition reimbursement eligibility after 1 year of employment - UW Health invests in your professional growth by helping pay for coursework associated with career advancement.

**Education:** Minimum - High School Diploma or equivalent

**Licenses and Certifications:** Preferred - Certification by BCSPD as a Certified Sterile Processing and Distribution Technician or IAHCSCMM as a Certified Registered Central Service Technician.

### **Supply Clerk Madison, WI, United States**

**Work Schedule:** This is a full-time, 1.0 FTE position. Scheduled hours are 2:00pm - 10:30pm, Monday through Friday. During training, shift times will be scheduled during 1<sup>st</sup>/3<sup>rd</sup> as necessary. Hours may vary based on the operational needs of the department.

We are seeking a **Supply Clerk** to:

- Use their attention to detail and organizational skills in an exciting and fast-paced environment.
- Interact with a variety of computer applications to ensure timely and accurate inventory transitions.
- Interact with customers, both in person and over the phone, in a professional and supportive manner.

**At UW Health, you will have:**

- An excellent benefits package, including health and dental insurance, paid time off and retirement plans.
- Options for a variety of schedules and shifts that offer flexibility and allow for work-life balance.
- Access to UW Health's Wellness Options at Work that to support employee/family well-being.
- Tuition reimbursement eligibility after 1 year of employment - UW Health invests in your professional growth by helping pay for coursework associated with career advancement.

**Education:** Minimum - High school graduate or equivalent

**Work Experience:** Preferred - Relevant work experience in a healthcare environment

### **Patient Scheduling Representative/Specialist - Madison Clinics (Ongoing) Madison, WI**

**Work Schedule:** Hours may vary based upon operational needs of the clinic.

**Pay:** UW Health offers a competitive compensation and benefits package. Work experience that is relevant to the position will be taken into consideration when determining the starting base pay.

We are seeking **Patient Scheduling Representatives and Specialists** to:

- Schedule appointments via phone, in-person or electronic correspondence.
- Complete multi-disciplinary scheduling - comprehensive clinics with more than one billing provider in which multiple providers across different disciplines require scheduling for the same date of service for a patient.
- Take incoming phone calls from patients and their families to assist them with their appointment scheduling needs.
- Coordinate with clinic staff to ensure that patients receive appropriate care in a timely manner.

**Education:** Minimum - High school diploma or equivalent.

Preferred - Associate or Bachelor's degree in Business Administration, Healthcare, or other related field.

**Work Experience:**

**Patient Scheduling Representative:** Minimum - Six (6) months of previous experience in an office or customer service environment.

**Patient Scheduling Specialist:** Minimum - One (1) year of previous experience in an office or customer service environment.





[Jobs.ssmhealth.com](http://Jobs.ssmhealth.com)

### **Food Service Associate, LTC R195034805**

Performs duties relative to the preparation, portioning, serving and distribution of meals within the cafeteria and to patient units. Ensures safe food handling and sanitation standards are maintained. Duties may rotate among preparation, serving, distribution, stocking and clean up duties.

#### **Job Responsibilities and Requirements:**

##### **PRIMARY RESPONSIBILITIES**

- Sets up stations with entrees, soups, salads, breads, condiments, and all other food products and serving utensils to established portions. Replenishes as needed during meal service and breaks down at end of meal periods.
- Reads patient meal orders according to prescribed diets, prepares trays according to menu cards. Reviews trays for completeness and places trays on carts or appropriate transport.
- Transports food carts and late trays to designated areas. Ensures safe food handling and established infection control processes. Prepares and delivers dietary food stock for patient units.
- Maintains a sanitary work environment through following established procedures. Ensures all equipment is maintained and in good working order.
- Documents the temperature of specified foods and refrigerator/freezer units. Makes necessary adjustments and reports problems when temperature is out of range.
- Retrieves used issued trays in a timely, efficient manner from the cafeteria and/or patient care units. Washes and sanitizes dishes using established methods and timeline. Puts clean dishes and utensils away in proper areas. Cleans work area, tables, cabinets, carts, and all other areas as assigned.
- Works in a constant state of alertness and safe manner.
- Performs other duties as assigned.

##### **PHYSICAL REQUIREMENTS**

- Constant standing and walking.
- Frequent lifting/carrying and pushing/pulling objects weighing 0-25 lbs.
- Frequent reaching and gripping.
- Frequent use of vision and depth perception for distances near (20 inches or less) and far (20 feet or more) and to identify and distinguish colors.
- Frequent use of hearing and speech to share information through oral communication. Ability to hear alarms, malfunctioning machinery, etc.
- Frequent use of smell and taste to distinguish differences or similarities in intensity or quality of flavors and/or odors, or recognizing particular flavors and/or odors.

### **Laundry Services Associate, LTC Requisition #: R19500870**

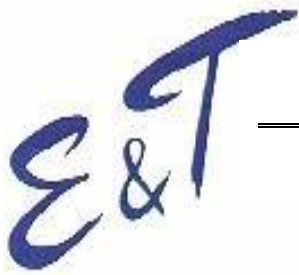
**Job Summary:** Prepares labels and adheres them to residents' personal clothing items. Completes and files clothing inventory sheets for residents. Returns marked clothing to resident's room.

##### **PRIMARY RESPONSIBILITIES**

- Prepares labels and adheres them to residents' personal clothing items. Completes and files clothing inventory sheets for residents. Returns marked clothing to residents' room.
- Picks up soiled laundry from residents. Sorts, washes, folds, irons, mends, and hangs residents' personal laundry and according to established procedures. Delivers clean personal laundry to residents' rooms. Removes tattered residents' clothing after checking with the resident or family member.
- Picks up soiled linens from wings and dining room. Sorts, washes, dries, and folds and returns linens to designated areas. Removes worn and torn linens. Notifies supervisor of need for new linens.
- Performs tasks in association with operating the following equipment: washers, dyers, irons, steamers, folders, and sewing machines. Performs routine cleaning of equipment.
- Monitors supplies and notifies supervisor when low.
- Works in a constant state of alertness and safe manner.
- Performs other duties as assigned.

**PHYSICAL REQUIREMENTS** Constant standing and walking. Frequent lifting/carrying and pushing/pulling objects weighing 0-25 lbs. Frequent reaching and gripping. Frequent use of vision and depth perception for distances near (20 inches or less) and far (20 feet or more) and to identify and distinguish colors. Occasional bending, stooping, climbing, kneeling, squatting, twisting and repetitive foot/leg and hand/arm movements. Occasional lifting/carrying and pushing/pulling objects weighing 25-50 lbs. Occasional use of hearing and speech to share information through oral communication. Ability to hear alarms, malfunctioning machinery, etc. Occasional use of smell to detect/recognize odors. Rare crawling, sitting and keyboard use/data entry.





## **Environmental Services Associate, LTC R19500712**

**Job Summary:** Vacuum, dust, mop, dry mop, and scrub resident rooms, bathrooms, and public areas as assigned and according to established facility procedures. Collects trash and disposes of it in a designated location. Informs the supervisor of safety and repair concerns.

### **Job Responsibilities and Requirements:**

- Vacuum, dust, mop, dry mop, and scrub resident rooms, bathrooms, and public areas as assigned and according to established facility procedures. Collects trash and disposes of it in a designated location. Informs the supervisor of safety and repair concerns.
- Adheres to safety precautions, policies, procedures and standards for handling infectious wastes, hazardous materials, waste spills, and exposures. Reports all events as required by ministry documentation standards.
- Replenishes supplies and materials in assigned areas and patient rooms.
- Assists residents in packing belongings when moving to a different room or being discharged.
- Transports trash, hazardous waste, soiled linen, and recyclable trash to appropriate disposal areas following policies, procedures, and standards.
- May participate in the maintenance of floors, move furniture, set up chairs, set up tables, break down rooms, etc. May perform routine equipment maintenance, and make minor repairs as requested.
- Works in a constant state of alertness and safe manner.
- Performs other duties as assigned.

### **PHYSICAL REQUIREMENTS**

- Constant standing and walking.
- Frequent lifting/carrying and pushing/pulling objects weighing 0-25 lbs.
- Frequent reaching and gripping.
- Frequent use of vision and depth perception for distances near (20 inches or less) and far (20 feet or more) and to identify and distinguish colors.
- Occasional bending, stooping, climbing, kneeling, squatting, twisting and repetitive foot/leg and hand/arm movements.
- Occasional lifting/carrying and pushing/pulling objects weighing 25-50 lbs.
- Occasional use of hearing and speech to share information through oral communication. Ability to hear alarms, malfunctioning machinery, etc.
- Occasional use of smell to detect/recognize odors.
- Rare crawling, sitting and keyboard use/data entry.

## **Cook Lead, LTC Requisition #: R19503261**

### **PRIMARY RESPONSIBILITIES**

- Assists in monitoring staff productivity and suggests improvements for increased service and productivity. Prepares and distributes work schedules and task assignments for assigned group. Evaluates requests for time off and schedule changes and approves or declines following policy. Works with department leadership to ensure staffing levels are adequate to meet needs. Coordinates changes to schedules due to sick calls, leave of absence or other emergent changes in staff availability or work volume. Advises supervisor of any potential policy violations related to attendance or schedules.
- Identifies breakdowns in workflow or backlogs of work that could lead to poor customer service. Alerts leadership when immediate action is necessary, suggests alternatives to immediately address the issue and re-prioritize tasks to clear backlogs and respond to rushes.
- Assists the supervisor with onboarding of new staff, ensuring mandatory education completion, developing and presenting training and providing input to performance evaluations.
- Prepares foods by following recipes and/or production standards for preparing, seasoning, cooking, baking, tasting, carving, and serving soups, meats, vegetables, desserts and other foods. Follows recipes and product directions to prepare items such as breads, rolls, cakes, muffins, biscuits. Ensures all food is prepared in accordance with current applicable federal, state and HACCP guidelines and regulations to ensure the highest quality food.
- Performs quality assurance tasks such as routine temperature checks for final cook temperature and holding. Responds to quality assurance concerns and documents for future reference.
- Maintains a sanitary work environment through following established procedures. Ensures all equipment is maintained and in good working order.
- Maintains accurate records (e.g. production, waste, food temperatures, and thermometer calibration, etc.) as outlined in the corporate policies and procedures.
- Consults with the clinical dietitian on modified diets or patient special requests as necessary.
- Works in a constant state of alertness and safe manner.
- Performs other duties as assigned.

### **PHYSICAL REQUIREMENTS**

- Frequent lifting/carrying and pushing/pulling objects weighing 0-25 lbs.
- Frequent reaching and gripping.
- Frequent use of vision and depth perception for distances near (20 inches or less) and far (20 feet or more) and to identify and distinguish colors.



Employment

1819 Aberg Avenue ■ Madison, WI 53704-4201

& Training Association, Inc.

(608) 242-7402

**Apply at [www.cityofmadison.com](http://www.cityofmadison.com)**

### **Aquatics Supervisor**

**SALARY** \$23.89 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00514

**DEPARTMENT** Parks Division

**OPENING DATE** 01/08/2024

**CLOSING DATE** 4/29/2024 11:59 PM Central

**COMP. GROUP/RANGE** 17/00

As an Aquatics Supervisor you will help oversee the City of Madison Aquatics Program. The Aquatics Supervisor is responsible for overseeing the daily operations of the Goodman Pool. They ensure that the standards are maintained for the City of Madison Aquatics Program. They are responsible for assisting with payroll, scheduling, chemicals, teaching in-services, responding to emergencies, and enforcing rules, policies, and procedures as needed. They report directly to the Aquatics and Parks Program Coordinator and/or the Recreation Services Coordinator. This position requires advanced knowledge of aquatics operations and conflict resolution.

### **Assistant City Attorney**

**SALARY** \$41.98 - \$44.33 Hourly

\$3,253.41 - \$3,435.48 Biweekly

\$7,049.06 - \$7,443.54 Monthly

\$84,588.66 - \$89,322.48 Annually

**LOCATION** Madison, WI

**JOB TYPE** PERMANENT FULL TIME

**JOB NUMBER** 2023-00611

**DEPARTMENT** Office of the City Attorney

**OPENING DATE** 01/18/2024

**CLOSING DATE** 2/19/2024 11:59 PM Central

**COMP. GROUP/RANGE** 23/01

The Office of the City Attorney is seeking a qualified candidate for the position of Assistant City Attorney. This position will be part of a two-attorney team designated to handle economic development, real estate and affordable housing transactions and loans; tax incremental financing negotiations and agreements; public housing and redevelopment matters; community development projects and grants; state and federal funding sources and programs; and municipal bond issuance.

### **Assistant Golf Professional (Hourly)\***

**SALARY** \$22.44 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00515

**DEPARTMENT** Parks Division

**OPENING DATE** 12/15/2023

**CLOSING DATE** 3/31/2024 11:59 PM Central

**COMP. GROUP/RANGE** 20/00

The City of Madison Parks Division is hiring Assistant Golf Professionals for the 2024 golf season. The successful candidates will work to coordinate overall management of the four City of Madison Golf Courses. These positions work directly with the Golf Director and Golf Programming Assistants and must exhibit a diverse skill set to oversee a fast moving, large scale hospitality driven operation with over 100 team members. Working as an extension of the Golf Director and Golf Programming Assistants, this role oversees the day-to-day management of clubhouse operations including managing, training, and scheduling staff to maximize efficiency and customer experiences in the areas of food and beverage service, point of sale transactions, and outdoor operations.



Employment

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### Conservation Ecology Trainee 1

**SALARY** \$19.30 - \$21.26 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00545

**DEPARTMENT** Engineering Division

**OPENING DATE** 01/09/2024

**CLOSING DATE** 2/8/2024 11:59 PM Central

**COMP. GROUP/RANGE** 16/00

The Engineering Department is hiring for a seasonal hourly position that is responsible for conservation ecology field work in a variety of native plantings on Engineering land. This work is performed under the general supervision of the Stormwater Vegetation Coordinator and Conservation Technician. The Conservation Ecology Trainee will help with the installation of desirable native vegetation, the control of invasive species, the inventory of plant and animal species and other work related to the ecological health of the City's Stormwater management system. All necessary training will be provided.

### Construction Inspector (Hourly)

**SALARY** \$19.17 - \$22.33 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00610

**DEPARTMENT** Engineering Division

**OPENING DATE** 01/08/2024

**CLOSING DATE** 9/21/2024 11:59 PM Central

**COMP. GROUP/RANGE** 15/00

As a Construction Inspector you will perform technical/paraprofessional and related manual work in support of engineering programs. Work is performed under the supervision of a professional Engineer, Surveyor, Construction Inspector, Sidewalk Program Supervisor or Public Works Supervisor. Although duties vary based on assignment, current vacancies exist in construction activities, surveying and utility locating/ marking.

### Crosswalk Painter

**SALARY** \$21.04 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00604

**DEPARTMENT** Traffic Engineering Division

**OPENING DATE** 01/04/2024

**CLOSING DATE** 6/18/2024 11:59 PM Central

**COMP. GROUP/RANGE** 16/00

This is responsible seasonal work independently locating, marking, and painting cross walks, stop bars, flat islands, and other related street markings throughout the City of Madison. Work is performed during night time hours when supervision is not immediately available. Assignments are provided by Leadworkers and performed independently or as part of a crew with limited supervision.

### Engineering Intern\*

**SALARY** \$21.46 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2024-00020

**DEPARTMENT** Water Utility

**OPENING DATE** 01/18/2024

**CLOSING DATE** 2/19/2024 11:59 PM Central

**COMP. GROUP/RANGE** 17/00

The Water Utility is looking for qualified applicants for their Engineering Intern vacancy. This is entry-level professional engineering work for Madison Water Utility. The Engineering Internship is developed to advance agency goals and to foster professional development within the engineering career track, providing support and direction in an internship framework. The internship will include exposure to managerial and policy setting operations and activities, introduction to organizational structure, and operations of the Water Utility.



Employment

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### **Field Survey Crew Chief\***

**SALARY** \$36.33 - \$43.11 Hourly

\$2,815.36 - \$3,340.90 Biweekly

\$6,099.95 - \$7,238.62 Monthly

\$73,199.36 - \$86,863.40 Annually

**LOCATION** Madison, WI

**JOB TYPE** PERMANENT FULL TIME

**JOB NUMBER** 2023-00575

**DEPARTMENT** Engineering Division

**OPENING DATE** 01/09/2024

**CLOSING DATE** 2/6/2024 11:59 PM Central

**COMP. GROUP/RANGE** 18/8

The City of Madison's Engineering Division is hiring a Surveyor 2 – Field Survey Crew Chief! This is responsible supervisory and/or specialized professional work in the Engineering Division. The Field Survey Crew Chief has the responsibility for performing special projects and tasks which require registration as a Land Surveyor, (i.e., functions relating to the legal establishment or re-establishment of survey monuments, the preparation of certified survey maps and the performance of other specialized projects and activities necessitating registration as a Land Surveyor. The work is characterized by the exercise of independent judgment, initiative, discretion, and program development and administration under the direction of a Principal Civil Engineer or a Division Manager.

### **Food and Beverage Server (Hourly)**

**SALARY** \$8.98 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00517

**DEPARTMENT** Parks Division

**OPENING DATE** 01/02/2024

**CLOSING DATE** 5/31/2024 11:59 PM Central

**COMP. GROUP/RANGE** 16/00

The City of Madison is looking to hire Food and Beverage Server positions. This position involves Parks food and beverage service, generally at one of the City-owned golf courses. The work primarily involves taking orders, preparing and delivering food and beverages. This position prepares a limited menu of guest meals, prepares guest beverages, customer service, and minor janitorial practices. In addition, this position maintains effective employee and customer relations typically associated with restaurant wait staff. Under direct supervision of the Assistant Golf Professional this position may involve emergency response, and/or technical decisions not subject to immediate review.

### **Forestry Specialist Assistant (Hourly)**

**SALARY** \$19.30 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00580

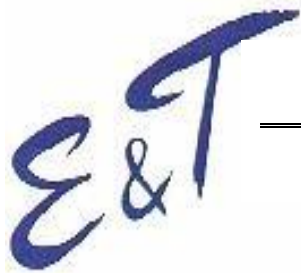
**DEPARTMENT** Streets Division

**OPENING DATE** 01/02/2024

**CLOSING DATE** 2/5/2024 11:59 PM Central

**COMP. GROUP/RANGE** 16/00

The City of Madison Streets Division is looking to hire four (4) seasonal Forestry Specialist Assistants. This technical work is performed in the field and office of the Forestry Section of the City Streets Division. This work primarily involves performing all related tasks involved in the chemical treatment process for Emerald Ash Borer injections. The work may also involve performing a wide variety of projects and assists with construction inspection activities to ensure compliance with contract specifications near City-owned trees and other requirements. This work is normally performed under the general direction of a forestry supervisor and forestry specialist and involves independence of action and technical judgment.



Employment

1819 Aberg Avenue ■ Madison, WI 53704-4201

& Training Association, Inc.

(608) 242-7402

### **Golf Course Attendant (Hourly)\***

**SALARY** \$16.64 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00516

**DEPARTMENT** Parks Division

**OPENING DATE** 01/02/2024

**CLOSING DATE** 5/31/2024 11:59 PM Central

**COMP. GROUP/RANGE** 16/00

The City of Madison Parks Division is looking to hire Golf Clubhouse Attendants. The successful candidates for these positions perform varied public contact services, which may include customer service work, cash handling, staffing events and programs, routine labor and custodial work, light clerical duties, set up work, etc. These positions work under the direct leadership of the Assistant Golf Professionals and general supervision of the Golf Clubhouse Operations Supervisor.

### **Golf Course Maintenance Laborer (Hourly)\***

**SALARY** \$19.66 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00518

**DEPARTMENT** Parks Division

**OPENING DATE** 01/02/2024

**CLOSING DATE** 5/31/2024 11:59 PM Central

**COMP. GROUP/RANGE** 16/00

The City of Madison is looking to hire Golf Course Laborers! The successful candidate will be responsible for manual labor work maintaining the City of Madison Golf Courses. Employees will provide basic landscaping services and building maintenance activities for the Madison Golf Courses. Employees will be expected to work with fertilizers and will have frequent exposure to pollen, dust, grass clippings, etc.

### **Greenskeeper Assistant 1 or 2\***

**SALARY** \$21.59 - \$23.12 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00621

**DEPARTMENT** Parks Division

**OPENING DATE** 01/04/2024

**CLOSING DATE** 3/31/2024 11:59 PM Central

**COMP. GROUP/RANGE** 16/00

Come be part of the future of Golf in Madison Parks! This position will ensure quality playing conditions for golf customers and other visitors by working closely with the Greenskeeper of the assigned course to support the work of hourly golf course maintenance staff.

### **Infrastructure Construction Trainee\***

**SALARY** \$19.66 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00542

**DEPARTMENT** Engineering Division

**OPENING DATE** 01/08/2024

**CLOSING DATE** 4/30/2024 11:59 PM Central

**COMP. GROUP/RANGE** 15/00

Interested in learning more about a career in Public Works with the City of Madison while getting paid? Apply to participate in the Madison Infrastructure Training – Engineering (MI-TE) Program where you will be provided classroom and hands-on training in concrete flatwork, asphalt patching, and utility casting adjustments.





Employment

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### **Laborer (Hourly) - Seasonal\***

**SALARY** \$19.66 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00572

**DEPARTMENT** City Wide Miscellaneous

**OPENING DATE** 01/02/2024

**CLOSING DATE** 6/30/2024 11:59 PM Central

**COMP. GROUP/RANGE** 16/00

The successful candidate will be working for one of the Public Works agencies in the City, including Parking Utility, Parks, Streets, Traffic Engineering, and the Water Utility. It is anticipated that the following number of seasonal laborers will be hired by agency: Parking Utility (2); Parks (38); Streets (17); Traffic Engineering (5); and Water Utility (4). For a period of six (6) months following completion of seasonal employment, seasonal employees retain the ability to apply for permanent positions that include benefits and pension.

### **Lifeguard**

**SALARY** \$17.16 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00485

**DEPARTMENT** Parks Division

**OPENING DATE** 01/08/2024

**CLOSING DATE** 4/29/2024 11:59 PM Central

**COMP. GROUP/RANGE** 16/00

City of Madison Lifeguards work in the Aquatics Program to provide front-line safety services at Goodman Pool. They exercise teamwork in keeping the community safe by preventing accidents from occurring and explaining rules, policies, and procedures. Lifeguards maintain a safe, energetic, and welcoming environment for all patrons at Goodman Pool. As needed, lifeguards will perform lifesaving measures.

### **Paint Crew Leadworker**

**SALARY** \$24.09 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00603

**DEPARTMENT** Traffic Engineering Division

**OPENING DATE** 01/04/2024

**CLOSING DATE** 5/29/2024 11:59 PM Central

**COMP. GROUP/RANGE** 16/00

This position oversees seasonal workers performing pavement marking activities (such as painting crosswalks, stop bars, flat and raised islands) throughout the City of Madison. This position assigns and coordinates seasonal crews and equipment. This position reviews completed work, inspects and maintains equipment, and maintains related pavement marking data, maps, and records.

### **Parking Enforcement Officer**

**SALARY** \$28.38 Hourly \$2,270.16 Biweekly \$4,918.68 Monthly \$59,024.16 Annually

**LOCATION** WI 53713, WI

**JOB TYPE** PERMANENT FULL TIME

**JOB NUMBER** 2023-00582

**DEPARTMENT** Parking Division

**OPENING DATE** 01/18/2024

**CLOSING DATE** 2/1/2024 11:59 PM Central

**COMP. GROUP/RANGE** 16/11

This is responsible uniformed work in the enforcement of City parking ordinances for the Parking Division. Working under the limited supervision of the Parking Enforcement Supervisor, employees are assigned walking or driving beats to enforce overtime violations, illegal parking, improper use of special permits and related violations.



Employment

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### **Public Works Utilities Maintenance Worker 1 or Public Works Utilities Machine Operator 1\***

**SALARY** \$22.40 Hourly \$1,791.71 Biweekly \$3,882.04 Monthly \$46,584.46 Annually

**LOCATION** Madison, WI

**JOB TYPE** PERMANENT FULL TIME

**JOB NUMBER** 2023-00557

**DEPARTMENT** Engineering Division

**OPENING DATE** 01/08/2024

**CLOSING DATE** 2/15/2024 11:59 PM Central

**COMP. GROUP/RANGE** 15/03 or 15/04

The City of Madison's Engineering Division is seeking to hire our next Public Works Utilities Maintenance Worker and Operator 1's. These are entry-level positions that provide a great introduction to Public Works careers at the City of Madison. There are frequent opportunities for on-the-job training and learning new skills in these positions, as well as regular competitive promotional processes that hire from this pool of employees. These jobs are outside in the field every day, working with your hands.

### **Solar Installer - Trainee\***

**SALARY** \$21.25 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00543

**DEPARTMENT** Engineering Division

**OPENING DATE** 01/08/2024

**CLOSING DATE** 5/2/2024 11:59 PM Central

**COMP. GROUP/RANGE** 71/00

Work for The City of Madison Engineering Department as a Solar Installer Trainee where you will build valuable solar installation and electrical skills! These skills will help you gain a career in a trade related field. On the job training is provided.

### **Streets Attendant (Hourly) – Seasonal\***

**SALARY** \$19.66 Hourly

**LOCATION** Madison, WI

**JOB TYPE** HOURLY

**JOB NUMBER** 2023-00579

**DEPARTMENT** Streets Division

**OPENING DATE** 01/02/2024

**CLOSING DATE** 6/30/2024 11:59 PM Central

**COMP. GROUP/RANGE** 15/00

The City of Madison is looking to fill several Streets Attendant\* positions. The details of each type of Streets Attendant position is listed below. This is entry-level work performed in the Streets Division. This is seasonal work and no work hours are guaranteed.

### **Transit Marketing Specialist 2**

**SALARY** \$35.18 - \$41.75 Hourly

\$2,814.48 - \$3,339.78 Biweekly

\$6,098.04 - \$7,236.19 Monthly \$73,176.48 - \$86,834.28 Annually

**LOCATION** Madison, WI

**JOB TYPE** PERMANENT FULL TIME

**JOB NUMBER** 2023-00614

**DEPARTMENT** Metro Transit

**OPENING DATE** 01/24/2024

**CLOSING DATE** 2/7/2024 11:59 PM Central

**COMP. GROUP/RANGE** 44/08

Come be a part of the team that moves Metro forward! There are exciting innovations happening for Metro Transit including Bus Rapid Transit, new fare technology, 60' buses and electric bus technology. Metro is looking for a strong communicator and innovative thinker who will champion Metro Transit in our community.



Employment

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& Training Association, Inc.

(608) 242-7402

**Apply at [www.governmentjobs.com/careers/countyofdane](http://www.governmentjobs.com/careers/countyofdane)**

### **LTE Care Coordinator**

**SALARY** \$31.86 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Limited Term Employee

**JOB NUMBER** 2023-00732

**DEPARTMENT** Human Services Department

**OPENING DATE** 01/02/2024

**CLOSING DATE** Continuous

**FLSA** Non-Exempt

**BARGAINING UNIT** 1871

Dane County Human Services has a Limited Term vacancy for a LTE Care Coordinator Position in Madison, WI.

### **LTE Case Manager (CYF - CPS)**

**SALARY:**

\$25.77 Hourly

**OPENING DATE:**

01/20/22

**DESCRIPTION:**

Dane County is recruiting for Limited Term Employment (LTE) Case Managers. The current vacancy is within the Children, Youth and Families (CYF) Division. **LTEs are limited to 1,200 hours in a payroll year and are not guaranteed any specific hours.**

### **LTE Case Manager I - Behavioral Health - BHRC**

**SALARY** \$33.86 Hourly

**LOCATION** Madison Wi 53713, WI

**JOB TYPE** Limited Term Employee

**JOB NUMBER** 2023-00697

**DEPARTMENT** Human Services Department

**OPENING DATE** 12/21/2023

**CLOSING DATE** Continuous

**FLSA** Non-Exempt

**BARGAINING UNIT** 2634

The Dane County Human Services Department is currently hiring for an LTE Case Manager I in BHRC (Behavioral Health Resource Center). Hours of operation are 7:45am - 4:30pm, M-F (actual work hours and days are TBD) and hybrid work environment. This position is located at 818 W Badger Rd, Madison.

### **LTE Clerk I -II**

**SALARY:**

\$21.62 Hourly

**OPENING DATE:**

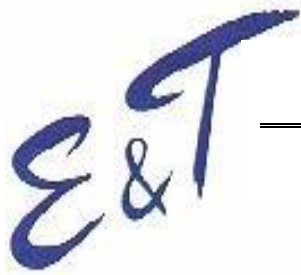
02/09/23

**CLOSING DATE:**

Continuous

**DESCRIPTION:**

**Limited Term Employees (LTEs) are limited to 1,200 hours in a payroll year and are not guaranteed any hours per week.**



Employment

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### **LTE GENERAL LABORER (65)**

**SALARY** \$21.99 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Limited Term Employee

**JOB NUMBER** 2023-00556

**DEPARTMENT** Alliant Energy Center

**OPENING DATE** 09/12/2023

**CLOSING DATE** Continuous

**FLSA** Non-Exempt

**BARGAINING UNIT** 65

LIMITED TERM EMPLOYMENT (LTE) OPPORTUNITY WITH NO GUARANTEED HOURS PER WEEK. Immediate limited term opportunity with the Alliant Energy Center complex for Housekeeping and/or Conversion/Setup Crew.

### **LTE GIS Mapping Technician**

**SALARY** \$23.94 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Limited Term Employee

**JOB NUMBER** 2023-00754

**DEPARTMENT** Planning & Development

**OPENING DATE** 01/08/2024

**CLOSING DATE** Continuous

**FLSA** Non-Exempt

**BARGAINING UNIT** 720

Dane County Planning & Development has a current opening for an LTE GIS Mapping Technician.

### **LTE Guest Services Lead**

**SALARY** \$25.08 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Limited Term Employee

**JOB NUMBER** 2023-00720

**DEPARTMENT** Alliant Energy Center

**OPENING DATE** 12/28/2023

**CLOSING DATE** 1/19/2024 11:59 PM Central

**FLSA** Non-Exempt

**BARGAINING UNIT** 65

The Alliant Energy Center has a Limited Term vacancy for a LTE Guest Services Lead in Madison, WI.

### **LTE Intern - Kassel-Dane Communications**

**SALARY** \$21.95 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Part Time Position (.5FTE)

**JOB NUMBER** 2023-00461

**DEPARTMENT** County Board

**OPENING DATE** 01/05/2024

**CLOSING DATE** Continuous

**FLSA** Non-Exempt

**BARGAINING UNIT** 720

The County Board for Dane County has a Limited Term Employee (LTE) Intern - Kassel-Dane Communications position available.



Employment

1819 Aberg Avenue ■ Madison, WI 53704-4201

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(608) 242-7402

## LTE Parking Ticket Seller

**SALARY:** \$13.73 Hourly

**OPENING DATE:** 05/07/21

**DESCRIPTION:**

The Alliant Energy Center (AEC) is currently recruiting for Limited Term Employees (LTEs)..

## LTE Registered Nurse (BPHCC)

**SALARY** \$40.96 Hourly

**LOCATION** Verona, WI

**JOB TYPE** Limited Term Employee

**JOB NUMBER** 2023-00625

**DEPARTMENT** Human Services Department

**OPENING DATE** 10/27/2023

**FLSA** Non-Exempt

**BARGAINING UNIT** 1199

The Dane County Department of Human Services (DCDHS) - Badger Prairie Health Care Center (BPHCC) is recruiting for limited term employment (LTE) Registered Nurses (RNs). **LTEs are limited to 1,200 hours in a payroll year and are not guaranteed any hours per week.**

## LTE Social Service Specialist

**SALARY** \$31.48 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Limited Term Employee

**JOB NUMBER** 2023-00742

**DEPARTMENT** District Attorney

**OPENING DATE** 01/05/2024

**CLOSING DATE** 1/22/2024 11:59 PM Central

**FLSA** Non-Exempt

**BARGAINING UNIT** 720

The Dane County District Attorney's Victim Witness Unit, in Madison, Wisconsin, is recruiting for a Limited Term Employee (LTE) Social Service Specialist position.

## LTE Victim/Witness Case Manager

**SALARY** \$36.62 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Limited Term Employee

**JOB NUMBER** 2023-00749

**DEPARTMENT** District Attorney

**OPENING DATE** 01/03/2024

**CLOSING DATE** Continuous

**FLSA** Non-Exempt

**BARGAINING UNIT** 2634

The Dane County District Attorney's Office-Victim Witness Unit is recruiting for a Limited Term Vacancy for a LTE Victim/Witness Case Manager in Madison, Wisconsin.





Employment

1819 Aberg Avenue ■ Madison, WI 53704-4201

& Training Association, Inc.

(608) 242-7402

## CENTER WORKER

**SALARY** \$30.34 - \$33.03 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2023-00680

**DEPARTMENT** Alliant Energy Center

**OPENING DATE** 01/19/2024

**CLOSING DATE** 2/2/2024 11:59 PM Central

**FLSA** Non-Exempt

**BARGAINING UNIT** 65

The Alliant Energy Center in Madison, Wisconsin has a current vacancy for 2 full time (1.0 FTE) Center Workers. This position works onsite at 1919 Alliant Energy Center Way, Madison. The Eligibility List created will be used to fill future vacancies over the next six (6) months.

## COMMUNICATIONS SUPERVISOR

**SALARY** \$45.01 - \$59.86 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2023-00759

**DEPARTMENT** Public Safety Communication

**OPENING DATE** 01/26/2024

**CLOSING DATE** 2/9/2024 11:59 PM Central

**FLSA** Exempt

**BARGAINING UNIT** MGR

Dane County Public Safety Communications, Operations Division has a vacancy for two (2) Full-Time (1.0 FTE) Communications Supervisor positions, in Madison, WI.

## Communicator

**SALARY** \$32.55 - \$35.12 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2024-00003

**DEPARTMENT** Public Safety Communication

**OPENING DATE** 01/26/2024

**CLOSING DATE** 2/9/2024 11:59 PM Central

**FLSA** Non-Exempt

**BARGAINING UNIT** 720

Dane County Public Safety Communication in Madison WI is recruiting for vacant full-time (1.0 FTE) Communicator positions. The eligible list created from this posting will be used for future Communicator vacancies for the next six (6) months.

## Deferred Prosecution Case Manager

**SALARY** \$36.62 - \$43.12 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2023-00844

**DEPARTMENT** District Attorney

**OPENING DATE** 01/26/2024

**CLOSING DATE** 2/9/2024 11:59 PM Central

**FLSA** Non-Exempt

**BARGAINING UNIT** 2634

The District Attorney's Deferred Prosecution Unit, in Madison, Wisconsin, is recruiting for a full-time (1.0 FTE) Deferred Prosecution Case Manager position.



Employment

1819 Aberg Avenue ■ Madison, WI 53704-4201

& Training Association, Inc.

(608) 242-7402

### Director of Office of Criminal Justice Reform

**SALARY** \$76.92 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2023-00832

**DEPARTMENT** Office of Criminal Justice Reform

**OPENING DATE** 01/12/2024

**CLOSING DATE** 2/16/2024 11:59 PM Central

**BARGAINING UNIT** MC

All applications must be submitted at: [Careers Page GovHR - GovHR USA](#) Do **NOT** apply at this website (NEOGOV/Government Jobs)

### Information Technology Specialist

**SALARY** \$36.22 - \$47.18 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2023-00766

**DEPARTMENT** Clerk of Courts

**OPENING DATE** 01/26/2024

**CLOSING DATE** 2/9/2024 11:59 PM Central

**FLSA** Non-Exempt

**BARGAINING UNIT** 1871

The Dane County Clerk of Courts is hiring for a full-time (1.0 FTE) Information Technology Specialist.

The eligible list created from this recruitment may be used to fill future vacancies that occur within the next six (6) months.

### Jail Clerk

**SALARY** \$33.13 - \$35.80 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2024-00009

**DEPARTMENT** Sheriff's Office

**OPENING DATE** 01/26/2024

**CLOSING DATE** 2/9/2024 11:59 PM Central

**FLSA** Non-Exempt

**BARGAINING UNIT** 720

Jail Clerks start on 2nd shift (2:30p-10:30p) or 3rd shift (10:30p-6:30a) and work a rotating schedule of 5 days working and 2 days off and 5 days working and 3 days off.

### Landfill Crew Leader

**SALARY** \$34.21 - \$37.26 Hourly

**LOCATION** Madison WI 53718, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2023-00762

**DEPARTMENT** Waste & Renewables

**OPENING DATE** 01/26/2024

**CLOSING DATE** 2/9/2024 11:59 PM Central

**FLSA** Non-Exempt

**BARGAINING UNIT** 65

The Dane County Department of Waste & Renewables is hiring for a full-time (1.0 FTE) Landfill Crew Leader.

The eligible list created from this recruitment may be used to fill future vacancies that occur within the next six (6) months.



Employment

1819 Aberg Avenue ■ Madison, WI 53704-4201

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### Lead Veterinary Technician

**SALARY** \$33.03 - \$35.75 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2023-00771

**DEPARTMENT** Henry Vilas Zoo

**OPENING DATE** 01/12/2024

**CLOSING DATE** 1/29/2024 11:59 PM Central

Henry Vilas Zoo has a current vacancy for a 1.0 FTE Lead Veterinary Technician. The eligible list from this recruitment may be used to fill future vacancies for the next six (6) months.

### Medical Interpreter

**SALARY** \$32.55 - \$35.12 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2023-00842

**DEPARTMENT** Board of Health for Madison and Dane County

**OPENING DATE** 01/26/2024

**CLOSING DATE** 2/9/2024 11:59 PM Central

**BARGAINING UNIT** 720

Public Health Madison and Dane County's Community Health Division in Madison, Wisconsin, is recruiting for two full-time (1.0 FTE) Medical Interpreter positions. Candidates should be able to fluently speak, write, communicate and translate in both English and Spanish. The positions will be based out of The Atrium (2300 S. Park St.), but will travel to East Washington Avenue Office and Clinic (2705 E. Washington Ave.), client home visits, and mobile clinics. The majority of the work will be done in-person with some remote work completing translations and interpreting over the phone.

### Part-Time Registered Nurse BPHCC

**SALARY** \$40.96 - \$49.12 Hourly

**LOCATION** Verona, WI

**JOB TYPE** Part Time position (.2FTE)

**JOB NUMBER** 2023-00601

**DEPARTMENT** Human Services Department

**OPENING DATE** 09/29/2023

**CLOSING DATE** Continuous

**FLSA** Non-Exempt

**BARGAINING UNIT** 1199

The Dane County Department of Human Services (DCDHS) - Badger Prairie Health Care Center (BPHCC) is recruiting for Part-Time Registered Nurses (RNs). Currently DCDHS is hiring 0.2 FTE positions that work every other weekend float shift positions with opportunities to work additional shifts based on individual availability and scheduling needs.

### Public Health Nurse (Bilingual-Spanish)

**SALARY** \$40.79 - \$49.03 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2023-00757

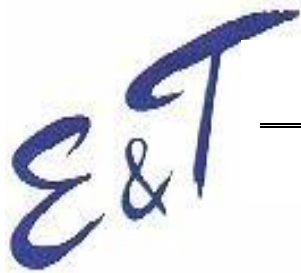
**DEPARTMENT** Board of Health for Madison and Dane County

**OPENING DATE** 01/19/2024

**CLOSING DATE** 2/2/2024 11:59 PM Central

**BARGAINING UNIT** 1199

Public Health Madison & Dane County in Madison, Wisconsin, is recruiting for a full-time (1.0 FTE) Public Health Nurse (Bilingual - Spanish) position for their **Perinatal Care Coordination** unit. Employees who work in bilingual designated positions receive an additional \$2.00 per hour (not reflected above).



Employment

1819 Aberg Avenue ■ Madison, WI 53704-4201

& Training Association, Inc.

(608) 242-7402

## **SOCIAL WORK SUPERVISOR - PEI/JFF**

**SALARY** \$45.01 - \$59.86 Hourly

**LOCATION** Madison Wi 53713, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2023-00835

**DEPARTMENT** Human Services Department

**OPENING DATE** 01/26/2024

**CLOSING DATE** 2/16/2024 11:59 PM Central

**FLSA** Exempt

**BARGAINING UNIT** MGR

The Dane County Human Services Department, Prevention & Early Intervention Division in Madison, WI has a current vacancy for a full time (1.0 FTE) **Social Work Supervisor - Joining Forces for Families (JFF)**. This position is located at 818 W Badger Rd, Madison, WI. This position will also have the opportunity to work Hybrid (in office & remote).

## **Veterinarian**

**SALARY** \$45.01 - \$59.86 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Full time (1.0FTE)

**JOB NUMBER** 2023-00775

**DEPARTMENT** Henry Vilas Zoo

**OPENING DATE** 01/26/2024

**CLOSING DATE** 2/9/2024 11:59 PM Central

**FLSA** Exempt

**BARGAINING UNIT** MGR

The Henry Vilas Zoo in Madison, WI has a current vacancy for a full-time (1.0 FTE) Veterinarian.

The eligible list from this recruitment may be used to fill future vacancies for the next six (6) months.

Under direction of the Zoo Director and the Deputy Zoo Director, the Veterinarian oversees all aspects of medical care for the Henry Vilas Zoo's (HVZ's) animal collection as required by the Animal Welfare Act (APHIS-USDA), the American Association of Zoo Veterinarians (AAZV), USDA, the Association of Zoos & Aquariums (AZA), and other regulatory agencies and associations applicable to zoological institutions and veterinary programs/facilities. Oversees and manages the veterinary care staff to ensure the Veterinary Technician team is effectively trained and equipped to meet the needs of the animals' and organization. Coordinates all animal medical care specialists to assist with care of zoo animals. Provides veterinary care, nutritional oversight, and medical and surgical treatment for a wide variety of mammals, birds, reptiles, fish and amphibians.

## **ZOO ATTENDANT - .6 FTE**

**SALARY** \$31.34 - \$33.66 Hourly

**LOCATION** Madison, WI

**JOB TYPE** Part Time Position (.6FTE)

**JOB NUMBER** 2023-00784

**DEPARTMENT** Henry Vilas Zoo

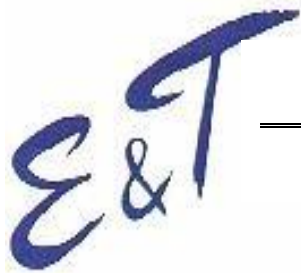
**OPENING DATE** 01/19/2024

**CLOSING DATE** 2/2/2024 11:59 PM Central

**FLSA** Non-Exempt

**BARGAINING UNIT** 65

The Henry Vilas Zoo has two current vacancies for .6 FTE Zoo Attendants. The eligibility list created for this recruitment will be used to fill future Zoo Attendant vacancies over the next six (6) months.



## **Apply at wisc.jobs**

### **Laundry Services Supervisor Job ID 12427**

#### ***Position Summary***

The Laundry Services Supervisor manages the large-scale laundry operation at CWC, maintains proper laundry records, engages in related personnel functions, and implements and coordinates the Health and Safety policies.

#### ***Salary Information***

The starting salary is between \$22.00 and \$26.00 per hour (approximately \$45,700 and \$54,000 annually) based on qualifications, plus excellent benefits. A 12-month probationary period is required.

Pay for current or former state employees will be set based on the rules that apply to compensation for the applicable transaction. This position is classified as a Laundry Services Supervisor and is in pay schedule and range 81/05.

#### ***Job Details***

All applicants who may be appointed to this position will be required to allow DHS to conduct a background check to determine whether the circumstances of any conviction may be related to the job being filled.

All appointees will be required to receive a TB test, which will be administered by CWC or medical personnel approved by the facility prior to their start date.

This position has physical requirements which may include but are not limited to lifting 55 pounds, standing, sitting, kneeling, and stooping. Applicants may be required to pass a physical evaluation to assess these requirements.

This position requires the ability to drive a State vehicle. In order to become authorized to drive a State vehicle, you must meet the requirements of the State of Wisconsin Fleet Vehicle Policy, which are:

- Must have a valid driver's license;
- Must have minimum of two years licensed driving experience;
- Must be 18 years of age.

Additionally, your driving record MUST NOT reflect any of the following conditions:

- Three or more moving violations and/or at-fault accidents in the past two years;
- Operating While Intoxicated (OWI)/Driving Under the Influence (DUI) citation within the past 12 months;
- Suspension or revocation of driver's license.

#### ***Qualifications***

Minimally qualified applicants will have all of the following:

- Experience in a supervisory or lead worker role (i.e., assigning duties, reviewing work, etc.).
- Experience folding, stocking, or distributing laundry.
- Experience filling orders and ensuring accurate deliveries.

Well-qualified applicants will also have one or more of the following:

- Experience working in a healthcare setting.
- Experience with purchasing chemicals and/or supplies for laundry operations.
- Experience with interviewing, selection, or training of workers.
- Experience working in an industrial laundry setting or commercial laundry setting.

The letter of qualifications is limited to 1 page. For a guide on developing your resume and letter of qualifications and what should be included in these materials, click [here](#).

#### ***How To Apply***

Applying is easy! Click "Apply for Job" to start your application process. Sign in to your account or click "Register Now" to create an account before applying for the job. Follow the steps outlined in the application process and submit your application. Helpful Tips: Once your application is submitted, no changes are allowed. Click "Save" to allow changes to your application as needed before submitting by the deadline. You may want to save a copy of the job posting for referencing after the deadline. Please monitor your email for communications related this position. Current or former permanent, classified, state employees must complete the online application process to be considered.

If viewing through an external site, please apply directly at Wisc.Jobs.

DHS is an Equal Opportunity and Affirmative Action employer seeking a diverse and talented workforce.

Veterans are encouraged to apply. For complete information on veterans' hiring programs with the WI Department of Veteran's affairs, click [here](#).

***Deadline to Apply*** This position will accept applications until the position is filled.





## Facilities Maintenance Specialist – Advanced Job ID 12127

### Position Summary

This position is responsible for inspection and analysis of equipment, diagnosing malfunctions, and the maintenance and repair of mechanical and electrical equipment and systems.

This includes systems such as: electrical, heating, ventilation, refrigeration, plumbing, locks and security doors, fire control, and fuel storage and delivery.

This position is also responsible maintenance on vehicles, motors, kitchen appliances, motorized equipment, and for the operation of electrical and mechanical equipment such as welding torches, lifts, and generators.

This position also operates groundskeeping equipment such as plow trucks, snow blowers, and mowers.

This position uses blue prints and schematics and makes repairs to the facility's structure and fixtures.

This position provides supervision and training of inmates in mechanical maintenance and repair work assignments and maintains security in the work environment. This position keeps maintenance records and researches needed parts and equipment for repairs or improvements and submits selections for purchase.

### Job Details

Applicants must be legally authorized to work in the United States (i.e. a citizen or national of the U.S., a lawful permanent resident, or an alien authorized to work in the U.S. without DOC sponsorship) at the time of application.

The Department of Corrections may conduct pre-employment drug screens. Any applicant who is offered employment in a position which requires a pre-employment drug screen must pass the screen as a contingency of employment.

The Department of Corrections will conduct criminal background checks on applicants prior to selection. Upon hire, all new DOC employees are subject to fingerprinting.

For more in-depth information on employment with the State of Wisconsin, please see the [State Employee Handbook](#).

### Qualifications

#### **SPECIAL REQUIREMENT:**

Applicants must possess a valid driver's license and may be required to meet [State of Wisconsin fleet requirements](#). Employees will be required to maintain a valid driver's license and eligibility to drive a fleet vehicle.

#### **Minimally qualified applicants will have:**

- Experience or training in construction or repair of structures (such as using wood, steel, or other metals to make structural repairs to buildings or experience making repairs to building fixtures and furniture, etc.)
- Experience or training in general maintenance and repairs (in areas such as: plumbing, HVAC, electrical work, vehicles, motors, kitchen appliances, motorized equipment, welding, lifts, and generators, etc.)
- Experience operating powered grounds maintenance equipment (such as plow trucks, snow blowers, lawn mowers, slid steers, lifts, utility vehicles etc.)

This position requires the physical ability to perform manual labor, to climb, bend, crawl and lift and will sometimes work in cold, hot, or dusty environments.

### How To Apply

To apply, click on "Apply for Job" to start the application process. Follow the steps outlined in the application process and submit your application. Your resume and letter of qualifications should [detail your training and experience specifically related to the qualifications section](#) listed in the job posting and are limited to a maximum of 2 pages each.

The Department of Corrections has created extra guidance to assist you in developing your resume and letter of qualifications, if interested please click [here](#).

Submitted materials will be evaluated by a panel of job experts and qualified applicants will be invited to participate in the next step of the selection process.

### Deadline to Apply

Applications will be accepted on an ongoing basis until the needs of the department are met. This posting will be up until: **Wednesday April 17th, 2024**. At that time, we anticipate creating a new job opening to continue recruiting for this classification, and individuals will need to reapply to be considered.

Applications are processed every other week, usually on **Thursdays**.

After your application is processed, you will receive an eligibility designation.

If you are found eligible, then your name will be placed on a register and you will be eligible to be contacted about vacancies as they occur based on matching the locations you selected.

If you are found ineligible, you will need to wait until a new Job Opening is posted to reapply. The new Job Opening will be a different Job Opening number. *Individuals whose responses or materials were assessed for this opening cannot withdraw and reapply to this job opening.*

If you have technical difficulties applying, Wisc.Jobs help is available Monday-Friday, 7:45am – 4:30pm – 608-267-1012 or [wiscjobs@wisconsin.gov](mailto:wiscjobs@wisconsin.gov) Also, some users report better performance when using the Chrome browser.

**Registered Nurse - Central Wisconsin Center Job ID 12771****Salary Information**

The starting salary will be between \$40.79 and \$47.21 per hour depending on years of licensure. Pay for current or former state employees is set based upon the rules that apply to compensation for the applicable transaction.

<u>Years of Licensure</u>	<u>Pay Rate</u>
0	\$40.79
3	\$42.88
5	\$43.96
7	\$45.04
9	\$46.13
11	\$47.21

- \$1.40/hour differential for 1st shift RNs that work hours between 6pm and 6am.
- \$3.90/hour differential for 2nd or 3rd shift RNs for work hours between 6pm and 6am.
- A \$3.00/hour temporary add-on will be paid for hours worked Saturday and Sunday.
- \$0.80/hour weekend differential applies to worked shifts.
- A **\$2,000** sign-on bonus applies to those who do not have any prior state service in the last five years; who stay with CWC in the position until completing probation. Bonus will be split, \$1,000 upon hire and \$1,000 after completing probation.
- These positions are in pay schedule/range 11/02. A 12-month probationary period is required.

**Job Details**

All applicants will be required to allow DHS to conduct a background check to determine whether the circumstances of any convictions may be related to the job being filled. All appointees will be required to receive a TB test, which will be administered by CWC or medical personnel approved by the facility prior to their start date. All appointees will be required to be CPR certified.

DHS does not sponsor work visas for this position, thus, in compliance with federal law, selected candidates will be required to verify eligibility to work in the United States by completing the required I-9 form upon hire.

**Qualifications**

At a minimum, you'll need the following:

- Licensure or eligibility\*\* for licensure as a Registered Nurse in the State of Wisconsin. Selected candidate must be licensed in Wisconsin within 3 months of appointment.
- Education or experience providing nursing care to patients according to Nursing Practice Standards.
- Excellent communication skills.
- An ability to participate as a member of an interdisciplinary team.

\*\*Eligibility is defined as your license application/exam is in process with the **Wisconsin Department of Safety and Professional Services** or you currently hold a license in another state and are eligible to obtain a license in the State of Wisconsin.

It'd be great if you also have at least one of the following:

- Two (2) or more years as a Registered Nurse
- Long Term Care and/or Medical/Surgical direct care or relevant experience
- Excellent problem and conflict resolution skills.
- Ability to effectively delegate and oversee the work of LPN's and CNA's.
- Experience applying Nursing Standards of Practice to meet the specific needs of the IDD population at CWC.

For a guide on developing your resume and what should be included, click here.

**How To Apply**

Applying is easy! Click "Apply for Job" to start your application process. Sign in to your account or click "Register Now" to create an account before applying for the job. Follow the steps outlined in the application process and submit your application.

Helpful Tips:

- Once your application is submitted, no changes are allowed. Click "Save" to allow changes to your application as needed before submitting by the deadline.
- You may want to save a copy of the job posting for referencing after the deadline.

Submitted materials may be evaluated by a panel of job experts according to the qualifications above. Please monitor your email for communications related this position. Current or former permanent, classified, state employees must complete the online application process to be considered. If viewing through an external site, please apply directly at Wisc.Jobs.

DHS is an Equal Opportunity and Affirmative Action employer seeking a diverse and talented workforce.

Veterans are encouraged to apply. For complete information on veterans' hiring programs with the WI Department of Veteran's affairs, click here. For technical assistance and general information, please see Frequently Asked Questions. For questions about the position, to request a copy of the full position description, or for other employment inquiries, please contact Jacque Strook in Human Resources at Jacqueline.Strook@dhs.wisconsin.gov.

**Deadline to Apply The deadline to apply is February 5, 2024, at 11:59 pm.**

**Data Catalog Administrator Job ID 12973****Position Summary**

This position provides direction and technical expertise for the setup and administration of WisDOT's data catalog in support of the agency's Data Governance program and its implementation. This position helps coordinate data collection, analyses, and documentation, and supports users in leveraging metadata within the data catalog to advance WisDOT business objectives.

This position is responsible for activities such as:

- Coordinate and provide advanced technical expertise and services for the design, setup, and implementation of the WisDOT data catalog.
- Champion the adoption and use of the data catalog across WisDOT.
- Review, develop, and implement policies, procedures, standards, and guidelines related to the WisDOT data catalog.
- Advise WisDOT staff and management on data governance and data quality issues, emerging trends, and industry best practices.
- Provide expert leadership, strategic direction, and consulting related to data quality, data cleanup, and data documentation.
- Develop plans for data stewardship initiatives to support WisDOT business and information technology needs.

**Salary Information**

This position is in schedule-range (07-32) with an **annual salary of \$76,960 - \$110,240 (or \$37 - \$53 per hour), plus excellent benefits**. A twelve-month probationary period is required. Pay for current state employees will be set in accordance with the Wisconsin State Compensation Plan.

**Job Details**

WisDOT does **not** sponsor work visas. Any appointment made will be contingent on the applicant being able to prove valid status to work in the United States. WisDOT is not an E-Verify employer.

Prior to any appointments for position(s) filled from this announcement, candidates may be subject to a comprehensive criminal background check which may include FBI fingerprinting.

Certain positions within this Department may allow remote/work from home flexibility for a portion of their work schedule, depending on the needs of the position and the work unit. This topic and any remote work flexibility that may be available will be discussed in more detail in the interview process. For permanent positions that allow remote work flexibility, Wisconsin residency is not required. **However, it is not anticipated that working outside of Wisconsin (or bordering cities) will be allowed** because positions may at times need to report to office locations in Wisconsin on short notice.

**Qualifications**

**Qualified applicants must detail having experience in all the following in order to be considered:**

- Leading the technical setup and maintenance of the Informatica Data Catalog tool or another major organizational data catalog tool.
- Leading cross-functional teams to coordinate data collection, data cleanup, and data documentation.
- Collaborating with data stewards and custodians to develop policies, standards, and/or procedures for a data catalog.

**In addition to having all the above, well qualified applicants will also detail having experience with one or more of the following:**

- Providing consultation on database management principles.
- Implementing strategies related to data classification, data quality, and/or database security.
- Designing, developing, and implementing components of an organizational Data Governance program.

**How To Apply**

Apply online! To apply, click "Apply for Job" to start the application process. Then, you will access your existing account or to create a new account if you don't have an account. Once you are logged in, click "Apply for Job." Follow the steps outlined in the application process and submit your application.

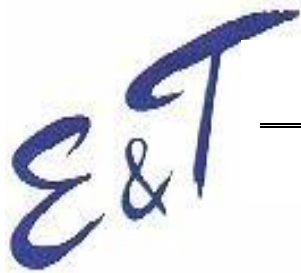
Your application materials are very important parts of your application and are used during our evaluation process to determine your qualifications as they relate to the job. For instructions on how to develop and what should be included in these materials, click [here](#). For more information on the basics of the selection process and how the State of WI ensures fair and equitable treatment of all applicants, click [here](#). The vast majority of applicants are able to outline their background and experience in their resume in 1-3 pages. Any resumes submitted with more than 10 pages will not be considered after page 10. If this job posting requires a letter of qualifications, the same limit applies.

Permanent classified state employees who are eligible for consideration (transfer or voluntary demotion) should complete the application process as described above by the stated deadline.

Submitted materials will be evaluated by a panel of job experts and the most qualified applicants will be invited to participate in the next step of the selection process. Questions related to the job and how to apply can be directed to Vicki Kaul at [vicki.kaul@dot.wi.gov](mailto:vicki.kaul@dot.wi.gov) or 608-261-6302. For general wisc.jobs user information and technical assistance, please see the wisc.jobs [Frequently Asked Questions](#) page.

**Deadline to Apply**

**In order to be considered for the first review of applicant materials, all applications must be finalized by 11:59 p.m. CST on February 5th, 2024, with newly finalized applicants being reviewed on a biweekly basis until the position is filled.**



Employment

1819 Aberg Avenue ■ Madison, WI 53704-4201

& Training Association, Inc.

(608) 242-7402

**Apply at [www.indeed.com](http://www.indeed.com) Remote**

***Customer Care Representative - AI Chat Specialist - job post Heirloom Roses***

**Remote \$21 an hour - Part-time, Full-time**

**About Us:** Heirloom Roses is a family-owned company that specializes in growing own-root roses in the beautiful Willamette Valley. We're seeking a dedicated individual to manage our AI customer service platform while delivering exceptional customer service.

**Responsibilities:**

As a Customer Care Representative, you'll work remotely and assist customers through live chat, inbound calls, and emails. Your role will involve:

Monitoring and improving the AI chatbot's responses

Assisting customers with order inquiries and processing

Guiding customers on plant health and care

Educating and consulting with gardeners of all levels

Provide an empathic ear and return excellent customer care

Resolving plant warranty concerns

**Qualifications:**

2+ years of high-volume Customer Service experience

Strong verbal and written communication skills

Tech-savvy with a keen interest in AI technology

Willingness to learn and adapt to new technologies

Positive and friendly demeanor

Ability to remain calm and patient in challenging situations

Strong computer skills (70 wpm typing speed); familiarity with chat platforms

Adaptability in a fast-paced environment

Gardening knowledge is a plus

Join Heirloom Roses as Customer Care Representative AI Chat Specialist and combine your customer service expertise with the exciting realm of AI. Help our customers create beautiful gardens while embracing the future of customer care. Apply now!

**Job Types:** Full-time, Part-time Pay: \$21.00 per hour

**Benefits:** 401(k) 401(k) matching Dental insurance Health insurance Paid time off Vision insurance

**Shift:** 8 hour shift Day shift

**Weekly day range:** Monday to Friday Weekends as needed

***Medical Credentialing Coordinator - job post Medical Billing Office***

**Remote Up to \$14 an hour - Full-time**

This position requires someone who has great administrative office skills, that is extremely detail oriented, well organized, understands and can utilize multiple computer applications, is able to complete assigned tasks in a timely manner, has the ability to multi-task between email, phone, fax, and paper communication, and preferably has previous experience in credentialing on the physician office side of the credentialing arena.

This position requires the handling of time-sensitive tasks and therefore requires exceptional organizational skills.

**\*\*This position is remote.**

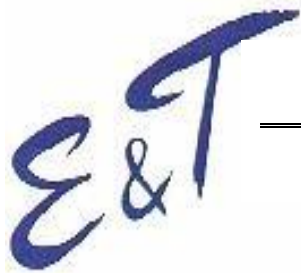
Our ideal candidate will possess credentialing experience within a physician office or payor environment and is familiar with payer applications/re-applications and hospital appointments/re-appointments. We are seeking someone that has professional communication skills and is not a stranger to phone and computer work. This position is a fast-paced position that requires a "go-getter" attitude and is great for someone that prefers to work off of a list/task driven environment.

We offer a flexible work environment with comfortable dress. We offer medical insurance, dental, vision, and life insurance. We offer PTO, paid holidays, and employee paid AFLAC.

This position requires someone with strong detail oriented administrative and/or credentialing experience. Please respond to this ad with your resume and salary requirements.

**Job Type:** Full-time Pay: Up to \$14.00 per hour

**Benefits:** Dental insurance Flexible schedule Health insurance Life insurance Paid time off Vision insurance



**Key Sales Account Executive - job post Essendant (part of Staples)**

Oregon • Remote \$65,000 - \$80,000 a year - Full-time

**Major Responsibilities:**

- Strategically grow account revenue through category expansion in assigned geographic territories focusing specifically on partner customers that fit the Key criteria
- Drive utilization of Essendant value-added services
- Prepare research around market trends, customer needs, and cross-/up-sell opportunities
- Identify industry as well as Essendant events as vehicle for proactive strategic meetings with senior management (e.g ISSA)
- Conduct ad-hoc touchpoints w/ customer stakeholders
- Perform weekly internal review of sales results
- Conduct quarterly internal business reviews, quarterly external business reviews, and annual planning reviews with customer leadership as required
- Cultivate appropriate internal and external stakeholder relationships and activities such as with supplier partners
- Coordinates the involvement of internal resources, including support, service and management resources, transportation and pricing, to meet account performance objectives and customers' expectations.
- Understand customer's short & long term strategic objectives, and opportunities for Essendant; including there is a succession plan, also their strategic business plans such as acquisitions or selling their business, etc.
- Consult and/or engage specialist resources to communicate technical offerings
- Proficient in good communication skills and ability to anticipate and sell through objections, and handle customer complaints/concerns to avoid escalation
- Ensure dealer growth account revenue by driving them into new business areas, category expansion in assigned accounts with the goal of growing the account to the depth of their growth potential and supporting them with their deficiencies, and truly understanding their needs.
- Apply data analytics to consult with the customers on ways to improve their business
- Teaches and supports dealers on how to recruit, identify, select, onboard, and train effective sales staff
- Understands and demonstrates Essendant's Core Values
- Performs other duties as assigned

**Sales Competencies:**

- Strong relationship development & maintenance
- Strong negotiation skills
- Strong Business acumen to discuss and develop solutions tailored to the customer's needs
- Identify and communicate mutually beneficial initiatives (to Essendant and the customer)
- Compelling articulation of unique Essendant value proposition
- General knowledge in customer's industry/market
- Consistent utilization of LACRM, Pipeline, and TRACK for customer relationship management

**Critical Competencies: Collaboration:** Skillful working in groups and coordinating people to achieves optimal results for the customer

**Business Development:** Proactive generation of business contacts and opportunities through effective networking and cold calling, leadership in developing rapport with critical customer personnel

**Obstacle Anticipation:** Navigates bureaucracy and prepares for common obstacles to deliver on customer-defined results

**Customer Satisfaction:** Prioritization of customer satisfaction as a primary objective by building trust and demonstrating commitment to achieve

**Problem Solving:** Remains engaged until solution is reached, maintains objectivity, considers perspectives, and addresses root problems

**Responsiveness:** Sense of duty to constituents (internal and external customers); goes above and beyond to address unexpected issues.

**Skills/Knowledge Required**

- Advanced skill in Microsoft Office including Microsoft Word, Excel, and PowerPoint
- Expertise with CRM and/or relational database programs
- Understanding of e-business and e-marketing
- Ability to apply and understand pricing strategies
- Intermediate collaborative management skills and influential leadership ability.
- Intermediate analytical ability to read and interpret customer financials and sales results.





***Loan Collections Agent (Remote) - job post Transform Credit Remote***

\$20 an hour - Contract

**Who We Are:**

At Transform Credit, we are steering away from traditional financial norms by placing trust over credit scores. Most lenders look at their customer's credit history to decide whether to lend to them based on how they've previously handled their money, and we don't do that at Transform Credit - our loans are based on trust. If our customers have a co-signer who will trust them to repay by co-signing the loan, we'll trust them enough to lend to them, even if the banks won't. Our mission is to ensure that all trustworthy people have access to fair, simple, and transparent credit to help them build a better and inclusive financial future, regardless of past mistakes.

As momentum builds for our expansion across the US, we're scouting for the very best talent to join us on this groundbreaking journey.

**Why Join Us:** 1. Competitive Pay & High Rewards - As a contractor, you charge us \$20ph, and we pay you an extra in return for achieving targets. 2. Start-Up mentality - Join a fast-paced environment where you have the ability to contribute outside of your role. 3. Remote work - Make a difference from the comfort of your own home, with online self-training available to get you up to speed in a matter of days.

**Your Role:**

- Manage your own personal case list of clients, recovering as many past due cases as possible in order to hit clear targets.
- Call, text, and email your cases in order to get the accounts out of arrears. While most outbound comms are automated, you'll need to reply back to your customers clearly and work with them to bring the account current as soon as possible.
- Skillfully balance compliance, empathy, and collecting to ensure all are met.
- Consistently achieve or exceed monthly targets.

**What you might look like:**

- EXCELLENT communicator - You're remote, so you'll need to make sure you're checking in with your team and being responsive at all times.
- Proven track record in debt collection or a similar industry is good, but not required.
- Stellar communication skills, both verbal and written. You need to have a good level of spelling and grammar, but also be able to formulate an argument. Many of your customers will be talking to you via SMS and email.
- Familiarity with software, computers, and be comfortable with technology in general.
- Ambitious and motivated.

Job Type: Contract Salary: \$20.00 per hour Expected hours: 40 per week

Benefits: Work from home Schedule: 8 hour shift Monday to Friday Supplemental pay types: Bonus opportunities Monthly bonus

Experience: Excellent written communication: 3 years (Required) Debt collection: 3 years (Required)

***Customer Support Representative - job post Dealer Pay LLC Remote***

\$35,000 - \$40,000 a year - Full-time

Dealer Pay LLC is a dealer focused and proven payment acceptance provider across the nation. We customize solutions for each area of the dealership to improved processing efficiency, payment security and customer retention.

If you love to work with people and solve problems, this is the job for you! We are in search of a motivated, energetic, and organized individual to join our growing team! The Customer Service representatives primary responsibilities will include, but are not limited to:

- Providing our merchants with friendly and efficient customer as the main support contact via email, chat, and/or phone calls.

Support includes, but is not limited to

- Researching support calls
- Support follows up,(every couple of days to make sure our client's issues are handled and everything is still good)
- Adding users, training dealership staff on how to use the system.
- Assist with Installations of new merchants or new & replacement terminal installation with existing customers
- Inform current dealerships of new features of Dealer Pay.

Fast-paced and fun environment. Must be a team player, and reliable worker.

Position is 100% work from home

Must have home office, including high speed internet and computer. Customer Service and/or dealership experience preferred, but not required. Paid, virtual training. Job Type: Full-time Salary: \$35,000.00 - \$40,000.00 per year

Benefits & PTO after 60 days Dental insurance Health insurance Paid time off Paid training Vision insurance Work from home 401(k) options

Schedule: Monday-Friday 11:00am - 8:00pm Central Time Zone (for the first position) Monday-Friday 12:00pm - 9:00pm Central Time Zone (for the second position)

Experience: Customer Service: 1 year (Preferred) Dealership Experience 1 year (Preferred)



### **Software Developer - AI Trainer (Contract) - job post DataAnnotation Madison, WI•Remote**

From \$35 an hour - Contract

We are looking for proficient **programmers** to join our team to train our AI chatbots to code. You will work with the chatbots that we are building in order to measure their progress, as well as write and evaluate code.

In this role you will need to be proficient in at least one programming language and able to solve coding problems (think LeetCode, HackerRank, etc). For each coding problem, you must be able to explain how your solution solves the problem.

Benefits: This is a full-time or part-time REMOTE position You'll be able to choose which projects you want to work on You can work on your own schedule Projects are paid hourly, starting at \$35+ per hour, with bonuses on high-quality and high-volume work

Responsibilities:

- Come up with diverse problems and solutions for a coding chatbot
- Write high-quality answers and code snippets
- Evaluate code quality produced by AI models for correctness and performance

Qualifications:

- Fluency in English (native or bilingual)
- Proficient in at least one programming language
- Detail-oriented
- Excellent writing and grammar skills
- A bachelor's degree (completed or in progress)

Note: Payment is made via PayPal. We will never ask for any money from you. PayPal will handle any currency conversions from USD.

This job is only available to those in the US, UK, Ireland, Canada, Australia, or New Zealand. Those located outside of these countries will not see work or assessments available on our site at this time.

Job Type: Contract Pay: From \$35.00 per hour Expected hours: 1 – 40 per week Benefits: Work from home

### **B2B - Technical and Industrial Sales Rep - job post Company Confidential**

Wisconsin•Remote \$50,000 - \$100,000 a year - Part-time, Full-time

Benefits: Dental insurance, Health insurance, Vision Plan, Life Insurance, Short-term Disability, Long-term Disability, Employee Assistance Programs, Accident Insurance and Critical Insurance Supplemental Pay: Bonus pay

**We are looking for an Inside Sales Representative to do B2B calls. You must have at least 10- 25 years of experience in one or more of the following: OEM, steel, chemical, or gas industry, industrial machine equipment sales, electronics, rubber, plastic extrusion, injection, or the blow molding industry.** This position is a hunting position, and your goal is to set up conference calls and obtain RFQs so our company may quote on new projects. The ideal candidate must have previous B2B sales experience, be a self-starter, competitive, driven, articulate, thoughtful and have experience with CRM software.

**Responsibilities:** · Speak directly to engineers, plant managers, production managers and purchasing managers · Open up new opportunities from scratch · Penetrate markets that take precision, accuracy and both influential and consultative selling · Occasional travel to cultivate relationships

**Qualifications for the B2B Inside Sales Representative Position:** · 10-25 years' experience in inside sales required!

- A Desktop or Laptop Computer
- Experience in the Engineering, Industrial and/or Manufacturing industries
- Excellent verbal and written communication skills and exemplary professionalism are required
- Proficient with Microsoft Office and Google Docs
- Must be able to work independently and be highly motivated
- Persuasive communication style, strategic thinking and organization skills required
- Ability to build and maintain strong professional relationships
- Proficient with using a CRM such as Salesforce or a program like Act!
- Understanding of marketing and business development, and how sales -- while supported by those two components -- is the ultimate resource for any company's growth and future.

We are a leading consulting company with a very unique business model that helps small businesses grow by developing and executing strategic marketing and sales systems. Our expertise is in working with small businesses that have annual sales of \$5-\$20 million and are in the manufacturing or industrial service industries. We are a dynamic group that leverages these companies' operational and manufacturing capabilities by producing valuable marketing and sales results. All of our clients are in the B2B marketplace.

This is a remote/virtual position where you will work from your own home office. This position does start off on a part-time basis as you are training, but typically moves into more of a full-time position within 2-6 weeks.



**Outside Sales Representative - Wisconsin Welcome Wagon**

Wisconsin • Remote \$40,000 - \$60,000 a year - Part-time, Full-time, Contract

Welcome Wagon combines opportunities for growth and the flexibility of your own schedule within a culture that promotes family and togetherness. You will have the satisfaction of helping your community by connecting new movers to local businesses. The Community Marketing Executive is an independent contractor position as an outside sales representative with Unlimited commissions and flexible hours.

**The Job**

The Community Marketing Executive is a flexible position as an independent contractor outside sales representative. You will be selling digital advertising and direct mail services to small local businesses in your community who want to reach new movers in your area. It is a great opportunity to build your network or expand the one you've already built into long-term residual income. You will be able to build an unlimited flow of income!

- Compensation: 100% commission (unlimited)
- Work from the comfort of your own home and out on the field in your assigned local community or territory within your city and state
- Grow your network of paying customers where you live
- Provide in-person or online presentations to prospective clients
- Close sales and make as much money as you want
- Work independently with product orientation and support from sales team leaders and management

**The Advantages of an Outside Sales Representative**

- DOUBLE commissions for the first 90 days
- Commissions on new sales and renewals
- Incentives on monthly goals
- Bonuses on quarterly and annual goals
- Sales Contest payouts & prizes
- Protected territory (exclusivity in your geographic area)
- Flexible schedule
- Remote – work from home and on the field in your assigned local territory
- Paid product orientation & follow-up coaching to help you succeed
- Become part of the SLC Club and earn an all inclusive paid trip to a resort or cruise
- Opportunity to mentor, grow your business, and earn commissions on the sales of your mentees.

**The Company**

Welcome Wagon connects new movers with the local businesses in their community by providing digital advertising and direct mail services. Come work as an outside sales representative for an iconic American Company that has been in business since 1928. We are America's Welcoming Service!

- 96 years in business
- 4-star rating on Trustpilot
- <https://welcomewagon.com/>

**Requirements**

- Must have pleasant phone voice
- Perform sales presentations in-person and/or video conference
- Must have a valid driver's license and motor vehicle insurance
- Must pass a motor vehicle record and background check
- References upon request

**Experience**

- Sales Experience: 1-2 year (Preferred)
- Must have proficient computer skills (video conferencing, Google email, CRM management)
- Able to perform presentations

**Job Types:** Full-time, Part-time, Contract

**Pay:** \$40,000.00 - \$60,000.00 per year **Expected hours:** 20 – 40 per week

**Benefits:** Flexible schedule Work from home



Employment

1819 Aberg Avenue ■ Madison, WI 53704-4201

& Training Association, Inc.

(608) 242-7402

## Other Employment Sites:

[www.jobs2careers.com](http://www.jobs2careers.com)

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

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

[www.careerjob360.com](http://www.careerjob360.com)

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

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

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

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

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

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

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

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

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

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

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

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

<https://madison365.com/jobs/>

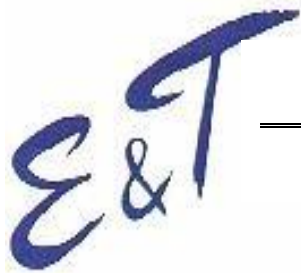
[www.cityofsunprairie.com](http://www.cityofsunprairie.com)

[www. catholiccharitiesofmadison.mitcawm.com](http://www.catholiccharitiesofmadison.mitcawm.com)

## Felon friendly job link:

<https://www.jobsforfelonshub.com/locations/jobs-for-felons-in-madison-wisconsin/>

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



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*Since 1966 the Employment & Training Association (EATA) has been committed to providing employment and training services in a way that preserves personal dignity, considers individual needs and differences, and supports individuals and their families.*

*We hope these job leads help you with your employment goals! Good Luck!*

*EATA staff*

**Madison Public Library - [www.madisonpubliclibrary.org](http://www.madisonpubliclibrary.org)**

***Madison Public Library - Pinney***

**Address:** 516 Cottage Grove Rd, Madison, WI 53716

**Phone:** (608) 224-7100

***Madison Public Library - Hawthorne***

**Address:** 2707 E Washington Ave, Madison, WI 53704

**Phone:** 608-246-4548

***Madison Public Library - Lakeview***

**Address:** 2845 N Sherman Ave, Madison, WI 53704

**Phone:** 608-246-4547

***Madison Public Library - Central***

**Address:** 201 W Mifflin St, Madison, WI 53703

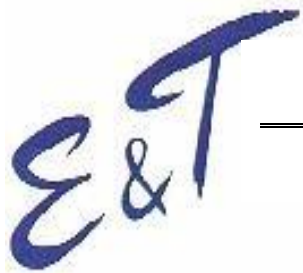
**Phone:** 608-266-6357

***Madison Public Library - Monroe Street***

**Address:** 1705 Monroe St, Madison, WI 53711

**Phone:** 608-266-6390





Employment

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WisconsinDiversity.com

Job Title	Company	Experience	Employment Type	Location
<a href="#">Restaurant General Manager</a>	★ <a href="#">Potbelly</a>	Open	Full Time	Madison, WI
<a href="#">Restaurant Team Member</a>	★ <a href="#">Potbelly</a>	Open	Full Time	Madison, WI
<a href="#">Executive Assistant</a>	★ <a href="#">Exact Sciences</a>	2+ years	Full Time	Madison, WI
<a href="#">Energy - Project Finance Attorney (7+...</a>	<a href="#">Fredrikson &amp; Byron</a>	7+ years	Full Time	Madison, WI
<a href="#">Valet Driver</a>	<a href="#">UW Health</a>	1 years	Full Time	Madison, WI
<a href="#">Patient Access Representative - Ambul...</a>	<a href="#">UW Health</a>	1 years	Part Time	Madison, WI
<a href="#">Health Unit Coordinator - Float Staff...</a>	<a href="#">UW Health</a>	1 years	Part Time	Madison, WI
<a href="#">Valet Driver</a>	<a href="#">UW Health</a>	1 years	Full Time	Madison, WI
<a href="#">Customer Service Representative</a>	★ <a href="#">Summit Fire Protection</a>	1 years	Full Time	Madison, WI
<a href="#">Warehouse Administrative Assistant</a>	★ <a href="#">U.S. Venture</a>	2+ years	Full Time	Madison, WI
<a href="#">Medical Device Assembler</a>	★ <a href="#">Equiliem</a>	Open	Full Time	Madison, WI
<a href="#">Part Time Store Associate</a>	★ <a href="#">Gordon Food Service</a>	Open	Part Time	Madison, WI
<a href="#">Cook</a>	<a href="#">Hilton Madison Monona Terrace</a>	3+ years	Full Time	Madison, WI
<a href="#">Health Unit Coordinator - Float Staff...</a>	<a href="#">UW Health</a>	1 years	Part Time	Madison, WI
<a href="#">Health Unit Coordinator - Float Staff...</a>	<a href="#">UW Health</a>	1 years	Part Time	Madison, WI
<a href="#">Full Time Store Associate</a>	★ <a href="#">Gordon Food Service</a>	Open	Full Time	Madison, WI
<a href="#">MEPS - Field Interviewer</a>	★ <a href="#">Westat</a>	Open	Full Time	Madison, WI
<a href="#">Valet Driver - Bilingual</a>	<a href="#">UW Health</a>	1 years	Full Time	Madison, WI
<a href="#">Concrete Laborers</a>	★ <a href="#">Parisi</a>	3 to 5 years	Full Time	Madison, WI
<a href="#">Pipe Foreman</a>	★ <a href="#">Parisi</a>	3 to 5 years	Full Time	Madison, WI
<a href="#">Pipelayer Laborer</a>	★ <a href="#">Parisi</a>	3 to 5 years	Full Time	Madison, WI
<a href="#">Development Assistant</a>	<a href="#">Gorman &amp; Company</a>	2 to 3 years	Full Time	Oregon, WI
<a href="#">Administrative Assistant</a>	<a href="#">Chr. Hansen, Inc.</a>	Open	Full Time	Madison, WI
<a href="#">Receptionist</a>	★ <a href="#">Five Star Senior Living Inc.</a>	1+ years	Full Time	Madison, WI
<a href="#">Merchandiser (Full Time)</a>	★ <a href="#">Red Bull North America</a>	Open	Full Time	Madison, WI
<a href="#">CDL Class A Driver</a>	<a href="#">Reyes Coca-Cola Bottling</a>	Open	Full Time	Windsor, WI
<a href="#">Patient Access Representative - Ambul...</a>	<a href="#">UW Health</a>	1 years	Part Time	Madison, WI
<a href="#">Senior Administrative Coordinator</a>	<a href="#">Madison Area Technical College</a>	3 years	Full or Part Time	Madison, WI
<a href="#">1st Shift Mill/Blend/Pack Process Tec...</a>	★ <a href="#">International Flavors and Fragrances</a>	Open	Full Time	Madison, WI
<a href="#">Donation Attendant Madison, WI ARC 36</a>	★ <a href="#">The Salvation Army USA Central Territory</a>	Open	Full Time	Madison, WI
<a href="#">Truck Driver Madison, WI ARC 3600</a>	★ <a href="#">The Salvation Army USA Central Territory</a>	Open	Full Time	Madison, WI
<a href="#">Senior Executive Assistant</a>	★ <a href="#">Quartz Health Solutions</a>	4+ years	Full Time	Madison, WI
<a href="#">Store Scanning Specialist</a>	★ <a href="#">RetailData LLC</a>	Open	Part Time	Fitchburg, WI
<a href="#">Customer Service Team Lead</a>	<a href="#">Bass Pro, LLC</a>	2 to 4 years	Full Time	Sun Prairie, WI
<a href="#">Senior Supply Chain Coordinator</a>	<a href="#">Leonardo DRS</a>	5+ years	Full Time	Madison, WI
<a href="#">Senior Administrative Coordinator</a>	<a href="#">Madison Area Technical College</a>	3+ years	Full Time	Madison, WI
<a href="#">Delivery Driver</a>	★ <a href="#">VERIDIAN HOMES</a>	Open	Full Time	Marshall, WI
<a href="#">Quality Control Inspector</a>	★ <a href="#">ZOLL Resuscitation</a>	1 to 3 years	Full Time	Deerfield, WI
<a href="#">Material Handler (Full Time) Madison, WI</a>	★ <a href="#">WP Beverages Pepsi-Cola</a>	Open	Full Time	Madison, WI
<a href="#">Delivery Driver</a>	★ <a href="#">Pomp's Tire Service</a>	Open	Full Time	DeForest, WI
<a href="#">Guest Services Specialist</a>	<a href="#">UW Health</a>	0 to 1 years	Part Time	Madison, WI
<a href="#">Health Unit Coordinator (HUC)</a>	★ <a href="#">Kindred RehabCare</a>	Open	Full Time	Madison, WI
<a href="#">COOK - University Ridge Golf Course</a>	<a href="#">Compass Group</a>	Open	Part Time	Madison, WI
<a href="#">FOOD SERVICE WORKER (FULL AND PART TIME)</a>	<a href="#">Compass Group</a>	Open	Full or Part Time	New Glarus, WI



# Employment

1819 Aberg Avenue ■ Madison, WI 53704-4201

## & Training Association, Inc.

(608) 242-7402

Customer Care Consultant, Newport

Delivery - Class A Driver

Summer Delivery Helper Madison, WI

Assembler

Production Associate

Assistant Director of Food Services

Laser Operator (Second Shift)

Brake Press Operator (Second Shift)

Spot Welder (Second Shift)

Kitchen Steward

Traffic Engineering Supervisor

Wire Cutter

Paint Line Tech - 1st shift

Truck Driver - Class A CDL

Shipping & Receiving Foreman - 1st Sh...

Truck Driver - Part Time - Class A CDL

Customer Service Agent I

Trademark Docketing Specialist

Partner Integration Support Specialist

Ascensus

★ Tamarack Materials, Inc.

★ WP Beverages Pepsi-Cola

QPS Employment Group

QPS Employment Group

★ Trilogy Health Services

★ Latitude Corporation

★ Latitude Corporation

★ Latitude Corporation

★ Atrium Hospitality

★ Mead & Hunt, Inc

★ MRA-The Management Association

★ Spacesaver Corporation

Helena Agri-Enterprises, LLC

★ Zalk Josephs Fabricators

Helena Agri-Enterprises, LLC

Church Mutual Insurance Company, S.I.

★ Perkins Coie LLP

★ Employee Benefits Corporation

2+ years

Full Time

Madison, WI

Open

Full Time

Madison, WI

Open

Full Time

Madison, WI

Open

Full Time

Mazomanie, WI

Open

Full Time

Sauk City, WI

2 years

Full Time

Waunakee, WI

2+ years

Full Time

Verona, WI

2+ years

Full Time

Verona, WI

Open

Full Time

Verona, WI

Open

Full Time

Middleton, WI

5+ years

Full Time

Lexington, SC

1+ years

Full Time

Fort Atkinson, WI

3 to 5 years

Full Time

Fort Atkinson, WI

Open

Full Time

Edgerton, WI

2+ years

Full Time

Stoughton, WI

Open

Part Time

Edgerton, WI

2+ years

Full Time

Merrill, WI

3+ years

Full Time

Seattle, WA

Open

Full Time

Madison, WI



6392 Pheasant Lane, Verona, WI 53593  
(608) 845-9480  
[keymanlawn@charter.net](mailto:keymanlawn@charter.net)

Do you know anyone looking for a career in lawncare? Apply today at  
[www.keymanlawncare.com/employment-application/](http://www.keymanlawncare.com/employment-application/)

#### Job description

Starting Salary: \$20-25.00/hour plus bonuses and performance based annual raises.

Keyman is looking to hire a **full time** lawncare technician to provide outstanding service to our residential and commercial customers. We would prefer if you already had a 3.0 Turf & Landscape certification however, we do offer **paid training**. We are a **family-owned** company and have been serving our community with the best lawncare since 1996. We operate from March through October with **overtime opportunities**, especially in the beginning of the season. Do you enjoy working in the outdoors? Do you like working in a team setting? Do you enjoy having the winter off? If so, Keyman is the place for you.

#### Position overview:

Our Lawncare technicians apply fertilizer and weed control to commercial and residential properties while also assessing and correcting any problems the lawn may have. We provide estimates and helpful information to new and existing customers. Depending on the time of year, we provide dethatching, aeration, overseeding, mosquito control, round up applications, grub control, and fungicides. **We do not require our technicians to do any door-to-door sales or phone solicitation.**

#### Qualifications:

- Legible hand writing
- 3.0 ornamental/turf certification preferred however; we offer paid training.
- Valid driver's license with a good driving record
- Ability to lift up to 50lbs
- Organizational skills
- Positive attitude and desire to learn and improve.

#### Benefits:

- One-week paid vacation after only one season with us
- Annual bonuses
- 401K
- Dental insurance
- Health insurance
- Paid personal days
- PTO for Holidays





Employment

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## WRTP | BIG STEP JOIN US! ENTRY-LEVEL MANUFACTURING SKILLS TRAINING CLASS

**3 WEEKS (120 HOURS)**

The ELMS Program is a 120-hour manufacturing preparation program geared toward preparing individuals to meet the workforce needs of manufacturers in the area.

WRTP | BIG STEP works to prepare students for employment in various manufacturing positions, including assembly, forklift operation, and other opportunities.

WORKFORCE  
DEVELOPMENT BOARD  
OF SOUTH CENTRAL WISCONSIN

worksmart  
network



### CLASSES INCLUDE:

- MSSC Safety Certification
- Manufacturing mathematics
- Basic blueprint reading
- OSHA 30

### QUALIFICATIONS FOR TRAINING:

- Sixth grade math and reading level
- Ability to pass a drug screen
- Photo ID and resume

WRTP | BIG STEP provides you with the connections and skills needed for careers in the manufacturing industry.

### EMPLOYERS WILL INTERVIEW SUCCESSFUL GRADUATES

WRTP | BIG STEP works to prepare students for employment in various manufacturing positions, including assembly, forklift operation, and other opportunities. Job placement assistance is provided to program graduates. Starting wages for these positions are between \$17 and \$29 per hour, depending on the hiring employer and the student's prior work history.

**Register for Recruitment  
Here** →

Registration is required; scan the QR code to begin or contact [southcentral@wrtp.org](mailto:southcentral@wrtp.org) (608) 255-0155.



### PROGRAM ORIENTATION

February 8, 2024  
10 AM or 4 PM

### LOCATION

2829 Perry St, Ste 205  
Madison, WI 53713

### TRAINING

April 8, 2024 - May 3, 2024

Industry-Led, Worker-Centered, and Community-Focused. Our mission is to enhance the ability of public and private Institutions and develop a more diverse, qualified workforce in construction, manufacturing and emerging sectors of the regional economy.

2829 PERRY ST, SUITE 205 • MADISON, WI 53713 | [WRTP.ORG](http://WRTP.ORG)



Employment

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(608) 242-7402

Driftless Office  
4681 County Road JJ  
Black Earth WI 53515  
[office@quercus-ls.com](mailto:office@quercus-ls.com)



608-767-3553

Drumlin Office  
4640 Selje Road  
DeForest WI 53532  
[www.quercuslandstewardship.com](http://www.quercuslandstewardship.com)

### Solar Vegetation Specialist (FT, Seasonal)

Full-time seasonal (between May 1st and October 31st, 2024). Four 10-hour days/week, all work occurs Monday-Friday. Exact hours may be influenced by adverse weather conditions. Several positions available.

#### About Quercus

Founded in 2003, Quercus Land Stewardship Services offers high-quality ecological restoration services throughout southern Wisconsin and beyond. We are committed to improving the ecological health of our lands and waters by offering services that strengthen the connections among local plant, animal, and human communities.

Quercus takes pride in running a safe operation. Protecting the health and safety of our workers, our customers, and the community is our top priority. We employ people with a strong work ethic who love the outdoors. If you value teamwork and collaboration, and continuously improving your skills and capabilities, you'll fit right in!

Quercus is an Equal Employment Opportunity/Affirmative Action Employer. We value diversity in our workforce just as we value diversity on the land, for many of the same reasons. A range of cultural, ethnic, racial, and socioeconomic backgrounds gives us the variety of experiences and perspectives that make us stronger, more resilient, and better able to cope with the many challenges that come with doing our work. Women and people of color and diverse backgrounds are especially encouraged to apply.

#### About the Position

We will be hiring several *Solar Vegetation Specialists* to work at utility-scale solar field sites throughout southern Wisconsin. They will work alone and/or with 1 or 2 other Solar Vegetation Specialists depending on site assignments. They will begin their work day by meeting at one of their assigned work sites most days, but may occasionally report to our shop in DeForest, WI for equipment shuttling, staff training, meetings, etc.

Solar field vegetation management activities include, but are not limited to: the operation of commercial riding mowers, string trimmers, and herbicide spraying equipment among utility solar arrays, along security fences, and in open areas. All crew members will receive training in safe and proper use of all job-related equipment. They may have opportunities to receive training in ecological restoration concepts and native and invasive plant identification.

#### Locations

Quercus will be servicing ten (10) utility-scale solar sites in 2024. Each crew will be assigned to one to three (1-3) sites for the season, but individual crew members may occasionally be asked to fill in at other sites as necessary and feasible. Sites are located near:

- Beaver Dam
- Brodhead
- Cassville
- Edgerton
- Janesville
- Jefferson
- Lomira
- Lone Rock
- Wautoma
- Wisconsin Rapids

#### Job Requirements

Work safely at all times. Must be at least 18 years old. Have a valid driver's license and reliable transportation. Conversational English skills required. Ability to repeatedly lift up to 50 lbs / pull 75 lbs. Perform strenuous physical labor for extended periods. Work outdoors in all weather conditions including extreme heat, rain, full sun. Work in difficult environmental conditions including rough terrain, wet ground, brambles, and insects. Identify or learn specific invasive and native prairie plants. Use maps and aerial photos, and portable GPS units, to determine location and work area boundaries. Maintain awareness of location and compass directions at work sites. Wear proper PPE as required for the job being performed at all times. Identify job hazards and be able to conduct safety briefings. Obtain daily job requirements from supervisors and communicate them to the crew. Develop and carry out a plan for completing tasks each day. Adapt the job plan as necessary in response to changes in job conditions or other factors. Lead, support, and work alongside crew members as needed to complete tasks. Operate off-road vehicles including commercial riding mower, ATV, 4-wheel drive truck. Operate a truck with loaded trailer on roadways. Recognize equipment maintenance and repair needs, resolve or communicate to supervisors.



### Specific Job Duties

Solar Vegetation Specialists will be responsible for ensuring the safety of themselves and their crew at all times. They will foster teamwork, cooperation, and professionalism among crew members. They will communicate effectively with clients, the general public, and other Quercus staff, and report issues as they arise. The majority of their time will be spent performing vegetation management tasks at solar field sites. We anticipate that their time will be divided roughly as follows:

#### 75% - Mowing and String Trimming

Safely operate commercial wide-area mowers among solar panels and in open areas. Perform string-trimming as needed around solar equipment and along fences (less than 5% total)

#### 15% - Herbicide Application

Accurately apply herbicides via riding equipment or backpack sprayer to control invasive species

- Mix herbicide solutions to proper concentrations
- Dispense herbicide mixtures to application equipment
- Clean herbicide containers and application equipment
- Document amounts of herbicides used

5% - Equipment Maintenance and Work Reporting Perform basic maintenance, troubleshooting, and repair of Quercus equipment Track work progress, report issues, and concerns to supervisors 5% - Meetings, Trainings, and Miscellaneous Tasks Participate as part of the Quercus staff as assigned by supervisors

### Certifications and Qualifications for the Position

Previous experience working independently (required) Ability to operate large (non-CDL) vehicles with trailers (required) Previous experience leading small crews (preferred) Previous experience operating and performing general maintenance of commercial mowers (preferred) Prior certifications or ability to become certified within 30 days of hire:

- 10-hr OSHA training
- Certified Wisconsin Pesticide Applicator (6.0)
- Non-CDL DOT certification

\*Quercus will pay costs of all necessary training and certificates for employees working beyond their probationary period. Compensation Hourly Wage: \$21-22/hr Solar Vegetation Specialists will receive the following benefits (following a 30-day probationary period): • Up to \$1,000 bonus paid after successful completion of the work season (dependent on hours worked) • Paid holidays • Professional Development paid to obtain necessary certifications Ability to increase wage based on additional certifications and longevity To apply, send resume and brief letter of interest to: Kaley Lee, kaleylee@quercus-ls.com OR mail to 4681 County Road JJ, Black Earth, WI 53515 Applications will be considered as they are received.





Employment

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# DATA ANALYSIS

## INTRO COURSE

### COURSE CONTENT

- Fundamental Concepts in Data Analysis
- Microsoft Power BI
- Portfolio Development
- Exploring the job market as a Data Analyst

### IN-PERSON INFO SESSIONS\*

- Friday, January 26<sup>th</sup> at 11:00 - 12:00pm
- Thursday, February 22<sup>nd</sup> at 5:30 - 6:30pm

*\*Attending an Info Session is required to enroll into the Data Analysis Course.*



**SCAN QR CODE OR APPLY AT:**  
**[WWW.YWCAMADISON.ORG/WHAT-WE-ARE-DOING/  
EMPLOYMENT-TRANSIT/YWEB-CAREER-ACADEMY  
/YWEB-CAREER-ACADEMY-APPLICATION/](http://WWW.YWCAMADISON.ORG/WHAT-WE-ARE-DOING/EMPLOYMENT-TRANSIT/YWEB-CAREER-ACADEMY/YWEB-CAREER-ACADEMY-APPLICATION/)**



**In-Person**



**Daily Work Time**

Classes will meet weekly on Thursday from 5:30 to 8:30pm  
for 12 weeks **starting March 7th, 2024.**

**Sessions will be held at YWCA Madison's Empowerment Center  
located at 2040 South Park Street Madison, WI.**

Contact **Aurealia Johnson**, Employment Services Coordinator/Case Manager at  
[ajohnson@ywcamadison.org](mailto:ajohnson@ywcamadison.org) or 608-257-1436 option 3.



## Hiring Event

**When: Thursday, March 21, 2024  
1pm to 3pm**

**Where: Dane County Job Center  
1819 Aberg Ave Madison 53704  
Room 16**

Meet with up to 20 employers.

- ✓ **Bring your resume**
- ✓ **Dress for success**
- ✓ **Be interview ready**

The **Job Service Resource Room** is open Monday-Friday from 8am to 4:30pm. Meet with Job Service staff. Bring your resume on a flash drive or in your email for easy access. Computers and a printer will be available to use.



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An equal opportunity Employer/Service Provider. Auxiliary Aids and services are available upon request to individuals with disabilities. If you need this printed material interpreted to a language you understand or in a different format, or need assistance in using this service, please contact us: 608.405.4404.

Deaf, hearing or speech impaired callers may reach us by the Wisconsin Relay number 711.



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## Hiring Event

**When: Thursday, February 15, 2024  
1pm to 3pm**

**Where: Dane County Job Center  
1819 Aberg Ave Madison 53704  
Room 16**

Meet with up to 20 employers.

- ✓ **Bring your resume**
- ✓ **Dress for success**
- ✓ **Be interview ready**

The **Job Service Resource Room** is open Monday-Friday from 8am to 4:30pm. Meet with Job Service staff. Bring your resume on a flash drive or in your email for easy access. Computers and a printer will be available to use.



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Employment

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& Training Association, Inc.

(608) 242-7402

# job fair

Wednesday

**February 21, 1 – 3 pm**

**Workforce Development Center**

874 Collins Road, Jefferson

**Looking for a New Job?** The job fair is the perfect way to meet with up to 10 different employers who are looking for qualified workers like you!



- Dress for success
- Be interview ready
- Bring your resume



**For more information call 920-674-7500**



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DWD is an equal opportunity employer and service provider. If you have a disability and need assistance with this information, please dial 7-1-1 for Wisconsin Relay Service. Please contact the Division of Employment and Training at 888-258-9966 and press 6 to request free of charge information in an alternate format, including a translation to your preferred language.



## WRTP | BIG STEP SERVING MADISON

### INTERESTED IN A CAREER IN CONSTRUCTION?

#### LEARN PRACTICAL SKILLS AND BEGIN YOUR CAREER WITH WRTP | BIG STEP'S ENTRY-LEVEL CONSTRUCTION SKILLS (ELCS) TRAINING

In collaboration with industry partners, this Entry-Level Construction Skills training provides industry-recognized credentials from the North American Building Trades Unions and is no cost to you! Learn more about our ELCS Certified Pre-Apprenticeship Training by attending one of the sessions below.

#### RECRUITMENT SESSIONS

February 27 | 10 AM  
February 29 | 2 PM  
March 5 | 4 PM

There is a virtual option available for the March 5 session.

#### TRAINING SCHEDULE

April 1 - June 6  
Monday - Thursday | 5 - 9 PM

#### TRAINING LOCATION

2829 Perry Street  
Suite 205  
Madison, WI 52713

#### PROGRAM QUALIFICATIONS

- ✓ High school graduate or completion of HSED/GED (or documentation in progress)
- ✓ Valid driver's license or ability to obtain one prior to employment
- ✓ Social Security card
- ✓ Update resume
- ✓ Willingness and ability to pursue a construction apprenticeship and employment

This is a nationally recognized credential certificate program. Successful completion increases your opportunity for a career in the skilled trades.

TO REGISTER, PLEASE CALL (608) 579-9514

QUESTIONS? CONTACT US!

(608) 255-0155 | [CGUERRA@WRTP.ORG](mailto:CGUERRA@WRTP.ORG)

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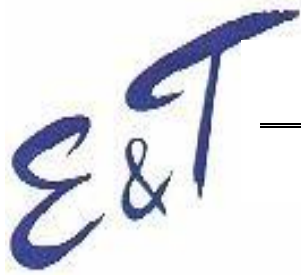
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