

ITEM	DATE
Job Orders	December 11, 2017

Position	Qualifications/Requirements	Job Summary	Date Posted
Office Dispatcher #306	2 years of Computer Knowledge, Excel experience a must! Cell phone and filing capabilities.	El Centro. Respond to messages. Answer phone calls and assist with issues or direct message to appropriate department. Track assigned customers to ensure on-time delivery of freight.	11/29/17
Class A Truck Driver #305	Must have your class A license	El Centro. Drivers will be trained on how to use the electronic log device, safety procedures and employee relations.	11/29/17
Class A Truck Driver #304	2 years' experience and TWIC card. DMV record for 10 years.	Calexico based.	11/27/17
Class A Driver #303	Must have 5 yrs. experience and have a HazMat certification.	Calexico based. Will be travelling the western U.S. specifically CA, NV, AZ.	11/14/17
Operation and Maintenance Technician #302	Must be PC literate and able to effectively utilize internet based programs. Possess mechanical and electrical ability.	El Centro. Operator of industrial process within permit and management requirements at industrial facility.	11/14/17
On-Call Residential Technician #300	3 months related experience and/or equivalent combination of education and experience. High school diploma, or general education GED	Calexico. Provides a range of services to the participants of the program.	11/14/17
Safety Assistant #299	3-5 years' experience in General Industry Safety and Health.	Brawley. Provide assistance to the safety manager in designing company specific safety protocols.	11/18/17
Nutritionist #298	5 years' experience as a OHN. 5 years' experience as a professional nutritionist. Must be a registered dietitian (RD).	Brawley. Create individual meal plans for employees who want to lose weight, add muscle or achieve other nutrition-related goals.	11/18/17
Accounting Assistant #297	Bilingual a plus. 6 month position but may become permanent.	Calexico. Assist company's Assistant and Controller with different reconciliations, spreadsheet and GL posting.	11/18/17
Front Desk Clerk (part time) #296	Skilled in the use of front office equipment including proper telephone etiquette	Brawley. Register guests, assign rooms, accommodate special requests, and ensuring the guests have a pleasant stay and smooth checkout.	11/2/17
Food Service #295	Willing to work and great customer service.	El Centro. Serving food, taking orders, using register, heating food and wiping tables. Employer will train	11/1/17
Payroll Clerk #293	Some experience necessary. Must know Microsoft Word & Excel. Bilingual & able to handle multi-lines and take messages.	Brawley. Employer is looking to fill a temporary position for a Payroll Clerk.	10/26/17
Forklift Operator #292	Must have computer skills, knowledge of Windows operating system, RFID and attention to detail. 2 years' experience, class "C" driver's license, forklift certification.	Brawley. Will be loading and unloading, and stacking boxes, crates of product. Will be lifting heavy objects and working in various temperatures.	10/26/17
Part time Maintenance Tech #291	HS Diploma, valid driver's license. 1 year building maintenance experience.	Brawley. Diagnose and perform minor routine maintenance/repair on a daily basis.	10/19/17

* Please note, job orders may be opened and closed on a daily basis. Applicants are encouraged to go in to their nearest Imperial County One Stop Center for application instructions and updates.

Brawley AJCC
860 Main St.
Brawley, CA 92227
(760) 344-2131

Calexico AJCC
301 Heber Ave.
Calexico, CA 92231
(760) 768-7171

El Centro AJCC
1550 Main St.
El Centro, CA 92243
(442) 265-4953

Winterhaven AJCC
676 Baseline Rd.
Winterhaven, CA 92283
(760) 572-7171 ext. 2601

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SNAP-Ed Program Coordinator #288	Bachelor's degree Public Health or Nutrition preferred. Additional one to two years' related experience and/or training.	El Centro. Ensure professional and culturally appropriate nutrition and physical activity education to program constituents.	10/12/17 (reopened)
Purchasing Clerk #287	Associates degree, 2 years of work experience in a similar work Settings. Microsoft Office	El Centro. Oversee a wide variety of Supply Chain activities including purchase goods, supplies and other relevant services.	10/11/17
Lead Packer #286	Previous grapefruit packing/grading experience (we call this pattern packing). Bilingual, leader & self-starting	Westmorland. Ensure the accuracy of packing product into containers.	10/11/17
Truck Driver #284	Must have a class "A" license with 2 1/2 years' experience.	Various. Full time to drive from Phoenix, LA or Inland Empire.	10/3/17
Shop Mechanic #283	6 years' experience, Class "C" driver's license Some post high school. Degree preferably.	Brawley. Inspect, troubleshoot and installation of motor, warehouse equipment.	9/26/17
Class "A" Driver #282	Class "A" license. 5 years' experience	Calexico. Car hauler.	9/26/17
Heavy Equipment Operator #279	Experience required.	Ocotillo. Welding on rock plant, use of torch, light mechanical work.	9/22/17
Welder #278	Experience required.	Ocotillo. Welding on rock plant, use of torch, light mechanical work.	9/22/17
Supervisor/Assistant Manager #276	Food service industry experience preferred in QSR.	El Centro. Assist manager in executing specific aspects of the restaurant operations.	9/19/17
Community Facilitator - Tailored Day #274	1 year experience working with individuals with disabilities	El Centro. Transport, monitor and support individuals with disabilities.	9/13/17

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"This WIOA financially assisted program or activity is an equal opportunity employer/program." "Auxiliary aids and services are available upon request to individuals with disabilities."