

General Labor Entry Level

Gardena, CA

[See original job posting at CareerBuilder »](#)

General Labor

Entry level position. \$10/hr. Energetic & good communication skills, background check & drug screen.

Apply in person at:

15001 South San Pedro St, Gardena, CA 90248 Los Angeles Times 2011-07-26 Source - Los Angeles Times

Please refer to the Job Description to view the requirements for this job

General Labor

Decton Inc - Marina del Rey, CA

[See original job posting at CareerBuilder »](#)

We are in search of candidates for a position working as a general laborer in the city of Marina Del Rey. The position will be in a hospital environment. Moving Furniture Cleaning Offices and patient rooms Sweeping, mopping, taking out trash. Positions require for you to be on your feet all day Push, pull, carry at least 30-45 lbs Must be able to work any shift, weekends and holidays. No felonies or drug/violent misdemeanors. Pay 9hr temporary work. Apply in person 13640 Imperial Hwy Suite #1 Santa Fe ...

From CareerBuilder - 5 days ago - save job - [block](#)

» [View or apply to job](#)

Entry Level Labor - Airport Cargo Agent / Airport Ramp Agent

Servisair - Los Angeles, CA

[See original job posting at CareerBuilder »](#)

Are you ready to work in the fast-paced and exciting world of Airport Cargo Services? Then join our team at Servisair! Servisair is the leading global provider of aviation ground services. We deliver an integrated range of handling solutions across 21 locations, and our broad client base ranges from national carriers, major alliances and low cost carriers to freight forwarders, airport authorities, tour operators and more. This has enabled us to develop a comprehensive expertise in tailoring our ...

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Economic Development Specialist - Community Jobs Fund Project

Service Employees International Union (SEIU) - Los Angeles, CA

[See original job posting at idealist.org »](#)

PROJECT POSITION

Economic Development Specialist – Community Jobs Fund Project

Employer: The Service Employees International Union ,SEIU

Locations: We are hiring in Seattle and Los Angeles

To Apply: Email cover letter and resume to : resumes@seiu.catsone.com

The Service Employees International Union (SEIU) is the nation's fastest growing labor organization with more than 2.2 million members. SEIU is on the cutting edge of progressive activism, building the power of low-wage workers and ...

From idealist.org - 1 day ago - save job - [block](#)

» [View or apply to job](#)

Leads for July 27, 2011 (a)

JR. COSTUME DESIGNER - JobID: 12052

Santa Monica. Leading manufacturer and distributor of children's toy located outside Philadelphia. Wide variety of skills from designing costumes to soft goods. New product ideation. Interact with internal departments including product design, product development, marketing and sales. Communicate with overseas offices. Limited travel.

Apply online to Bella Young.

www.fashionjobstoday.com/jobs/in/12052

BILINGUAL CLERICAL WORKER

F/T. Gardena. Perform receptionist and clerical functions. English/Spanish. Maintain & distribute all agency (or office) rosters, lists, logs and records. Accurately complete pertinent Department of Mental Health (DMH) forms. Perform computer input duties in an accurate and timely fashion. Coordinate and assist with clinical staff appointments as needed.

Send resume to: hr@masadahomes.org

GRAVEYARD TECHNICAL SUPPORT - Help Desk - Job ID:JRR-TechnicalSupport
10pm - 6:30am shift. Benefits. \$40-\$60K/yr. Los Angeles. Two year's Customer Service and Technical Support department. Experience in Technical Customer Service environments/call centers. Excellent problem solving experience. Strong communication skills. Self motivated, detail-oriented and organized. Excellent problem solver. Telecom experience a plus. Provide client support and technical issue resolution through e-mail, phone and other electronic medium. Assist clients in support related issues. Perform creation of new accounts using company provide software tools. Identify and correct or advise, on operational issues in client computer systems.

Contact Josh Rabinowitz at CyberCoders Engineering.

Phone:949.333.5559

MARKETING - YOUTH SOCCER SALES INTERN

P/T, 10-20 hrs/wk including some weekends and evenings. Must receive college credit for the internship. Carson. Assist the Youth Soccer ticket sales team. Prepare materials for events, sales executives, community programs, team fan mail. Assist with clerical duties, direct mailers, and special projects. Aid in administrative duties and customer service projects. Accountable for all customer "touch points" (email, telephone and in person.) Assist the Chivas USA's mobile marketing team with grassroots marketing initiatives and events. Assist with collection and data entry on game days. Assist sales executives at events when prospecting for new business. Assist in planning and execution of all season seat holder events. Develop special packages and group nights under the direction of the sales director. Strong computer skills: MS Word, Excel, Outlook, PowerPoint. Professional and friendly telephone etiquette. Work independently and in a team environment. Meet deadlines, and pay close attention to details. Excellent written/verbal communication in English and Spanish preferred. Outgoing, friendly and able to conduct oneself in a positive manner when speaking and dealing with fans.

Apply online to CD Chivas USA.

<http://mls.teamworkonline.com/teamwork/r.cfm?i=37317>

Leads for July 27, 2011 (a)

BILINGUAL MEMBER SERVICE SPECIALIST

M-F: flexible to work any consecutive 8 hours between 7:30am and 6:00pm. Able to work mandatory overtime as needed. Temp to Hire. \$13-\$15/hr. Cerritos. English/Spanish. Medical background for Customer Service/Call Center departments answering general questions and conducting outbound calls to patients. Familiar with HMOs. Experience with medical benefits, health plans and/or clinical experience. Multi-task and meet deadlines while working in a fast paced environment. Team player and able to work under little supervision. Proficient in Microsoft Office programs (Word, Excel and Outlook.) Excellent communication skills (verbal and written.) Pass a drug screen and criminal background check.

www.helpmates.com/jobSearch/positions.php?action=showPosition&recordId=3365

INTERACTIVE INTERN / JR. DESIGNER

P/T or F/T, At least three consecutive days per week working in house, full-time preferred. This position is paid depending on experience. Creative strategy and design agency. Assist in the development of industry leading designs on a wide range of projects including: websites & micro-sites, online advertising, rich internet applications, social apps and iPad/mobile applications for a variety of world class clients. Work closely with Art Directors (AD) / Creative Directors (CD) and Producers to ensure the highest level of creative and professional output. Deep passion for design and a willingness to learn new trends and techniques. Adobe Photoshop. Desire to learn, grow, and work hard. Passion for interactive design and development. Flash knowledge or an interest to learn.

Submit resume and online portfolio to HR at and company.

8240 Sunset Blvd.

Los Angeles, CA 90046

www.creativehotlist.com/index.asp?linkTarget=fullJob.asp&jobID=152500

OFFICE TECHNICIAN (TYPING) - Working Title Position Number: 279 - 368 - 1139 - 966
\$2,686-\$3,264/mo. Inglewood Office of Appeals. Type 40 wpm (Typing certificate). *Apply by 8/01/2011.*

Apply online to Unemployment Insurance Appeals Board.

More info: www.cuiab.ca.gov/documents/jobopps/1112-001.pdf /

http://jobs.spb.ca.gov/wvpos/more_info.cfm?recno=462036

PATIENT CARE TECHNICIAN/PCT

\$8-\$10/hr. Los Angeles 90033. 26 week travel assignment. Relocation Costs Paid: Full.

Apply online to Medstaff, Inc.

<http://jobs.healthcarerecruitment.com/jobseekerx/viewjobrss.asp?cjid=640454&accountno=39318&>

As you sit on the hillside, or lie prone under the trees of the forest, or sprawl wet-legged by a mountain stream, the great door, that does not look like a door, opens.

Stephen Graham

Leads for July 25, 2011 (a)

FISH FEEDING

\$5/hr. Redondo Beach. *Friday, 8/12/2011 through Sunday, 8/21/2011.* Live in the general area of Hermosa/Redondo/Manhattan Beach. Responsible pet sitter to feed freshwater fish daily for 10 days during mid-August. Non-smoker. Has attended college.

Apply online to Kathleen R.

www.care.com/pet-care-job-fish-feeding-in-august-p1061-q7646370.html

RESIDENTIAL APPLIANCE / REFRIG REPAIR TECHNICIAN

F/T. Lakewood. Repair Air Conditioners, Refrigerators and Freezers (sealed systems), and other home appliances. Travel to customers' homes and provide efficient customer service. Promote and sell additional products and services. Provided a service van, specialized tools, uniforms, laptop computer, cell telephone, and periodic training. Work as a dedicated team member.

Complete all Technician III training within required timeframes. Follow the Value Added Services Process (i.e., selling extended warranties, water filters, etc.) by effectively communicating. Provide direction to a Technical Helper. receive truck stock at home. Maintain truck stock inventory within the prescribed company guidelines and standards. Follow the truck maintenance schedule and keep a clean, organized truck. Adhere to all policies and procedures.

Apply online to Sears Holdings Corporation.

www.searsholdings.com/careers/

INTAKE/ OUTREACH SPECIALIST

Empower clients to make better choices, take some personal responsibility and accomplish personal goals. This is achieved by providing increased opportunities, primarily through obtaining full time employment and relocating into permanent housing. Intake conducts the initial program screening/intake to determine client eligibility, provide general information to clients regarding shelter bed programs. Outreach/recruit potential clients for the STRIVE & Supportive Housing Programs, act as a liaison between Homeless Shelter Programs in the Downtown Skid Row Area, conduct presentations, and talk one on one with targeted population. Outreach will meet with Program staff and clients during some presentations, and attend resource fairs. Conduct initial program screening to determine client eligibility. Provide potential clients with information regarding STRIVE & Supportive Housing programs. Answer incoming phone calls. Accurately complete all documentation as outlined in department/service area procedures within established time lines. Facilitate clear and timely communication related to patient information to all appropriate parties. Provide referrals to clients to appropriate social service agencies. Maintain and distribute daily client case load to staff. Set up partnerships with Emergency & Transitional Homeless Shelters for direct referrals. Create Marketing materials to promote goals and objectives of the STRIVE program such as; Flyers, Partner letters, etc. Adapt to changing homeless culture in the Downtown Skid Row Area, and make adjustments to meet goals. Knowledge of Microsoft Office , Word, PowerPoint, Excel. Effective interpersonal and communication skills. Computer literacy. Empathy for and sensitivity to the community served.

Fax resume and cover letter to Keith Blackwell Program Manager at Skid Row Development Corporation.

Fax: 213-623-2727

Leads for July 25, 2011 (a)

LOS ANGELES VALLEY JOB CLUB

The Job Club meets on the last Friday of each month on the Valley College campus.

Next one: July 29, 2011 at 9am – Faculty lounge

A golden opportunity for job seekers to: Network in person with Employers & others, Peruse over 300 job leads, Refine job search techniques, Meet with professional job counselors, Effective Workforce Readiness Workshops.

ACE CASH EXPRESS RECRUITMENT starts after job club at 11:00 AM July 29
Center Managers and Service Associates (P/T & F/T). Excellent customer service skills, professional appearance, cash handling experience preferred.

Los Angeles Valley College
5800 Fulton Ave. (Park in LOT B)
Valley Glen, CA 91401

Job Training (818) 947.2941 / www.lavc.edu/jobtraining/jobclub.html

SITE COORDINATORS - CA11845166

\$30,000/yr. Benefits. Pomona, Bellflower or Compton. Apply by noon, Monday, August 1st.

HUMAN RESOURCE GENERALIST - CA11845103

\$21,000 - \$24,000/yr. Benefits. Apply by noon, Monday, August 1st.

Email resume for California Youth and Family Collaborative.

(310) 574-6464 or (310) 574-6480 / darryl.fisher@edd.ca.gov or johnc.sanchez@edd.ca.gov

ASSOCIATE ORGANIZING REPRESENTATIVE

Based in Los Angeles National Field office but will work throughout Los Angeles County. This position has union representation and access to benefits. The Los Angeles Department of Water and Power gets 39% of its electricity from two old and dirty out-of-state coal plants, which pollute the environment, harm the climate, and limit potential to create a more equitable, green economy in Los Angeles. The goal of the LA Beyond Coal Campaign is to make LADWP coal-free by 2020. Help organize grassroots members and supporters of Sierra Club in support of policies to end Los Angeles' dependency on coal by 2020. Work closely with Sierra Club chapters and groups, coalition partners, government agencies, and other internal partners to effectively implement a grass root strategy to build broad support for the campaign and its goals.

Creative, energetic and experienced community organizer.

Cover letters, resumes and any questions should be sent to The Sierra Club.

email: byron.gudiel@sierraclub.org / Info: <http://beyondcoal.org/>

Birthdays must be good for you, since people who have the most live the longest.

-- Source unknown

Leads for July 25, 2011 (b)

LAB ASST II - Job ID: 089013

P/T, 20+/wk. Every other weekend and holidays as needed. May include rotation to other Orange County labs. Garden Grove. Perform venipuncture and skin puncture and pre-analytical and post analytical steps of laboratory testing. Assess the quality of blood to be drawn from the patient based on the patient's age, physical maturation & the test or study to be performed. Perform venipuncture, finger stick or heel stick, as required, proficiently on patients of all ages. Properly label sample(s) & transport to laboratory. Perform the pre-analytical phase of testing by bar coding, centrifuging, separating, logging, culturing & staining of bacteriological specimens. Monitor & maintain appropriate inventory levels of supplies & reagents. Establish & maintain courteous, cooperative relations w/ the public, patients & other personnel. Handle difficult patients in a professional manner. Display professionalism at all times, both in attitude & appearance. High school diploma/GED. Valid California phlebotomy certificate. One year phlebotomy experience in an acute care medical center or non-acute care setting.

HOME HEALTH AIDE - Job ID: 056917

On call responsibilities and rotating weekends. Los Angeles. Provide limited nursing and/or related services in the home, consistent with training, w/ California State Certification, & w/ the Federal Code Regulations, Title 20 SSA. Aide provides personal, environmental & nutritional services under the orders of a physician & w/ appropriate supervision by a registered professional nurse. Assist patient w/ transfers, ambulation, exercises, & prescribed rehabilitation techniques. Help patient w/ bathroom or bedpan use. Provide such incidental household or environmental services as are essential to the patient's health care at home, may include doing the patient's personal laundry, keeping bedroom & kitchen in order & reasonably clean. (No general housecleaning.) Prepare some meals or special diets & may prepare food for the patient's consumption between visits. Enlist & coordinate assistance of friends or family members & encourage the patient to become increasingly self-reliant when possible. Report to supervisory RN all changes in the patient's condition or family situation. Participate in team conferences. Maintain records related to job responsibilities. May assist w/ administration of medications ordinarily self administered that have been specifically ordered by the physician. May carry out a digital rectal examination for the purpose of removing fecal impactions w/ an order from MD/RN. Reliable transportation. Valid driver's license. Current California driver Record information sheet obtained within the last month. During the two year period immediately preceding the date of application, must have a driving record, which is free of incidents involving the applicant's negligence. Free of citations w/ forfeit for bail for driving while under the influence of drugs or reckless driving. Driving record must not reflect more than 2 moving violations during the same two-year period. Home Health Aide certification. Two years experience as a Home Health Aide in Home Health Agency or new grad from a State Certified Home Health Aide Training Program w/ one year CNA experience.

Apply online to Kaiser Permanente.

www.kaiserpermanentejobs.org/

"The greatest danger in times of turbulence is not the turbulence; it is to act with yesterday's logic." *Peter Drucker*

Leads for July 25, 2011 (b)

PRODUCTION ARTIST

Freelance. Anaheim. Edit and review files for print. Responsible for catalog production. Create and produce corporate collateral, billboards, and advertising. Work closely with designers, Art Director, and Marketing Managers. Produce all projects to the printers specs with perfection. Handle corrections and editing while working within guidelines of our in house print department. Successful in a fast paced work environment. Typography experience. Highly proficient in InDesign, Photoshop, and Illustrator. Detail oriented and organized. Ability to reprioritize projects frequently. Effectively communicate with all levels of staff and management. 2+ years of Agency or Production experience. Bachelors Degree preferred.

Send resume asap to: Tcottam@24seveninc.com

NDI TECHNICIAN ASSISTANT - Requisition Number: 0003287

Assist the NDI technician in preparation of parts for inspection and transportation, inspection documentation, equipment maintenance, and lab organization. Understand the procedures involved in nondestructive inspections and interpretation of specifications and drawings. Successfully complete formal and on the job training, understand and follow the various process and techniques of nondestructive testing. Prepare parts documentation for inspection, and parts for transportation. Prepare certifications and documentation on behalf of the level 2 technician. Prepare reports as directed by level 2 technician. Understand and comply with all applicable quality assurance work instructions and safety regulations. Maintain lab equipment preventative maintenance. Assist technicians with equipment set up and calibration. Maintain accurate daily labor input and all other required record keeping and traceability recordings. Maintain lab housekeeping, organization and work flow. Successfully complete associated classroom education. Communicate in writing job status on behalf of level 2 technician. High School Diploma, ability to learn and apply technical understanding. Strong math skills, and an ability to understand abstract problems. Good knowledge and ability with MS Office (Word, Outlook, Excel and Powerpoint.)

Apply online to HITCO Carbon Composites, Inc.

<https://hitco.simplehire.com/postings/993>

FRONT DESK CLERICAL ASSISTANT

\$13.85 - \$15.15/hr. Benefits. Huntington Beach. Good computer skills, effective communication skills and the ability to perform tasks in a timely manner. Over 18 with a High School Diploma or GED. Organized and detail-oriented. Self-sufficient and reliable. Good computer, filing and data entry skills. Related experience helpful but not required.

Apply online to OptiGroup

www.job.com/my.job/jobdisplay/page=jobview/pt=2/key=92713021/

"Great ability develops and reveals itself increasingly with every new assignment."

-- *Baltasar Gracian*

Leads for July 28, 2011 ©

CNA/HHA'S - Ad ID: 12773815

F/T. Non-medical home care assignments available for caregiver's interested in traveling to all areas of Orange County. High acuity clients require the skills of caring CNA/HHA's.

Apply online: <http://losangeles.ebayclassifieds.com/medical-healthcare/long-beach/cna-hhas-for-orange-county-area/?ad=12773815>

TELLER – 17722

P/T, 17.5 hrs/wk. Long Beach Renaissance. Service customer transactions. Provide a high level of customer service. Respond to customer inquiries, process customer requests, resolve customer issues or refer them to an appropriate party within the branch, and make sales referrals. Effective verbal and written communication skills. Ability to learn and use branch equipment. Good math, reading, and comprehension abilities. Enjoy working with customers and employees. High school diploma or GED. Some customer service experience.

Apply online to Union Bank.

www.unionbank.com/

DENTAL FRONT OFFICE / RECEPTIONIST

Los Angeles. Perform a variety of general front office tasks and duties. Answer the telephone. Prepare, file, and maintaining all hardcopy and computerized patient charts. Patient greeting and intake. Collect payments; check insurance eligibility. Schedule patient appointments.

Send resume to West Coast Dental.

Fax: (310) 820-0588 / Email: careers@westcoastdental.com

SHOP FABRICATOR / WELDER

F/T. \$14-\$16/hr. Los Angeles, 90063. Fabricate and MIG weld custom products. Mig welding - experience with aluminum. Fabrication, Cold saw, Drill press, Shear and Ironwork. Cross between a production shop and a job shop in that we have our own products but small quantity runs with a large variety of different products. Also have new products being introduced all the time. Read drawings. Assemble the components together and weld the final product. Setup and operate the tools and equipment to process parts for assemblies: cut, drill, punch, etc.

Apply online to Express Employment Professionals.

www.careerbuilder.com/JobSeeker/Jobs/JobDetails.aspx?ipath=EXIND&siteid=cbindeed&Job_DID=J8B6NZ6GTT89S8ZHNGF / <http://www.expresspros.com/>

RESEARCH ASSISTANT I - Radiology/Imaging - Req Number: 308355

P/T. Long Beach. High school diploma or GED. Assist in all basic research activities including the design, execution and evaluation of research projects. Data collection and maintenance of databases. Acquisition and maintenance of laboratory supply inventory, purchase order request processing and associated record maintenance.

Apply online to MemorialCare.

www.jobs.memorialcare.org/

Leads for July 28, 2011 ©

WEB DEVELOPER

Good communication skills. Work well with developers and designers on interactive projects ranging from front end website development, ecard buildouts with legacy html code, and browser compatibility issues in IE, Firefox, Safari, and Chrome utilizing jquery and css. Web design and basic Flash experience is a plus. Skills are important but not as important as your willingness to adapt and develop. html4, html5, XHTML Strict Doctype. Legacy html (inline styling and tables). Email Marketing knowledge a big plus. CSS 2.0 and 3.0 Jquery, Ajax knowledge. Some PHP knowledge a big plus. Drupal and wordpress theming experience.

Apply to Kim Griest at Paolucci Communication Arts.

2516 Via Tejon, Ste 114

Palos Verdes Estates, CA 90274

www.creativehotlist.com/index.asp?linkTarget=fullJob.asp&jobID=152541

BOOKKEEPER

P/T, 20 hrs/wk. Temporary. \$12.57-\$13.50/hr. Hawthorne. Input data into Quick Books, review bank statements, receipts, and deposit slips, create invoices, tabulate payroll, file accounting as required, and manage licensed material royalty payments and forms. Experience required in accounts payable (write and mail bills, update accounts), bank statement reconciliation in Quick Books, month end close, and quarter end close.

Apply by Accountemps.

www.accountemps.com/JobDescription?specificJob=42301635 / www.accountemps.com/

IVF/INFERTILITY MEDICAL ASSISTANT

Beverly Hills. Compassion. Like to be busy and have a variety of duties and responsibilities. Adaptability, innovative thinking and interpersonal skills. Assist and chaperone physician with procedures, such as Hysterosalpingogram, Office Hysteroscopy, Saline Infused Sonohysterogram, Soundings, IUI's, Gynecological Exams, Endometrial Biopsies. Measure patient vital signs (weight, height, blood pressure, pulse, respirations, temperature.) Assist with Patient Education. Manage rooming and patient flow. Prep exam rooms, stock and clean. Blood draws and injections. Perform clerical duties to maintain effective office operations. Anticipate provider needs. One year experience as an Medical Assistant in a fertility practice setting.

Completion of a Medical Assistant program. Current BLS certification.

Send cover letter, resume and salary requirements to IVF Center Solutions.

Email: klogan@ivfcentersolutions.com

ORANGE COUNTY - GET BACK TO WORK NOW EVENT

August 18, 2011 from 9:30 to 1:30 p.m.

Holiday Inn Buena Park

7000 Beach Blvd.

Buena Park, CA 90620

Leads for July 28, 2011 (d)

“NEW CONTRIBUTORS” WORKSHOP

Monday August 8th from 12pm-1:30pm. Doors close at 12:05 – late arrivals will not be seated. Are you a job seeker with a misdemeanor or felony? Then you are a “New Contributor.” You need to know: How to disclose your background to the employer; The programs and resources that are available; A list of companies and agencies that will perhaps hire you. Free booklet provided at workshop, *Resources & Information for “New Contributors.”*

Attend at Metro North Worksource Center.

342 San Fernando Road

Los Angeles, CA 90031

TEL. (323) 539 -2000

TEACHERS FOR THE FALL SCHOOL YEAR!

Thursday – August 11, 2011 at 10:00 a.m.

P/T-F/T. Work at least 2 days per week between Monday – Friday, available to work between the hours of 7am to 7 pm. Los Angeles, Culver City, Santa Monica, Beverly Hills and Inglewood. CA Associate Teacher & Teacher Permit (Highly preferred.) A.A. or B.A. in Early Childhood Education or related (Highly preferred.) Two years classroom experience or 6 ECE units. At least 150 hours/ 6 months of experience in a Pre-School Setting. Reliable transportation. Dress for an Interview. BRING: California I.D, social security card, resume, unofficial transcripts, and proof of unemployment insurance (if you are receiving benefits.) No felonies or expungements.

Attend at Los Angeles Urban League – Baldwin Hills

5681 Jefferson Blvd.

Los Angeles, CA 90016

The Los Angeles World Airports in cooperation with the
“OPEN OPPORTUNITIES OF THE GOLD COAST”

Friday, August 12, 2011 at 9:00 a.m. - 3:00 p.m.

Free admission. Career opportunities with public/private corporations, in addition to essential resources offered from City, County, State, Federal, School, and vocational training agencies. Come prepared: Résumés, Dress Professionally. Get there early and make time to attend ‘The Real Deal’ symposium on current job seeking techniques, plus other educational workshops.

Los Angeles Convention Center, Upstairs over South Hall

1201 S. Figueroa Street

Los Angeles

For information, contact Dean Jones at (310) 637-7348 / email: djones@westcoastexpo.biz

Auto parking at the Convention Center is \$12; Public transportation METRO Rail ‘Blue Line’ stop is one block away at the Pico Avenue - Chick Hearn platform exit.

www.westcoastexpo.biz /

Leads for July 28, 2011 (d)

BEST JOBS CAREER FAIR

August 18, 2011

Holiday Inn

7000 Beach Blvd.

Buena Park, CA 90620

ORANGE COUNTY CAREER FAIR

Wednesday, 08/24/2011 from 10:30am to 2:00pm

The Radisson Hotel (John Wayne Airport)

4545 Macarthur Blvd

Newport Beach, CA 92660

<http://www672.www1.careerfair-update.net/>

2011 Mini JOB FAIRS for SUCCESS

1pm – 4pm on 8/25, 9/22, 10/27/2011

Meet with Employers, City, County, State, School, Federal agencies, Major Private Companies & Training Institutes. Dress for Success. Bring your Resume. Free Admission, Free Parking.

VA Long Beach Healthcare System - (Pantages Theater, Building 2, 2nd Floor)

5901 E. 7th Street

Long Beach CA 90822

PINKSLIPMIXERS - JOB EXPO & SUMMIT

Thursday, September 1, 2011 at 11:00 AM

We will have a combination of hiring panelists and networking. Because our guests will be mid- to upper- level experienced professionals, our panelist will not discuss how to prepare for a resume or give you basic interview tips, Instead, we will have several panelist discuss what their company's do, what they feel ideal traits for the job functions they want from their staff and describe what their company cultures are.

11:00 to 4:00 pm – Registration & Job Expo /Networking

1:00 to 1:10 pm – Edwin Duterte, PinkSlipMixers & TheViralPublicity.com – Welcoming Remarks

1:10 to 1:45 pm – Moderated Panel – Generally, What do Companies look for in a Marketing, Sales and Publicity staff? Speakers – TBA

2:00 to 2:30 pm – Moderated Panel – What expertise and skills are important to specific to Marketing Jobs? Speakers – TBA

2:45 to 3:15 pm – Moderated Panel – What personalities are best suited for banking and real estate sales jobs? Speakers – TBA

3:30 to 4:00 pm – Moderated Panel – What makes a successful professional in the financial planning and insurance industry? Speakers – TBA

4:00 pm – Closing Remarks

Contact Edwin Duterte at 310-571-5483 or edwin@pinkslipmixers.com

Leads for July 28, 2011 (e)

MEDICAL RECORDS ASSISTANT

F/T. \$16.48/hr. Los Angeles. Work in nursing home. Keep office running smoothly. Organize patient files and medical records. Schedule appointments. Answer phone calls. Create "new" patient folder for each patient. Deliver and retrieve patient records. Perform routine clerical tasks. High school diploma or GED. One year experience in the healthcare field preferred.

Knowledge of medical terminology. Type 30 wpm.

Apply online to JSA Search Inc.

<http://jobs.seniorcarejobs.org/204851.htm>

FIRST LEVEL HELP DESK SUPPORT - Id : 26916

Burbank. Provide Level 1 Help Desk Support for licensees and licensing applications. Attend and take notes of meetings. Attend/run morning turnover calls with the regions. Acknowledge and respond to queues in Service Center. Manage group business calendar. Manage/maintain support documentation. Check and respond to DCPSupport US Inbox. Contract Swaps.

Licensee Name Changes. Password Resets. Reactivate accounts. Respond to users not able to access applications. Redirect consumer complaints. OPA product transfers. Create RM's for: monthly invasion/insight audit, weekly terminations, deleting user accounts, and New Org set ups. Respond to new user access requests & self register users. Investigate why a user cannot access certain parts of a website, view a style guide in DMC. Respond to category associates to access the provisioning form for internal/external users. Monthly scorecard reports: Review and meet with scorecard owners, prepare and scrub the data, Email the scorecard reports. Microsoft Office Suite, MS Outlook, Communicator and Visio, WebEx, Service Center and web browsers (Firefox, Internet Explorer, Safari). Also a number of specific applications. Knowledge of both PC and Mac platforms and/or customer Service experience in IT or a related field is desirable.

www.maxhire.net/cp/?E8596D361D43515B7E52122E775618630528334B51

BILINGUAL ADMITTING REPRESENTATIVES (Patient Access Registration)

Multi-task and prioritize while remaining focused on customer service. Work under pressure and handle complaints in high volume fast pace environment. Medical terminology and Admitting experience is preferred, however will compromise for greater customer service skills and/or billing experience. Manage lobby volume and answer incoming calls, patient inquires, and physician requests. Monitor check-in logs, answers patient information requests, appropriately direct walk-in patients and coordinate support for patient registration and accuracy of data entry.

Enter requests for MD change in the ADT system as appropriate, monitor incoming faxes. Collect accurate demographic and financial information in compliance with EMTALA, HIPAA, and all Federal and State protocols, guidelines and regulations. Comfortable and capable of collecting co-pays and deposits, when appropriate from patients. Two years experience in an acute care hospital, primarily in registration, billing or related areas. High school diploma or GED. Course in Medical Terminology and/or completion of SVMC Medical Terminology course prior to start date. Excellent customer service, interpersonal and communication (verbal and written) skills. Use good judgment when performing duties. English/Spanish.

Apply to Healthcare Resource Group, Inc. (for St. Vincent Medical Center).

714-893-4730 / www.hrgpros.com

Leads for July 28, 2011 (e)

ACCOUNTING CLERK

Temporary-to-F/T. \$13-\$17/hr. Benefits. Long Beach. Match invoices to purchase orders and/or vouchers, data entry and assist in A/P and A/R.

www.accountemps.com/JobDescription?specificJob=42302282

MEDICAL ASSISTANT for Cosmetic Dermatology and Surgical Ctr - Ad ID: 12803019
F/T, M-F: 8 - 5. \$15+/hr, benefits, bonuses. Beverly Hills. Some local travel with the MD's. Two years working in a busy surgical center, plastic surgery or dermatology practice. Self starter who can work as a part of a 'family like' team. Cheerful, friendly and treat each patient like royalty. Room patients, prep and stock rooms, prep trays, assist MD's with procedures, surgeries, inventory, referrals, sales of products and procedures. Experience working with injectables, lasers, cosmetic surgery, MOHS surgery, dermatology surgeries preferred.

Submit resume and most recent salary. Highlight your derm/plastics/surgical experience in your cover letter.

<http://losangeles.ebayclassifieds.com/medical-healthcare/beverly-hills/full-time-medical-assistant-for-cosmetic-dermatology-and-surgical-ctr/?ad=12803019>

TELLER - Req#: 3510777-30 hrs/wk. Carson. Req#:3510678-20 hrs/wk. Seal Beach.

P/T, includes weekends and some holidays. Gardena. Introduce customers to new products and services, and generate leads for other members of the sales team to close. Constantly go the extra mile to greet customers, make them feel welcome and engage customers to learn about their financial needs. Process between 20-25 customer transactions each hour with no mistakes through patience, attention to detail, and the ability to follow procedures. Maintain and balance cash drawer. Identify and make sales referrals, recommend alternate channels, cross-sell bank services and products, provide excellent customer service. Duties may include safe deposit, merchant/vault, ATM processing, bonds and coupons, foreign currency and night drop. One year experience interacting with people or customers. Skill in use of computers. Achieve individual and team goals. Positive approach in interactions with customers and team members. Reliable attendance. Good communication skills.

Apply online to Wells Fargo Bank.

<https://employment.wellsfargo.com>

AUTOMOTIVE SERVICE TECHNICIANS and INSTALLERS

F/T and P/T. Benefits. Los Angeles, Orange County, San Bernardino, Riverside, and Ventura Counties. Experience in the tire and automotive service industry. Commitment to excellent customer service. Read and comprehend instructions and information. ASE certification is preferred. General mechanical skills. Valid driver's license, available transportation, good driving record. Pass pre-employment testing, background checks, MVR, drug test.

Lift and/or carry single items weighing at least 50 lbs.

Contact Scher Tire.

Phone: (800)-858-4818 / Fax: (951) 588-3500 / <http://schertire.com/>

Leads for July 28, 2011 (f)

VISUAL DEVELOPMENT ARTIST - Job ID: 7853450

F/T. Burbank. Visually explore a concept, which may include Character Design and/or Environment Design for animated films, shorts and special projects. Experiment with the diverse elements of film presentation to manipulate dramatic story moments, plot thrusts, moods, character conflict and place-time motifs to capture the emotional connection to the story's theme. A rich imagination, a sense of caricature and design, strong color sense, a mastery of human and animal anatomy, architecture, the ability to work in different mediums and the versatility to conceptualize visually in a variety of techniques. Portfolio Requirements: - Character designs in a range of styles and archetypes, all with specific and clear personality and appeal - Paintings that demonstrate a wide range of technique, from classical to stylized with strong sense of composition, color theory, and narrative (preferably with characters interacting in the environments.) Three years professional experience, feature animation experience preferred. Proficiency in Photoshop. Create inspiration and narrative through drawing and painting. Experience on multiple feature films as a visual development artist. Strong drawing and painting skills with a sense of appeal, storytelling, composition, color theory, and range in technique and style. Work collaboratively and take direction.

Apply online to Walt Disney Animation Studios. Uploaded multipage PDF version of portfolio preferred.

https://careers.disneyanimation.com/job_groups/job_description?id=102

REP, PHLEBOTOMY SVCS I - Job ID: 3689508

P/T. 3500 Lomita Blvd, Torrance. Perform daily phlebotomy activities of the Patient Service Center (PSC)/Mobile/In-office Phlebotomy (IOP) accurately and on time. Maintain a safe and professional environment. Perform with confidence, both the forensic and clinical specimen collection and processing duties following established practices and procedures. Maintain records and documentation. Promote a positive image to patients, clients, employees and the public in general. Treat all customers in a courteous manner. Ensure all field phlebotomy and specimens are collected accurately and on time. Call clients to confirm handwritten orders, verify test(s) ordered, obtain accurate billing information, i.e. Diagnosis codes, UPIN information, etc. Research test/client information utilizing lab computer system or Directory of Service. Label, centrifuge, split, and freeze specimens. Package specimens for transport. Assist with compilation of monthly statistics and data. Submit data on time monthly. Perform electronic data entry. High school diploma or GED. Medical training and/or terminology helpful. One year Phlebotomy experience- pediatric and geriatric capillary and venipuncture. Customer service in a service environment preferred. Excellent phlebotomy skills. Good organization, communication, and interpersonal skills.

Apply online to Quest Diagnostics.

www.questdiagnostics.com

Life's gift to you is your unique vantage point. Your gift to life is expressing from it.

--Alan Cohen

Leads for July 28, 2011 (f)

FREE DENTAL TREATMENT

Saturday & Sundays, August 6-7, August 13-14, 2011.

Patients for this course receive free cleaning and/or fillings. You will receive Intravenous Sedation. Must be over 18 years old. Must have a ride to and from the school of dentistry. Driver must stay inside the building. Do not eat or drink 6 hours before the appointment. Water is fine. No alcohol or social drugs for 24 hours before and after treatment. Patients cannot be treated if having high blood pressure, heart conditions, pregnancy, or diabetes.

USC Dentistry Office of Continuing Oral Health Professional Education.

Call 213-821-2127 or email: ilovefreedental@gmail.com

ACCOUNTING TUTOR

Occasional (as needed.) \$10-\$25/hr. Hawthorne. Help me in Principles of Accounting. I've been taking this subject for 4 weeks and am really lost. Need to return a project in a week; help asap.

Apply online to Neila B.

www.care.com/tutoring-lessons-job-accounting-tutor-p1061-q7924608.html

TEACHERS FOR THE FALL SCHOOL YEAR

Thursday – August 11, 2011 at 10:00 a.m.

P/T or F/T. Work at least 2 days/wk, M-F: between 7am – 7pm. Los Angeles, Culver City, Santa Monica, Beverly Hills and Inglewood. CA Associate Teacher & Teacher Permit (Highly preferred.) A.A. or B.A. in Early Childhood Education or related (Highly preferred.) Two years classroom experience or 6 ECE units. At least 150 hours/ 6 months of experience in a Pre-School Setting. Reliable transportation. Dress for an Interview. Bring: California I.D, Social Security card, resume, unofficial transcripts, and proof of unemployment insurance (if you are receiving benefits.) No felonies or expungements.

Los Angeles Urban League – Baldwin Hills

5681 Jefferson Blvd.

Los Angeles, CA 90016

CERTIFIED NURSING ASSISTANT - Position ID: 93123

F/T. Patient care including patient data collection, oral care, bathing, assist with ambulating and toileting. Participate in quality patient care delivery, efficient patient flow and effective communication with health care team. Integration of patient care standards are incorporated into all clinical activities. Nursing Assistant training certificate. Certified Nursing Assistant. Current Healthcare Provider CPR. Maintain 48 hours of continuing education credits every two years to maintain current certification.

Apply online to Anaheim Regional Medical Center.

www.anaheimregionalmc.com

You do not need to compete for what belongs to you. -- Alan Cohen

Leads for July 28, 2011 (g)

CERTIFIED NURSING ASSISTANT - Position ID: 93759

F/T. Float Pool. Provide basic nursing care and implement selected aspects of the patients nursing plan of care. Provide care/service to an acutely ill through rehabilitating patient population. High school diploma or GED. Bilingual (English/Spanish/Vietnamese/Chinese) preferred. CA Nursing Assistant Certification. BLS Certification. One year acute care experience preferred.

Apply online to San Gabriel Valley Medical Center.

www.sgvmc.org

PRODUCTION DESIGNER

Duration: 3 days, starts Aug 5th. Paid. Los Angeles. For a web viral video. Minimal set dressing, no building. Simple props. The video is going to be a bunch of little kids throwing birthday parties in a house. So tons of cakes!

Apply to Carolina Groppa at Two Sticks Entertainment.

www.mandy.com/1/jobs3.cfm?v=44855063

MEDICAL ASSISTANT/ health care center at Golden Rain Road - 1105013681

P/D. Los Alamitos. Assist the physician with office procedures including: vital signs, PAP smears, suture removal, minor surgeries, obtaining laboratory specimens. Perform EKG's holter monitor applications, PFT injections, ear lavages and HHN treatments. Room patients, heights, weights and take vital signs. Document into the electronic medical records with precision and accuracy. Current AHA BLS card. One year experience in a physician's office setting.

Experience in vital signs, injections, ECG, patient flow, and front office knowledge. Strong verbal and written communication skills, the ability to establish/maintain cooperative working relationships with staff and understand the patients' rights and responsibilities.

Los Alamitos Medical Center - Apply online to Tenet.

<http://www.tenethealth.com/>

PLUMBER

\$3667-\$4456/mo. Under the direction of the Supervisor-Plumbing Maintenance or an assigned supervisor, perform journey-level duties in the installation, maintenance and repair of plumbing fixtures and systems. Any combination equivalent to: two years journey-level plumbing

experience. *Apply by 4:30 p.m., August 11, 2011.*

Apply at Torrance Unified School District

2335 Plaza Del Amo

Torrance, CA 90501

(310) 972-6340 / Job Hotline: (310) 972-6344 / www.tusd.org

"In matters of style, swim with the current; in matters of principle, stand like a rock."

Thomas Jefferson

Leads for July 28, 2011 (g)

CNA - Transitional Care Center Per Diem Days Job Requisition Number: 92250
\$13.40- \$22.28/hr. 4320 Maricopa Street, Torrance. One-year recent CNA experience in a skilled nursing or acute care facility. Valid California CNA certification. Current BLS for Healthcare Providers.

DEPT ASST - On Call Varied Shifts Job Requisition Number: 91964
\$13.40-\$22.28/hr. 4101 Torrance Blvd, Torrance. Non-licensed healthcare employee who is accountable to and work under the direct supervision of the Imaging Services Lead Technologist to implement delegated aspects of care, and assist in direct and indirect patient care. May include some clerical duties. Provide patient transport to pediatrics to older adults. High school diploma or GED. Preferred Qualifications: English/Spanish. Working knowledge of computer applications, i.e. Microsoft Office and e-mail. Excellent communication and interpersonal skills.

Apply on-line to Little Company of Mary Health Services.

www.providence.org/careers / www.providenceiscalling.org / www.providenceatwork.org

MAKE-UP ARTIST & HAIR STYLIST

Duration: 1~5 days, *starts September 11 2011*. Experienced and confident make-up artist and a hair stylist who can do demo or performance for international event in Los Angeles. No pay but a lot of press. Will be our featured artist in Asia. Strong especially in sophisticated or trendy work. Make-up Artist: Beauty, Bridal, Fantasy and other creative Make-up. Hair Stylist: Hair cut and styling sophisticated and creative hair styling. Also if you are able to head a fashion show: 10 models runway. 2 changes.

Send resume and link of your work to TAK at BMG, Inc.

www.mandy.com/1/jobs3.cfm?v=44849094

RDA

F/T, M & TH: 8-5. T & W: 7:15-5:00. Lunch from 1-2pm. Temporary for at least two months; potential for regular employment. Torrance. Easy going and friendly. Make temporaries. X-ray license (digital office.)

Call, then fax resume to Sandra at the office of Hideo Yamane.

(310) 539-1444 / Fax: (310) 539-2903

SOCIAL SECURITY BENEFIT WORKSHOP

Every Month - 1st *Tuesday -9/06, 2011*

Social Security Retirement, Social Security Disability Insurance (SSDI), Supplemental Security Income (SSI), Medicare. Do you have RETIREMENT questions? How to apply SSDI / SSI? Are you receiving SSDI / SSI? What is Medicare? Work vs. Disability Benefit?

VA Long Beach Healthcare System

**5901 East 7th Street, Building 50 (VRT), room 108L
Long Beach, CA 90822**

Leads for July 28, 2011 (h)

DENTAL ASSISTANT

F/T: M-SA. Los Angeles. Chair side assisting. Sterilization of instruments. Set up for procedures. Set up and clean operatory. Fast learner. Experience a plus. Can teach if you are willing to learn. Efficient and reliable.

Send resume to Le Chic Dentist.

Fax: (310) 398-5433 / Email: psadri2003@yahoo.com

MEDICAL RECORDS ASSISTANT

F/T. Maintain residents' records containing all items required by State and Federal Regulations. Provide records information for summaries and insurance reports. File all patient data upon receipt of the information. Create records for new patients and prepare file labels. Retrieve files for patients' scheduled appointments. Deliver and pick up paper files as needed. Prepare filing statistics. Perform routine audit of charts including nurse's weekly summary and change of condition; report discrepancies of found through such audits to the Director of Nursing and Administrator. Promptly notify legal team when receipt of medical records copy requests obtained. Respond to calls from individuals who have questions about medical records. Request additional information as needed for completing the medical record. Maintain paper back-up files for computerized systems. Photocopy records as needed for billing or legal procedures. Maintain the confidentiality of all records. Strong organizational and communications skills. Detail oriented. Data entry skills along with basic Word and Excel knowledge.

Contact Holly Ianieri at Alexandria Care Center, LLC.

1515 N. Alexandria Avenue

Los Angeles, CA 90027

Fax: 323-660-0083

FULL TIME EARLY CHILDHOOD TEACHER

Carson. Benefits. Work onsite Kids & Company Child Development Center. Enthusiastic, loving & nurturing personality. Flexibility to care for infants or any other age level as needed. Knowledgeable in all of aspects of child development, creative classroom environments, best practices and NAEYC self study. Completed at least 12 ECE units, 3 units must be related to infants. Bachelor's degree preferred. Two years of classroom experience working with infants and toddlers.

Apply online at Lakeshore Learning Materials.

<http://tbe.taleo.net/NA1/ats/careers/requisition.jsp?org=LAKESHORE&cws=1&rid=377>

www.lakeshorelearning.com

DENTAL ASSISTANT

F/T, M-F. Los Angeles. General Dental office. Experienced. Back-office position.

Send resume to: Email: roggershfeld@yahoo.ca

You have everything you need to build something far bigger than yourself. ~ *Seth Godin*

Leads for July 28, 2011 (h)

ADMINISTRATIVE ASSISTANT/Part Time - Requisition ID 19675BR

Temporary. 20 hrs/wk. El Segundo. Support the leadership team for a group of 40 employees in the Information Technology department. Heavy calendar management, requiring interaction with both internal and external management, executives and assistants. Answer phones and provide first line support to customer request be it outside parties or internal staff. Assist leaders with preparation of presentation materials, using MS suite, to include new business pursuits.

Arrange for conferences and agency visitor's access requests. Review and summarize miscellaneous reports and documents, prepare background documents and outgoing mail as necessary. Assist in preparing local, domestic, travel arrangements, including authorizations, vouchers, and reimbursements for the entire program team. Prioritize and manage projects simultaneously and follow through on issues. Maintain program organization chart. Collect and report all time card activities. Organize files, received and send faxes, proof and edit documents. Order and manage stationery supplies. Organize work areas, keep them clean and tidy. Interface with Facilities as necessary for general repairs, squawks etc. Provide assistance as needed with research. Package and distributed outgoing mail following all customer procedures. Highly computer literate with skills in MS Powerpoint, Excel and Word. Well-versed with Lotus Notes.

Work as an individual performer and be able to make process improvement suggestions to management. Communicate in a professional manner. Day to day interaction with customers and senior management. 4+ years of experience working as an administrative assistant. Type 50 wpm. Focus on task at hand with extreme attention to detail.

Apply online to Raytheon.

https://jobs.rayjobs.com/1033/asp/tg/cim_jobdetail.asp?jobId=817153

CNC MACHINIST OPERATOR

Willing to work Day or Swing shift. Five years CNC Machining experience desired. CMM experience a plus. Experience working in an Aerospace Manufacturing environment. Good verbal and written communication skills. Perform Setups, unaided. Operate CNC Mills / Turn with Fancu controls (Mori Seki – Preferred). Operate, with accuracy, 2 axis CNC lathes and 3-4 axis CNC Vertical Machining Centers. Operate basic hand tools and follow detailed instructions. Perform SHOP mathematical calculations accurately. Read and interpret blueprint schematics with confidence and accuracy. Keep work area in a clean and orderly manner. Set-up and operate CNC, turret lathes, horizontal boring mills and milling machines to produce precision tooling for machines in various production departments. Plan and carry out work to be performed by blueprint and engineering specifications to raw stock and determine the sequence of operations and machines and tooling to be used. Inspect part dimensions to assure conformance to blueprints or other specifications. Proficiency in ASME Y14.100 drawing standards.

Pass a government standard vision test.

Fax or email resumes to Hi-Shear Technology Corporation, Attention: Human Resources.

Confidential Fax - (310) 784-7873 / Email address: Personnel@hstc.com

Perhaps all the dragons of our lives are princesses who are only waiting to see us once beautiful and brave. -- *Rainer Maria Rilke*

Leads for July 28, 2011 (i)

MAKE-UP ARTIST AND HAIR STYLIST KEY GRIP STILL PHOTOGRAPHER
PRODUCTION ASSISTANT CRAFT SERVICE & CATERING STAFF GAFFER
Duration: approximately 5 - 6 days, starts During 10-16 August 2011. Compensation: Credit, Meals, Gas + fun times, experiences and connections. Los Angeles and nearby. Student short film called 'Believe!'

Apply to Sudarat (Dao) Chaiyasan at Eduardo Godoi.

www.mandy.com/1/jobs3.cfm?v=44893079

DENTAL ASSISTANT

F/T. Long Beach. High School Diploma. Certification from an accredited dental assistant program. Current X-Ray License. Current CPR certification.

Send resume to Western Dental.

Email: ahomoelle@westerndental.com

ART DEPT OR PRODUCTION INTERNS

Currently in preproduction and begin 10 days of shooting on August 2nd. Duration: anywhere between 1 - 15 days. Los Angeles. Art Department - if you can think quickly and creatively on your feet, we'd love to hear from you. Also, credit bumps are common with our production designer for people who show smarts and initiative. Production - if you are a team player and can hustle, then we'd love to bring you aboard our team.

Apply online to Kyle.

www.mandy.com/1/jobs3.cfm?v=44893739 More Info: <http://kylekannenber.com>

ASSEMBLER TECHNICIAN

Los Angeles Aerospace / Defense Company. Support production assembly of military mechanical/structural equipment (airborne and land based.) Erect structural assemblies. Layout sheet metal part placement and hole patterns on assembled structure. Drill holes, countersinks & counterbores with hand drills, micro stops, drill jigs & fixtures. Familiar with installation of Helicoils, Keenserts, Rivnuts, Blind Nuts, Pull and Squeeze type rivets. Use basic hand tools, i.e., screwdrivers, wrenches, pliers, hammer, ratchets & sockets, ruler, calipers. Read engineering drawings. Work with minimum level of supervision. Effective interpersonal, verbal and written communication skills, bilingual in English & Spanish a plus.

Apply online to Two Roads Professional Resources.

www.ziprecruiter.com/job/Assembler-Technician/b2e0c5ab/

"We must not, in trying to think about how we can make a big difference, ignore the small daily differences we can make which, over time, add up to big differences that we often cannot foresee." -- *Marian Wright Edelman*

Leads for July 28, 2011 (i)

HELPDESK TECHNICIANS - Position ID:HDTch1687

M-F: 7:30 AM to 5:00 PM. Intel-based workstations and LAN systems equipment and services. Man Help Desk. Visit end-user's desks side and fix any HW or SW issues. A1 Certification desired. Support and install HP, desktops Lenovo Laptops, HP Printers.

Send latest resume and hourly rate to 3Di Systems.

Phone: (714) 494-4509 / www.3disystems.com

ACCOUNTING PROFESSIONAL

Temp, 1-2 month assignment. P/T:10-2pm. A/R knowledge and general ledger experience.

Email: tricia.howard@rhi.com

FIELD SERVICE ENGINEER

On call with 24/7 immediate response. Los Angeles. Availability and willingness to frequent travel. Five years of related working experience servicing mechanical and electronic equipment, preferred medical device industry. Expert in performing field operation, installation and maintenance of our automated solutions (CytoCare, i.v.Station, and i.v.Soft) driving customer satisfaction through Service Excellence. Install, maintain, troubleshoot and service/repair designated equipment. Complete on a regular basis accurate professional reports and documentation (customer service logs, internal service records, etc.) Use the escalation process to resolve customer service issues and conducting root cause analysis that will lead to effective problem solving. Prepare field service jobs and interventions with the project manager. Assist start up engineers during the commissioning phase ensuring proper and safe operations of the machine. Ensure all in field activities are carried out safely; comply with company environmental Health & Safety guidelines and procedures. Mechanical Engineering Degree or High School Diploma with equivalent business experience. Understand and implement mechanical and electrical drawings. Working knowledge of computer hardware, PC Windows and Microsoft Office, Professional. Experience interfacing with both internal team members and external customers. Strong analytic and problem solving skills, good interpersonal and organizational skills. Valid driver license, auto insurance and clean driving record. Excellent verbal and written communications skills.

Email resume to Health Robotics.

Email: sancisi@health-robotics.com / www.health-robotics.com

SWEATERS DESIGN INTERN - JobID: 12909

Vernon. Work in business environment, and hands on projects. Must be: eligible for school credit and in good academic standing. Assist in every step of sweater production from Design to Production. Keep sample logs up-to-date for both Design and Merchandising. Tag and Label all incoming Samples from oversea vendors. Organize garment racks by corresponding delivery. Communicate with Sample room to change sample details. Assist with Technical Flat sketches. Prepare samples and tech packs for line review and trim review.

www.fashionjobstoday.com/jobs/in/12909