



Job Leads

May 28, 2024

If you are unsure of where to start in your new career search or need résumé assistance, let us guide you through the process!

Visit us at:

Career Development Center, Tony Rand Student Center, 2220 Hull Rd Room 134 or give us a call: 910.678.8419

Home Instead- Weekend on Call Office Assistant-Fayetteville (Part-time)

- Rotating Weekends
- 8 - hour shifts/On call

Full job description:

Home Instead is looking for a passionate individual to help support our weekend operations along with part time support of the office. Specific duties include:

- Work in the office providing administrative assistance approximately 8 hours per week
- Work every other weekend as part of the after ours support team. This role will include providing care as a fill in, making care professional introductions to clients, and various after hours support functions.

If you have a flexible schedule, desire part-time work, and have a passion for helping the seniors in our community, we'd love to meet you.

Feel free to call us at 910-339-3685 to introduce yourself.

Mark Spain Real Estate-Field Services Representative-Fayetteville (Part-time)

- \$18.00-\$20.00 an hour
- Weekends as needed

Full job description:

- We are seeking a qualified Real Estate Courier to add to our growing team. The ideal candidate will be quality and customer focused, communicate effectively, be highly organized and maintain a consistently accurate inventory count. This role includes driving to various locations throughout the day installing and removing real estate signs. Must have a valid driver's license and a superb driving record.

To Apply:

<https://markspain.com/careers/>

Tropical Smoothie Cafe-Crew Members-Fayetteville (Part-time/Full-time)

- \$15.00 an hour

Job Responsibilities- (Crew Member) (include but not limited to the following):

- Prepping, stocking, cleaning

- Taking accurate customer orders
- Preparing food/smoothies as ordered

Requirements: (Crew Member):

- Positive attitude
- Reliable transportation
- Willingness to learn
- Dependable
- Team Player
- Ability to multi-task
- Ability to lift up to 50lbs
- Ability to stand on your feet for long periods of time

To Apply:

<https://www.indeed.com/jobs?q=part+time&l=Fayetteville%2C+NC&start=40&vjk=e931b77fef92048c&advn=244326190388583>

Fayetteville Pet Resort-Kennel Technicians- (Part-time/Full-time)

Full job description:

- Applicants must be positive animal loving team players with reliable transportation.

Duties include the following but are not limited to:

- Clean and disinfect pet suites, and surrounding areas to ensure a hygienic environment.
- Feed and water animals according to specific schedules and dietary needs.
- Administer medications as prescribed by owner's veterinarians and monitor owner's health concerns.
- Provide basic grooming services such as bathing and brushing to maintain animal hygiene.
- Exercise animals during play groups or individually to ensure adequate physical activity and mental stimulation.
- Assist with the check in and check out of pets
- Perform cleaning and maintenance tasks around the facility

To Apply:

<https://www.jotform.com/app/240623275562152>

Chapman's Management Company-Shuttle Driver-Fayetteville (Part-time/Full-time)

- \$12.00-\$15.00 an hour

Duties and Responsibilities:

- Operate agency vehicle in a safe, efficient and courteous manner to destinations as directed by daily schedules and dispatcher/office staff requests.
- Provides assistance to passengers as necessary including fastening safety belts, entering/exiting vehicles.
- Assist disabled passengers when appropriate with wheelchairs or other mobility aids.
- Accurately complete daily manifests and fuel reports.
- Inspect vehicle and report any maintenance issues to supervisor. Complete requisite paperwork regarding preventive maintenance checks.
- Inform office personnel of passenger issues, changes in billing information, and vehicle incidents as required.
- Adhere to a flexible schedule that may require changes to responsibilities and assignments according to staff availability. (May be required to "sub" or "fill in" for full-time drivers).
- Maintain the interior and exterior cleanliness of assigned vehicles.
- Must be at least 21 years old and possess a valid North Carolina License
- Uniform Guidelines enforced

To Apply:

<https://www.indeed.com/jobs?q=part+time&l=Fayetteville%2C+NC&start=60&vjk=d20e6bob88205b2e>

The Addison of Fayetteville-Maintenance Assistant (Part-time)**Job Description:**

- Complete work orders around the community.
- Perform work and repairs needed to ready apartments prior to move-in's.
- Order and organize maintenance supplies as needed.
- Complete general maintenance projects, including installations and repairs involving plumbing, electrical equipment, carpentry, painting, equipment repair, snow removal, and landscaping.

Qualifications:

- No experience is necessary, although general mechanical and/or electrical knowledge is preferred.
- You pride yourself on clear and positive communication to everybody that you encounter.
- You are self-assured and possess a can-do attitude.
- You excel at independent work and feel a sense of accomplishment after you have fixed something or have completed a project.

To Apply:

<https://www.seniorlifestyle.com/jobs/search/the-addison-of-fayetteville/maintenance-assistant-11/>

Oak View Group-Street Team Member Crown Complex- Fayetteville (Part-time)

- \$13.00 an hour

Responsibilities:

- Assist in promotional marketing activities with third-party partnerships at scheduled promotions
- Assist with the promotion of upcoming events to the general public
- Engage with event crowds and interact with attendees in a professional manner
- Follow event procedures and safety standards
- Provide excellent customer service assistance to all clients
- Assist with equipment and signage setup and tear down
- Assist with guest services and Kulture City services during events
- Assist in implementing event promotions. Perform all other duties as assigned

Qualifications:

- High school diploma or equivalent. Must have a valid NC driver's license
- Must have demonstrated ability to function in a fast paced, high-pressure environment
- Customer service experience
- Exhibits good interpersonal skills; collaborates with others; maintains composure when faced with difficult situations and personalities. Ability to lift 50 or more pounds
- Ability to communicate clearly and concisely in the English language
- Ability to work both independently and as part of team, remaining flexible in your role
- Ability to work flexible schedule including long hours, nights, weekends and holidays.

To Apply:

<https://careers-ovg.icims.com/jobs/15195/street-team-member%7cpart-time%7c-crown-complex/job>

NearU-Plumbing Assistant-Fayetteville

- \$14.00-\$20.00 an hour

What you'll do:

- Assist the lead plumber in all duties
- Crawl consistently in attics and crawl spaces, ability to climb ladders to roof tops, work outdoors.
- Ability to use ladders and other company tools
- Communicate with the customer or contractor in answering questions concerning the job parameters

- Follow all safety rules, company regulations, safety policies and OSHA regulations
- Heavy lifting. Must be able to lift 50 to 100#s regularly
- He/she is also responsible for ensuring that the necessary paperwork is accurately, neatly, timely, and thoroughly completed
- Deliver consistent and excellent customer service that ensures a high level of customer satisfaction
- Promote the company through performance, attitude and knowledge
- Wear PPE and follow all procedures in accordance to COVID and all other health and safety policies set forth by NearU at all times
- All other duties assigned as needed

Requirements:

- All candidates are subject to pre-employment drug screenings and background checks
- We consider all applications based on demonstrated education, experience and skills

To Apply:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=59f8c526-3b15-45b8-8bbe-200cdbc4612d&ccId=9151422923179_2&lang=en_US&jobId=472793

Caliber Collision-TAP Body Apprentice-Fayetteville (Full-time)

Job Summary:

Repair vehicles thoroughly, safely, and profitably in a manner consistent with Caliber S.O.P., insurance partner and industry guidelines/standards. Effectively work with Body Technicians to assist with the repair process.

Skill/Requirements:

- Must be at least 18 years of age
- Must have a valid -driver's license and be eligible for coverage under Calibers insurance policy (Not an excluded driver)
- Ability to effectively communicate with others
- Ability to read and understand instructions, written estimates and work orders
- Multi-tasking; adapts easily to fast-paced environment
- Personable, friendly demeanor with World Class customer service approach to internal and external customers
- Maintain a well-groomed appearance

To Apply:

<https://careers.caliber.com/us/en/job/RO181447/TAP-Body-Apprentice>

C&B Communications-Cable Installation Technician-Fayetteville (Part-time/Fulltime/Contract)

- Up to \$2,000 a week
- Cable experience preferred but will train right candidates

Technician Responsibilities:

- Install /Repair cable TV & High -Speed Data/ Digital Services inside & outside residential homes
- Performs upgrades, downgrades, pre-wiring and dwelling installations
- Install drops, outlets, converters, cable modems, digital terminals and other cable system devices
- Measuring, recording and determining cable signal. Troubleshooting problems

Abilities, Skills & Knowledge:

- Work with hand and power tools. Work outdoors in all types of weather conditions
- Complete a quality installation every time
- Present a positive, professional, and courteous image to our customers
- Accurately complete essential paperwork. Have a strong work ethic relating to quality and attendance

For Full Information and Apply:

<https://www.indeed.com/jobs?q=electrician+apprentice&l=Fayetteville%2C+NC&from=searchOnDesktopSerp&vjk=2587b0f9d325f174>

Brock Cabinets-Design and Pricing Associate Level 1 (Full-time)

- \$13.00-\$15.00 an hour

Job Description:

- Learn how to use builder's portal, read house plans, and cabinet layouts.
- Assist with putting jobs together by receiving blueprints and process cabinet and countertop orders accurately.
- Assist with Field Service Rep and builder inquires.
- Accurately edit measurements with the design program (2020) for the tops/cabinets to be sent to installers and service techs
- Learn each Design builder's ins and outs, for quick feedback to all Brock Departments and Builder questions.
- Efficiently and accurately pricing new builders and new plans.
- Job duties will include filing, researching questions/obstacles, Etc.

Job Requirements/Qualifications:

- Good with computers – including Excel
- No experience necessary
- Detail-oriented
- Job duties are repetitive. Must be comfortable with repetitive tasks
- Paid training
- Dependable, resourceful, and takes initiative

For More Information and Apply:

<https://www.indeed.com/jobs?q=Brock+Cabinets&l=Fayetteville%2C+NC&sc=0fcckey%3A65e639c54b1ea0c1%2Cq%3Aabinets%3B&from=searchOnDesktopSerp&vjk=c45f246e00a8fddb&advn=8921082187767873>

The Munday Company-Storeroom Receiving Associate-Fayetteville (Full-time)

- From \$19.00 an hour

Job Summary:

- The ideal candidate for the **Storeroom Receiving Associate** role must be a self-starter, who is highly motivated and results driven. This individual will be motivated by technical challenges with excellent communication, organization and interpersonal skills, as well as moderate to strong SAP/R3 knowledge and user capabilities. The primary responsibility of this position is to perform a variety of shipping and receiving tasks in the Storeroom, with continued development of the aforementioned ideals at Chemours Fayetteville Site.

For More Information and Apply:

<https://www.indeed.com/jobs?q=The+Mundy+Company&l=Fayetteville%2C+NC&from=searchOnDesktopSerp&vjk=b58b4b0790935321&advn=5869038569206142>

The Stewart Clinic-Front Desk Coordinator-Fayetteville (Part-time/Full-time)

- \$12.00-\$15.00 an hour

Full Job Description:

- Seeking energetic and dependable Front Desk Medical Receptionist for busy Internal Medicine practice. Qualified candidate must be reliable, punctual and detail oriented. This is often a fast-paced environment requiring the ability to multitask while remaining friendly, positive and willing to accommodate patients' needs and requests. Duties include, but are not limited to: answering multiline phone system, scheduling appointments, collecting copays and patient balances, verifying and updating

insurance and demographic information. Excellent communication skills and computer experience are necessary.

For More Information and Apply:

<https://www.indeed.com/jobs?q=receptionist+part+time&l=Fayetteville%2C+NC&from=searchOnDesktopSerp&vjk=81a4ad21245590d1>

Prevent Blindness North Carolina-Vision & Eye Health Project Support-Fayetteville (Part-time)

- \$21.00 an hour plus Mileage (Temporary, Contract)
- Weekends and Evenings as needed

About the role:

- This role is ideal for someone living in or around the Fayetteville, NC area that has a flexible schedule and able to join the team at local community events 1-2 times per week through July 2024 (6-15 hours per week estimated.)
- The dates are scheduled in real-time as community events are discovered and registered for by Prevent Blindness NC. (There may be weeks with no events while other weeks may have 2 or more.)
- As a contractor, participation at all events is not required, but the more the contractor participates, the higher earning potential exists.
- This is a contract position, and nothing in this description is intended to, or should be construed to, create a partnership, agency, joint venture, or employment relationship.
- A separate contractor agreement will be executed between the parties before work commences.

For Full Information, Requirements and Apply:

<https://www.indeed.com/jobs?q=&l=Fayetteville%2C+NC&radius=35&start=10&vjk=47a18262f41afc23>

Cracker Barrel Old Country Store-Retail Sales-Fayetteville (Part-time/Full-time)

- Flexible Schedule

Responsibilities:

In this role, you will run the roost when it comes to the retail shop - from the cash stand to the product displays and everything in between, you'll keep the shelves stocked while displaying world-class guest service. As a Retail Sales team member, you will have flexible hours (full or part time) and the opportunity for promotion and continued development!

For Full Information, Qualifications and Apply:

<https://careers.crackerbarrel.com/job/?Retail+Sales-Fayetteville-North+Carolina-j-42622-en>

or Text " CBJOBS " to 97211

Ensystem, Inc-Line Assembly Technician/Material Handler-Fayetteville (Full-time)

Job Responsibilities include:

- Labeling bottles and boxes for production work. Bottle filling
- Working on a team with inline packaging and filling duties. Be able to lift 50 pounds
- Use of Personal Protection Equipment. Materials handling for dry good formulation. Cleaning

No previous experience necessary. However, any warehouse, assembly, or packaging experience is helpful.

To Apply:

<https://www.indeed.com/jobs?q=hiring+immediately&l=Fayetteville%2C+NC&from=searchOnDesktopSerp&vjk=c488b35bfaebf7e9&advn=3287382678555939>