



## Job Leads September 26, 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 124 or give us a call: 910.678.8419**

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### **Legacy Flooring-Warehouse Associate-Fayetteville (Part-time)**

- From \$15.00 an hour

#### **Job Responsibilities:**

- Load/unload received flooring materials (primarily carpet and pad)
- Maintain receiving and order records for BOLs and current inventory quantity
- Follow all safety standards and comply with policies, procedures, rules and regulations
- Accurately receive, label, and distribute correct type and quantity of carpet and pad.
- Maintain a clean and safe work environment
- Attend weekly department meetings with Facilities Manager to review processes and solicit feedback

#### **Job Skills and Qualifications:**

- Good collaboration and teamwork abilities
- Keen organization and time management skills
- Excellent customer service and client relations skills
- Experience using computers, software and other technology for inventory and distribution purposes
- Expert inventory management
- Effective communication, including writing, speaking and interpersonal communication

#### **For Full Information and Apply:**

<https://www.legacyflooringnc.com/>

### **Jersey Mike's Subs-Crew Member- 4225 Ramsey Street Fayetteville (Part-time, Full-time)**

- \$14.75-\$17.00 an hour
- In person application only, Monday – Friday 1:00pm-3:00pm

#### **Responsibilities:**

- Deliver exceptional customer service to all customers who walk through our doors
- Be knowledgeable about our history and enthusiastic about “Mike’s Way”
- Prepare and serve food items consistently by adhering to all recipe standards
- Potentially open or close the store, prep, cleanup, and adhere to guidelines at all times

**Requirements:**

- Must have reliable transportation
- Strict piercing policy.
- Our uniform must be worn 100% in line with our standards

**Qualifications:**

- Customer service focused and solution oriented
- Ability to communicate clearly and professionally with customers and coworkers
- Must enjoy and be able to succeed in a fast-paced work environment
- Ability to work a flexible schedule based on restaurant needs

**To Apply:**

<https://www.jerseymikes.com/careers/apply>

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**Two Men and A Truck-Furniture Mover Driver- Hope Mills (Part-time/Full-time)**

- \$12.00 - \$19.00 an hour
- Flexible Schedule

**Responsibilities**

- Provide top notch customer service as you safely move, pack and unpack customer belongings
- Greet customer upon arrival to location and complete a walk-through of the premises
- Communicate professionally in English, both verbally and in writing
- Movers will assist driver with truck inspections and moving equipment inventory
- Accurately complete paperwork and payment collection
- Experience in general labor, landscaping, construction, or warehouse helpful!

**Requirements**

- High school diploma or equivalent
- 100% drug free
- Excellent customer service skills
- Professional attitude and demeanor
- Experience in general labor, landscaping, construction or warehouse helpful
- Strong logic and math skills
- Stamina to lift heavy items (100 lbs. or more) repeatedly while climbing, balancing, kneeling, crouching, walking, etc.
- Good hand-eye coordination
- Valid driver's license and good driving record

**To Apply:**

<https://www.indeed.com/jobs?q=part+time&l=Fayetteville%2C+NC&start=10&vjk=865c047e1b67384a&advn=3708044130647538>

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**Triple D's Cleaning Service-Office Assistant-Fayetteville (Part-time)**

- \$15.00 an hour

**Full job description:**

- Under the direct supervision of the company owner and administration manager, this position provides administrative office support for our Janitorial company which includes typing, filing, scheduling, payroll, coordination of meetings and conferences, obtaining supplies, and working on special projects. Also, answers non-routine correspondence and assembles highly confidential and sensitive information. Independent judgment is required to plan, prioritize and organize a diversified workload

**Responsibilities Include but not limited to:**

- Answering incoming calls along with trouble shooting problems
- Retrieving, inventorying and ordering supplies as needed

- Cold calling
- Prescreening potential candidates and setting up interviews
- General office clerical work (photo copies, filing, preparing mail, etc)
- Must have general knowledge of a Mac Computer
- Must be able to navigate through Microsoft Word, Excel and Powerpoint

**To Apply:**

<https://www.indeed.com/jobs?q=part+time&l=Fayetteville%2C+NC&start=10&vjk=6bdc6215d38291de>

**Lee Hyundai of Fayetteville-Automotive Mechanic (Full-time)**

- \$30.00 - \$40.00 an hour

**Full Job Description:**

- Lee Hyundai of Fayetteville NC is hiring a full time experienced Automotive Technician
- Job duties include engine and transmission repair and diagnosis, electrical repair and diagnosis and repair and other multiple diagnosis and mechanical repairs
- Candidate must have previous experience with references
- We have plenty of units in operation and plenty of work

**To Apply:**

<https://www.leehyundai.com/employment/>

Service & Parts director Mike Kohler and Service manager Scott Wester will review all resumes

Please attach your resume

Candidate must pass our background and drug screening.

**Cyclebar Fayetteville- Sales Associate-Fayetteville (Part-time)**

- \$15.00 an hour

**Job Description**

- We are currently seeking high energy, passion filled, and sales motivated individuals who are fitness minded and have a love for community, and our brand! We are a fast-growing Indoor Cycling Franchise looking for individuals who want to grow with us! Our CycleBar Experience Associate delivers the CycleBar experience and drives sales daily

**For Full Job Description, Requirements and Apply:**

<https://www.indeed.com/jobs?q=sales&l=Fayetteville%2C+NC&from=searchOnDesktopSerp&vjk=1e4f2a148df93b61>

**The Mundy Companies-Insulator-Fayetteville (Full-time)**

- \$25.00 an hour

**Job Description:**

- Install insulation materials in various structures, including Industrial setting and chemical plant environment
- Measure and cut insulation materials to fit specific areas  
Apply insulation materials using appropriate tools and techniques  
Seal gaps and cracks to prevent air leakage  
Install vapor barriers and fire-resistant materials as required  
Follow blueprints and specifications to ensure accurate installation  
Collaborate with other construction professionals to complete projects on time

**Qualifications:**

- Previous experience in insulation installation is preferred but not required
- Strong attention to detail and ability to work independently or as part of a team

- Physical stamina and ability to work in various weather conditions
- Excellent communication skills and ability to follow instructions accurately

**For Full Information and Apply:**

<https://www.indeed.com/?advn=5869038569206142&vjk=59e670588bc9a110>

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**Temple Christian Academy-Daycare-Fayetteville (Full-time)**

**Job Description:**

- Temple Christian Academy is looking to hire two full time employees to add to our current staff. We are looking for a one- year old teacher and for a floater
- Experience is preferred but not required
- Must have a current NC Qualifying Letter
- Rate of pay is based on experience and current qualifications

**To Apply:**

<https://www.indeed.com/jobs?q=Temple+Christian&l=Fayetteville%2C+NC&from=searchOnHP&vjk=65e8721c46d60a9b>

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**Valley Auto World Volkswagen-Service Appointment Coordinator-Fayetteville (Full-time)**

- \$14.00 an hour

**Job Description:**

- Coordinate and schedule appointments for clients
- Provide excellent customer support via phone and email
- Analyze and organize appointment schedules efficiently
- Assist in client services and inquiries
- Prepare and write service loaner contracts for customers
- Maintain computerized records of appointments and client information
- Provide additional support to Service Advisors as needed

**Requirements:**

- Proficient in English with excellent communication skills
- Strong phone etiquette and interpersonal skills
- Ability to multitask and prioritize effectively
- Experience in customer service or a similar role is advantageous
- Proficiency in computerized systems for scheduling and record-keeping

**To Apply:**

<https://www.indeed.com/jobs?q=customer+service&l=Fayetteville%2C+NC&from=searchOnHP&vjk=de2ce2cc99c2de90&advn=3616009711853550>

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**Holiday Inn Express & Suites-Maintenance Worker-Hope Mills (Full-time)**

- \$12.00-\$14.00 an hour

**Job Description:**

- Greet customers as you see them, speak politely, and assist customers
- Maintains the basic upkeep of all rooms and common areas by ensuring all furniture, appliances and electrical equipment such as televisions, refrigerators, and light fixtures are in working order pool and grounds.
- Ensures all paint and flooring meet company standards
- Repairs or replaces all HVAC systems such as individual air conditioning units as needed
- Cleans and maintains the hotel's exterior spaces such as the parking lot, swimming pool, landscaping, etc.
- Ensure the interior and exterior of the hotel is well maintained

- Perform minor adjustments on HVAC systems, room furniture, fixtures and other items in the hotel
- Supervise the preventative maintenance program
- Report major repair needs to the General Manager
- Assist in setup/cleanup of meeting rooms
- Assist in other areas of the hotel as needed
- Respond to guest inquiries and requests and resolve issues in a timely, friendly and efficient manner
- Maintain a safe facility and use safety first practices to remain accident-free
- Other duties as assigned by your manager

**Requirements:**

- 2 years maintenance experience
- Must have drivers license

**To Apply:**

<https://www.indeed.com/jobs?q=hotel&l=Fayetteville%2C+NC&from=searchOnDesktopSerp&vjk=9e127d28f120cf4a>

**Starr Electric Company-Electrician Helpers-Fayetteville (Full-time)**

**Job Description:**

Start an exciting and rewarding career today by joining Starr Electric Company's *Electrical Apprenticeship Program!* Advance from entry level Helper to highly trained Journeyman Electrician, while earning Top Pay!

**Job Responsibilities:**

- Assist electricians in the installation, repair, replacement and maintenance of electrical systems, appliances and equipment. by performing tasks under the direct supervision of an electrician, Foreman, Leadman or Superintendent

**Duties include (but not limited to):**

- Material handling
- Tool maintenance and upkeep
- Wire pulling
- Conduit installation
- Hand digging and trenching

**Job Requirements:**

- Transportation to/from job sites
- Hand Tools (as described in hire packet)
- Able to positively identify colors of wires
- Practices and comprehends safe work procedures per company policy

**Experience / Prerequisites:**

- 0-2 years of previous electrical experience

**For More Information:**

<https://www.starrelectric.net/apprenticeship-program>

**Angi (Angi's List) Inside Sales Representative- Remote United States**

- \$36,000-\$80,000 per year

**What you'll be responsible for:**

- Outreach to service providers via phone (nationwide) to discuss Angi's value proposition, products, and advertising options. You will make up to 200 dials a day to build the momentum needed to hit your sales goals
- Overcoming objections and negotiating advertising solutions while building trust with service providers to understand their needs

- Coaching service providers how to effectively build life-long consumers with the homeowners who submit service requests
- Researching service providers using internal notes, company website, and other public information.
  - Prospecting is done for you! We assign you customers quickly. Leads are provided in our CRM (Salesforce for Angi Ads and a proprietary system for Angi Leads)
- Guiding service providers through the background check authorization and approval process
- Meeting and exceeding required sales targets – you will be responsible for the number of units sold weekly (Angi Leads) and/or the amount of contract value sold biweekly (Angi Ads)

**Requirements:**

- Bachelor’s degree OR 2+ years of sales or customer facing experience required
- High School Diploma or GED required
- Experience in sales, especially inside sales, is a plus

**For Full List of Requirements, Benefits and Apply:**

<https://www.angi.com/careers/jobs/7589872002>

**Target-General Merchandise/Inbound (Stocking)-Fayetteville (Part-time/Seasonal)**

- \$15.00 an hour

**We might be a great match if:**

- Working in a fun and energetic environment makes you excited.... We work efficiently and as a team to deliver for our guests
- Providing service to our guests that makes them say I LOVE TARGET! excites you.... That’s why we love working at Target
- Stocking, Setting and Selling Target products sounds like your thing... That’s the core of what we do.
- You aren’t looking for Monday thru Friday job where you are at a computer all day... We are busy all day (especially on the weekends), making it easy for the guest to feel welcomed, inspired and rewarded

**We are an awesome place to work and care about our teams, so we want to make sure we are clear on a few more basics that we expect:**

- Accurately handle cash register operations
- Climb up and down ladders
- Scan, handle and move merchandise efficiently and safely, including frequently lifting or moving merchandise up to 40 pounds
- Flexible work schedule (e.g., nights, weekends and holidays) and regular attendance necessary

**For More Information and Apply:**

<https://jobs.target.com/job/fayetteville/seasonal-general-merchandise-inbound-stocking-t0755/1118/64874433248>

**Mellow Mushroom-Hiring for Every Position-Fayetteville (Full-time/Part-time)**

- 301 North McPherson Church Road
- Employee Discount
- Flexible Schedule

We are currently hiring for all positions. Taking care of our guest is our first priority. We want every guest to leave happy. We like to have fun, but work is work and there will be plenty of it. We want people who want to work, and have a passion for what they do.

**To Apply:**

Please come in Monday - Friday from 11am to 4pm.

**Landart Solutions-Office Administrator-Fayetteville (Full-time)**

**Job Description:**

- We are looking for a highly responsible Administrative Assistant to perform a variety of administrative and clerical tasks for our team. Duties include providing support to our managers and employees,

assisting in daily office needs and managing our company's general administrative activities. The ideal candidate should have excellent oral and written communication skills and be able to organize their work using digital tools of Microsoft Suite, Google Suite, and other online platforms.

**Preferred Qualifications/Job Skills:**

- Proven experience as an administrative assistant or office admin assistant.
- Knowledge of office management systems and procedures.
- QuickBooks Experience. • Working knowledge of office equipment. • Proficiency in MS Office and/or equivalent Google Sheets and Docs. • Excellent time management skills and the ability to prioritize work.
- Attention to detail and problem- solving skills. • Excellent written and verbal communication skills.

**For More Job Details and Apply:**

<https://landartsolutions.com/2022/03/22/office-administrator/>