

## Retail

Company name	Location/Address	Phone Number	How to apply	Positions Available
Costco	2900 Heartland Dr., Coralville	(319) 545-3200	<a href="http://www.costco.com/jobs">www.costco.com/jobs</a>	Hiring for multiple positions including: Cashier, Cake Decorator, Tire Installer, Meat Cutter, Membership Assistant, Pharmacy Sales Assistant, Food Service Assistant
Dollar Tree	2515 Corridor Way Ste 2, Coralville	(319) 499-6048	<a href="http://www.DollarTree.com">www.DollarTree.com</a>	
Lowe's	2701 2nd St., Coralville	(319) 545-8300	<a href="http://www.lowes.com">www.lowes.com</a>	<b>Warehouse Part Time Overnight</b> : Unload trucks. Sort products in the backrooms. Safely stock products on shelves. Ensure aisles are clean, organized, and safe. Engage customers, vendors, and associates with a friendly smile and positive attitude.
Menards	2605 Naples Ave SW, Iowa City	(319) 358-9708	<a href="http://www.menards.com">www.menards.com</a>	<b>Part Time Customer Front End Team</b> : Our Front End Team members play important roles in the customer experience!  Cashier: Our Cashiers provide a fun, fast, and friendly Customer Service at the register and service desk! or  Courtesy Patrol: Our Courtesy Patrol Team Members assist our Customers with loading their purchases, keeping our parking lot clean and clear, and assisting at the register when needed to help make sure our Customers have No Waiting for Savings! Apply today! We are hiring immediately and are excited to talk to you about the great opportunities available with Menards!
Walgreens	2214 Muscatine Ave., Iowa City	(319) 354-2670		<b>Customer Service Associate</b> : * Models and delivers a distinctive and delightful customer experience. * Registers sales on assigned cash register, provides customers with courteous, fair, friendly, and efficient checkout service. Customer Experience * Engages customers and patients by greeting them and offering assistance with products and services. Resolves customer issues and answers questions to ensure a positive customer experience.
Wal Mart	Hwy 1, Iowa City	(319) 337-3116	<a href="https://careers.walmart.com">https://careers.walmart.com</a>	Hiring for various positions, stop by the store for application
Wal Mart	2801 Commerce Dr, Coralville	(319) 545-6400	<a href="https://careers.walmart.com">https://careers.walmart.com</a>	Hiring for various positions, stop by the store for application
Target	1441 Coral Ridge Ave, Coralville (Coral Ridge Mall)	(319) 351-5150	<a href="http://www.target.com/careers">www.target.com/careers</a>	Hiring for multiple positions, stop at the store for more details
Best buy	1431 Coral Ridge Ave, Coralville (Coral Ridge Mall)	(319) 625-2900	<a href="http://www.bestbuy-jobs.com">www.bestbuy-jobs.com</a>	Hiring for multiple positions including: Major Appliance Customer Service Specialist, Sales Consultant,.
KUM & GO, LC	Iowa City, Coralville, Tiffin, West Branch		Apply online at <a href="http://www.kumandgo.com">www.kumandgo.com</a>	<b>Iowa City, Coralville, North Liberty and Tiffin locations are hiring for FT &amp; PT Sales Associate, Store Overnight Shift Lead, Store Flex Pool Associate.</b>

<b>Kwik Star</b>	1907 Keokuk St., Iowa City	(319) 338-3538		<b>Assistant Manager</b> : Location: Kwik Star #1142 1907 Keokuk St Iowa City , IA 52240, shift: Variable Education Experience: No Degree Leadership Experience, Already a Kwik Trip Coworker? Follow this link to apply: <a href="http://myapps.kwiktrip.com">myapps.kwiktrip.com</a> Assistant Store Leader: This position oversees all aspects of running a retail/food location- Hiring, training, scheduling of 20-60 coworkers- Food safety- Ordering, inventory control- P&Ls- Cleaning and stocking Requirements: Great people skills, ability to resolve coworker and customer concerns- Enjoy a fast paced work environment- Ability to problem solve challenges and shift priorities quickly- Desire to help and mentor others- Maintain a clean and inviting store- Prior management / leadership experience Schedule: Our Assistant Store Leaders are typically scheduled 45 hours during a 5 day work-week and receive time and half for any additional hours worked over 40 in a week.
<b>Menards</b>	Iowa City	(319) 358-5410	<a href="http://www.menards.com">www.menards.com</a>	Now hiring Cashier, <b>Morning Stock, Outside Yard Team/Receiving Team, Order Pick Up &amp; Delivery</b>
<b>Walgreens</b>	Iowa City (Creekside area)	(319) 354-2670		<b>Customer Service Associate</b> : External Basic Qualifications: - Must be fluent in reading, writing, and speaking English. (Except in Puerto Rico) - Requires willingness to work flexible schedule, including evenings and weekend hours. Preferred Qualifications: - Prefer six months of experience in a retail environment. - Prefer to have prior work experience with Walgreens. Shift: Various
			<b>Food/Grocery</b>	
<b>Aldi</b>	760 Ruppert Rd, Iowa City	(855) 955-2534	Inquire within the store or call	Accepting applications for Store Associates, Store Manager Trainee
<b>Aldi</b>	2750 Heartland Dr, Coralville	(855) 955-2534	Inquire within the store or call	Accepting applications for PT Cashier
<b>Burger King</b>	550 1st Ave, Coralville	(319) 341-9408	<a href="http://www.bk.com">www.bk.com</a>	Hiring for various positions, inquire within stores.
<b>Burger Haul</b>	112 E College St, Iowa City	(319) 354-3837		<b>Janitorial</b> : Perform daily and deep cleaning and sanitation of restaurant, floors, bathrooms and grounds. Empty and properly dispose of all trash. Handle cleaning chemicals as directed, including: safe use, storage and disposal of chemicals, following all safety guidelines and procedures. Perform other related duties as assigned by management. Experience preferred by willing to train.
<b>Burger Haul</b>	112 E College St, Iowa City	(319) 354-3837		<b>Hiring Line Cook and Servers</b> : We are a full service restaurant. All applicants must be self-motivated and committed to providing the highest level of service to our guests:  – Being responsible for all preparations, interactions, and steps of service needed to exceed guest expectations
<b>Culver's Frozen Custard</b>	2591 Heartland Pl, Coralville	(319) 545-8255	<a href="http://www.culvers.com/restaurants">www.culvers.com/restaurants</a>	<b>Team Member</b> : -Provides personalized, exceptional guest service ensuring that every guest who chooses Culver's® leaves happy.

<b>Coral Ridge Chick-fil-A</b>	1451 Coral Ridge Ave. Ste 620, Coralville	(319) 625-2020	<a href="http://www.chick-fil-a.com/locations/ia">www.chick-fil-a.com/locations/ia</a>	Hiring for <b>Team Member (Day or Night)</b> - benefits include:  <b>\$15/hour Starting Wage for Full-Time Availability</b> <b>100% Free College Tuition through Point University</b> <b>Scholarship Opportunities for All Other Colleges</b> <b>Free Meals</b> <b>Being a Part of a Team</b> <b>Positive and Encouraging Work Environment</b>
<b>Chomp Delivery</b>	Iowa City, Coralville & North Liberty area	(888) 319-2824		<b>PT Dispatch/Customer Service/Restaurant Support:</b> This individual, once trained, will interact with drivers via our chat feature as well as other delivery related tools, assisting them with the delivery process as needed
<b>Dollar Tree</b>	Coralville, Iowa City & North Liberty		<a href="http://www.DollarTree.com">www.DollarTree.com</a>	<b>Hiring for Sales Floor Associate:</b> • Responsible for assisting with the complete operations of assigned store, in conjunction with assigned tasks and duties. • Assist in the merchandising of the store. • Fully cross-trained to assist with cash register operations, customer service and stock replenishment.
<b>Donnelly's Pub</b>	110 E College St., Iowa City	(319) 338-7355	<a href="http://www.donnellyspub-ic.com">www.donnellyspub-ic.com</a>	<b>Cook :</b> Looking for a cook to join our kitchen team! Kitchen experience preferred. <b>Bartender :</b> Looking for a part-time bartender to join our team! Bar experience preferred.
<b>Dumpling Darling</b>	213 Iowa Ave, Iowa City	(319) 338-2404	<a href="http://www.dumplingdarling.com">www.dumplingdarling.com</a>	<b>FT &amp; PT Line Cook :</b> We are looking to add an experienced and reliable line cook to our team. Responsibilities include cooking in an open kitchen, steaming and frying dumplings, preparing rice and noodle dishes on flat top, folding dumplings by hand, basic food prep, and cleaning.
<b>Freddy's Frozen Custard &amp; Steakburgers</b>	61 2nd St, Coralville	(319) 569-1080	<a href="https://freddys-iowa.submit4jobs.com">https://freddys-iowa.submit4jobs.com</a>	<b>Assistant Manager Food Service:</b> Seeking an assistant manager candidate with an understanding of sales, profits, and guest satisfaction. The ideal candidate will work closely with the management staff to maintain a strategic vision for the future of the restaurant while developing a culture that ensures great execution of food and service by the staff. Experience in hiring, training, and retaining employees is a plus.
<b>Hurts Donut Company</b>	1301 5th St. Ste 105, Coralville	(319) 499-1647		<b>Bakery Team Member :</b> Responsibilities include making donuts and other bakery items from scratch. Working with dough, frying, decorating, and serving customers are the main daily responsibilities. Other tasks such as cleaning and restocking are required. No prior experience or education is needed. Reliability is a very important trait for working at this donut shop. We offer flexible scheduling and competitive pay.
<b>Fareway Stores</b>	2530 Westwinds Dr., Iowa City	(319) 351-6082		<b>Grocery Clerk :</b> Support and assist the grocery department through various tasks. Prospective employees should be outgoing, friendly, hard-working, dependable and a team player. Most positions are initially part-time. Part-time positions may lead to full-time employment based on job performance and available openings. To be in compliance with state and federal child labor laws, employees under 18 years of age may have restricted job duties, responsibilities and hours of work. Must be at least 14 years old or older to work in the grocery department
<b>Fareway Stores</b>	2765 Commerce Dr., Iowa City	(319) 248-1995		<b>Grocery Clerk :</b> Support and assist the grocery department through various tasks. Prospective employees should be outgoing, friendly, hard-working, dependable and a team player. Most positions are initially part-time. Part-time positions may lead to full-time employment based on job performance and available openings. To be in compliance with state and federal child labor laws, employees under 18 years of age may have restricted job duties, responsibilities and hours of work. Must be at least 14 years old or older to work in the grocery department

<b>Fareway Stores</b>	615 Westwood Dr. PO Box 96, North Liberty	(319) 626-6798		<b>Grocery Clerk</b> : Support and assist the grocery department through various tasks. Prospective employees should be outgoing, friendly, hard-working, dependable and a team player. Most positions are initially part-time. Part-time positions may lead to full-time employment based on job performance and available openings. To be in compliance with state and federal child labor laws, employees under 18 years of age may have restricted job duties, responsibilities and hours of work. Must be at least 14 years old or older to work in the grocery department
<b>Five Below</b>	1451 Coral Ridge Ave., Coralville	(319) 625-2078		<b>Sales Associate</b> : responsible for maintaining assigned area Sets and maintains Market Plan and other merchandise directives Assists with execution of company data integrity process Delivers exceptional customer service through personal contact with customers Interacts with and assists customers Assists in receiving and stocking procedures Unloads merchandise from trucks Checks in shipments
<b>Gai Restaurant (African Cuisine)</b>	104 1st Ave, Coralville	(319) 400-1283		<b>Part Time Cashier</b> : New African Restaurant opening soon in Coralville looking for Part-Time Cashiers. Day or Evening and week-end availability preferred. Main duties include greet, take customers orders, serve food to clients, run cash register, maintain a clean and safe dining environment and perform other duties as assigned by management. Please call for details
<b>Hardee's</b>	107 2nd St., Coralville	(319) 354-4275	<a href="http://www.hardees.com">www.hardees.com</a>	Now hiring for various positions.
<b>HuHot Mongolian Grill</b>	917 25th Ave, Coralville	(319) 358-9100	<a href="http://www.huhot.com">www.huhot.com</a>	<b>Host</b> : Our hosts greet incoming Guests, thank departing Guests, provide accurate wait times, seat Guests in a friendly manner and work in a fast-paced high volume environment.
<b>Joe's Place</b>	115 Iowa Ave, Iowa City	(319) 338-6717		Currently hiring for Kitchen Staff & Servers
<b>McDonald's</b>	All Iowa City, North Liberty & Coralville locations			Taking applications for various positions
<b>Taco Bell</b>	901 Hwy 6 E, Iowa City, IA	(319) 354-6737	Stop in for details	Hiring for all positions
<b>Hy Vee</b>	All Iowa City & Coralville locations		<a href="http://www.hy-vee.com/careers">www.hy-vee.com/careers</a>	Hiring for various positions, inquire within stores.
<b>Texas Roadhouse</b>	2520 Corridor Way, Coralville	(319) 354-3489		<b>Host</b> : Texas Roadhouse is looking for a Host to greet every guest with a genuine welcome. Legendary Service starts with our Host Team and is an important part of the guest experience. <b>Requirements</b> : For more information about this position, please contact the restaurant and ask for a manager.
<b>Pancheros Mexican Grill</b>	Iowa City Locations	(319) 338-6311 or (319) 887-2600	<a href="http://www.pancheros.com/locations/iowa-city">www.pancheros.com/locations/iowa-city</a>	<b>Crew Member-Night Shift</b> : Cooking from scratch every day, you'll learn all aspects of food preparation, from cutting and dicing to working the grill, making queso, and perfecting the art of fresh pressing and grilling a tortilla to order
<b>Panda Express</b>	1035 Hwy 1, Iowa City	(319) 338-9899		<b>Service and Kitchen Team Member</b> : AY RATE: \$15.00/hour - \$17.00/hour · Service Team Members are responsible for creating a warm and welcoming environment for our guests. · You are responsible for creating moments of happiness to ensure our guests receive the best level of service in any interaction · Our Kitchen team associates are trained to maintain the highest standards of our food including the preparation and culinary precision of our menu offerings. Learn to cook safe and quality food. Maintain the restaurant cleanliness. For more detailed descriptions, please visit <a href="http://www.pandacareers.com">www.pandacareers.com</a> Keyword: 2052
<b>Panera Bread</b>	1646 Sycamore Mall, Iowa City	(319) 248-0007	<a href="http://panera-iowa.submit4jobs.com">http://panera-iowa.submit4jobs.com</a>	<b>Team Member</b> : Looking for Closing Team Members to work during the week and weekend. Our Team Members receive a wage from \$12.00 to \$14.00 per hour with team tips!
<b>Panera Bread</b>	213 1st Ave, Coralville			Hiring for General, Assistant & Hourly Manager

<b>Pizza Ranch</b>	395 Beaver Kreek Center, North Liberty	(319) 626-7999		<b>Delivery Driver:</b> •Must be 18 years of age or older •Must have a driver's license valid under the laws of the state(s) where the team member works, acceptable motor vehicle record, proof of insurance, and satisfactory vehicle
<b>Popeye's Louisiana Kitchen</b>	750 Coral Ridge Ave, Coralville	(319) 625-2240	apply online <a href="https://nowhiring.com/findyourjam">https://nowhiring.com/findyourjam</a>	Hiring for Team Members
<b>Reds Alehouse</b>	405 N Dubuque St., North Liberty	(319) 626-2100	<a href="http://www.redsalehouse.com">www.redsalehouse.com</a>	<b>Kitchen Help :</b> We are looking for applicants interested in working in professional, fast-paced environments – but don't worry! Anyone with the desire to learn is welcome to apply! Located in North Liberty, Reds is the premier craft beer bar in the area and with a commitment to provide the best restaurant experience to all our guests.
<b>Scooters Coffee</b>	419 Hwy 1 W, Iowa City, IA	(319) 855-1598		<b>Barista:</b> LOOKING FOR RELIABLE WEEKEND/GAME DAY HELP!
<b>Village Inn</b>	9 Sturgis Corner Dr., Iowa City	(319) 351-1094	<a href="http://www.villageinn.com">www.villageinn.com</a>	Hiring Full Time & Part Time Host/Hostesses, servers, Line Cooks, Busers, Dishwashers
			<b>Homecare/Social Services</b>	
<b>Care Initiatives</b>	2200 Oakdale Rd, Coralville	(319) 351-8440	<a href="http://www.careinitiatives.org">www.careinitiatives.org</a>	<b>CNA Training:</b> We are accepting applications for a qualified applicant to complete training for a full-time second shift C.N.A. position. General Purpose: Always working under the direction of a nurse, the CNA provides hands on nursing care to our residents. CNA's typically provide assistance with bathing, dressing, eating, toileting and oral care to people who cannot do these tasks alone. Paid training will be provided to become certified and work as a CNA at our location. Training will be completed at a local community college or at a designated Care Initiatives location. Qualifications:Education/Certification/License Willing to obtain Iowa Nursing Assistant Certification
<b>The Arc of Southeast Iowa</b>	2620 Muscatine Ave., Iowa City	(319) 351-5017		<b>Assistant Teacher :</b> The Arc of Southeast Iowa's Bill Reagan Children's Center is looking for creative, energetic, patient, and dependable individuals who want to provide impactful and meaningful services to children ages birth-five years old.The Part-time Assistant Teacher at The Arc of Southeast Iowa's Bill Reagan Children's Center is responsible to provide quality care to children ages birth-five years old with and without disabilities in a group setting, promoting health and well-being, independence, growth, and development for all participants.Hours:Needed availability especially on Tuesdays, Wednesdays, and/or ThursdaysEmployment contingent upon:Criminal history checks, child and dependent adult abuse clearance, a professional reference, and reliable transportation.A high school diploma or equivalent is preferred as well as an interest in early childhood education.Child care experience preferred.
<b>Builders of Hope</b>	2711 Muscatine Ave., Iowa City	(319) 855-2221	<a href="http://www.buildersofhope.us">www.buildersofhope.us</a>	<b>Direct Care Wellness Counselor I, II or III- Full-Time :</b> Working directly with client members in their home or community; assisting with the development of skills for independent living and sustainability with client members mental health. Coaching and counseling; helping clients improve and build life skills; advocacy and assisting in accessing community resources; transportation to and from appointments; helping with mental health coping strategies and mental health management are some of the fundamental aspects to a counselor's role. Creating a safe environment and a therapeutic relationship while encouraging and helping client members align to their personal life goals. Supporting client members with diagnoses such as anxiety, depression, bipolar, schizophrenia, borderline, autistic spectrum. Valid drivers license and working vehicle will be required for position. Must be able to type fluently on a computer lap-top with a sufficient speed of processing narratives, and admin paperwork. Must be able to maintain an organized schedule while being able to adapt to changes. Rewarding work if you are called to be of service to others and you find purpose in helping others to grow, stabilize, and discover their best self. Required great communication skills and team collaboration. Mileage reimbursement provided for transportation with clients.Job Type: Full-timePay: \$14.00 - \$16.50 per hourBenefits:*

<b>Caring Hands &amp; More LLC</b>	409 Kirkwood Ave., Iowa City	(319) 337-8922	<a href="https://caringhandsandmore.com">https://caringhandsandmore.com</a>	<b>Home Health Aide/In-Home Caregiver:</b> Part time positions available to provide in-home care. Our caregivers provide that extra assistance needed to individuals so they can remain in their own home or at their current level of care in a facility. This job offers caring and compassionate people the opportunity to do important, fulfilling work while building close, caring relationships.
<b>Vivid Prosthodontics</b>	2901 Northgate Dr #B, Iowa City	(319) 569-6510		<b>Dental Front Desk Administrator :</b> Answer phones in a positive and inviting way Schedule and coordinate patient appointments over phone and in-person Confirm Appointments. Collect Estimated Amounts Due/Pre-Auths Communicating with other dental offices to coordinate patient care/entering correspondences from other offices. Maintain accurate patient records. Importing/exporting patient paperwork and records. Filing insurance claims and taking/processing insurance claims.
<b>Family and Sport Chiropractic</b>	1395 Jordan St. Unit C, North Liberty	(319) 774-3811		<b>Front Desk :</b> Responsibilities: Being the first connection with patients over the phone or face to face Scheduling appointments for various conditions Taking payment over the phone to reserve appointment time Basic computer skills such as email, Word, Excel Organization and multitasking skills are an absolute must Being a great communicator is an absolute must Keeping the clinic clean Perfect candidate Must love people, especially older people Must be upbeat and caring
<b>NuCara Pharmacy</b>				<b>Pharmacy Technician:</b> Responsibilities For This Position Include <ul style="list-style-type: none"> <li>• Data entry</li> <li>• Customer interaction</li> <li>• Inventory management</li> <li>• Assist in directing daily workflow</li> <li>• Resolving rejected insurance claims</li> </ul> Work schedule will be Monday through Friday 40 hours per week. NuCara offers competitive wages and a benefits package including health insurance, dental insurance, vision insurance, life insurance, long-term disability, 401(k) match, paid holidays and PTO. The pharmacy is closed on Saturdays, Sundays and all major holidays. Employment contingent upon successful completion of a drug screening and background check.
<b>Hawkeye Family Dental</b>	1705 S 1st Ave., Iowa City	(319) 338-7172		<b>Patient Coordinator :</b> Job responsibilities include greeting patients, answering phones, scheduling appointments, managing recare systems, verifying insurance through insurance websites, specialist referrals, day-to-day execution of office practices, and more!

<b>Postodontic Associates</b>	180 Holiday Rd., Coralville	(319) 337-7017	<a href="http://www.prosiowa.com">www.prosiowa.com</a>	<b>Dental Assistant :</b>  Urgently hiring Our dental office in Coralville is looking for an energetic, organized and motivated person to join our established dental practice. Applicants should possess current Iowa certification for dental assisting or willingness to train in our office and become certified.
<b>Good Shepherd Center</b>	603 Greenwood Dr., Iowa City	(319) 338-0763		<b>FT/PT Early Childhood Assistant Teacher-Summer:</b> Specific Responsibilities: <ul style="list-style-type: none"> <li>•Assist lead teacher as directed in order to provide appropriate early childhood experiences in all areas of development</li> <li>•Assist lead teacher in preparing the physical environment and maintaining order in that environment</li> <li>•Assist in supervising all activities to ensure the health and safety of the children</li> <li>•Assist lead teacher in communicating daily any concerns and information to parents regarding their children</li> <li>•Assist in all recordkeeping as requested</li> </ul>
<b>Iowa Wellness Center</b>	1395 Jordan St. Unit C, North Liberty	(319) 289-0666	<a href="http://www.iowawellnesscenter.com">www.iowawellnesscenter.com</a>	<b>Front Desk Receptionist:</b> Our busy chiropractic office is searching for the right person to join our work family! Basic duties include answering phones, scheduling patients, greeting patients as they enter the clinic, checking out patients, assisting with some procedures and most importantly, always learning how to be better!
<b>Legacy Ridge Senior Living</b>	1020 S Scott Blvd, Iowa City	(319) 341-0911		<b>Ambassador:</b> We're looking for someone to join our team! Position available is part time overnights, Saturday - Sunday from 11:00p - 7:00a.
<b>Lantern Park Specialty Care</b>	2200 Oakdale Rd, Coralville	(319) 351-8440	<a href="mailto:Lanternpark@careinitiatives.org">Lanternpark@careinitiatives.org</a>	<b>FT Dietary Aide :</b> Under supervision of the Dietary Services Manager and on-site direction of the Cook, the Dietary Assistant provides assistance and support in the delivery of dietary services. Functions within strictly defined written procedures and verbal instructions with little or no latitude for variation or change.
<b>Melrose Meadows Retirement Community</b>	350 Dublin Dr., Iowa City	(319) 341-7893		<b>Housekeeper:</b> Under direct supervision of the Executive Director, performs housekeeping and laundry duties required for the general maintenance of resident apartments and all common areas of the building.
<b>Mercy Hospital Iowa City</b>	500 E Market St, Iowa City	(319) 339-3567	<a href="http://www.mercyiowacity.org">www.mercyiowacity.org</a>	<b>Registration Representative, Full Time :</b> Provide customer service to patients, families and physicians through Pre-admission services. Scheduling, registration, billing, collection, and cashier services. Assists patients and visitors at registration areas, directs or escorts them to their destination, providing information related patient and guest service areas. Secures complete and accurate patient demographic, case, and financial information to establish a patient account.
<b>Mercy Hospital Iowa City</b>	500 E Market St, Iowa City	(319) 339-3567	<a href="http://www.mercyiowacity.org">www.mercyiowacity.org</a>	<b>FT Cash Operations Specialist:</b> Salary Range: \$15.25-21.50 Starting salary is determined based upon factors that may include: years of relevant experience, education, applicable certifications/licensure, and internal equity. The Cash Operations Specialist is responsible for the accurate and timely preparation of cash deposits for Mercy Hospital and Mercy Services.
<b>OBGYN Associates</b>	2769 Heartland Dr. #201, Coralville	(319) 337-3193		<b>Front Desk Receptionist/Scheduler :</b> OB/GYN Associates is hiring a full-time Front Desk/Medical Scheduler. (Monday – Friday, 8:00 a.m. – 5:00 p.m.) We are seeking an enthusiastic individual who is organized and detail orientated, and who possesses excellent customer service and communication skills. Previous experience is beneficial. This position is the first point of contact for patients and businesses, and therefore, requires a high level of customer service during all interactions, both in person and on the phone.

<b>Oaknoll Retirement Residence</b>	1 Oaknoll Court, Iowa City	(319)351-1720	<a href="http://www.oaknoll.com">www.oaknoll.com</a>	<b>FT/PT Server:</b> Servers wanted!! Full-time and part-time hours are available immediately in our Hope Dining Room, which is located at our main campus. Shifts will be from 11:30am to 8:00pm. Some weekends and holidays will be required. Compliance with Oaknoll's Mandatory Employee COVID-19 Vaccination Policy is a condition of employment. Servers at Oaknoll do more than wait tables and serve our residents. Our Servers CREATE home for our residents, building lasting relationships with them and other staff members.
<b>Optimae Life Services</b>	1121 Shirken Dr., Iowa City	(319) 337-2008	Apply in Person or online at <a href="http://www.optimaelifeservices.com">www.optimaelifeservices.com</a>	<b>Direct Support Professional:</b> Local agency has openings for Direct Support Professionals in the Iowa City area. They are hiring for all shifts and they are as follows 4pm to 12am and 12 am to 8 am they are also in need of staff available to work weekends all shifts( 8am to 4pm) and (4pm to 12am) and (12am to 8am). Must be able to work every other weekend. Site and hours could vary due to customer needs. On-Call is required and paid time for calls and when have to go out. No experience necessary, will train. Must possess an aptitude & willingness & desire to work with persons experiencing mental illness and/or developmental disabilities in recovering living, learning, working & social roles in becoming independent in the community. A degree is preferred but not required. Must have a valid driver's license and car insurance. Must pass a criminal background check & driving record check
<b>Systems Unlimited</b>	2533 Scott Blvd SE, Iowa City	(319) 338-9212	<a href="http://www.sui.org">www.sui.org</a>	<b>Supported Living Supervisor :</b> As an SLS, you will be responsible for the day-to-day running of a 24-hour home. The health and safety of members served which includes attending their medical appointments, overseeing their health and safety at the site through meeting set goals is of importance in this role.
<b>Shelter House</b>	429 Southgate Ave., Iowa City	(319) 351-0326		<b>Part time and Full time Service Coordinators:</b> You are the first person guests, clients, and tenants see* when they enter one of Shelter House's buildings. Coordinators connect people to the help they need and trouble-shoot when folks need assistance with appointments, donation requests, and anything else that might come up.
<b>Systems Unlimited</b>	2533 Scott Blvd SE, Iowa City	(319) 338-9212	apply online at <a href="http://www.sui.org/human-resources/careers">www.sui.org/human-resources/careers</a> .	<b>Direct Support Professional:</b> Engage people in recreational and leisure activities to help them build independent living skills <ul style="list-style-type: none"> <li>•Assist with people's day-to-day needs (transportation, personal cares, preparing meals, etc.)</li> <li>•Go with people into the community to do activities (bowling, painting ceramics, greenhouse visits, etc.)</li> <li>•Provide encouragement and coaching to people who are working to develop daily living skills &amp; healthy habits</li> <li>•Write documentation about the supports you provided during your shift. Development of skills that you can take with you anywhere: effective communication, creative problem solving, and collaboration with diverse teams</li> <li>•Paid training &amp; a fun work environment</li> <li>•Over four weeks of paid time off for full-time staff</li> <li>•Pay starting between \$10.60-\$12.10/hour depending on education, experience, and placement</li> <li>•Opportunities for people who are brand new to the field and for seasoned staff</li> </ul>
<b>Reach for Your Potential</b>	1705 S 1st Ave. #1, Iowa City	(319) 354-2983	<a href="http://www.rfyp.org">www.rfyp.org</a>	<b>Day Hab Service Coordinator :</b> The Day Habilitation Service Coordinator is responsible for ensuring compliance with CARF and waiver regulations. This position is responsible for the health and safety of the members as well as evaluating the program for its ability to meet the individual needs of each consumer. The direct supervision of all program staff, scheduling of staff, and on-going staff training for the Day Habilitation are also handled by this position. The Service Coordinator also works directly with the members as needed.



<b>Windmill Manor</b>	2332 Liberty Dr., Coralville, IA	(319) 545-7390	<a href="http://www.windmillmanor.com">www.windmillmanor.com</a>	<b>Medical Records</b> : Windmill Manor is seeking a qualified Medical Records Coordinator for our beautiful retirement community. We desire individuals who have a passion for helping people, who thrive in a team environment, and who want to make a difference all while advancing their skills.
<b>REM Iowa Community Services</b>	1985 Holiday Rd, Coralville, IA	(319) 354-0788	Apply online at <a href="https://jobs.thementornetwork.com">https://jobs.thementornetwork.com</a>	<b>Direct Support Professional:</b> Based in community settings, DSPs provide assistance with daily activities such as meal preparation, personal hygiene, and medication administration.  Caregivers may also facilitate community involvement by accompanying individuals on outings in the community or providing transportation to work or other activities. In addition, DSPs support therapeutic and behavioral plans in partnership with clinical staff to enhance the quality of life for those we support.  Full time, part time and on-call positions are available. Evenings and Weekend shifts allow schedules to fit around school, other employment, or family commitments. Some overnight positions even allow you to sleep.
			<b>Hotels &amp; Apartments</b>	
<b>AmericInn Lodge &amp; Suites</b>	2597 Holiday Rd, Coralville	(319) 625-2400	<a href="http://www.wyndhamhotels.com/ameriinn/coralville">www.wyndhamhotels.com/ameriinn/coralville</a>	<b>Housekeeper /maid:</b> •Performs cleaning duties in all guest, lobby and laundry. •Professional and friendly appearance. •Maintains inventory of necessary supplies and stock the housekeeping cart. •Reports any necessary maintenance issues. •Follows hotel policies and procedures for sanitation and safety. •Performs additional duties assigned by the manager
<b>Hotel Chauncy</b>	404 E College St., Iowa City	(319) 519-6601	<a href="http://www.hotelchauncey.com">www.hotelchauncey.com</a>	<b>Room Attendant</b> : As part of our Housekeeping staff, the Housekeeper provides overall support to the operations of the Housekeeping department. Responsibilities include: must be able to clean guest rooms to the expected standards, speed requirements and detailed cleanliness level while offering exceptional guest service.
<b>Hotel Chauncy</b>	404 E College St., Iowa City	(319) 519-6601		<b>Hotel Front Desk Clerk</b> : As the Guest Service Representative, you will interact with our guests to ensure their expectations are exceeded. Ensures clear communication with guests during the arrival and departure experience, phone interactions as well as general requests from guests. Be well versed in promotions, events, pricing, and sales strategy to meet the guest's request. Efficiently handles all payments received.
<b>Heartland Inn</b>	87 2nd St., Coralville	(319) 351-8132		<b>Week-end Front Desk Supervisor:</b> The Weekend Supervisor has the overall responsibility of supervising Guest Service Agents, Night Auditors, and Shuttle Drivers to ensure total guest satisfaction. They also provide guidance and direction to all associates to ensure they are adhering to all hotel policies, standards, procedures and regulations. They should have the ability to perform all front office functions both quickly and efficiently along with functioning as a technical department resource and providing training for new hires. They should perform as acting manager when the General Manager is not at the hotel.
<b>Surestay Plus Hotel</b>	200 6th St., Coralville	(319) 337-9797	<a href="https://workforcenow.adp.com">https://workforcenow.adp.com</a>	<b>Night Auditor:</b> The Night Auditor works as a Guest Service Representative and member of the Front Desk Team specifically responsible for auditing all revenue transactions, ensuring reports are accurate, credit card batches are transmitted correctly and cash is secured. Serves as acting Manager on Duty in the case of an incident or emergency.

<b>Hawkeye Hotels-Coralville/Iowa City</b>	2681 James St., Coralville	319-338-6000		<p><b>Guest Service Agent/Front Desk:</b> The main responsibilities include: To perform in a pleasant, professional, and efficient manner Front Desk responsibilities achieving timeliness, accuracy of information, and guest satisfaction as required by the brand and Hawkeye Hotels.</p> <p>Please note***The working schedule is solely based upon the needs of the hotel business, meaning that the hours worked are directly affected by the hotel's occupancy. ***</p>
<b>Drury Hotels</b>	815 1st Ave, Coralville	(319) 512-3073	<a href="http://www.DruryCareers.com">www.DruryCareers.com</a>	<p><b>Guest Service Agent:</b> Performs all Front Desk related functions including but not limited to checking guests in and out, promoting company programs, maintaining guest records, cash handling, monitoring guest satisfaction, problem resolution, etc.</p>
<b>Drury Hotels</b>	815 1st Ave, Coralville	(319) 512-3073	<a href="http://www.DruryCareers.com">www.DruryCareers.com</a>	Hiring Housekeeper, Breakfast Attendant: \$500 hiring bonus
<b>Drury Hotels</b>	815 1st Ave, Coralville	(319) 512-3073	<a href="http://www.DruryCareers.com">www.DruryCareers.com</a>	<b>Laundry Person:</b> \$500 Hiring Bonus
<b>Fairfield Inn &amp; Suites</b>	650 Coral Ridge Ave, Coralville, IA	(319) 333-7711		<p><b>Front Desk Receptionist:</b> The Fairfield Inn &amp; Suites by Marriott is currently seeking qualified candidates for the position of Front Desk Agent.</p> <p>The main responsibilities include: To perform in a pleasant, professional, and efficient manner Front Desk responsibilities achieving timeliness, accuracy of information, and guest satisfaction as required by the brand and Hawkeye Hotels.</p> <p>Please note***The working schedule is solely based upon the needs of the hotel business, meaning that the hours worked are directly affected by the hotel's occupancy. ***</p>
<b>Fairfield Inn &amp; Suites</b>	650 Coral Ridge Ave, Coralville, IA	(319) 333-7711		<p><b>Breakfast Attendant:</b> The Fairfield Inn Coralville is currently seeking qualified candidates for the position of Breakfast Attendant.</p> <p>The main responsibilities of this position include: To provide guest food and beverage service in a safe and aesthetic manner for breakfasts, hospitality hours, and/or meeting rooms.</p>
<b>Graduate Iowa City Hotel</b>	210 S Dubuque St, Iowa City	(319) 337-4058		<p><b>Night Auditor:</b></p> <ul style="list-style-type: none"> <li>•Audits the daily guest ledger</li> <li>•Handles all end-of-day accounting functions including posting daily room rates and room tax</li> <li>•Ensures accuracy of all charges to guest folios</li> <li>•Averages sum of revenues of all accounts receivable from food, room and other departments</li> <li>•Acts as front desk clerk, checking guests in and out, booking reservations and resolving guest issues</li> </ul>
<b>Graduate Iowa City Hotel</b>	210 S Dubuque St, Iowa City	(319) 337-4058		<p><b>Multiple Positions Available:</b> Graduate Hotels®, is seeking energetic, dynamic individuals to join us at Graduate Iowa City and its wonderful team of hospitality enthusiasts. If you are a rock star ready to show us your stuff, we would love to meet you!</p>
<b>Heartland Inn</b>	87 2nd St., Coralville	(319)351-8132		<p><b>Front Desk Clerk:</b> Hotel Front Desk Agent responsibilities include registering guests, managing reservations and providing information about rooms, rates and amenities. If you have a knack for customer service and work experience in the hotel industry, we'd like to meet you.</p>
<b>Hampton Inn</b>	1200 1st Ave, Coralville	(319) 351-6600		<p><b>Front Desk Agent: DUTIES AND RESPONSIBILITIES:</b></p> <ul style="list-style-type: none"> <li>•Welcome guests in a friendly, prompt and professional manner.</li> <li>•Register guests, issue room keys, provide information on hotel services and room location. Answer phones in a prompt and courteous manner.</li> <li>•Up-sell rooms where possible to maximize hotel revenue.</li> <li>•Accurately process all cash and credit card transactions in accordance with established procedures including but not limited to posting all charges, completing cashier and other reports, preparing deposit, and counting/securing assigned bank.</li> </ul>

<b>Hilton Garden Inn &amp; Vue Rooftop</b>	328 S Clinton St., Iowa City	(319) 248-6100		<b>Hotel Handy Person</b> : we are seeking an individual that either has some basic skills in all around maintenance and repair to assist with keeping our building in great condition. Maybe you don't have the experience but are willing to learn? We are willing to train the right person who is reliable and driven to expand their knowledge. Apply today to find out more! Job Types: Part-time, Full-time Pay: \$15.00 - \$18.00 per hour
<b>Hilton Garden Inn &amp; Vue Rooftop</b>	328 S Clinton St., Iowa City	(319) 248-6100		<b>Breakfast Attendant</b> : Keeps hotel lobby breakfast/refreshment area or concierge room stocked and in clean and orderly condition by performing the following duties. ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned. · Meet and greet guests and answer questions and inquiries. · Puts away weekly delivery of supplies and rotates stock. · Re-stocks food and beverage items on bar as guests deplete them and puts away food and supplies at end of meal period.
<b>Hilton Garden Inn &amp; Vue Rooftop</b>	328 S Clinton St., Iowa City	(319) 248-6100		<b>Guest Liaison Specialist</b> : we increased our starting wages to \$14/hr and offer additional pay based on experience! Full Time & Part Time available. Flexible hours AND set schedules available for 2nd shift 2pm-10pm/3pm-11p Come be a part of great team where you are appreciated and recognized for being a great team member! Other benefits in addition to health, vision, 401k and generous room discounts with Hilton, Kineth Hospitality, and employee discounts in The Vue Rooftop Hurry up and apply today!
<b>Hotel Vitro</b>	201 S Linn St, Iowa City	(319) 259-7111		Hiring for multiple positions including <b>Front Desk, Night Auditor, Housekeeping, Housekeeping Manager</b> : Apply to join our team today! We are hiring immediately, and you can have instant access to earned wages right away through our financial wellness platform. Enjoy discounted hotel stays worldwide! We offer bonus potential for performance. As a member of our team you will have the opportunity to learn and grow in hospitality.
<b>Hyatt Regency Coralville</b>	300 E 9th St., Coralville	(319) 688-4000		<b>Part-time Front Desk Agent</b> : responsibilities: •Check guests in and out of room. •Respond to guest requests and handle guest issues or report complaints to management. •Promptly answer the phone in a professional and clear manner. •Greet and welcome guest as they arrive at the hotel.
<b>KMB Property Management</b>	916 Maiden Ln, Iowa City	(319) 351-0102		<b>Operations Specialist</b> : Assist with day-to-day business operations of KMB, a residential property management company, by executing all tasks necessary to ensure processes and procedures are documented and followed. Assist with organizational projects to ensure efficiencies are implemented.
<b>Radisson Hotel &amp; Conference Center</b>	1220 1st Ave, Coralville	(319) 351-5049		<b>Front Desk Receptionist</b> : We're looking for a front desk agent to assist guests with their requests, check in and check out reservations, and answer telephone. Ultimately, you will provide excellent customer service to guests and keep the front desk and accounting operations running smoothly.
<b>Mainstay Suites</b>	2491 Holiday Rd., Coralville, IA	(319) 259-5115		<b>Front Desk/Night Auditor</b> : This position will be for 40 hours a week for a full time Front Desk/Night Auditor during the hours of 7 AM - 3 PM and/or 11 PM - 7 AM. MUST BE ABLE TO WORK WEEKEND NIGHTS!!
			<b>Banking/Finance</b>	
<b>Hills Bank &amp; Trust</b>			Apply online: <a href="http://www.hillsbank.com">www.hillsbank.com</a>	Hiring for multiple positions, check the website for details.
<b>GreenState Credit Union</b>	2355 Landon Rd., North Liberty, IA	319-339-1000	<a href="http://WWW.UICCU.ORG">WWW.UICCU.ORG</a>	Currently hiring for multiple Positions, visit the website for details.
			<b>Government/Office</b>	

<b>Johnson County Board of Supervisors</b>	913 S Dubuque St., Iowa City	(319) 356-6000	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Board Office Executive Director:</b> Under general direction from the Board of Supervisors, provide administrative guidance to the Board of Supervisors and ensure effective operation of the Board Office and its staff. Direct Board Office daily operations, including grants administration and compliance; local foods; communication and outreach; diversity, equity and inclusion; capital projects; and Historic Poor Farm. Direct Board Office projects, policies, budgets, and strategic initiatives on behalf of the Board. Serve as the Board's confidential liaison regarding the administration of policies and procedures and advise them on administrative matters and policy issues. Act as the Board's representative, as assigned. Ensure compliance with open meetings and public records requirements. Demonstrate a commitment to customer service and maintaining a positive and supportive workplace.
<b>Johnson County Board of Supervisors</b>	913 S Dubuque St., Iowa City	(319) 356-6000	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Local Food and Farm Manager :</b> Under general supervision of the Board Office Executive Director, manage the development and implementation of policy and program initiatives that improve access to locally-produced food for area residents. Lead, draft, implement, monitor, and update plans at the Historic Poor Farm (HPF) to provide a public space for connecting to the land and local history through inclusive, community-led opportunities. Supervise HPF staff and contractors to advance Johnson County's local food systems, strengthen local food value chains, and develop public access and engagement at the HPF. Lead the implementation of strategic plan priorities for the Board of Supervisors involving food production and distribution, agritourism, and food security. Facilitate stakeholder and project team meetings.
<b>Johnson County Board of Supervisors</b>	913 S Dubuque St., Iowa City	(319)356-6000	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Local Food Assistant :</b> Under general supervision of the Local Food and Farm Manager, assist in the development and implementation of policy and program initiatives that improve access to locally produced food for area residents. Help advance Johnson County's local food systems and strengthen local food value chains. Assist in the implementation of the Board of Supervisors' Strategic Plan priorities involving food production and distribution, agritourism, and food security. Provide staff support to the Food Policy Council (FPC). Support program development and events at the Historic Poor Farm (HPF).
<b>Johnson County Auditor/Accounting Department</b>	913 S Dubuque St., Iowa City	(319) 356-6004	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Account Clerk II- Payroll :</b> Under general supervision, perform clerical and technical duties involving a variety of functions requiring considerable judgment. Process accounting or real estate transactions and maintain accurate financial and other records. Perform routine reconciliation operations which involve a variety of documents that may require cross-referencing to identify causes of disagreement. Check to verify appropriateness of entries; perform several types of computation including complicated calculations that involve formulae or a specific sequence of actions. Provide leadership and training to temporary employees.
<b>Johnson County Sheriff's Office</b>	511 S Capitol St. Iowa City. PO Box 2540	(319) 356-6020	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Control Center Operator/Matron :</b> Under supervision is responsible for the security of inmates and employees at the jail. Operates control center, maintains intake and releases, serves as communications liaison, and documents prisoner activities.
<b>Johnson County Attorney's Office</b>	913 S Dubuque St. Ste 103, Iowa City	(319) 356-6100	<a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Confidential Legal Assistant :</b> Under general supervision of the County Attorney and/or First Assistant County Attorney, provides administrative and paraprofessional legal support to the County Attorney, First Assistant County Attorney and other staff as directed. Serves as a personal secretary performing highly confidential clerical duties and/or information related to Chapter 20 Public Employment Relations Act. The work requires the exercise of a high level of discretion and application of administrative and business practices. Knows the County's and office policies and mission and demonstrates a commitment to both.
<b>Johnson County Attorney's Office</b>	913 S Dubuque St. Ste 103, Iowa City	(319) 339-6100	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Assistant County Attorney II-Civil Division :</b> Under general administrative direction of the County Attorney, provide legal representation for County offices/departments and employees in administrative and civil cases. Provide legal oversight by attending board meetings, drafting ordinances, and preparing/reviewing contracts and agreements. Provide legal oversight of County initiatives.

<b>Johnson County Ambulance</b>	808 S Dubuque St., Iowa City, IA 52240	(319) 356-6013	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Part Time Paramedic:</b> Under direction of the Ambulance Director, the Assistant Director, and/or Field Supervisor, is responsible to provide paramedic level patient care in accordance with the ambulance service protocols and under the auspices of the medical control physician or physician designee.
<b>Johnson County Information Technology</b>	855 S Dubuque St. Ste 204, Iowa City	(319) 356-6060	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>GIS Technician :</b> Under supervision, performs tasks requiring judgment to prepare and update digital maps and their associated databases within and using the Johnson County Geographic Information System (GIS). Performs specialized property records and tax assessment work; reviews and processes the transfer of deeds and other real estate documents.
<b>Johnson County Information Technology</b>	855 S Dubuque St. Ste 204, Iowa City	(319) 356-6060	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>PC Desktop Support Technician :</b> Under direct supervision of the Network Administrator; installs, modifies, and makes repairs to personal computer and printer hardware, and software systems. Provides technical assistance to County computer users. Provides and supports the County VoIP phone system.
<b>Johnson County Seats</b>	4810 Melrose Ave, Iowa City	(319) 339-6128	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Casual Driver :</b> Under supervision, operates a motor vehicle and transports elderly and disabled individuals to various destinations throughout Johnson County. Assists with driver training and vehicle maintenance when necessary.
<b>Johnson County Medical Examiner</b>	913 S Dubuque St. , Iowa City	(319) 339-6197	<a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Medical Examiner Investigator :</b> Under direction, conducts death investigations in the field and in institutional settings, issues cremation permits, acts as a liaison between the Johnson County Medical Examiner Department and other agencies and families of decedents, and performs related tasks.
<b>Johnson County Public Health</b>	855 S Dubuque St., Iowa City, IA	(319)356-6040	<a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Public Health Registered Nurse :</b> Under general supervision, provide nursing services for Women, Infants and Children (WIC), Maternal, Child, and Adolescent Health (MCAH), Immunization, and/or Title X Family Planning programs and/or child care sites. Functions as the Competent Professional Authority for determination of the WIC program eligibility and certification based on nutritional and/or health risk. Depending on assigned service, administer screening tests, counsel and educate, provide immunizations, provide care coordination, complete documentation, assist with onsite and offsite clinics, and/or provide services and consultation to support child care providers in meeting the health and safety needs of children.
<b>Johnson County Public Health</b>	855 S Dubuque St. Ste 217, Iowa City	(319) 356-6040	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Environmental Health Specialist I :</b> Under general supervision, performs fieldwork with professional responsibilities in environmental protection programs. Enforces environmental health regulations, provides environmental health consultation, and collects environmental samples.
<b>Johnson County Public Health</b>	855 S Dubuque St. Ste 217, Iowa City	(319) 356-6040	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Child Care Nurse Consultant :</b> Under general supervision, provide nursing services for the Title V role of Child Care Nurse Consultant (CCNC) including, but not limited to providing on-site consultation and technical assistance to child care directors and staff about health and safety policies, health programs, the health and safety of participants and personel, and specific child health or safety issues.
<b>Johnson County Seats</b>	4810 Melrose Ave, Iowa City	(319) 339-6128	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Casual Driver :</b> Under supervision, operates a motor vehicle and transports elderly and disabled individuals to various destinations throughout Johnson County. Assists with driver training and vehicle maintenance when necessary.
<b>Johnson County Secondary Roads</b>	4810 Melrose Ave, Iowa City	(319) 356-6046	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Engineering Technician I :</b> Under general supervision, perform technical engineering and/or surveying related work including lead responsibility for construction project inspection and/or a survey crew.

<b>Johnson County Secondary Roads</b>	4810 Melrose Ave, Iowa City	(319) 356-6046	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Assistant to County Engineer</b> : Under general supervision of the licensed County Engineers, perform civil engineering duties ranging from design to project and staff management. This is a self-directed professional-track position which requires the exercise of considerable judgment, knowledge, and creative thinking to determine safe, sustainable, and economical solutions to unique and complex engineering problems.
<b>Johnson County Conservation</b>	FW Kent Park, 2048 Hwy 6 NW, Oxford	(319) 645-2315	Apply online at <a href="http://www.johnsoncountyiowa.gov">www.johnsoncountyiowa.gov</a>	<b>Seasonal Park Worker, Seasonal Park Worker-Natural Resources and Seasonal Park Worker-Operations</b> : Under general supervision as a manual laborer and limited skill equipment operator engaging in a wide range of conservation and other outdoor recreation maintenance and construction activities. Work with a lead person, though may be called upon to work on job assignments without direct supervision and being guided only by general job instructions. Perform related work such as preventive maintenance functions on equipment. This position may require work on Saturdays and Sundays.
<b>City of North Liberty</b>	3 Quail Creek Circle, North Liberty	319-626-5700	<a href="http://northlibertyiowa.org">http://northlibertyiowa.org</a>	Check website for current job openings
<b>City of North Liberty</b>	25 W. Cherry St., North Liberty		<a href="http://www.northlibertyiowa.org/nlfdparttime">www.northlibertyiowa.org/nlfdparttime</a>	Check website for current job openings
<b>Iowa City School District</b>	1725 N Dodge St., Iowa City	(319) 688-1000	<a href="http://www.iowacityschools.org">www.iowacityschools.org</a>	Check website for current job openings
<b>City of Iowa City</b>	410 E Washington St	(319) 356-6020	<a href="http://www.icgov.org/jobs">visit www.icgov.org/jobs</a>	<b>Development Services Assistant</b> : Performs general and specialized clerical, permitting, and office management duties in support of functions and programs of the Development Services Division. Understands basic construction components and practices associated with building construction and the land development process. Assists the Neighborhood Services Division as needed. Minimum qualifications:
<b>City of Iowa City</b>	410 E Washington St	(319) 356-6020	<a href="http://www.icgov.org/jobs">visit www.icgov.org/jobs</a>	Multiple positions available.
<b>Iowa City School Bus Barn</b>	2185 S Gilbert St., Iowa City	(319) 688-1900	<a href="http://www.driveayellowbus.com">www.driveayellowbus.com</a>	<b>Hiring School Bus Driver</b> : \$16.44- \$21.02 per hour for bus drivers based on experience. Flexible Hours- no Nights or Weekends required, No experience necessary- will train. •Route hours guaranteed up to 5.0 hours per day when school is in session •Additional work hours available through field trip and charter work •Summer School routes available – Work year-round with school & holiday breaks
<b>City of Coralville</b>	1512 7th St, Coralville	319-248-1700	<a href="http://www.coralville.org/jobs">www.coralville.org/jobs</a>	Check website for current job openings
			<b>Service-Warehouse-Staffing Agencies- Manufacturing</b>	
<b>Amazon</b>	2500 Heinz Rd, Iowa City	(319) 867-5309	<b>visit <a href="http://www.amzn.to/iowa">www.amzn.to/iowa</a></b>	Hiring for multiples positions : Immediate hourly positions available
<b>Aerotek</b>	Coralville, Iowa City & North Liberty	(319) 731-1069	<b>Call Melissa</b>	Hiring for multiple positions in Coralville and Iowa City area
<b>Alpla Inc</b>	2258 Heinz Rd, Iowa City	(319) 337-4003		<b>Package Operator 3rd shift</b> : Main Purpose of the Job: Accurate packaging of produced bottles by following all packaging procedures. Main Responsibilities: ☑ Setup and operate multiple types of packaging equipment. Equipment may include, but is not limited to: o carton erectors o partition inserters o product inserters (MPV, VPM, PLU)

<b>AutoZone</b>				<p><b>Auto Parts Delivery Driver</b> : Position Responsibilities</p> <ul style="list-style-type: none"> <li>•Provides WOW! Customer Service</li> <li>•Drives delivery vehicle to transport parts to commercial customers, including the loading and unloading of parts</li> <li>•Picks up returns, cores and parts from nearby stores or outside vendors</li> <li>•Maintains a safe driving and working environment, including PPE (Personal Protective Equipment)</li> <li>•Assist do it yourself customers in the store between deliveries</li> </ul>
<b>Carolina Espinoza-State Farm Agent</b>	343 Scott Ct., Iowa City, IA 52245	(319) 337-7000	<a href="http://www.carolinaespinoza.com">www.carolinaespinoza.com</a>	<p><b>Receptionist</b> : Establish customer relationships and follow up with customers, as needed. Use a customer-focused, needs-based review process to educate customers about insurance options. Develop leads, schedule appointments, identify customer needs, and market appropriate products and services.</p> <p><b>2nd/3rd Shift Manufacturing Associate</b> : Ample advancement opportunities are available for Associates that are interested in working hard them.</p> <p>We train on ALL tools! Starting wage \$21-\$22.70 per hour. Full-Time Must be 18 years of age. Full time positions on 2nd or 3rd shift are currently available Educational Assistance Program Many great health benefit options offered.</p>
<b>Centro, Inc</b>	On Centro Way, North Liberty	(319) 626-3200	<a href="http://www.centroinc.com">www.centroinc.com</a>	<p><b>Assistant Manager</b> : Continuously train and support team members at varying experience levels</p> <ul style="list-style-type: none"> <li>• Manage daily operations, support Operations Manager with team development and customer service</li> <li>• Grow membership volume, promote Club Car Wash's values through exceptional customer service</li> <li>• Display a fresh and professional appearance at all times</li> <li>• Bring a welcoming, positive attitude for our customers &amp; team members</li> </ul>
<b>Club Car Wash</b>	2015 2nd St, Coralville	(833) 416-9975		
<b>Coral Ridge Mall</b>	1451 Coral Ridge Ave, Coralville		Visit <a href="https://millardmallservices.apponline.com">https://millardmallservices.apponline.com</a>	Hiring <b>Housekeepers</b> . \$16/hour:
<b>Deery Chrysler Dodge Jeep Ram</b>	651 Hwy 1 W, Iowa City	(319) 855-1023		<b>Automotive Parts Delivery Driver</b> : Delivering parts to existing and new commercial customers and documenting returns.
<b>UNIFI Aviation Service</b>	Eastern Iowa Airport (CID)		<a href="https://recruiting.ultipro.com/AIR1011AIRCO/JobBoard/b7fb2efd-21e8-4238-87ac-16ddacfaaefe/Opportunity/OpportunityDetail?opportunityId=679cb3dc-c091-4138-8776-bf018570584c">https://recruiting.ultipro.com/AIR1011AIRCO/JobBoard/b7fb2efd-21e8-4238-87ac-16ddacfaaefe/Opportunity/OpportunityDetail?opportunityId=679cb3dc-c091-4138-8776-bf018570584c</a>	<p><b>CID Baggage Handler (\$17.00/hr+ Flight Privileges)</b> : Essential Functions / Key Responsibilities</p> <p>Loads, unloads, services, guides, and directs customer aircraft.</p> <p>Safeguards customers' baggage, air cargo, airmail from weather, loss, theft, damage and/or destruction.</p> <p>Lifts, loads/unloads, sorts and transfers passenger baggage, airmail, freight and company material in and out of aircraft bins, belt loader or baggage carts in a safe manner.</p>
<b>Big Ten Rentals</b>	1820 Boyrum St., Iowa City	(319) 337-7368		<p><b>Event Crew Set-Up and Deliver Driver</b>: Immediate openings for Permanent and Temporary. Full Time and Part Time employment. Deliver and set-up tents, tables, chairs, stages, dance floors, bleachers, and almost anything you can think of that is rentable and certainly some things you hadnt thought of! Load and unload trucks, maintain a clean warehouse. We operate seven days a week. Fast-paced. Expect overtime during the busy Summer months.</p> <p><b>Warehouse Associate</b> : working as Part-Time warehouse Associate, you will facilitate the movement of product through our branch and customer facilities. You will be responsible for warehouse tasks such as receiving, shipping, packing orders, material handling, inventory fulfillment, as well as vending replenishment at customer sites and making local deliveries. Part-Time Shift(s): MON TUE WED THU FRI 7:00 am-5:00 pm 10 - 28 hours/week</p>
<b>Fastenal</b>	507 Highland Ave., Iowa City	(319) 338-7299		

<b>Fiddlehead Gardens LLC</b>	1947 Waterfront Dr., Iowa City	(319) 321-6549		<b>Landscape Operations Manager</b> : Fiddlehead Gardens Landscape Design Build is seeking an enthusiastic, self-motivated individual who likes getting their hands in the dirt. This person is responsible for taking our designs and bringing them to life. We have top of the line equipment for efficiency and safety on the job site. Please apply for a tour of our facilities.
<b>Geico</b>	2213 2nd St, Coralville	(319) 466-3512	<a href="http://www.geico.com/careers">www.geico.com/careers</a>	<b>Customer Service Representative - Entry</b> : If you enjoy interacting with people, providing outstanding customer service and are looking for a rewarding career, GEICO may be the right place for you! Our Customer Service Representatives are licensed insurance professionals who delight customers every day by providing exceptional, personalized customer service.  Through our industry-leading, paid training program, you will learn all about insurance policies and regulations, and how to best assist our customers. As a Customer Service Representative, you will use your strong communication skills to answer calls and properly handle customer inquiries, explain insurance coverage and update policies.
<b>Goodwill Industries of the Heartland</b>	1470 S 1st Ave., Iowa City	(319) 337-4158	<a href="http://www.workatgoodwill.com">www.workatgoodwill.com</a>	<b>FT Retail Service Specialist-Iowa City Store</b> : If you're available to work in a fast paced environment, provide great customer service, and help further Goodwill's mission, we welcome you to apply only at <a href="http://www.workatgoodwill.com">www.workatgoodwill.com</a> . We offer a starting pay range of \$11.19 to \$12.41 for the Service Specialist position.
<b>Integrated DNA Technologies</b>	1710 Commercial Park, Coralville, IA	(319) 626-8400	<a href="http://www.idtna.com">www.idtna.com</a>	<b>Logistics Clerk-Weekday Mid-Day (Monday-Friday 12:00pm-9:00pm)</b> : Responsible for the incoming and outgoing of materials, reagents, instruments or equipment to meet customer expectations which involve receiving, shipping, and inventory/material control.
<b>Integrated DNA Technologies</b>	1710 Commercial Park, Coralville, IA	(319) 626-8400	<a href="http://www.idtna.com">www.idtna.com</a>	<b>Warehouse Associate</b> : The Warehouse Associate is responsible for receiving deliveries and unloading trucks, stocking inventory in the warehouse, performing a variety of inventory transactions, ensures accurate inventory levels.
<b>Iowa Hawk Shop/University Bookstore</b>	125 N Madison St., Iowa City	(319) 335-3179		<b>Seasonal Retail Sales Associate (Part-Time)</b> : Operate cash register, accepting cash, credit or financial aid payments. Carry, shelve and straightens merchandise, stocks shelves, prices merchandise and may assist in setting up displays and signs. Pick, process and pack orders for shipping May provide customer service/sales functions for special events (including but not limited to graduation and athletic events) Support a store environment where all associates and customers are welcome



<b>Iowa City School Bus Barn</b>	2185 S Gilbert St., Iowa City	(319) 688-1900	<a href="http://www.driveayellowbus.com">www.driveayellowbus.com</a>	<p><b>School Bus Driver</b> : Iowa Central School Bus is now Hiring School Bus Drivers in Iowa City, IA. Our drivers have flexible hours and time off during school holidays. •\$16.44 - \$21.02 per hour for bus drivers (based on experience)*</p> <p>•Flexible Hours – no Nights or Weekends required*</p> <p>No Experience Necessary - we will train you!</p>
<b>Iowa City School District</b>	1725 N Dodge St., Iowa City	319-688-1000	<a href="http://WWW.iowacityschools.org">WWW.iowacityschools.org</a>	Hiring for multiple positions, check the website for details.
<b>Mass Markets</b>	2937 Sierra Ct SW, Iowa City, IA	1-888-387-1989	<a href="#">Call or inquire with the company</a>	Hiring for multiple positions
<b>Marshalls</b>	1451 Coral Ridge Ave, Coralville	(319) 625-2177		<p><b>Marshalls Hiring Event</b> : Merchandise Coordinator (Full-Time/Part-Time) Responsible for establishing and executing Merchandising plans and priorities Trains store Associates on proper merchandising procedures and markdowns Leads by example, providing prompt and courteous customer service Ensures fresh flow of merchandise from backroom to sales floor Merchandise Associate (Full-Time/Part-Time)</p> <p>Ensures front-line Associates provide prompt, courteous, and knowledgeable service to all customers Responsible for operational controls at the front-end, layaway, and jewelry Resolves customer service issues appropriately and competently Responsible for training and developing store Associates on customer service standards, register procedures, and proper front-line procedures and controls</p>
<b>Plato's Closet</b>	1801 2nd St., Coralville	(319) 351-3554	<a href="http://www.platocloset.com">www.platocloset.com</a>	<b>Sales Associate</b> : Plato's Closet in Coralville, IA is hiring for full and part-time positions! We're looking for outgoing, motivated, fashion-interested individuals to join our team and become Certified Buyers. All team members begin as Sales Associates, learning the basics of Plato's Closet.
<b>Chatham Oaks</b>	4515 Melrose Ave, Iowa City	(319) 887-2701		<p><b>Direct Support Professional</b>: Direct Support Professionals will develop a rapport with clients and cultivate a safe, supportive and professional relationship. Aid with daily living skills, mental health care and social networks. Recognize and document goal progress and relevant personal interventions in an objective, clear and brief manner.</p> <p>High school diploma or equivalent required. No experience necessary, we provide extensive training. Iowa driver's license, pre-employment drug screen, criminal background and driving record checks required.</p>
<b>Four Oaks Family &amp; Childrens Services</b>	1916 Waterfront Dr., Iowa City	(319) 337-4523		<b>Youth Counselor</b> : As the Youth Counselor you will be responsible for providing direct care coverage by meeting program & client needs. This includes but is not limited to ensuring safety & supervision, skill building, processing & support of clients, behavioral management and communications within the team & supervisors.
<b>Goodwill Industries of the Heartland</b>	1470 S 1st Ave., Iowa City	(319) 337-4158	<a href="http://www.goodwillheartland.org">www.goodwillheartland.org</a>	<b>Job Coach- Iowa City- Part Time</b> : This position is responsible for training, supervising, and modeling proper work procedures and good basic work habits and attitudes for clients who have been placed in community jobs.

<b>Solon Assisted Living Village</b>	623 E 5th St., Solon	(319) 624-5363	<a href="http://solonretirementvillage.com">solonretirementvillage.com</a>	<b>PT Personal Care Attendant:</b> Duties include medication management, serving supper, common area cleaning, laundry, answering tenant pages and providing assistance with personal cares as needed. Must be cheerful, responsible, have attention to detail and enjoy working independently.
<b>Remedy Intelligent Staffing</b>	36 Sturgis Corner Dr., Iowa City	(319) 337-8367		<b>Forklift Operator:</b> Operate a Forklift with exceptional safety Have attention to detail, ensuring orders are entered correctly Work with little supervision and maintain productivity Keep their surroundings and work areas clean and debris free Apply online at <a href="http://www.remedystaff.com">www.remedystaff.com</a> for immediate consideration All Military and Veteran encourage
<b>Shelter House</b>	429 Southgate Ave., Iowa City			
<b>Systems Unlimited</b>	2533 Scott Blvd SE, Iowa City	(319) 338-9212	<a href="https://sui.hrmdirect.com">https://sui.hrmdirect.com</a>	<b>Job Coach:</b> <ul style="list-style-type: none"> <li>•Help people with disabilities be successful in their jobs.</li> <li>•Coach people through their assigned tasks at work (e.g. help them transition between duties, check for quality, provide encouragement, etc.).</li> <li>•Facilitate communication with coworkers and managers to ensure work is meeting expectations.</li> <li>•Work in a variety of community settings -- wherever people work!</li> <li>•Provide transportation to people with disabilities so they can get to work and get home.</li> <li>•Write documentation about the supports you provided during your shift .</li> </ul>
<b>Systems Unlimited</b>	2533 Scott Blvd SE, Iowa City	(319) 338-9212	<a href="http://www.sui.org">www.sui.org</a>	<b>Direct Support Professional(Adolescent Location):</b> <ul style="list-style-type: none"> <li>•Engage people in recreational and leisure activities to help them build independent living skills.</li> <li>•Assist with people's day-to-day needs (transportation, personal cares, preparing meals, etc.).</li> </ul>
<b>UPS Store</b>	Iowa City & North Liberty (Miller Orchard area)	(319) 359-1773		<b>Retail Sales Associate :</b> The UPS Store of Iowa City and The UPS Store of North Liberty are now seeking both full- and part-time Retail Sales Associates to work afternoon and early evening shifts (latest clock-out time is 6:30pm). Part-time associates are expected to work between 20 to 30 hours. Full-time associates are expected to work between 35 to 40 hours a week. All associates work rotating weekends. Associates also enjoy Paid Time Off, flexible scheduling, and associate discounts. Once trained, candidates must be able to work at both our Iowa City and North Liberty locations, so reliable transportation that works for you (whether it be personal vehicle, bike, walking, rideshares, or public transit) is necessary.
<b>Optimae Life Services</b>	1121 Shirken Dr., Iowa City	319-337-2008	<a href="http://www.optimaelifeservices.com">www.optimaelifeservices.com</a>	<b>Direct Support Professional:</b> We have openings for part time and full time Direct Support Professionals (DSPs). Applicants should possess a willingness and desire to work with people experiencing Mental Illness, Intellectual, and Developmental Disabilities. If you want more than a job, join our team where you can make a difference; assist in teaching life skills to individuals in a community based setting.

Von Maur	115 Iowa River Landing Pl., Coralville	(319) 351-7220	<a href="http://www.vonmaur.com">www.vonmaur.com</a>	<p><b>Seasonal Sales Associate.</b> Provides excellent customer service.</p> <p>Sells at or above sales goals, maintains account solicitation and non-selling goals.</p> <p>Develops and maintains a listing of customers through the Customer Follow-Up Program. Contacts customers via telephone and written communication.</p> <p>Learns about products in the department and other areas of the store, in order to provide better customer service and to work in other areas as needed.</p> <p>Unpacks, displays, and maintains the condition of department merchandise.</p> <p>Cleans and maintains the department and stock areas, including dusting fixtures and sweeping the floor.</p>
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