

PASSPORT TO EMPLOYMENT

a ministry of Church at the Crossing

JOB OPPORTUNITIES & INFORMATION UPDATES

4.17.2017

(Employers: Jobs are posted on Church at the Crossing's Website under Site Index; Passport to Employment; Resources; Job Board each Monday Morning. To insure the viability of jobs posted, if you wish your job to be listed and remain on the most recent Job Board, you must resubmit your request each week no later than Friday, thank you.)

Need help refining your search on our job board?

Save the PDF to your computer (currently when you click on the link it just "opens" in your internet browser), open the PDF in a program like Adobe Acrobat. You can then use the "Find" feature found under the Edit menu. A little blue box appears in the upper right hand corner of the document. Just type in the word you are searching for and it will find all the instances where that word appears in the document.

TOP 15 MOST POPULAR JOB BOARDS
BEST 50 NICHE JOB BOARDS
LINKEDIN

<http://www.ebizmba.com/articles/job-websites>
<https://www.smartrecruiters.com/blog/best-50-niche-job-boards/>
<http://www.linkedin.com>

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P2E LISTINGS NEW THIS WEEK		
JOB TITLE	COMPANY & CONTACT INFORMATION	POSTED ON OR OTHER INFORMATION
Administrative Assistant-Lilly Development Organization	Eli Lilly and Company	LinkedIn
Administrative Coordinator	Ovar'coming Together, Inc.	LinkedIn
Assistant Team Coordinator	Kleenco Maintenance & Construction	LinkedIn
Associate Leading to Partnership	The Fertility and Midwifery Care Center – Ft. Wayne, IN	Indeed.com
Corporate Accounts Director – GPO	Roche	Indeed.com
Corporate Executive Assistant	BMWC Constructors	LinkedIn
Customer Service Representative	Kirkpatrick Management Company	LinkedIn
Director Project Management – Customer Solutions Team	FORCE Community, LLC	LinkedIn
Executive Director Oncology South	Community Health Network	LinkedIn
Field Recruiter	MS Companies	LinkedIn
Finance Business Analyst Forecasting – Diabetes Care	Roche	Indeed.com
Front Desk Representative – Part Time Medical Office	Chicago IVF – Munster, IN	Indeed.com
Global Quality Auditor	Roche	Indeed.com
Healthcare Recruiter	ProLinke Staffing	LinkedIn
Healthcare Recruiter/Inside Sales	Advanced Personnel Services, Inc.	LinkedIn
Human Resources Business Partner	Roche	LinkedIn or Indeed.com
Medical Assistant/Receptionist	Midwest Fertility Center – Munster, IN	Indeed.com
National Recruiter	Brooksource	LinkedIn
Payroll Specialist	Greystone & Co.	LinkedIn
Product Management Associate	Eli Lilly and Company	LinkedIn
Recruiter	Brooksource	LinkedIn
Recruiter	Infinity Health Care Management	LinkedIn
Sr VP Leadership Dev./Human Resources	WorkInSports.com	LinkedIn
Staffing Specialist	Malone Workforce Solutions	LinkedIn
Strategic HR Business Partner	OneAmerica Financial	LinkedIn
Systems Engineer – Aviation	Brett Tolmie, Sr. Executive Recruiter CyberCoders Phone: 949.381.7457	Job ID: BT-1364908 Bachelor of Science Degree in Engineering from ABET accredited University or similar 4 year degree/education.
Training Coordinator	SmartIT	LinkedIn
Training Services Account Executive	Salesforce	LinkedIn

Hiring – MJ/word of mouth NEW THIS WEEK		
ROLE	Hiring firm/recruiting/search firm	SOURCE/OTHER INFO
<u>Executive/Management</u>		
• Clinical Quality Manager - Rehabilitation Services - Carmel, IN All Medical Personnel Healthcare Staffing	Johnson Jobs	Johnson Jobs
• Manager, Public Relations / St.Vincent Health Ascension Health		Johnson Jobs

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Hiring – MJ/word of mouth NEW THIS WEEK

ROLE	Hiring firm/recruiting/search firm	SOURCE/OTHER INFO
• Behavioral Health Case Manager Cameron Craig		Johnson Jobs
• Healthcare Sr. Manager Change Healthcare		Johnson Jobs
• Healthcare Finance Manager – 13347 Crowe Horwath		Johnson Jobs
• Clinical Manager – Danville Hendricks Regional Health		Johnson Jobs
• Manager - Clinical Operations – Carmel Indiana University Health		Johnson Jobs
• Manager of Payor Marketing in Healthcare PTS Diagnostics		Johnson Jobs
• Manager, Safety, Health & Environmental Roche		Johnson Jobs
• Manager, Marketing Cloud Support Salesforce		Johnson Jobs
• Retail & Licensee Development Manager Sports Marketing		Koch Davis
• Clinical Manager Theorix		Johnson Jobs
• Marketing and Catering Manager Zaxby's		Koch Davis
<u>Information Technology</u>		
• Software Engineer Aprimo		David Careers
• Mobile Developer Beacon Hill Staffing Group, LLC		Koch Davis
• Java Developer Blackapple Solutions LLC		Koch Davis
• General Manager (GM) CMG Worldwide		Indy Star
• Payer Solutions Programmer CGI		Johnson Jobs
• ASP.NET Developer CyberCoders		Koch Davis
• Managed Care Implementation Consultant Digitek Software		Johnson Jobs
• Level III Systems Engineer enVista LLC		David Careers
• Sr. Java Programmer Experis		Johnson Jobs
• Software Engineer Experis		David Careers
• Project Manager / Marketing Traffic Manager Fat Atom		Johnson Jobs
• Application Clinical Analyst Franciscan Health		Johnson Jobs
• DB2/IMS Systems Programmer Global Technology Solutions Group		Johnson Jobs
• Java Developer InfoReliance		David Careers
• Healthcare Systems Analyst Kforce		Johnson Jobs
• .Net Development Technical Lead Kforce Inc.		Koch Davis
• Web Developer Kforce Inc.		Koch Davis
• C# developer Midwest Consulting Group, Inc.		Koch Davis
• ETL/Informatica Developer Moser Consulting		David Careers
• Sr. Systems Engineer Nigel Frank International		David Careers
• Microsoft CRM Technical Nigel Frank International		David Careers
• Principal Exadata Systems Software Developer: PCIe Oracle		David Careers
• Channel Marketing Specialist 4 Oracle		Koch Davis
• Encore Epic Certified Consultant Quintiles		Monster
• VB.NET Application Developer – Greenfield Robert Half Technology		David Careers
• Digital Technology Support Engineer Sallie Mae		David Careers
• Mobile Developer SkillDemand		Koch Davis
• Cognos Developer Symphony Enterprises		Koch Davis
• Reports Developer – Muncie TEKsystems, Inc.		Koch Davis
• IT Project Manager UnitedHealth Group		Johnson Jobs
• Configuration Engineer Varite, Inc.		David Careers

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Hiring – MJ/word of mouth
NEW THIS WEEK

ROLE	Hiring firm/recruiting/search firm	SOURCE/OTHER INFO
<u>Accounting/Finance/Financial Services/Admin</u>		
<ul style="list-style-type: none"> Senior Financial Analyst / Financial Consultant Kforce Inc 		Monster
<u>Professional/Trades/Engineering/Operations/HR/Education</u>		
<ul style="list-style-type: none"> Design Engineer - Greenfield, IN Bastian Solutions 		David Careers
<ul style="list-style-type: none"> Engineer - Electronics / Control Conagra Brands 		Beyond
<ul style="list-style-type: none"> Automation Controls Engineer – Carmel CyberCoders 		David Careers
<ul style="list-style-type: none"> Systems Engineer - Kokomo, IN Delphi 		David Careers
<ul style="list-style-type: none"> Front End Digital Development Lead Eli Lilly 		Koch Davis
<ul style="list-style-type: none"> Electrical Engineer Ghafari 		Beyond
<ul style="list-style-type: none"> Manufacturing Engineer Career Brokers 		David Careers
<ul style="list-style-type: none"> Electrical Engineer Indiana University 		Beyond
<ul style="list-style-type: none"> Manufacturing Engineer Kimball Electronics 		Indy Star
<ul style="list-style-type: none"> Quality Management Kimball Electronics 		Indy Star
<ul style="list-style-type: none"> Health & Safety Manager – Avon IN Management Recruiters 		Johnson Jobs
<ul style="list-style-type: none"> CONTROLS AND SYSTEMS ENGINEER PTS Diagnostics 		David Careers
<ul style="list-style-type: none"> Transmission Design Engineer Wabash Valley Power Association 		Beyond
<u>Health Care/Life Sciences/Social Services</u>		
<ul style="list-style-type: none"> Wraparound Facilitator Adult & Child Health 		Johnson Jobs
<ul style="list-style-type: none"> Care Coordinator - Recovery Support – Anderson Aspire Indiana 		Johnson Jobs
<ul style="list-style-type: none"> Wraparound Facilitator - Lebanon, IN Aspire Indiana 		Johnson Jobs
<ul style="list-style-type: none"> Care Manager II (RN) Centene Corporation 		Johnson Jobs
<ul style="list-style-type: none"> Residential Director II/Home Healthcare Manager Developmental Service Alternatives 		Johnson Jobs
<ul style="list-style-type: none"> Regional Program Administrator - Sales, Healthcare Education - Greenwood, IN Distance Learning Systems 		David Careers
<ul style="list-style-type: none"> Associate - Clinical Data Eli Lilly 		Johnson Jobs
<ul style="list-style-type: none"> Nurse Healthcare Manager RN or LPN - Bloomington, IN Emeritus Senior Living 		Johnson Jobs
<ul style="list-style-type: none"> Community Relations Market Spc - Greenwood, IN Franciscan Health 		David Careers
<ul style="list-style-type: none"> Careers Center - Clinical Office Manager - Greenfield, IN Hancock Regional Hospital 		Johnson Jobs
<ul style="list-style-type: none"> Customer Service Representative – Healthcare Maxim Healthcare Services 		Johnson Jobs
<ul style="list-style-type: none"> Healthcare Compliance Coordinator Medsynergies 		David Careers
<ul style="list-style-type: none"> HIPAA Healthcare Compliance Associate Medsynergies 		Johnson Jobs
<ul style="list-style-type: none"> Account Rep, Extended Care (Indy) Medtronic 		Johnson Jobs
<ul style="list-style-type: none"> Licensed Social Worker LSW Case Manager - Home Health Care - Clifford IN Professional Edge Nursing 		Johnson Jobs
<ul style="list-style-type: none"> Technical Healthcare Writer/ Marketing Associate PTS Diagnostics 		David Careers
<ul style="list-style-type: none"> Medical Scribe - Career in Healthcare – Cicero ScribeAmerica 		Johnson Jobs
<ul style="list-style-type: none"> Clinical Abstractor / Navion Healthcare Solutions / FT Days / 80 Hours Bi-Weekly St Vincent Health 		Johnson Jobs
<ul style="list-style-type: none"> EMS Education Svcs Manager / St. Vincent Health St Vincent Hospital 		Johnson Jobs
<ul style="list-style-type: none"> Clinical Service Assistant The Judge Group 		Johnson Jobs
<ul style="list-style-type: none"> Care Management Consultant - Telecommute in Indiana or Kentucky areas UnitedHealth Group 		Monster
<ul style="list-style-type: none"> Healthcare Recruiter Vergence 		Johnson Jobs
<u>Sales/Account Mgmt./Business Development/Marketing/Customer Service</u>		

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Hiring – MJ/word of mouth NEW THIS WEEK		
ROLE	Hiring firm/recruiting/search firm	SOURCE/OTHER INFO
• Business Development Manager	Ajilon Professional Staffing	Koch Davis
• Bilingual Spanish Part Time Retail Sales Consultant	AT&T	Monster
• National Sales Manager	Banner Industries	Johnson Jobs
• Sales Consultant - Greenwood / Southport	Bob's Discount Furniture	Monster
• Account Manager	Caito Foods	Koch Davis
• Business Development Advisor (Real Estate) - Greenfield, IN	Carpenter Realtors	Koch Davis
• Cosmetic Sales Consultant – Clinique	Carson's	Monster
• Account Developer Relief	Coca-Cola Bottling Company Consolidated	Koch Davis
• Business Development Manager	Direct Energy	Koch Davis
• Regional Account Manager	Direct Sales Recruiting, LLC	Koch Davis
• Relief Account Manager	North Indianapolis Lafayette Kokomo Logansport Peru Group	Dr Pepper Snapple Johnson Jobs
• Sales & Marketing Manager - New Castle, IN	Enlivant	Koch Davis
• Community Relations Manager – Logansport	Enlivant	David Careers
• Sales & Marketing Manager	New Castle, IN Enlivant New Castle, IN	Johnson Jobs
• Public Relations Assistant	Gold Stream Solutions	David Careers
• Marketing Media Coordinator	Goodman Campbell Brain & Spine	Johnson Jobs
• Account Manager, Gov't	Grainger	Koch Davis
• Account Manager, Gov't job	Grainger	Johnson Jobs
• PreSales/Marketing associate	Gyansys	David Careers
• Account Manager/Sales – Carmel	Gyansys	Koch Davis
• National Account Manager	Heartland F P G	Koch Davis
• Outside Sales Account Manager (Minimum 2 Years of Experience)	Horticulture Company	Johnson Jobs
• Kroger Key Account Manager	Hudsonville Ice	Johnson Jobs
• Client Account Manager	Indianapolis Team	Johnson Jobs
• Marketing & Communications Manager	IUPUI	Koch Davis
• Collection Account Manager	J. D. Byrider	Johnson Jobs
• Business Development Manager – LTL	JB Hunt	Koch Davis
• Commercial Account Manager	Jonus	Johnson Jobs
• Account Manager	Knight Transportation	Johnson Jobs
• Account Manager	Lifetime Fitness	Johnson Jobs
• Account Manager - Sales Assistant	Marketing Firm Brand Management	Koch Davis
• Salesforce Marketing	Mason Frank International	Koch Davis
• Marketing Manager	Mimir	Johnson Jobs
• Water Treatment Sales Consultant - Indianapolis, IN	nch	Monster
• National Account Manager - Greenfield, IN	Novelty Inc.	Koch Davis
• Digital Marketing Manager	OneAmerica	David Careers
• Customer Service Transition Account Manager	Oracle	Koch Davis
• Account Manager	Pinnacle Pinnacle Partners, Inc	Koch Davis
• Account Manager	Pinnacle Partners, Inc	Johnson Jobs
• Account Executive, Commercial - Marketing	Cloud Financial Services	Johnson Jobs
• Senior Strategic Account Manager	Salesforce. Com	Johnson Jobs
• Marketing Manager / Sr. Marketing Manager – Noblesville	Stanley Black and Decker	David Careers

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Hiring – MJ/word of mouth NEW THIS WEEK

ROLE	Hiring firm/recruiting/search firm	SOURCE/OTHER INFO
• Business Development Manager	Treat America Food Services	Koch Davis
• TPA Strategic Account Executive	UnitedHealth Group	Johnson Jobs
• Inside Sales / Account Manager	UpNest	Johnson Jobs

EmployIndy – NEW THIS WEEK

Applicaion Link: <http://employindy.hirecentric.com/jobs/>

Multimedia Coordinator - EmployIndy
 Activity Director - Southeast Indianapolis
 Banking Center Manager - Westfield / Carmel
 Claims Analyst - Fishers IN
 Customer Service - Entry Level
 Electronic Sales Engineer
 Emergency Kit Technician
 Fixed Route Coach Operator
 General Laborer (Vehicle Maintenance)
 HVAC / Electrical Mechanic
 Immediate Opening Press Operator - West Side Indianapolis
 Loan Documentation Specialist
 Loan Operations Assistant / Imaging Team
 LPN - 2nd Shift NE Indianapolis
 LPN - Southeast Indianapolis
 LPN / RN Southwest Indianapolis
 Machine Operator
 Machine Packaging Technician
 Maintenance Mechanic 2nd Shift
 Patient Services Representative - Fishers IN
 Pharmacy Order Entry Technician
 Picking Technician
 Plastics Collection Technician / Supervisor
 Policy Service Contact Center Representative
 Processor II - Financial Industry
 Processor II Disbursements
 Product Support Specialist - Financial Industry
 QMA - Southeast Indianapolis
 Quality Engineer II - Medical Device
 Quality Inspection Technician - Medical Device
 Registered Nurse (RN)- 2nd Shift
 RN - Southeast Indianapolis
 Triage (Customer Service) Technician

NOT FOR PROFIT - NEW THIS WEEK

Website: <http://charitableadvisors.hirecentric.com/jobsearch/>

EXECUTIVE

Executive Director - Indiana Wildlife Federation. The Executive Director reports to the Indiana Wildlife Federation Board of Directors and is

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NOT FOR PROFIT - NEW THIS WEEK

Website: <http://charitableadvisors.hirecentric.com/jobsearch/>

responsible for leading and managing the organization in a [...more](#)

Executive Director (part time) - Indiana War Memorial Foundation. Indiana War Memorial Foundation, Inc. supports the Indiana War Memorial Historic District by providing financial support and increasing community...[more](#)

Executive Director - Hollis Adams Foundation. Hollis Adams Foundation, a private, not-for-profit organization devoted to providing social and recreational programming for developmentally disabled [...more](#)

FUND DEVELOPMENT

Development Associate (part-time) - Art With a Heart. The Development Associate is a part-time non-exempt position reporting to the Executive Director. The position allows for 15-20 hours a week through August [...more](#)

Office and Grants Manager - Near East Area Renewal (NEAR). The Office and Grants Manager is an integral part of NEAR's management in a small team, high-impact nonprofit environment. Along with participating in [...more](#)

Regional Dir Annual Giving - YMCA of Greater Indianapolis. As a key member of the YMCA Financial Development Department, the Regional Director of Annual Giving will report to the Sr. VP/Chief Development Officer. The [...more](#)

Marketing and Development Coordinator (part-time) - Brooke's Place. Brooke's Place is Central Indiana's only on-going, peer based support group program for children grieving the loss of a loved one. We are seeking a part-time [...more](#)

FINANCE

Staff Accountant (part-time) - Booth Tarkington Civic Theatre. The Staff Accountant supports the staff's day-to-day finance and accounting needs. The role includes basic accounting, record keeping, processing [...more](#)

ADMINISTRATIVE/MANAGEMENT/LEADERSHIP

Administrative Assistant (part-time) - First Meridian Heights Presbyterian Church. The Administrative Assistant will provide clerical assistance and support for administrative affairs of the church under the direction of the Pastor and the [...more](#)

Out of School Time Programs Support (part-time) - Art With a Heart. The Program Support Assistant is a part-time non-exempt position requiring at least 10 and up to 30 hours per week. 15-20 hours a week is the expected [...more](#)

Assistant Director of Operations - Sigma Kappa Foundation. The Assistant Director of Operations is responsible for managing the day to day operations at National Headquarters as well as supporting a variety of [...more](#)

Director, Family and Donor Services - Indiana Donor Network. We are looking for a strategic and visionary leader to join our team as the Director, Family and Donor Services at Indiana Donor Network. This is an [...more](#)

Associate Director, Senior Companion Program - Catholic Charities Indianapolis. The Senior Companion Program is seeking a full time Associate Director to assist in the essential leadership duties for the support of adult volunteers, age 55+ and [...more](#)

Capacity Building Manager #1 - United Way of Central Indiana. Direct the operations of the Nonprofit Training Center, including planning, scheduling and facilitating the delivery of workshops for the Central Indiana [...more](#)

Chief Community Impact Officer - United Way of Central Indiana. United Way of Central Indiana recognizes that the key to success is a strong and cohesive team that works through shared values to achieve our mission. [...more](#)

Volunteer Team Leader (part-time) - Art With a Heart. The Volunteer Team Leader is a part-time non-exempt position requiring at least 10 and up to 20 hours per week. 15-20 hours a week is the expected average...[more](#)

INTERNSHIPS/VISTAS

Assets & Opportunity Network VISTA - Prosperity Indiana. Prosperity Indiana is seeking an AmeriCorps VISTA to build the capacity of the Indiana Assets & Opportunity Network. The position would start in June 2017...[more](#)

Nonprofit Impact VISTA - Prosperity Indiana. Prosperity Indiana is seeking an AmeriCorps VISTA to build the organization's capacity to achieve its strategic plan goals. The position would start in June [...more](#)

Member Capacity Builder VISTA - Prosperity Indiana. Prosperity Indiana is seeking two AmeriCorps VISTAs to support the capacity needs of its member organizations statewide. The position would start in June [...more](#)

ROBERT HUTT'S JOB REPORT

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ROBERT HUTT'S JOB REPORT

Indiana University-Bloomington

Accounting Assistant

Bloomington (IN), Posted: Monday Mar 27th

The Heritage Group

Payroll Clerk

Indianapolis (IN), Posted: Wednesday Mar 29th

Hubbard Construction

Payroll Agent

Indianapolis (IN), Posted: Thursday Mar 30th

RAY S TRASH SERVICE, INC.

Dispatcher | Strong Compensation & Benefits! (7824990)

Indianapolis (IN), Posted: Thursday Mar 30th

Fiserv

Accounting Clerk Sr

Indianapolis (IN), Posted: Friday Mar 31st

Medxcel Facilities Management

Compensation Analyst

Indianapolis (IN), Posted: Thursday Mar 30th

Purdue University

Payroll Appointment Specialist

West Lafayette (IN), Posted: Friday Mar 31st

Tailored Management

Compensation Analyst

Indianapolis (IN), Posted: Friday Mar 31st

Greystone Property Management Corporation

Payroll Specialist

Indianapolis (IN), Posted: Friday Mar 31st

Accountemps

Accounting Specialist

Indianapolis (IN), Posted: Friday Mar 31st

Robert Half Accountemps

Accounting Clerk

Indianapolis (IN), Posted: Saturday Apr 1st

Liberty Mutual

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ROBERT HUTT'S JOB REPORT

Associate Claims Specialist, Workers Compensation, Commercial Insurance
Indianapolis (IN), Posted: Saturday Apr 1st

Coastal Pay
Traveling Account Executive
Fishers (IN), Posted: Monday Mar 27th

Accountemps
Accounting Clerk
Avon (IN), Posted: Sunday Mar 26th

RAY S TRASH SERVICE, INC.
Dispatcher | Strong Compensation & Benefits!
Indianapolis (IN), Posted: Thursday Mar 30th

Aflac
Benefits Professional
Kokomo (IN), Posted: Friday Mar 31st

Combined Worksite Solutions
Account Executive - Indianapolis
Indianapolis (IN), Posted: Sunday Apr 2nd

Szechuan Restaurant Inc.
Accounting Clerk ASPS
Indianapolis (IN), Posted: Sunday Apr 2nd

PrimePay, LLC.
Client Success Representative, Payroll Services
Indianapolis (IN), Posted: Thursday Mar 30th

Netfor
Computer support / Technical Service Agent
Fishers (IN), Posted: Friday Mar 31st

Aflac
Aflac Insurance Sales Agent
Connersville (IN), Posted: Monday Apr 3rd

Anthem
Proposal Develop Analyst Sr (Health and Wellness)...
Indianapolis (IN), Posted: Wednesday Mar 29th

Golden Living Centers
Specialist Payroll - 1704891

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ROBERT HUTT'S JOB REPORT

Greenfield (IN), Posted: Monday Apr 3rd

Liberty Mutual

Associate Claims Specialist, Workers Compensation....

Indianapolis (IN), Posted: Friday Mar 31st

Heartland Payment Systems, Inc.

Payroll Sales Executive

Indianapolis (IN), Posted: Monday Apr 3rd

Eleven 22, Inc.

Independent Insurance Agent

Indianapolis (IN), Posted: Friday Mar 31st

RAY S TRASH SERVICE, INC.

Supervisor - Processing | Strong Compensation & Benefits! (7837616)

Indianapolis (IN), Posted: Sunday Apr 2nd

Elwood Staffing

Payroll Administrator

Shelbyville (IN), Posted: Saturday Apr 1st

Accountemps

Payroll Specialist needed in Northern Indianapolis

Indianapolis (IN), Posted: Wednesday Mar 29th

KAR Auction Services

Payroll Specialist

Carmel (IN), Posted: Friday Mar 31st

RAY S TRASH SERVICE, INC.

Supervisor - Transportation | Strong Compensation & Benefits! (7850784)

Indianapolis (IN), Posted: Wednesday Apr 5th

Aflac

Benefits Advisor

Kokomo (IN), Posted: Friday Mar 31st

Badger Daylighting

Benefits Specialist

Brownsburg (IN), Posted: Wednesday Apr 5th

Veolia

Payroll Administrator

Indianapolis (IN), Posted: Wednesday Apr 5th

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ROBERT HUTT'S JOB REPORT

AAA Hoosier Motor Club

Insurance Agent

Indianapolis (IN), Posted: Tuesday Apr 4th

Golden Living

Specialist Payroll

Greenfield (IN), Posted: Tuesday Apr 4th

Ultraline Tiling Group

Customer Service Representative CSR / Data Entry/Payroll / Bookkeeping

Indianapolis (IN), Posted: Tuesday Apr 4th

Southern Glazer's Wine and Spirits

Payroll Specialist

Indianapolis (IN), Posted: Tuesday Apr 4th

Baldwin & Lyons, Inc.

Underwriting Assistant – Workers' Compensation

Carmel (IN), Posted: Wednesday Apr 5th

Liberty Mutual

Associate Claims Specialist, Workers Compensation, Commercial Insurance

Indianapolis (IN), Posted: Friday Mar 31st

UPCOMING JOB FAIRS & EVENTS:

"1 2 3 and Done" Expert Series Group Consulting: To support small to mid-sized nonprofits who lack the budgets or capacity to engage traditional fund raising consultants, Charitable Advisors will help you address five important fund raising topics through our new "Group Consulting" format with local fund raising experts.

- Each topic group will have only four to eight participants.
- Each group will meet three times for 2 ½ hours with an experienced consultant in their area of specialty, over a 30- to 60-day period.
- Participants will leave the third session with a finished product, final draft, or effort launched.
- Between sessions, there will be homework and a 15 minute phone check in with the consultant.

Spring seats are limited for each topic. Signups start today. The workshops will begin in mid to late-April and wrap up by early June. Meeting dates will be scheduled to match the availability of the first four registrations per topic. Save \$100 (Only \$595) if you register by April 11. All sessions will meet at Charitable Advisors Group Consulting space in Castleton Business Park at 6515 East 82nd Street - Ste 208. Please contact Julie@CharitableAdvisors.com about discounts for multiple attendees or registration for multiple topics.

Learn more about the "1 2 3 and Done" Expert Series topics and consultants below. Registration is now open. We will be adding more details to the web page over the weeks ahead.

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UPCOMING JOB FAIRS & EVENTS:

- **WE ARE HIRING!** March 12 – April 23, 2017; no experience needed; \$12.00-\$16.00 hour; unlimited overtime; weekly/bi-weekly/daily pay; paid time off; all backgrounds accepted; shifts available: Monday-Friday (6:00am-2:00pm, 2:00pm-10:00pm, 8:00am-4:00pm, 9:00am-5:00pm) # Positions Open: Call Center(53), Data Entry(14), Security Officer(207), Can/Cma(185), Work From Home Online Marketing(1,376), Construction(985), Six Flags(30), Winstar Casino(87), CDL Bus Driver(67), Guest Services Agent(34), Amazon Representative(152), Retail(15), Coca-Cola(74), Warehouse(400), Chase Bank(20), Car Auction/Sales(71). We will train you. All new employees receive a \$600 sign on bonus. Phone interviews start Monday, March 20, 2017; You Must Register for this job fair at EventBrite.com, to be considered for an interview. <https://freshstartjobfair.eventbrite.com>
- **Dan Reneau is facilitating the WorkOne Fishers Job Club on Fridays (9-10:30AM)**
- Volunteer & Networking opportunity – Indy 500 Festival activities (Mini Marathon, Parade, ...) see <http://www.500festival.com/volunteer>
- **FOR A LIST OF JOB FAIRS IN THE INDIANAPOLIS AREA VISIT:** <http://jobfairsin.com/indiana>
- **WorkOne Open Computer Lab** – NEW!!! Thursdays 1:00-3:00PM, every other Thursday at WorkOne Fishers_ – assistance with any IT-related tools
- **Look-ahead** - Volunteer & Networking opportunity – Indy 500 Festival activities (Mini Marathon, Parade,...) see <http://www.500festival.com/volunteer>

OPPORTUNITIES:

- **Brown & Brown Insurance:** is hiring for a variety of positions. Visit www.bbinsurance.com/jobs/?state=38 for more.
- **BRIDGE JOBS:**
 - **Ushers** – Pacers, Butler Sports, Indy Fuel, Indy Eleven; ESG Security; Indy Star; jobs@esgsecurity.com or 317.261.0886
- **Rainmakers** will begin to waive registration fees for P2E participants, for their networking events. Identify yourself as working with Passport to Employment. For their upcoming calendar, see <http://gorainmakers.com/events/>. Special thanks to Jeff Crane and Monty Riffer for this arrangement!
- **Education/Training Opportunity:** Metropolitan School District; Community & Continuing Education Center; Washington Township; Northview Middle School, 8401 Westfield Blvd; Indianapolis, IN 46240; door #4; 317.259.5275; free classes for adults in need of skills training (academic and career certification*); Opportunities include: College preparation, basic academic skills classes, career certification (including: Certified Nursing Assistant, Certified Medical Assistant, HVAC, CNC, CDL (A & B), Welding, Microsoft Office, Pharmacy Technician, EMT, A+ (Computer Support Specialist), Building Maintenance, Aviation Manufacturing, Material Management and Logistics); *Career certification classes require meeting minimum eligibility criteria prior to enrollment.
- **Free or Reduced Fee Health Care** services clinics in Marion Co. and 4 in Hamilton Co. Trinity Free Clinic in Carmel, now offers full scale dental services. (trinity/freeclinical.org/support)
- **Kelly Services:** Have you ever felt like you want to make a difference in the lives of others, but your work experience has been in physical labor jobs? That's okay... if you are willing to work hard, pay attention to detail, and have a true desire to make a difference, then we should talk! Kelly Services is seeking outstanding individuals to join the Kelly team at Lilly near downtown Indianapolis. Lilly is one of the global

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OPPORTUNITIES:

leaders in drug research, development and manufacturing. What you need to bring to the position: Solid work history, willingness to learn, exposure to a manufacturing or warehouse environment, keen attention to detail, able to follow direction and work with a focus on safety. As a team member Kelly Services offers you an exceptional array of perks including product discounts, an extensive free learning center, access to benefits, etc. Email your resume today for immediate consideration! 2554@kellyservices.com

- **Klamen Training & Development, LLC** is looking for those that can provide business services such as employee training, staff development, safety management, financial analysis, business consulting, website development and such. A brand new company, Klamen would like to offer its upcoming clients even more services and we need to create the needed partnerships in advance. Going forward, we can offer possible contracted professional jobs on a P/T basis to those that have skills to offer. Please see our company site at www.klamen.com to get an idea of the services that we offer and to see areas that we can add to offer to customers. Please send an email to jk@klamen.com or through the website if interested and we can begin a discussion. We also offer a referral rewards program as well. Thank you!
- **Liberty Tax Service:** join the team, become the next rising superstar with our Tuition Free Tax School; Bob Donica – Liberty Tax Fishers; 8757 E. 116th Street; Fishers, IN 46038; 317.912.2100; fisherstax@libertytax.com http://marketing.libertytaxfishers.com/acton/ct/11030/s-0028-1509/Bct/q-0017/l-0016:159b/ct4_1/1?sid=zBonSOIU5
- **Medxcel:** 5451 Lakeview Parkway S Drive; Indianapolis, IN 46268; Phone: 317.275.5973; Paula Earleywine, Talent Acquisition Consultant II (paula.earleywine@medxcelglobal.com) is searching for talent to join the Medxcel staff. For a listing of current positions visit <https://www.facebook.com/MedxcelCareers>
- **MSD Washington Township Adult Education** – located in Northview Middle School on Westfield Blvd provides training in becoming a CNA, EMT, Pharmacy Assistant, Phlebotomist, and CMA in the medical field. In manufacturing/ production/ logistics, they have classes in apartment maintenance, aviation manufacturing, CNC programming, HVAC, MSSC/ forklift license, CDL truck driving, welding, and certified production technician. They also offer classes for MOS (Microsoft Office Specialist) and Computer Support Specialist certification. Contact [317.259.5275](tel:317.259.5275), the Adult Education office. Great opportunities for new careers.

REGULAR NETWORKING EVENTS:

- **P2E Accountability Groups:** provide an opportunity for groups of 6-8 people to meet, get to know one another and help each other along in the journey to re-employment. Well-run accountability groups plan and set goals for each individual to accomplish over the next week, then meet the following week to discuss what was done, not done, what help is needed, etc. Group members agree to be accountable for their job search efforts to the rest of the group. There is no cost to participate in these groups.
 - Fishers Group: Wednesdays; 9:30-11:00 AM; Work One Fishers – 10204 Lantern Road, Fishers; Facilitator: Mike Johnson at mikejohnsonmj@aol.com
 - Northeast Indy Group: Thursdays; 9:00-10:00 AM; Community North Hospital - 96th & Shadeland.; Facilitator: Jeff Crane at jcrane@esourcecoach.com
 - Carmel Group: Fridays; 9:00-10:30 AM; SoHo Café – 620 S. Rangeline Road, Carmel; Facilitator: Monty Riffer at mriffer@comcast.net
- **P2E Workshops at Church at the Crossing:** Contact us at p2e@golove.org P2E Workshops are provided as a crash course to address the basic requirements of a job search. These sessions cover resumes, cover letters, references, 30 second informercials, networking techniques, use of social media, interviews, STAR stories and more. There is no cost to participate in P2E workshops – everyone is welcome!
 - Tuesdays, 1:30 – 3:30 PM; Room 134 (Enter at Door 4 – green canopy)

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REGULAR NETWORKING EVENTS:

- **Be Funemployed Volunteer Events:** for details see <http://www.befunemployed.org/VolunteerOpportunities.html>
- **Bier Networking** by the Financial Center; Every Tuesday 4-6pm at Bier Brewery; 5133 East 65th Street; Indianapolis, IN 46220; (65th and Binford Blvd)
- **BPE Indy North** – is moving from Launch Fishers – **will meet 8:00am on Mondays in the WorkOne Fishers office** for now; Patrice Waidner, BPE Indianapolis North Chapter Membership Chair; www.B-P-E.org; 317.408.8554
- **Business Professional Exchange** – exit 205, Fishers Library lower level. Mondays 8AM, business attire, good speakers, come ready with your 30-second introduction
- **College Park Church Career Workshop**, 2606 West 96th Street, Indianapolis, IN; Thursdays at 6:30 pm, Room E104 (free)
- **Fishers Rotary at Forum Credit Union HQ** - exit 205 AAA Parkway office complex area - Fridays 7AM. Open to guests, also recruiting to get new Rotary members – if interested contact Steve Kosiba from our group or Luzia Galosi (a P2E alumna)
- **Indy Software Artisans** – Meetup for Programmers & Engineers – 3rd Thursday each month, 5:30 – 7:30pm, meets in Software Engineering Professionals office building – Center Green, Suite 400, downtown Carmel
- **TechPoint** Thursday (IT Focus) – 3rd Thursday of each month <http://techpoint.org/>
- **Vet to Vet** – Networking Events – hosted by WorkOne North Shadeland office, Wednesday mornings, 2 Wednesdays per month – contact Elliott Glandon, Veteran Services Liaison, eglandon@dwd.in.gov

STILL LOOKING?

BUSINESSES	WEBSITE
Amgen	http://www.amgen.com/
Angie's List	https://careers.angieslist.com/
Ascension Health	http://msc.ascensionhealth.org/
Avon	https://www.avon.com
Bankers Life	https://www.bankerslife.com/careers/
Bastian Solutions	http://www.bastiansolutions.com/about/careers
Best Media Version	http://www.bestversionmedia.com/
Citizens Energy Group	http://www.citizensenergygroup.com/Our-Company/Careers
Community Health Network	https://www.ecommunity.com/careers
Company Kitchen	https://companykitchen.com
Covance	http://jobsearch.covance.com/
Crowe Horwath	http://jobs.crowehorwath.com/
Dow AgroSciences	http://www.dowagro.com/en-us/careers
Engaging Solutions	http://www.engagingsolutions.net

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Eskenazi Health	http://www.eskenazihealth.edu/careers
Exacq	https://www.exacq.com/about/jointheteam.php
Fastenal	https://careers.fastenal.com/
GEICO	http://www.geico.jobs/indy
Goodwill Industries	http://www.goodwillindy.org/mod/jobs/jobsAtGoodwill/
Green BEAN Delivery	http://www.greenbeandelivery.com
HealthX	http://www.healthx.com/global/careers/
hhGregg	http://www.hhgregg-jobs.com/
Indiana State Fairgrounds	http://www.in.gov/statefair/fairgrounds/employment.html
Indiana, State of	http://www.in.gov/spd/careers/
Katz, Sapper & Miller	http://www.ksmconsulting.com/
Key Benefits Administrators	http://keybenefit.applicantpro.com/jobs/
Kroger Corporation	https://jobs.kroger.com/
LeadJen	https://www.leadjen.com/careers
Leidos	https://leidos.com/careers
Liberty Mutual Insurance	http://www.libertymutualcampus.com
Liberty Mutual Insurance	http://www.jobs.libertymutualgroup.com/indianapolis/claims-job
Lids	http://www.lids.com/HelpDesk/Corporate/CareerOpportunities
Lincoln Heritage Life	https://www.lhlic.com/
MacAllister Machinery	http://careers.macallister.com/jobs/
Navient Corp.	http://jobs.navient.com/indiana-jobs
Nestle USA	http://nestlejobs.com/indianapolis/nestle-usa-jobs
NextGear Capital/Cox Automotive	http://www.nextgearcapital.com/
Northwest Radiology	http://www.northwestradiology.com/about-nwr/careers
Omni Hotels & Resorts	http://www.omnihotels.com/careers
OurHealth	http://www.ourhealth.org/careers
Roche	http://www.roche.com/careers
SMC	http://www.jobs.net/jobs/smcusa/en-us/
STLogics	http://www.Stlogics.com/careers/
Stonegate Mortgage Corp.	http://www.stonegatemtq.com/careers.aspx
Stonemill Consulting, LLC	http://www.stonemillconsulting.com
TechPoint IT Jobs	http://techpoint.org/talent-network
Tekmark Global Solutions LLC	http://www.tekmarkinc.com/go.php?id=1
Town of Fishers	http://www.fishers.in.us/jobs
Town of Plainfield	http://www.townofplainfield.com/Employment-Opportunities/
Trine University	http://www.trine.edu/careers/ed-office-international-services.aspx
United Way of Central Indiana	http://www.uwci.org/careers
UnitedHealth Group	http://careers.unitedhealthgroup.com/
University of Indianapolis	https://jobs.uindy.edu
Waffle House	http://www.wafflehouse.com/whcareers/career-path
WestPoint Financial Group/MassMutual	http://www.westpointfinancialgroup.com
Wyndham Worldwide	http://www.wyndhamworldwide.com/

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YMCA of Greater Indianapolis	http://www.indymca.org/jobs/
RECRUITING/STAFFING	WEBSITE
Abacus Service Corporation	http://www.abacusservice.com
Aegis Worldwide	http://teamaegis.com/job-seekers/search-jobs/
Artemis Search Partners, Inc.	http://www.artemissearchpartners.com/
Bastian Solutions	http://www.bastiansolutions.com/about-us/careers
BusinessWorkforce	http://www.businessworkforce.com/
CareerArc	http://www.careerarc.com/about-us
Duke Careers	http://www.dukecareers.com
Express Employment Professionals-North, IN	http://www.expressindynorth.com
Express Employment Professionals-South, IN	http://www.expressindysouth.com
Gannett Talent Network	http://www.gannett.com/
Go Position	http://go-position.site/
IDC Technologies, Inc.	http://www.idctechnologies.com
IndianaCAREERconnect.com	http://www.indianacareerconnect.com
Integrity Staffing Solutions	http://jobs.integritystaffing.com/
KForce	http://www.kforce.com/jobs
Koch Davis	http://www.kochdavis.com
Meridian Group	http://www.themeridiangp.com
Newell Brands/Jarden Corporation	http://jarden.jobs/jobs/?location=Indiana&q=brand
Platinum Recruiting	http://www.platinumrecruiting.com
Purple Ink	http://purpleinkllc.com/
QuEST Global	https://www.quest-global.com/
Randstad Engineering	http://engineers.randstadusa.com
Recruitology	https://apply.recruitology.com
Safari Solutions	http://www.safarisolutions.com/careers/
Sharpen	http://careers.sharpencx.com/
US Tech Solutions	http://www.ustechsolutions.com/
USAJOBS	http://www.usajobs.gov
VACO	http://www.vaco.com/indianapolis
Vitamin T	http://vitamintalent.com/find-work/
Wolfe & Associates, Inc.	http://www.wolferecruiting.com
Women Working in Technology	http://womenworkingintechnology.org/wp/
World Wide Staffing	http://www.worldwidestaffinginc.com
JOB BOARDS	WEBSITE
BeYond	http://www.beyond.com/
CandidatePoint	http://candidatepoint.com/recommended-jobs
Careeralerter	http://www.careeralerter.com/home
CareerAlerts	http://www.careeralerts.com/
careeravenue	http://www.careeravenue.com/
CareerBuilder	http://www.careerbuilder.com/jobs-job-fairs-in-indianapolis.in
Craigslist-Indianapolis	https://indianapolis.craigslist.org/

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CyberCoders	https://www.cybercoders.com/
David Careers	http://davidcareers.com/
Defenders Careers	https://defenderdirectcareers.silkroad.com/
Dice	http://www.dice.com/
efinancialcareers	http://www.efinancialcareers.com/
FindYourCareer.com	http://www.findyourcareer.com/
FlexJobs	https://www.flexjobs.com/
Geebo Job Alerts	https://geebo.zipalerts.com/login
Glassdoor	https://www.glassdoor.com/index.htm
hireboard	http://www.hireboard.com/jobs/
Indeed	http://www.indeed.com/jobs
Job Alert Service	http://www.jobalertservice.com
Job Hunt Digest	http://www.jobhuntedigest.com/?q=
Job Thunder	http://www.jobthunder.com/jobs
JobDiagnosis	http://www.jobdiagnosis.com
JobGoRound.com	http://www.jobgoround.com/
JobRight	http://www.jobright.com
Jobs2Careers	http://www.jobs2careers.com/
JobsBall	http://jobsball.co.uk/
JOBSEEQ	http://www.jobseeq.com/#jobs
JobsFlag	http://jobs.jobsflag.com/
Jobtomic	http://www.jobtomic.com
jobungo	http://www.jobungo.com
Johnson Jobs	http://www.johnsonjobs.com
JustJobs	https://justjobs.com/
Ladders	https://www.theladders.com/theladders/
Monster	http://www.monster.com
Online Job Applications	http://www.onlinejobapplications.com/
Post Job Free	https://www.postjobfree.com/
PRSA Hoosier Chapter	http://www.prsahoosier.org/job-bank
RecommendedJobs	http://www.recommendedjobs.com/#jobs
Resume Library Com	https://www.resume-library.com/
SalesJobs.com	https://www.salesjobs.com
Search Find Hired	http://searchfindhired.com/
SimplyHired	http://www.simplyhired.com/
Startwire	http://www.startwire.com/
SuggestedJobs	http://www.suggestedjobs.com/#jobs
The Job Network	http://www.thejobnetwork.com/
TopUSAJobs	https://jobs.glidepath.com/careers/
VirtualVocations	https://www.virtualvocations.com
Work Now America	http://www.worknowamerica.com/jobs
Wullo	http://www.wullo.com/jobs.php#

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Your Sales Engineer Jobs

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

ZipRecruiter

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

OTHER AVAILABLE RESOURCES

To learn more about these Services, visit our Passport to Employment Class
Monday Nights – 7:00-9:00pm @ Church at the Crossing

Introduction to P2E Participants
Danny's Closet of Hope
Dress for Success
Trinity Free Medical Clinic & other Healthcare
Connect 2 Help (211)
Food Pantries
Emergency Shelters
Employment Services/Staffing Companies
Recruiters by Specialty
Ex-Offender Re-Entry Assistance
Neighborhood Christian Legal Clinic & Legal Services
Mental Health & Substance Abuse
Counseling Services
Veterans Assistance
Compassionate Support: Stephen Ministry/Divorce Care
WorkOne Organizations
Vocational Training & English as a Second Language