




EMPLOYMENT OPPORTUNITIES

February 3, 2020

At Goodwill Industries-Suncoast, we care about the people we serve, and we care about the people we employ. We are a vibrant, innovative place to work, where employees are valued for their talents. Goodwill-Suncoast is one of the largest community-based organizations in the United States serving over ten counties in Florida. Full-time employees are eligible for paid vacation, holidays, personal days, sick leave, participation in medical, dental, life and long-term and short-term disability insurance; supplemental and spouse life, direct deposit, savings bonds, credit union membership, matching retirement savings plan, tuition assistance, and recognition and incentive programs. Part-time employees are eligible to participate in our dental, vision, long and short term disability, direct deposit, savings bonds, credit union membership, retirement savings plan, and recognitions and incentive programs. Opportunities for professional development are available through our training programs and career navigation services. *Equal Opportunity Employer/Disabled/Veteran*

APPLICATIONS ARE ACCEPTED

ONLINE	IN PERSON	FAX and JOB LINE	MAIL
www.jobs.goodwill-suncoast.com 	Human Resources 16432 US 19 N Clearwater, FL 33764 Monday - Friday 8:00 am - 4:30 pm	FAX: (727) 535-4960 Attn: Human Resources Job Line: (727)608-2661	Goodwill-Suncoast, Inc. Human Resources/Box A P.O. Box 14456 St. Petersburg, FL 33733

Should you require assistance or a reasonable accommodation during the application process, please contact the HR Department between the hours of 8:30 am - 3:30 pm, Monday - Friday at 727-523-1512.

FEATURED JOB

Maintenance Supervisor (Tampa)

Responsible for coordinating and supervising all building maintenance for the project. This position requires the immediate supervision of the on-site maintenance staff, as appropriate to the location.. *High school or GED graduate; or equivalent in work experience. Six months to one year experience in building maintenance, preferably in an apartment complex.*

FACILITIES

Certified/Licensed Maintenance Tech (Ocala)

Performs full range of technical maintenance, deconstruction, repair, installation, alteration, and construction activities involving carpentry, plumbing, roofing, painting, mechanical, heating, air conditioning, and electrical trades work focusing on area of expertise. *Six years of experience and journey-level certification.*

CORRECTIONS

Assistant Shift Supervisor (Tampa)

Assisting in supervising correction techs and assuring appropriate training occurs and duties are appropriately performed in the areas of life safety, security, physical facility, food service, documentation and communication. *AA/AS degree in corrections or equivalent experience. One year experience in a correctional setting*

IT

Application Developer –Support (Gandy)

This entry-level development position requires the knowledge and abilities to analyze, plan, develop, implement, and complete specific programming assignments. *. Associate's or Bachelor's degree. In Lieu of a Bachelor's degree, candidates with seven years of related experience*

Certified Corrections Tech (CCO) (Gandy)

Supervising residents in the living area of the residential reentry center. *High school or GED. Must currently hold or held in the past a CCO from the Florida DOC.*

JOBWORKS

JobWorks operates under a special federal program and gives priority in hiring to applicants with disabilities.

Corrections Tech (Gandy, Tampa)

Supervising residents in the living area of the residential reentry center. *High school or GED. One year of experience.*

Food Service Supervisor (MacDill)

Responsible for supervising the Team Leader, Mess Attendants and Cashiers on assigned shift at the MacDill Air Force Base military dining facility. *High school or GED graduate preferred. At least one year of experience in food service*

Employment Specialist (Gandy)

Responsible for providing coordination in all program requirements related to community contracts with employers and required site visits as contractually mandated. *BA/BS or four (4) years' experience in employment counseling/job placement*

Food Service Team Leader (MacDill)

Responsible for oversight of the mess attendants and cashiers on assigned shift at MacDill Air Force Base dining facility. *High school or GED graduate preferred.*

DONATIONS

Administrative Assistant (Gandy)

Responsible for providing administrative support to the Donation Development department. *High school or GED graduate preferred.*

General Clerk (MacDill)

is responsible for picking up mail from the United States Postal Service (USPS) and delivering all mail to include: sorting, consolidation, and applying correct metered postage required. *High school or GED graduate preferred.*

Mess Attendant (MacDill AFB)

Under the supervision of the shift supervisor and project manager the mess attendant will assist with the cleanliness of all utensils, vending, and food holding and preparation stations, in addition to routine operational tasks, e.g., dishwashing area, pots and pans, and table cleaning in the dining area. *High school or GED graduate preferred.*

Postal Service Supervisor (MacDill)

Responsible for providing direct supervision to Job-Works postal workers at the Postal Service Center (PSC) and Official Mail Center (OMC). *High school or GED graduate preferred. A minimum of one year experience in mail.*

OPERATIONS

Certified & Non-Certified Dock Workers (Crosstown, Gandy)

Responsible for the loading and unloading of donated goods to and from trucks and moves goods within the processing areas.

Ecommerce Associate (Crosstown)

Performs tasks involved in the sorting, evaluation, listing, and shipping of goods for the Ecommerce department. *High school or GED graduate; or equivalent in work experience.*

SECURITY

Security Associate (Clearwater, Gandy)

Under the direction of the security supervisor, the associate secures and safeguards the Clearwater facility, preventing the loss of Goodwill-Suncoast property. *High-school, GED or equivalent related experience.*

TRANSPORTATION

Truck Driver (Gandy)

Drives truck or combination of truck/trailer (weight in excess of 20,000 pounds) for store deliveries, special pick-ups, trailer turn-arounds, cart exchange and trash pick-up. *Class A or B CDL and two years of recent and verifiable experience.*

WORKFORCE PROGRAM SERVICES

CES Employment Coach (Crosstown)

Responsible for off-site individualized assistance to both employers and enrolled participants. Requires direct contact with assigned participants and employers and conducting on-site monitoring. *BA/BS degree; or documented experience may be substitute for degree on a year for year basis.*

CES Employment Specialist (Crosstown)

Responsible for providing on the job training to assigned consumers, assuring the quality of work performed by the consumer, as well as maintaining excellent working relations with job site personnel. *BA/BS degree; or documented experience may be substitute for degree on a year for year basis.*

Skills Trainer (Gandy, Lakeland, Pinellas Park)

Responsible for assisting in the daily operation and implementation of the Life Development-3 (LSD) program, and assisting individuals in the achievement of program goals. *High school or GED. One year of direct care-related experience.*

RETAIL

Applications for positions at our retail stores or attended donations centers are accepted at our stores. Full and part time positions available at most locations.

ADC Assistant Supervisor (Ocala)

Responsible for assisting the ADC Supervisor; to include the supervision of Attended Donation Center (ADC) personnel, ensuring efficient and proper collection and handling of donated goods within a specified ADC region. *High school diploma/GED or equivalent related experience.*

ADC Processing Associate (Crosstown, Highlands, Hillsborough, Marion, Pasco, Pinellas, Polk)

Performs a variety of duties at the ADC or other processing sites such as greeting donors and accepting donations as well as preparing donated goods for sale in retail stores.

Assistant Sales Manager (34th Street SS, Big Bend, Brandon, Clearwater, Cypress Creek, Largo, Oldsmar)

Responsible for assisting in the management functions of a retail store. Supervisory position where directing the work, delegating assignments, and physically performing any necessary tasks will all occur routinely. *Six months experience.*

New Goods Processors I, II (Crosstown)

Responsible for movement, of goods in their working area and ensuring all goods are handled with great care in accordance with company policies and procedures providing a clean and safe area.

New Goods Specialist (Crosstown)

Responsible for the receipt, organization, distribution, and inventory control of all new goods. *High School diploma/GED required; with some post-secondary education preferred. Minimum of one year experience within a shipping and receiving, warehouse, purchasing and/or inventory control environment required.*

Processing Associate (34th Street SS, Big Bend, Brandon, Clearwater, Crosstown, Crystal River, Cypress Creek, Gandy, Hillsborough, Lakeland, Ocala, Oldsmar, Plant City, Spring Hill, Trinity, Wildwood, Winter Haven)

Performs a variety of duties at the store or ADC such as greeting donors, accepting donations and preparing donated and new goods for the sales floor.

Retail Store Attendant (Big Bend, Hillsborough, Sebring, Trinity)

Performs a variety of cleaning duties inside the store, in store processing areas, and outside premises to ensure a clean and safe retail environment and a positive presentation of the store to the public. *High school/GED or equivalent preferred, but not required.*

Sales Associate (34th Street SS, Big Bend, Brandon, Clearwater, Crosstown, Crystal River, Cypress Creek, Gandy, Largo, Ocala, Oldsmar, Plant City, Ruskin, Sebring, Spring Hill, Wildwood, Winter Haven)

Performs such retail functions as assisting customers, stocking, displaying and rotating store merchandise, and conducting cash register transactions.

Senior Processing Associate (34th Street SS, Big Bend, Brandon, Crosstown, Crystal River, Lakeland, Wildwood)

Supervises the system and associated employees for receiving and processing donated and new goods. *Two years experience in retail preferred.*

Senior Sales Associate (34th Street SS, Brandon, Clearwater, Oldsmar, Plant City, Ruskin, Spring Hill, Wildwood)

Responsible for assisting in the management functions of the store. This is an entry-level supervisory position. *Six months experience in retail preferred.*

NEW STORE PROCESSING CENTER

New Store Processing Ctr. Asst. Manager (Crosstown)

Assists with the supervision of the New Store Processing Center and associated associates. *High school diploma/ GED or equivalent related experience.*

Processing Associate (Crosstown)

Performs a variety of duties at the store or ADC such as greeting donors, accepting donations and preparing donated and new goods for the sales floor.

Senior Processing Associate (Crosstown)

Supervises the system and associated employees for receiving and processing donated and new goods. *Two years experience in retail preferred.*

Suncoast Business Solutions

Goodwill Temporary Staffing • Community Service • Choices To Work 

Goodwill Temporary Staffing has a variety of positions to fill at Tampa Bay area businesses. For more information call (727) 577- 6411 or visit our website at www.sbsgoodwill.com.

The mission of Goodwill Industries-Suncoast is to help people achieve their full potential through the dignity and power of work. We achieve this mission through job training, employment, and personal growth opportunities for people with disabilities and other barriers to employment. Through Goodwill Industries-Suncoast, people experience the self-respect from earning a paycheck.