




EMPLOYMENT OPPORTUNITIES

June 3, 2019

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.

CORRECTIONS

Case Manager (Gandy)

Responsible for providing services, according to the Department of Corrections (DOC) contract, to offenders referred by the Department of Corrections, in keeping with request of the referral source. *Bachelor of Arts/Science degree in corrections/rehabilitation or related human services field; or equivalent related experience.*

Corrections Tech (Gandy, Tampa)

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

Office Manager (Gandy)

Responsible for providing clerical services and support to the Tampa Bay Community Corrections/ Residential Reentry Center (TBCCC/RRC) programs. *High school or GED graduate.*

HOUSING

Maintenance Tech (Palm Harbor, Pinellas Park, Ocala)

Responsible for scheduling and completing, on a priority basis, all maintenance needs of the housing project. *High school or GED graduate; or equivalent in work experience. Six months to one year experience in building maintenance, preferably in an apartment complex.*

Office Assistant (Palm Harbor)

Responsible in supporting and assisting the housing manager in the operation, maintenance and safety of the physical facility. *High school or GED graduate; or equivalent in work experience.*

LOSS PREVENTION

Loss Prevention Specialist (34th Street SS)

Responsible for assisting in the protection of agency assets and resources. Performs surveillance and investigations, and reporting activities, observations, and incidents observed. *High school or GED. One year of experience.*

MARKETING

Sr. Graphic Designer (Gandy)

Responsible for collaborating with other members of the marketing team, creates original graphic design and manages production of marketing materials for all Goodwill-Suncoast departments. Acts as photographer and videographer for agency marketing materials. *Four-year degree in communications or graphic design or the equivalent combination of education and experience.*

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.

Donations Specialist (Gandy)

Responsible for responsible for implementing donation development initiatives to increase donations and community presence. Focus is on the development and expansion of donation opportunities through new donation sites, corporate and business donations, community events, donation drives and building relationships to create continuing opportunities.

Receiving-Shipping Team Leader (Gandy)

Responsible for effectively and efficiently handling incoming donated goods or new goods. This includes the proper receipt, sorting, movement, warehousing, and shipment of goods. *High school or GED. One year of experience in a dock/warehouse setting.*

PURCHASING

Purchasing Clerk II (Gandy)

Responsible for performing a variety of routine activities in the Purchasing department, including but not limited to receiving and distributing supplies throughout the organization, and providing courier service to assigned destinations. *High school diploma or GED at minimum.*

SECURITY

Security Associate (Clearwater)

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

Cashier (MacDill AFB, Gandy)

Operates the cash register, calculating total sales, taking cash and making change for purchases.

Processing Attendant (Pinellas Park)

Performs a variety of duties, such as preparing donated soft-lines for sale in retail stores, greeting donors and accepting donations; loading or unloading trucks/trailers; and general cleaning duties. *High school/GED or equivalent preferred.*

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.*

Van Driver (Gandy)

Responsible for the safe transport of Workforce Development consumers, including Life Skills Development, Community Employment Services, and SourceAmerica/JobWorks employees to and from Goodwill-Suncoast, their employment sites and/or homes, and other various locations Monday through Friday and weekends, as necessary. *High school or GED graduate; or equivalent 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, Crosstown, Largo, Oldsmar, Ruskin, Sebring, Trinity, Wildwood, Winter Haven)

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, & III (Crosstown)

Responsible for the 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 Store Processing 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 (34th Street SS, Big Bend, Brandon, Clearwater, Crosstown, Crystal River, Cypress Creek, Hillsborough, Lakeland, Ocala, Oldsmar, Plant City, Ruskin, 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, 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.*

Retail Store Manager (Winter Haven)

Responsible for the overall management functions of retail store operation, including the management of all day-to-day BA/BS degree preferred in business management, or related field, or equivalent experience.

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

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

Senior Assistant Sales Manager (Ocala)

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. *Two years experience in retail.*

Senior Processing Associate (Big Bend, Brandon, Clearwater, Crosstown, Crystal River, Gandy, 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, Big Bend, Brandon, Clearwater, Crosstown, Crystal River, Cypress Creek, Oldsmar, Plant City, Wildwood)

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