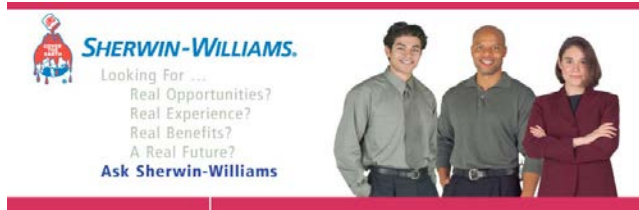


Career Services Office

Current Job Opportunities as of 2/14/12



Part Time Sales Associate

We have good things in store!

Sherwin-Williams, ranked among Fortune Magazine's Top 100 Companies to Work For, has a **Part Time Sales Associate Position** available in our Chalmette, Louisiana location. (20-30 hours per week)

In this position, you will assist wholesale and retail customers, provide decorating/color recommendations, perform administrative duties, tint and mix paint, maintain store displays and inventory, and deliver products.

Here's what you get:

- Competitive salary
- Vacation pay
- Growth opportunities
- Company-paid training
- Employee discounts

Here's what you need:

- High school diploma or equivalent
- Ability to work all scheduled hours (including weekends)
- Valid driver's license and clean driving record
- Be able to lift 50-75 lbs.
- Previous experience in customer service or sales is preferred.

Those under consideration for this position will be subject to a background check

Equal Employment Opportunity Employer M/F/D/V



Company: Crossmark

Account Code: Gulfport,MS,39501

POSITION TITLE: In-store Demo-Event Specialist

Job Requisition Number: 53610BR

Application WebSite: http://crossmark.jobs/job/Gulfport-In-store-Demo-Event-Specialist-Job-MS-39501/1723539/?feedId=40&campaignId=3&utm_source=maximus&utm_campaign=J2W_Maximus

POSITION TITLE: In-store Demo-Event Specialist

Job Requisition Number: 53609BR

Application WebSite: http://crossmark.jobs/job/Gulfport-In-store-Demo-Event-Specialist-Job-MS-39501/1723508/?feedId=40&campaignId=3&utm_source=maximus&utm_campaign=J2W_Maximus

Details: Job Requisition Number 53609BR

POSITION TITLE: Product Promoter

Job Requisition Number: 53357BR

Application WebSite: http://crossmark.jobs/job/Gulfport-Product-Promoter-Job-MS-39501/1721272/?feedId=40&campaignId=3&utm_source=maximus&utm_campaign=J2W_Maximus

Details: Job Requisition Number 53357BR

Company: Crossmark

Account Code: Slidell,LA,70458

POSITION TITLE: Paint Specialist

Job Requisition Number: 53421BR

Application WebSite: http://crossmark.jobs/job/Slidell-Paint-Specialist-Job-LA-70458/1721219/?feedId=40&campaignId=3&utm_source=maximus&utm_campaign=J2W_Maximus

Details: Job Requisition Number 53421BR

Company: Reinhart FoodService, LLC **Account Code:** Harahan,LA,70123

Address: 918 Edwards Avenue, Formerly CONCO Food Service **City:**

Harahan **State:** LA **Zip:** 70123

POSITION TITLE: Sales Consultant

Job Requisition Number: 65589

Application WebSite: <https://secure.jobappnetwork.com/jobappl/jobappl.cfm?c=RFS>

Details: As a Sales Consultant, you are responsible for maintaining and expanding your portfolio of customers to

Company: Reinhart FoodService, LLC

Account Code: Harahan,LA,70123

Address: 918 Edwards Avenue, Formerly CONCO Food

POSITION TITLE: Sales Consultant

Job Requisition Number: 65589

Application WebSite: <https://secure.jobappnetwork.com/jobappl/jobappl.cfm?c=RFS>

Company: Amerigroup

Account Code: New Orleans,LA,70112

POSITION TITLE: Business Analyst Principle I

Job Requisition Number: 17902

Application WebSite: http://www.amerigroup-jobs.com/job/New-Orleans-Business-Analyst-Principle-I-Job-LA-70112/1714280/?feedId=40&campaignId=3&utm_source=maximus&utm_campaign=J2W_Maximus

Details: Business Analyst Principle I

POSITION TITLE: Part-Time Detailer

Job Requisition Number: 43469

Application WebSite: <http://www.fritolayemployment.com>

Company: Schwan's Consumer Brands, Inc.

Account Code: 70047

POSITION TITLE: Sr Material Handler - New Orleans, LA

Job Requisition Number: 12000771

Application WebSite: <https://schwans.taleo.net/careersection/iprof/jobdetail.ftl?lang=fr&job=12000771>

FOR JOB DETAILS SEE THE CAREER SERVICES COORDINATOR

DoubleTree Hotel



Friday, February 10, 2012

Most positions require weekend and holiday scheduling

Please visit our website at www.hiltonworldwide.com/careers to apply 24 hours a day for the following positions:

Job ID #	Job Title	Hours	Job Summary
79182	Temp Banquet Food Server	On-Call	To deliver and serve food and/or beverage items in a friendly, courteous and timely manner resulting in guest satisfaction. Sets banquet tables to meet the function specifications. Serves food, beverages, condiments and accompaniments to banquet clientele in a friendly and courteous manner. Removes china, glassware and silverware from tables at the end of the meal period and delivers to kitchen stewards area.
78880	Engineer	FT/Flex	Maintains the physical functionality of facility including guest rooms, public space and heart-of-the-house areas. Responds to guest calls and team member work orders to assess and repair non-functioning machinery and/or equipment. Performs a variety of repair and maintenance tasks including carpentry, plumbing, electric, painting, HVAC and masonry. Inspects guestrooms, public space and heart-of-the-house for needed and preventive maintenance. Records and reports completed repairs and items that need further attention or that require placing a room 'out of order.'

Application Room Hours

Monday: 9:00 – 11:00 AM

Tuesday: 2:00 – 4:00 PM or by appointment

Drug-Free Workplace

EEO/AA

SOS STAFFING

Staffing company in Covington, LA and we have multiple positions for Technicians in the New Orleans area.

Title: Electro-Mechanical Field Technicians

Pay Grade: \$12.00 to \$15.00hr

Locations: Belle Chasse and Harahan, LA

Requirements: Entry Level Electrical and Mechanical experience

Belle Chasse: Will be assembling steel cabinets and wiring them up per specifications. Will have the opportunity to get into a field technician position and travel nationally and internationally to install, maintain, troubleshoot and repair equipment. Pay grade will increase in the field.

Harahan- Entry level field tech. Will travel with master technician and train on the repair of industrial scales, roadside scales and manufacturing scales. Travel will be in a 75 mile radius of Harahan on a daily basis. Will train for 8 months with Master tech before getting own truck and going out on your own.

Resume Reply to: DEPT114@sosstaffing.com

Career Opportunites
444 St. Charles Avenue
Direct Line: 504-585-4368
Job Line: 504-585-4305



PLEASE APPLY ONLINE THROUGH: IHG.JOBS

<p>FRONT DESK AGENT</p> <p>FULL-TIME 1 Position Available 01.25.2012</p>	<p><i>Position Overview</i> To exceed our guest's expectations and ensure revenue optimization through check in, check out and attentive coordination of hotel services for our guests.</p> <p><i>Position Requirements</i> High School diploma or equivalent, front desk/guest services experience a plus. Experience with OPERA a plus. Must possess a positive presence with outstanding service, communication and problem solving skills. Cash handling experience helpful. Must be able to work any hours/days, weekends, and/or holidays.</p>
<p>INSTANT SERVICE AGENT</p> <p>Full time 1 Position Available 01.13.2012</p>	<p><i>Position Overview</i> This role answers calls from in-house guest in a timely and professional manner and provides guests with information on hotel facilities and services, local directions, and emergency, safety, and security procedures.</p> <p><i>Position Requirements</i> Basic reading and writing plus six months experience as a phone/switchboard operator. Must be able to work nights, weekends, and/or holidays.</p>
<p>BELL PERSON</p> <p>Full Time 1 Position Available 01.31.2012</p>	<p><i>Position Overview</i> ASSIST GUESTS BY CARRYING LUGGAGE AND PROVIDING THEM WITH INFORMATION REGARDING HOTEL AND LOCAL AREA TO MAXIMIZE GUEST SATISFACTION.</p> <p><i>Position Requirements</i> MUST HAVE A POSITIVE PRESENCE WITH OUTSTANDING SERVICE AND COMMUNICATION SKILLS. EXPERIENCE IN GUEST SERVICES IS A PLUS. MUST BE ABLE TO WORK NIGHTS, WEEKENDS, AND/OR HOLIDAYS</p>
<p>DIRECTOR OF ENGINEERING</p> <p>Full Time 1 Position Available 02.02.2012</p>	<p><i>Position Overview</i> OVERALL RESPONSIBILITY FOR DIRECTING THE ENGINEERING/MAINTENANCE OPERATIONS OF THE HOTEL TO ENSURE THE SAFETY AND COMFORT OF HOTEL GUESTS AND EMPLOYEES AND TO ENSURE COMPLIANCE WITH ALL BRAND AND FEDERAL, STATE, AND/OR LOCAL REGULATORY AND INSPECTION REQUIREMENTS. THIS ROLE MAY ALSO HAVE RESPONSIBILITY FOR THE LOSS PREVENTION FUNCTION.</p> <p><i>Position Requirements</i> Some college or advanced vocational training plus six years of experience in general building maintenance /and/or/ construction and supervisory experience or an equivalent combination of education and experience. Hotel experience preferred. First class license is required. May be required to work nights, weekends, and/or holidays. This job requires ability to perform the following: Frequently standing up and moving about the facility, handling objects and equipment to maintain the facility, bending, stooping, kneeling, climbing and crawling.</p>
<p>CAFETERIA SUPERVISOR</p> <p>Full Time 1 Position Available 01.06.2012</p>	<p><i>Position Overview</i> OVERSEE OPENING, CLOSING AND PREP WORK DUTIES RELATED TO THE CAFETERIA; SUPERVISION OF CAFETERIA ATTENDANTS; CREATE AND POST THE WEEKLY MENU FOR THE EMPLOYEE CAFETERIA; ENSURE THE QUALITY OF PREPARED FOOD; OVERSEE THE PREPARATION AND TRANSPORTATION OF FOOD FROM KITCHEN TO CAFETERIA; ENSURE THE SET UP OF ALL STATIONS, AND THAT STATIONS ARE REPLENISHED AS NEEDED THROUGHOUT THE SHIFT; MAINTAIN SANITATION STANDARDS IN THE CAFETERIA AND FOOD PREP AREAS AND ENSURE THAT STATE AND LOCAL HEALTH BOARD AND HOTEL REQUIREMENTS ARE MET.</p> <p><i>Position Requirements</i> HIGH SCHOOL DIPLOMA OR EQUIVALENT AND ONE YEAR FOOD PREPARATION EXPERIENCE OR TRAINING, OR EQUIVALENT COMBINATION OF EDUCATION AND EXPERIENCE. FOOD SERVICE PERMIT OR VALID HEALTH/FOOD HANDLER CARDS AS REQUIRED BY LOCAL OR STATE GOVERNMENT AGENCY.</p>
<p>FOOD & BEVERAGE SUPERVISOR</p> <p>Full Time 1 Position Available 01.25.2012</p>	<p><i>Position Overview</i> ASSIST WITH OVERALL PRODUCTIVITY AND EFFICIENCY OF FOOD AND BEVERAGE OUTLET. OVERSEE CASH HANDLING AND CHECK/CREDIT POLICIES AND PROCEDURES. INSPECT RESTAURANT DAILY TO ENSURE HIGH QUALITY FOOD, PRESENTATION, AND CLEANLINESS. CONDUCT PRE-SHIFT MEETINGS TO INFORM STAFF OF DAILY EVENTS. ENSURE SIDE WORK DUTIES ARE COMPLETE AND TABLES ARE SET BEFORE, DURING, AND AFTER OPENING HOURS. MAY ROUTINELY GREET GUESTS, SERVE FOOD AND BEVERAGE, AND TAKE RESERVATIONS AND MAINTAIN RESERVATIONS BOOK IF APPLICABLE. PERFORM OTHER DUTIES AS ASSIGNED.</p> <p><i>Position Requirements</i> HIGH SCHOOL DIPLOMA OR EQUIVALENT AND ONE YEAR FOOD SERVICE EXPERIENCE IN A FULL SERVICE RESTAURANT OR SIMILAR SETTING. SOME COLLEGE OR SUPERVISORY EXPERIENCE PREFERRED. ALCOHOL AWARENESS CERTIFICATION AND/OR FOOD SERVICE PERMIT OR VALID HEALTH/FOOD HANDLER CARDS AS REQUIRED BY LOCAL OR STATE GOVERNMENT AGENCY. MUST BE ABLE TO WORK NIGHTS, WEEKENDS, AND/OR HOLIDAYS.</p>
<p>BUSPERSON</p> <p>Part Time 1 Position Available 01.25.2012</p>	<p><i>Position Overview</i> Assist servers in providing fast and courteous service of food and beverage to guests by clearing and setting tables and performing miscellaneous tasks.</p> <p><i>Position Requirements</i> Basic reading, writing and math skills. You may be required to work nights, weekends, and/or holidays. This job requires ability to perform the following: carrying or lifting items weighing up to 50 pounds, moving about the restaurant, handling food, objects, bus tray/tub, plates, glasses, utensils etc, bending, stooping and kneeling.</p>

<p>BANQUET CAPTAIN</p> <p>Full Time 1 Position Available 01.25.2012</p>	<p><i>Position Overview</i> Lead the set-up and break-down, and/or service and clean up, of banquet functions during assigned shift.</p> <p><i>Position Requirements</i> Alcohol awareness certification and/or food service permit or valid health/food handler card as required by local or state government agency. You may be required to work nights, weekends, and/or holidays. This job requires ability to perform the following: handling, carrying or lifting items weighing up to 75 pounds, moving about in the function areas, bending, stooping and kneeling. Qualifications include basic ready, writing and math skills and one year experience in banquet service or set-up.</p>
<p>CONCIERGE</p> <p>Part Time 1 Position Available 01.25.2012</p>	<p><i>Position Overview</i> THIS POSITION COORDINATES GUESTS' NEEDS, REQUESTS, AND INQUIRIES TO ENSURE SUPERIOR SERVICE AND VALUE FOR OUR GUESTS.</p> <p><i>Position Requirements</i> Qualifications include High School diploma or equivalent plus one year experience as a concierge or related discipline, or equivalent combination of education and experience. Some College and knowledge of locale preferred. May be required to work nights, weekends, and/or holidays.</p>
<p>TURNDOWN ATTENDANT</p> <p>Part Time 3 Positions Available 01.31.2012</p>	<p><i>Position Overview</i> This position will provide turndown service and clean guest rooms and/or suites in a timely and thorough manner to ensure total guest satisfaction. This position will maintain all public and specific areas of the hotels including vacuuming, polishing brass surfaces, maintaining restroom inventories and trash retrieval.</p> <p><i>Position Requirements</i> PREVIOUS HOUSEKEEPING EXPERIENCE IS HELPFUL. POSITION REQUIRES STANDING AND WALKING FOR ENTIRE SHIFT. MUST BE ABLE TO FOCUS ON DETAILS. MUST POSSESS A POSITIVE PRESENCE WITH OUTSTANDING SERVICE SKILLS. MUST BE ABLE TO WORK ANY DAYS/HOURS, WEEKENDS, AND/OR HOLIDAYS</p>
<p>ROOM ATTENDANT</p> <p>Full Time 1 Position Available 01.06.2012</p>	<p><i>Position Overview</i> TO EXCEED OUR GUEST'S EXPECTATIONS BY MAINTAINING THE HIGHEST STANDARD OF CLEANLINESS OF THE GUEST ROOMS.</p> <p><i>Position Requirements</i> PREVIOUS HOUSEKEEPING EXPERIENCE HELPFUL. POSITION REQUIRES STANDING AND WALKING FOR ENTIRE SHIFT. MUST BE ABLE TO FOCUS ON DETAILS. MUST POSSESS A POSITIVE PRESENCE WITH OUTSTANDING SERVICE SKILLS. MUST BE ABLE TO WORK ANY DAYS/HOURS, WEEKENDS, AND/OR HOLIDAYS</p>

THE HOTEL OPERATES 24 HOURS A DAY, 7 DAYS A WEEK AND 365 DAYS A YEAR THEREFORE TO SUPPORT TEAM MEMBERS AND TO EXCEED OUR GUEST'S EXPECTATIONS. THE HOTEL REQUIRES GOOD ATTENDANCE, IMPECCABLE GROOMING STANDARDS, ENERGETIC AND POSITIVE ATTITUDES. MOST POSITIONS REQUIRE INDIVIDUALS WHO CAN WORK VARIED HOURS, SHIFTS, INCLUDING HOLIDAYS AND WEEKENDS. WE ARE AN EQUAL OPPORTUNITY EMPLOYER. APPLICATIONS FOR POSITIONS OTHER THAN LISTED ABOVE WILL NOT BE CONSIDERED FOR EMPLOYMENT.
EOE,M/FD/V
02.08.2012

Windsor Court Hotel



WINDSOR COURT HOTEL

JOB POSTING

02/13/2012

(Note: All positions are full-time positions unless otherwise indicated)

HOURLY POSITIONS

Banquet Cook (1)

Position Overview: Prepare food according to the quality standards of the Windsor Court Hotel.

Address and resolve all customer problems in an efficient and effective manner. Maintain Cook's station. Maintain kitchen inventory.

Position Requirements: Minimum of 3 years of cooking experience in a fine dining restaurant.

Ability to work a flexible schedule. Ability to work in a fast-paced environment. Excellent customer service, written and verbal communication skills.

Suite Service Server (1)

Position Overview: Responsible for providing restaurant service to guest rooms in a timely and efficient manner. Responsible for maintaining high product knowledge. Assist Buspersons and Order Takers as necessary. Maintain the tidiness of all Room Service areas.

Position Requirements: Must be courteous and customer service oriented. Food & Beverage experience required. Ability to work in a fast paced environment. Ability to work a flexible schedule.

Pool and Health Club Service Attendant (2)

Position Overview: Provide outstanding service to guests of the Windsor Court Hotel. Maintain the pool and health club according to the quality standards of the Windsor Court Hotel. Ensure all equipment is clean and in proper working condition. Address and resolve all customer problems in an efficient and effective manner.

Maintain cleanliness of all pool area.

Position Requirements: The ability to swim and have First Aid and CPR Certifications are strongly preferred. A minimum of 1 year of customer service experience is required. Extensive standing, stooping, and bending are involved.

Banquet Server On Call

Position Overview: Deliver exceptional service to guests by assisting them with their food orders. Provide outstanding service to guests at private dining functions, both on and off the premises. Address and resolve all customer problems in an efficient and effective manner. Prepare server station according to Windsor Court Hotel's specifications prior to event. Set station according to Windsor Court Hotel's specifications prior to event. Serve guests efficiently and with fine dining etiquette. Clear used dishes as necessary.

Position Requirements: Must be very energetic, motivated and possess a positive presence. Ability to focus attention to details. Ability to carry up to 60 pounds. Previous experience in fine dining preferred.

Lobby Attendant (1)

Position Overview: Clean and supply all public areas and bathrooms according to the quality standards of the Windsor Court Hotel. Address and resolve all customer problems in an efficient and effective manner. Regularly check and clean public areas, including but not limited to the hotel entrance, stairwells, offices, kitchen and bathrooms. Report any and all deficiencies to the appropriate manager.

Position Requirements: Previous housekeeping experience helpful. Position requires standing and walking for entire shift. Must be able to lift 25-50 lbs. Extensive standing, stooping, and bending involved. Able to focus on details and possess a positive presence and service skills.

Turndown Attendant PT (2)

Position Overview: To exceed our guest's expectations by maintaining the highest standard of cleanliness of the guest rooms.

Position Requirements: Previous housekeeping experience helpful. Position requires standing and walking for entire shift. Must be able to lift 25-50 lbs. Extensive standing, stooping, and bending involved. Able to focus on details and possess a positive presence and service skills.

Tea Server PT (1)

Position Overview: Provide outstanding tea service to guests. Ensure a positive first and last impression by maintaining a professional, pleasant and helpful attitude while fulfilling guests' needs. Address and resolve all customer problems in an efficient and effective manner.

Responsible for maintaining high product knowledge. Seat guests and take reservations as necessary. Ability to participate in relief duty (to perform job functions of other Le Salon employees such as Cocktail Servers, Bussers, Host/Hostesses, etc). Maintain cleanliness of all Le Salon areas. Any other assigned tasks or duties as required.

Position Requirements: Minimum of 1 year of serving experience. Ability to work in a high volume environment. Ability to work a flexible schedule. Must have Responsible Vendor Program Permit or be able to obtain. Excellent customer service skills. Excellent written and verbal communication skills. Strong organizational skills. Strong cash handling skills. Ability to operate Micros point of sale system preferred.

Server AM (1)

Position Overview: Deliver exceptional service to guests by assisting them with their food orders. Maintain complete knowledge of service standards and provide required level of service. Increase revenues by upselling menu items in The Grill Room.

Position Requirements: Must be very energetic, motivated and possess a positive presence. Must be able to obtain TIPS certification. Ability to focus attention to details. Ability to carry up to 60 pounds. Must have 2 years of experience in fine dining. Must have a passion for food and wine.

Front Desk Agent (1)

Position Overview: To exceed our guest's expectations and ensure revenue optimization through check in, check out and attentive coordination of hotel services for our guests.

Position Requirements: Previous experience required. Experience with PMS a plus. Must possess a positive presence with outstanding service, communication and problem solving skills. Cash handling experience helpful.

Cocktail Server Polo Lounge (4)

Position Overview: Provide outstanding service to guests of the Polo Lounge. Ensure a positive first and last impression by maintaining a professional, pleasant and helpful attitude while fulfilling guests' needs. Take and fulfill guest beverage requests in a timely and accurate manner.

Address and resolve all customer problems in an efficient and effective manner. Responsible for maintaining high product knowledge. Bus tables as necessary. Maintain cleanliness of all Polo Lounge areas.

Position Requirements: Minimum of 1 year of customer service experience required. Cocktail Server experience preferred. Ability to work a flexible schedule. TIPS certification preferred. Excellent customer service, written and verbal communication skills

Le Salon Pantry Attendant (1)

Position Overview: Assist in providing outstanding service to guests. Responsible for maintaining high product knowledge. Set up bar area according to Windsor Court Hotel's specifications. Breakdown bar area according to Windsor Court Hotel's specifications. Keep bar stocked to par. Prepare a variety of drinks, including but not limited to specialty, mixed and espresso drinks. Provide careful handling and cleaning of all Le Salon tableware. Ensure that all food, teas, condiments, and other Le Salon products are thoroughly prepared and stocked. Pick up clean linens and dispose of dirty laundry daily. Maintain cleanliness of all Le Salon areas. Maintain all Le Salon inventory and requisition food stock as necessary. Assist servers and host/hostesses as necessary.

Position Requirements: Must be very energetic, motivated and possess a positive presence. Must be able to obtain TIPS certification. Ability to focus attention to details. Ability to carry up to 60 pounds. Must have 2 years of experience in fine dining. Must have a passion for food and wine.

Polo Lounge Bartender (1)

Position Overview: Prepare a variety of drinks, including but not limited to specialty, mixed, and espresso drinks. The selected candidate will set up bar area according to Windsor Court specifications, and keep bar stocked up to par. Pick up necessary bar supplies, including but not limited to liquor and juices. Breakdown bar area according to Windsor Court Hotel's. Return bar supplies to required location.

Position Requirements: Qualified candidate must have 1 year of bartending and/or barback experience. TIPS certification preferred.

Room Attendant (1)

Position Overview: To exceed our guest's expectations by maintaining the highest standard of cleanliness of the guest rooms.

Position Requirements: Previous housekeeping experience helpful. Position requires standing and walking for entire shift. Must be able to lift 25-50 lbs. Extensive standing, stooping, and bending involved. Able to focus on details and possess a positive presence and service skills

MANAGEMENT POSITIONS

Catering & Conference Services Manager (1)

Position Overview: Responsible for soliciting local companies and organizations for catering functions, providing catering/banquet services to groups with meeting room and catering needs, and overseeing the servicing of clients. The Catering Manager is also responsible for meeting or exceeding catering revenues as stated in budget. Additional responsibilities include coordination of arrangements for group meetings and conventions ie, conference services.

Position Requirements: A college degree is preferred and a minimum of 2 years experience as a Catering and/or Conference Services Manager or Sales Manager required. Must have excellent customer service skills, written and verbal communication skills. Strong organizational, technical and selling skills are required. Ability to work in a fast paced environment. Ability to work a flexible schedule.

Food & Beverage Outlet Manager (1)

Position Overview: Primarily responsible for the leadership of all public dining outlets to include The Polo Club Lounge, The Grill Room, Le Salon and Cocktail Bar. Ensures overall guest satisfaction. Manage all aspects of the Food & Bev. Outlet(s) including Restaurant and Bar in accordance with company's standards.

Position Requirements: Minimum of two years supervisory experience in a full service four-five star restaurant preferred. Possesses strong leadership and motivational skills. Possesses strong knowledge of beverage cost control procedures, wines and spirits. Possesses food knowledge in various cuisines and fine dining food service styles. Computer literate with high proficiency in POS, inventory control and spreadsheet applications and word processing. Possesses strong training skills. College degree preferred but not required.

It is the policy of Windsor Court Hotel to employ the most qualified individuals. Promotion from within will be given priority whenever possible thus providing for growth, advancement, and increased responsibility for the Windsor Hotel employees.

EQUAL OPPORTUNITY EMPLOYER

Windsor Court hotel is an equal opportunity employer and a drug free workplace and does not discriminate against associates or job applicants on the basis of race, religion, color, sex, age, gender, national origin, disability, veteran status, or any other condition protected by applicable state and federal laws, except where a bona fide occupational qualification applies.

EMPLOYMENT AT-WILL

Windsor Court Hotel associates are employed at will. In other words, if employed, you are employed for an indefinite period and are subject to termination at any time, for any reason, with or without cause or notice. You may, therefore, terminate your employment at any time for any reason. The at-will nature of employment will not be altered by any oral or written presentation, or any representations during the pre-hire interviews, discussions, or recruiting materials. The hotel operates 24 hours a day, 7 days a week and 365 days a year therefore to support team members and to exceed our guest's expectations the hotel requires good attendance, impeccable grooming standards, energetic and positive attitudes. Most positions require individuals who can work varied hours, shifts, including holidays and weekends.

E VERIFY

The Windsor Court Hotel participates in E-Verify.

FOR MORE INFORMATION

If there are questions regarding positions listed, the application process, salary and/or job requirement specifics, please direct them to Human Resources.

300 Gravier St, New Orleans, LA 70130; Phone 504 962 4925; Fax 504 596 4722; Job Line 504 596 4657;
humanresources@windsorcourthotel.com

nola.com

Operator, Jefferson Parish 911 Call In Take

- Jefferson Parish Sheriff's Office
- Harvey, Louisiana 70112 United States
- 01/23/2012

911 Call Taker Job Summary: Under close supervision, operate communication equipment used in receiving, sending, and relaying information in response to emergency calls. Salary: Annual Hourly Call Taker 24,600 11.83 Dispatcher 26,400 12.70 Benefits: Uniforms are provided at no cost Health Insurance ... [More Details](#)

Get Certified to Teach Math. Now Accepting Applications.

- Teach NOLA
- New Orleans, Louisiana 70118 United States
- 02/05/2012
- Business

Cherish our city. Commit to our children. Teach math. <http://teachnola.ttrack.org/> Your job is all about numbers. Now it can be about students. Share your passion for math with the students of New Orleans, Baton Rouge, or Jefferson Parish. teachNOLA seek the nation's most outstanding mid- and post-... [More Details](#)

Get Certified to Teach Science. Now Accepting Applications.

- Teach NOLA
- New Orleans, Louisiana 70118 United States
- 02/05/2012
- Teaching

Cherish our city. Commit to our children. Teach science. <http://teachnola.ttrack.org/> The word science comes from the Latin "to know." One out of three of New Orleans 8th grade students scored at "Advanced" or "Mastery" on the science portion of the state exam. Now that you know, what are you going ... [More Details](#)

teachNOLA. Get Certified and Start Teaching.

- Teach NOLA
- New Orleans, Louisiana 70118 United States
- 02/05/2012
- Teaching

Cherish our city. Commit to our children. Teach. <http://teachnola.ttrack.org/> teachNOLA seek the nation's most outstanding mid- and post-career professional and recent college graduates to make a difference by raising student achievement as a teacher in public schools in New Orleans, Baton Rouge, an... [More Details](#)

Excellent Teachers Needed. teachNOLA Master Teacher Corps.

- Teach NOLA

- New Orleans, Louisiana 70118 United States
- 02/05/2012
- Teaching

Cherish our city. Commit to our children. Teach. <http://teachnola.ttrack.org/> New Orleans' public schools serve 42,000 students, 90% of whom are African American and more than 84% of whom qualify for free or reduced lunch. In 2007, only 23% of Recovery School District (RSD) students in New Orleans... [More Details](#)

Pharmacy Tech/Pharmacist

- **MED-PRO PHARMACY**
- New Orleans, Louisiana 70117 United States
- 01/27/2012
- Healthcare

Med-Pro Pharmacy 3601 St Claude Ave New Orleans, La. 70117 504-322-2200 Seeking a Louisiana Certified Pharmacist and LA. Certified Technician Must be able to type 36 to 40 hours per week Benefits available Fax Resume to 504-324-3860 Email Resume to medproprx@yahoo.com Fast paced work area Mu... [More Details](#)

Associate Attorney Position

- **The Young Firm**
- New Orleans, Louisiana 70130 United States
- 01/19/2012
- Legal

Associate Attorney Position—Like to be challenged? Tired of not doing important work? New Orleans Plaintiff Maritime and Injury Law Firm (The Young Firm- (www.theyoungfirm.com)) has an associate attorney position available to 4-6 year attorney who can handle their own cases, solve problems and sit ... [More Details](#)

Inside Sales Representative

- **DCL Mooring & Rigging**
- New Orleans, Louisiana 70117 United States
- 01/20/2012
- Sales

Seeking a dynamic, energetic and positive person to join our inside sales team in New Orleans. We are looking for a person who effectively communicates with others and listens, has the drive to generate sales and negotiate versus just taking orders, a person who will take the initiative to learn ver... [More Details](#)

Construction Materials Testing Technician

- **Building & Earth Sciences, Inc.**
- New Orleans, Louisiana United States
- 01/20/2012
- Construction

Building and Earth Sciences, Inc. is a geotechnical engineering and construction materials testing firm. Current opportunity available for a Field Technician based out of Huntsville, AL. Candidate will provide testing observation and inspection on the assigned field project, submit daily field rep... [More Details](#)

Geotechnical Engineer

- **Building & Earth Sciences, Inc.**
- New Orleans, Louisiana United States
- 01/20/2012
- Engineering

Building and Earth Sciences, Inc. a geotechnical engineering and construction materials testing firm is seeking to fill the position of Geotechnical Engineer. BS degree in civil engineering or related field required, masters preferred registration in respective state (P.E.). 5-7 years experience req... [More Details](#)

Civil P.E.

- **Burk-Kleinpeter, Inc.**
- New Orleans, Louisiana 70119 United States
- 01/23/2012
- Engineering

Top ranked multi-disciplinary engineering firm seeks a qualified Civil Engineer for our New Orleans, LA office. Successful candidates shall have a Bachelor of Science in Civil Engineering, P.E. licensure and a minimum of 8 years experience with hydrology and hydraulics projects, drainage, flood prot... [More Details](#)

Driver/ Donor Tech

- **The Blood Center**
- New Orleans , Louisiana United States
- 01/23/2012
- Healthcare

CUSTOMER SERVICE ORIENTED EMPLOYEES WANTED RETIRED DRIVERS WELCOMED! BENEFITS START FROM DATE OF HIRE The BloodCenteris now interviewing for full-time drivers. Candidates must have at least one year of experience driving a bus 35 feet or larger, have a good driving record and a Louisiana CDL drive... [More Details](#)

Reference Lab Med Tech- \$1,000 Sign on Bonus

- **The Blood Center**
- New Orleans , Louisiana United States
- 01/23/2012
- Healthcare

CUSTOMER SERVICE ORIENTED EMPLOYEES WANTED BENEFITS START AT DATE OF HIRE! \$1,000 SIGN ON BONUS The BloodCenteris seeking a full-time Med Tech for our Reference Lab and transfusion service. Qualified candidate will perform molecular testing, routine and complex transfusion service testing and assi... [More Details](#)

Distribution Tech

- **The Blood Center**
- New Orleans , Louisiana United States
- 01/23/2012
- Retail / Wholesale

CUSTOMER SERVICE ORIENTED EMPLOYEES WANTED GET PAID WHILE TRAINING! BENEFITS START FROM DATE OF HIRE Are you interested in the medical field? Do you want to take an active part in helping to save lives? TheBloodCenter is now interviewing for an entry-level, full-time position in ourHospital Servic... [More Details](#)

Data Security Administrator

- **First NBC Bank**
- New Orleans, Louisiana 70112 United States
- 01/24/2012
- Financial Services

Summary: The incumbent requires the ability to assist with data security functions of the bank including implementation, administration, review and audit functions. He/she must have the foresight and knowledge to recommend security features and enhancements for hardware and software. He/she must ... [More Details](#)

Sales

- **AMBA**
- New Orleans, Louisiana United States
- 01/24/2012
- Sales

Career Opportunity in Sales - \$36,000 to \$75,000 1st year income opportunity. Daytime Selling in State Offices & to School Employees. Excellent Training & Bonus Program. High Weekly Income. Rapid Promotion to Management. Representatives needed in Baton Rouge, New Orleans &a... [More Details](#)

House Manager - Community Living Services

- **Volunteers of America**
- Hammond and New Orleans, Louisiana United States
- 01/25/2012

House Manager (Hammond & New Orleans) - Community Living Services Positions available in Hammond & New Orleans. Highschool diploma + 5 yrs of exp. working w/adults with mental illness or developmental disabilities accepted. Bachelors degree in field of social services preferred. Demonstrate... [More Details](#)

Courier

- **Fidelity Homestead Savings Bank**

- New Orleans, Louisiana United States
- 01/26/2012
- Facilities

We have an opening for a Courier. The hours for this position are Monday through Thursday 11am – 7:30pm, Friday 8:30am – 5pm, and Saturdays are rotational 12pm – 5pm. The job duties of this position include: Driving the company vehicle in a professional manner, maintaining the appearance of the vehi... [More Details](#)

Component QC Lab MLT/MT

- **The Blood Center**
- New Orleans , Louisiana United States
- 01/27/2012
- Financial Services

CUSTOMER SERVICE ORIENTED MLT OR MED TECH WANTED BENEFITSSTART FROM DATE OF HIRE The Blood Center is looking for a full-time Medical LabTechnician for our quality control laboratory in New Orleans. Candidates must be licensed inLouisiana as a Clinical Laboratory Techni... [More Details](#)

Fulltime Petrochemical Mechanical/Piping/Electrical Drafters

- **Gem Technology**
- New Orleans, Louisiana United States
- 01/27/2012

Fulltime Petrochemical Mechanical/Piping/Electrical Drafters New Orleans Area Must have knowledge of piping sys., prepare mech. drawings, revise drawings per redlines. Electrical/Instrumentation drafter should have knowledge of electrical systems, be able to prepare electrical drawings & rev... [More Details](#)

Indeed.com

JUVENILE JUSTICE SPECIALIST 1

Louisiana Department of State Civil Service - Bridge City, LA

MINIMUM QUALIFICATIONS: No specialized experience or training. NECESSARY SPECIAL REQUIREMENT: Must have attained eighteenth birthday at time of application... \$47,278 a year

[Louisiana Department of State Civil Service](#) - 3 days ago

Cashier

Home Depot - New Orleans, LA - [+5 locations](#)

Cashiers provide outstanding and quick checkout service to customers at our registers. Cashiers have thorough knowledge of all policies, procedures and duties...

[Home Depot](#) - 22 hours ago

Claims Service Specialist

Allstate - Metairie, LA

Claims Service Specialist - NAS00107 Description Allstate ® Good Work. Good Life. Good Hands. ® Voted one of the World's Leading Top 100 Companies by...

[Allstate](#) - 12 hours ago

Administrative Assistant

Fresenius Medical Care - Metairie, LA - [+1 location](#)

Administrative Assistant - 1200014E PURPOSE AND SCOPE: Supports FMCNA's mission, vision, core values and customer service philosophy. Adheres to the FMCNA...

[Fresenius Medical Care](#) - 7 hours ago

Greeter

Lowe's - New Orleans, LA - [+1 location](#)

Position Description Greet and acknowledge all customers in a friendly, professional manner and provide quick, responsive customer service. Responsible for...

[Lowe's](#) - 1 day ago

Human Resources Recruiter \$58K

InfinitySearchGroup.com - New Orleans, LA (Central City area)

Job ID: N/A Position ID: Human Resources Recruiter Location: New Orleans, LA Experience: Entry Level & Experienced About Position: Due to significant organic... \$67,000 - \$79,000 a year

[Infinity Search Group](#) - 17 hours ago

[MANAGER IN TRAINING](#)

Journeys - New Orleans, LA - +1 location

Why Work For Journeys? We're committed to our people – we want you to succeed! We offer rapid promotions for top performers – we promote from within...

Genesco - 16 hours ago

[SCANNER](#)

Ochsner Health System - New Orleans, LA

Provides quality customer service under the supervision of the department director by maintaining electronic employee personnel files.

Louisiana Hospital Association - 1 day ago

[UNIT SECRETARY \(ED HOLDING UNIT NOM\)](#)

Ochsner Health System - New Orleans, LA

UNIT SECRETARY (ED HOLDING UNIT NOM) (Requisition ID - 501158) Description II. GENERAL SUMMARY: The Unit Secretary (US) is responsible for the many...

Ochsner Health System - 1 day ago

[Administrative Secretary](#)

St. Bernard Parish Hospital - Chalmette, LA

Job Description Reporting to the CEO, the Administrative Secretary provides assistance and support by performing various confidential secretarial...

St. Bernard Parish Hospital - 19 hours ago

Sponsored Jobs

[Bilingual Cashier \(English/Spanish\)](#)

The Home Depot - New Orleans, LA

Cashiers provide outstanding and quick checkout service to customers at our registers. Cashiers have thorough knowledge of all policies, procedures and duties...

Home Depot - 23 hours ago

[Wfa Compliance Specialist](#)

Wells Fargo - Metairie, LA

Responsible for reviewing all compliance systems and reporting as required for the assigned branches within the Market and reports the findings to the Market...

Wells Fargo - 4 days ago

Worknola.com

[Housekeeper - Courtyard New Orleans Covington/Mandeville \(1200055Q\) FULL-TIME](#)

Marriott Intl Rep By Aon Hewitt

Covington, LA

[Bistro Svr-Refreshing Bus PM - Courtyard \(120005ZZ\) FULL-TIME](#)

Marriott Intl Rep By Aon Hewitt

New Orleans , LA

[Officer-Loss Prevention - Residence Inn New Orleans Downtown \(120004KO\) FULL-TIME](#)

Marriott Intl Rep By Aon Hewitt

New Orleans

[Housekeeper - New Orleans Marriott At The Convention Center \(120002US\) FULL-TIME](#)

Marriott Intl Rep By Aon Hewitt

New Orleans , LA

[Supervisor-Housekeeping - Residence Inn New Orleans Downtown \(1200066B\) FULL-TIME](#)

Marriott Intl Rep By Aon Hewitt

New Orleans

[Sales Representative FULL-TIME](#)

Cumulus Broadcasting

[Officer-Loss Prevention PM - New Orleans Marriott \(120005FM\) FULL-TIME](#)

Marriott Intl Rep By Aon Hewitt

New Orleans , LA

[Litigation Paralegal FULL-TIME](#)

Phelps Dunbar LLP

New Orleans - Central Business District

[Marketing Coordinator FULL-TIME](#)

Phelps Dunbar LLP

New Orleans - Central Business District

Account Executive For Brand Launch FULL-TIME
Healthy Plant

Metro New Orleans

Research And Education Intern INTERNSHIP
Transport For NOLA

New Orleans

Metairie/ New Orleans Based Real Estate Brokerage Hiring REALTORS FULL-TIME
Mirambell Realty

Monster.com

[Legal Assistant/Paralegal -- Harahan, LA -- #1518](#)

[Crescent Bank & Trust - Harahan, LA, 70123](#) - Posted today

Please use the following link to apply online: <https://home.eease.adp.com/recruit/?id=1231741> Required background & qualifications: Paralegal experience; Bachelors Degree; very strong writing skills; highly organized; competent in LexisNexis and/or ...

[CNC Machinist](#)

[DIXIE MILL - New Orleans, LA, 70152](#) - Posted today

Dixie Mill has been supplying the world's best machine tool technology, cutting tools and accessories to Louisiana and Mississippi manufacturers since 1917. We are committed to providing the most reliable and productive manufacturing solutions, and ...

[Engineering Production Support -Avondale, LA - ENG-PRODUCTION SUPPORT-2](#)

[Global Security & Engineering Solutions - Avondale, LA](#) - Posted today

Job Description Responsible for production support engineering with respect to testing methods, procedures, and problems; device specification and yield problems; minor redesign of devices and masks; analysis of customer returns; and optimizing devi...

[Retail Consultant](#)

[Sprint Corporation - New Orleans, LA](#) - Posted today

At Sprint, "NOW" is not a mantra, it's not a demand and it's not a time in space. "NOW" is a fact. It's a lifestyle. It's the way we conduct business with each other and it's the very essence of the experience we deliver to our customers every singl...

[Nurse - Registered \(RN\) - NURSE: AMBULATORY / OUTPATIENT](#)

[Parallon Workforce Management Solutions - NEW ORLEANS, LA, 70112](#) - Posted today

Nurse - Registered (RN) - New Orleans, Louisiana US Registered Nurse New Orleans, LA Unit: Abdominal Transplant Unit Job Summary: Flexible Per-Diem Shifts available now: - First Called / Last Canceled - 401k w/ Company Match - Weekly Pay / D...

[Nurse - Registered \(RN\) - NURSE: CRITICAL CARE](#)

[Parallon Workforce Management Solutions - NEW ORLEANS, LA, 70112](#) - Posted today

Nurse - Registered (RN) - New Orleans, Louisiana US Registered Nurse New Orleans, LA Unit: Critical Care / Intensive Care / ICU / CCU Job Summary: Flexible Per-Diem Shifts available now: - First Called / Last Canceled - 401k w/ Company Match ...

[Truck Driver - CDL Training Provided](#)

[PAM Transport - New Orleans, LA](#) - Posted today

Truck Driving Job With CDL Training Provided! No experience needed! - We'll provide you with a complete CDL training program at a top-notch truck driving school. PAM Transport Offers: - Earn up to \$40,000 1st Year! - \$1,200 Sign-On Bonus! ...

[Customer Service – Scheduling Customer Service Interviews This Week](#)

[American Income Life - New Orleans, LA, 70112](#) - Posted today

Beginning a sales career with American Income Life Insurance Company is your Opportunity Unlimited. We are looking for sales minded individuals to fill several local sales positions in your area. Incentives - Conventions and sales incentive trip...

[Process Design Engineer](#)

[Universal Personnel - New Orleans, LA, 70128](#) - Posted today

REFINERY IN THE GREATER NEW ORLEANS AREA NEEDS: PROCESS DESIGN ENGINEER - Long Term Projects - Full Benefits Offered DESCRIPTION: We're looking for a Process Design Engineer who will provide process design expertise and technical support for...

[TSI: Excellent Opportunities for INSIDE SALES REP. \[Metairie, LA](#)

[Transworld Systems, Inc. - Metairie, LA, 70002](#) - Posted today

Transworld Systems, Inc. is currently growing and we have an excellent opportunity for INSIDE SALES REP.! Transworld Systems, Inc., is an industry leader for over 40 years, in providing business process outsourcing services including accounts ...

[Sales Associate - Retail](#)

Company Confidential - [New Orleans, LA](#) - Posted today

CALLING ALL FASHIONISTAS Our clients represent some of the biggest brand names in the fashion industry. If you are a fashion-forward retail professional with a luxury goods background AND are looking for a new opportunity in District Management, St...

[Service Technician II](#)

[United Rentals Inc - Saint Rose, LA, 70087](#) - Posted today

Position Description: United Rentals, the largest equipment rental company in the world, is offering an excellent opportunity for a Service Technician II who is ready to grow their career with the leading company in the industry. To continue our tre...

3 More Jobs That Might Interest You:

[Production Technician - Norco / ALL949](#)

[Air Liquide USA LLC. - Norco, LA, 70079](#) - Posted 5 days ago

American Air Liquide offers industrial gases and related services to a variety of customers including those in large industry, industrial manufacturing, electronics and healthcare marketplaces. Position Description: Job Responsibilities: •Fully supports, accurately completes, maintains, and instills corporate Health, Safety, and Environmental policies & procedures and relevant documentation at the

[Plant Worker Opportunites](#)

[SGS Petroleum Services Corporation - New Orleans, LA, 70057](#) - Posted 6 days ago - \$27,000.00 - \$40,000.00 Per Year

Plant Jobs with Possibilities, Opportunities & Rewards Consider the possibilities of a career with SGS Petroleum Service Corporation. Above-average earnings potential, pay-as-you-train programs and the support of a team of top-notch industry professionals — these rewards are all yours for the taking when you join the SGS-PSC family. We're looking for hard-working, dedicated people interested in th

[Safety and Training Coordinator](#)

[SGS Petroleum Services Corporation - Taft, LA, 70057](#) - Posted 10 days ago

Primary Responsibilities: Responsible for ensuring every employee complies with all safety rules, procedures and regulations for SGS PSC at Site location. Reporting to: Site Supervisor

Betternorthshorejobs.com

Date Added	Company	Location	Title
2012-02-14	Confidential	Hammond	Dispatcher
2012-02-14	BGSN, Inc.	Hammond	Technician Assignment Specialist
2012-02-14	Confidential	Covington	Sign Holder
2012-02-14	Cable Marketing & Installation	Slidell	Cable TV Tech
2012-02-14	Medtron Software Intelligence	Covington	Administrative Assistant To COO
2012-02-14	Northshore Toyota	Covington	Sales Consultant
2012-02-13	Patient Care Pharmacy	Covington	Customer Service
2012-02-13	Insphere Insurance Solutions	Ponchatoula	Sales Career
2012-02-13	CARE Inc.	Slidell	Personal Care Attendant Needed
2012-02-13	Farm Bureau Insurance Companie	Covington	CSR / Administrative Assistant
2012-02-10	The Smokin Grape	Covington	Now Hiring!! Servers And Bartenders
2012-02-10	Resource Bank	Covington	Private Banking Associate / Head Teller
2012-02-10	Aflac	Covington	Sales Associate
2012-02-09	Acadian Millwork & Supply	Covington	Credit Manager

2012-02-09	Enviro-Tech Systems	Covington	Welder
2012-02-09	Enviro-Tech Systems	Covington	Project Manager
2012-02-08	Confidential	Slidell	Business Opportunity
2012-02-08	Sleep Solutions Services, Inc.	Covington	Vob Specialist
2012-02-07	Confidential	Hammond	Bookkeeper
2012-02-06	Confidential	Hammond	Dispatcher
2012-02-06	Evergreen Tractor & Equipment	Covington	Experienced Mechanic
2012-02-02	Alexis Ducorbier State Farm In	Hammond	Client Service Specialist
2012-02-02	Ethan and Associates	Mandeville	Sales
2012-02-02	Ross Downing Chevrolet Inc	Hammond	Professional Detailer
2012-01-31	Weyerhaeuser	Livingston	Safety Manager
2012-01-31	Confidential	Slidell	Lab Tech
2012-01-30	MECO	Covington	Field Service Representative
2012-01-30	MECO	Covington	Field Service Engineer
2012-01-27	Amstate Insurance Agency	Slidell	Property And Casualty Agent
2012-01-26	Windsor Senior Living Communit	Mandeville	Dishwasher And Wait Staff Wanted

ST. TAMMANY PARISH HOSPITAL

Position: Applications Analyst (req num: 5643) Information Systems STPH Covington, LA
- Full-time - Day shift

Computer Science or related Bachelor's degree, or sufficient progressive work experience as a computer programmer/analyst required. Experience using, developing or implementing applications. Three or more years experience supporting various information systems and applications with responsibility for supporting hardware, software, applications support and end user training required. Must have experience in database structure and Structured Query Language (SQL) and Crystal Report Writing. Strong technical and logical problem solving skills required. Proficient use of basic computer operating systems and office applications (Windows, Excel, Word, Outlook, and Project) required. Clinical background is a plus. Experience in the use of interface engine software is helpful. Must be able to analyze current practices, make recommendations and

develop tools to aid clinicians and physicians to better care for their patients or establish efficient and effective day to day operations. Must be able to interact with diverse groups of people to identify and develop effective solutions. Must possess good organizational and problem solving skills; have the ability to multitask; and maintain good written and verbal communication skills.

Contact : Connie Davis Email : cldavis@stph.org
Tel : 985.898.4540 Fax : 985.898.4360

Position: Assistant Controller (req num: 5705) Finance STPH Covington, LA
- Full-time - Day shift

Assists controller in preparing, monitoring and reconciling monthly financial data. Baccalaureate degree with Accounting major required. Hospital experience preferred but not required. Minimum of 5 years accounting experience required.

Contact : Connie Davis Email : cldavis@stph.org
Tel : 985.898.4540 Fax : 985.898.4360

Position: Cafeteria Worker (req num: 5666) Food Services STPH Covington, LA
- Full-time - Day shift

Must be able to read and follow verbal and written instructions. Also must be able to follow hospital's CARES standards (customer service skills).

Contact : Connie Davis Email : cldavis@stph.org
Tel : 985.898.4540 Fax : 985.898.4360

Position: Cardiology Tech (req num: 5734) Cardiology STPH Covington, LA
- Part-time - Day shift

Performs various EKG's, Holters, Stress Testing as well as paperwork and filing in the Cardiology Department according to specific policy and protocol. Performs other delegated tasks in accordance with departmental policies. Must have High School diploma or equivalent. Prefer one (1) year experience as an EKG or Cardiology technician.

Contact : Connie Davis Email : cldavis@stph.org
Tel : 985.898.4540 Fax : 985.898.4360

Position: CNA - 2North (Med/Surgical) (req num: 5680) 2 North STPH Covington, LA
- Full-time - Day shift

High School Diploma or GED is required. Must be certified by the La Board of Examiners of Nursing Facility Administrators and be BCLS certified. Previous clinical experience is preferred. Must be capable of working three 12-hour shifts (7pm - 7am) per week and everyother weekend. On-call and holiday rotation required.

Contact : Melissa Bourgeois Email : mbourgeois@stph.org
Tel : 985.898.4044 Fax : 985.898.4360

Position: CNA - 2West (Telemetry) (req num: 5535) 2 West STPH Covington, LA
- Part-time - Night shift

High School Diploma or GED is required. Must be certified by the La Board of Examiners of Nursing Facility Administrators and be BCLS certified. Previous clinical experience is preferred. Must be capable of working three 12-hour shifts (7pm - 7am) per week and everyother weekend. On-call and holiday rotation is required.

Contact : Melissa Bourgeois Email : mbourgeois@stph.org
Tel : 985.898.4044 Fax : 985.898.4360

Position: CNA - Cardiac Care Admissions Unit (CCAU) (req num: 5343) Cardiac Care Admissions Unit (CCAU) STPH Covington, LA

- Per Diem - All shifts

High School Diploma or GED is required. Must be certified by the La Board of Examiners of Nursing Facility Administrators and be BCLS certified. Must have previous clinical experience, hospital experience is preferred. Must be capable of working three 12-hour shifts (7pm - 7am) per week and every other weekend. On-call and holiday rotation is required.

Contact : Melissa Bourgeois Email : mbourgeois@stph.org
Tel : 985.898.4044 Fax : 985.898.4360

Position: CNA - Cardiac Care Admissions Unit (CCAU) (req num: 5632) Cardiac Care Admissions Unit (CCAU) STPH Covington, LA

- Part-time - Day shift

High School Diploma or GED is required. Must be certified by the La Board of Examiners of Nursing Facility Administrators and be BCLS certified. Must have previous clinical experience, hospital experience is preferred. Must be capable of working three 12-hour shifts (7pm - 7am) per week and every other weekend. On-call and holiday rotation is **required**.

Contact : Melissa Bourgeois Email : mbourgeois@stph.org
Tel : 985.898.4044 Fax : 985.898.4360

Position: Customer Service Analyst (req num: 5715) Information Systems STPH Covington, LA
- Full-time - Day shift

A Service Desk position requiring a Computer Science or related Bachelor's degree and/or sufficient progressive work related experience. Experience with DNS, DHCP, LAN, WLAN and enterprise printing is required. Extensive knowledge is required of the current Microsoft Windows desktop Operating System as well as previous editions back to Windows XP Professional, and the Microsoft Office Product Suites including Office 2003, Office 2007, and Office 2010. Familiarity with Apple and Linux desktop Operating Systems is preferred. Knowledge of current trends and techniques of office automation is preferred. Experience in a hospital setting preferred. Rotating on-call schedule required.

Contact : Connie Davis Email : cldavis@stph.org
Tel : 985.898.4540 Fax : 985.898.4360

Position: Food Service Worker (req num: 5648) Food Services STPH Covington, LA
- Full-time - Day shift

Ability to communicate effectively and follow verbal and written instructions. Qualified applicants should possess the ability to communicate effectively and follow verbal and written instructions.

Must be able to work shifts between 6 am and 8 pm, weekdays, weekends and holidays.

Contact : Connie Davis Email : cldavis@stph.org
Tel : 985.898.4540 Fax : 985.898.4360

Position: Food Service Worker (Per Diem) (req num:5737) Food Services STPH Covington, LA
- Temporary - Day shift

Ability to communicate effectively and follow verbal and written instructions. Qualified applicants

should possess the ability to communicate effectively and follow verbal and written instructions.
Must be able to work shifts between 6 am and 8 pm, weekdays, weekends and holidays.

Contact : Connie Davis Email : cldavis@stph.org
Tel : 985.898.4540 Fax : 985.898.4360

Position: Housekeeper (req num: 5704) Environmental Services STPH Covington, LA
- Full-time - Evening shift

High school diploma or equivalent preferred. Qualified applicants must be self starters, possess the ability to communicate effectively with others and have the strength to meet the physical demands of this position. Have experience in a medical setting. Must be able to work every other weekend and every other holiday.

Contact : Connie Davis Email : cldavis@stph.org
Tel : 985.898.4540 Fax : 985.898.4360

Position: I.S./ Telecom Operator (req num: 5629) TeleCommunications STPH Covington, LA
- Per Diem - All shifts

High School or equivalent, computer terminology, typing and previous switchboard exp. preferred. Must possess ability to handle Help Desk calls for Information Systems. Knowledge of PC hardware and software, with past exp. In daily computer operations, preferred. Must be able to function at a fast pace and handle hospital alarm and code situations. Seeking applicants who EXCEL in customer service with excellent communication skills. Rotating 8-12 hour shifts, 4-5 day work week (32 hrs/wk) including weekends and holidays.

Contact : Connie Davis Email : cldavis@stph.org
Tel : 985.898.4540 Fax : 985.898.4360

Position: LPN Unit Assistant (req num: 5660) CICU STPH Covington, LA
- Full-time - Night shift

CURRENT LA LPN LICENSURE. BLS. ONE YEAR MED/SURG EXPERIENCE PREFERRED.
GOOD COMPUTER/PEOPLE SKILLS. ABLE TO MEET WEEKEND AND HOLIDAY REQUIREMENTS

Contact : Melissa Bourgeois Email : mbourgeois@stph.org
Tel : 985.898.4044 Fax : 985.898.4360

Position: Material/Equipment Coordinator (req num:5711) Building Services STPH Covington, LA
- Full-time - Day shift

Maintains the equipment management software program (Four Rivers Software TMS). Enters new and existing equipment information, preventive maintenance schedules and work ticket information as directed by the Maintenance Foreman and Bio-Med Manager, assists with maintaining inventory levels, enters all information necessary to utilize the equipment program to its full potential. Trends maintenance issues and expenses, generates reports, adjusts schedule of PM's and advises leadership of maintenance issues related to trends. The ideal candidate for this position is a highly-motivated, detail-oriented individual with excellent data entry skills and an understanding of facility systems to include electrical, plumbing, and facility supplies.

Contact : Connie Davis Email : cldavis@stph.org
Tel : 985.898.4540 Fax : 985.898.4360

Position: Preference Dining Specialist (req num: 5676) Food Services STPH Covington, LA

- Full-time - Day shift

High school graduate or equivalent required. This position serves meals to patients and visitors timely and efficiently, instructs patients on meal ordering process, explains general guidelines of physician's diet orders, assists patients in placing meal orders when needed, etc. Must be able to communicate effectively both verbally and in written form. Strong customer service skills required.

Contact : Connie Davis Email : cldavis@stph.org
Tel : 985.898.4540 Fax : 985.898.4360

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Position: Security Officer (req num: 5716) Security STPH Covington, LA

- Full-time - All shifts

High school graduate or equivalent. Must be able to follow written and verbal instructions. Previous security experience preferred; certification or have been registered with the LA State Board of Private Security Examiners preferred. Must not have any felony convictions. **Must be able to work days, evenings, nights, weekends, and holidays.**

Contact : Connie Davis Email : cldavis@stph.org
Tel : 985.898.4540 Fax : 985.898.4360

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