



Yancey Employment Services - Milwaukee

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“Key To Empowering Communities & Building Better Futures”

NEED an UPDATED RESUME to COMPETE & JOB SEARCH/COACHING ASSISTANCE??

Contact Ms. Verna Yancey “The Employment Specialist” @ 414.949.9258,

vernayancey@ymail.com, LinkedIn, Twitter, or via **Facebook**.

3rd Shift Stocking Team Member - Wauwatosa, WI

Meijer, Inc. - Wauwatosa, WI +2 locations

Our Midwest geography includes corporate offices in Grand Rapids, Michigan, and stores, distribution centers, and manufacturing facilities throughout Michigan,...Meijer

Accounting Clerk

United Global Technologies - Milwaukee, WI 53214

Milwaukee, WI 53214. Audits documentation for accuracy. Receives, validates and enters information into Finance systems....

adidas - In Store Retail Brand Specialist

TalentRise - Milwaukee, WI

Our team personifies the brand in the field and for a lot of customers it's an awesome experience to connect with it in the field....

Administrative Assistant - Entry Level - new

AXA - Milwaukee, WI

Provide professional greeting of all visitors to the Branch office, provide professional greeting of all callers to the Branch by Telephone....AXA Advisors

Administrative Assistant

ESC - Milwaukee, WI

Traffic all incoming and outgoing images. Assist with any filing duties as needed. Our downtown client is seeking an administrative assistant to work in the Pre...

Administrative Assistant

Peospect Management Company - Glendale, WI

\$12 - \$16 an hour

Answer and make calls. Prospect Management, a Milwaukee based Property Management Company, is seeking Executive Assistant to join our team....

Administrative Support Assistant

Department Of Veterans Affairs - Milwaukee, WI

\$36,838 - \$53,212 a year

Respond to a variety of personal, telephone, and written inquiries from individuals within and outside the agency....

usajobs.gov...

Assistant Manager

Sundance - Milwaukee, WI 53223 (Bradley Estates area) +9 locations

You take ownership and responsibility to solve problems with a smile, seek help when needed and are willing to help and guide others....

Backroom Team Member

TARGET - Wauwatosa, WI +5 locations

Target merchandise discount.|Competitive pay.|Flexible scheduling. Keep merchandise organized and accessible.|Work as part of a fast, fun and friendly Backroom...Target Corporation

Y.E.S. Milwaukee Weekly Job Leads – 09.21.15 thru 09.25.15

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Bar Back - new

Dave & Buster's - Wauwatosa, WI

For our guests to enjoy. We work hard and we play hard, so when you need it –. WI. Multi-faceted bar scene....

Call Center Representative

ESC - Milwaukee, WI

Ability to read and interpret documents such as open orders, service logs, and procedure manuals. Under the direction of the Call Center Supervisor, the Call...

Cash Room Associate

BMO Harris Bradley Center - Milwaukee, WI

By seamlessly blending our sense of family, genuine passion and unique mindset as restaurateurs, we continue to set ourselves apart for our guests and from our...Levy Restaurant Limited Partnership

Cashier - new

Stores - Kmart Hourly - West Allis, WI +2 locations

Responsible for providing excellent customer service, efficiently and accurately completing sales and service transactions at the cash wraps, as well as handle...Sears Holdings Corp

Cashier

Mike Juneau's Arrow Hyundai - West Allis, WI

Handle cash transactions with customers. Greet customers when entering or leaving establishments. We are currently looking for a part time accountable cashier...

cbrf Resident care staff

CRU Group Home, Inc. - Milwaukee, WI 53217

Employment requirements * Must be 18+ years old * Pass Criminal and Caregiver background check * CBRF Certified Job Summary: Provide direct care to residents...

Central Services Aide

St. Camillus - Wauwatosa, WI 53226

\$14.05 - \$16.55 an hour

Order, maintain, distribute and charge cost of supplies in most efficient and cost-effective manner as directed by the Central Supply Manager....

Cleaning Crew Helper

Carlson Building Maintenance - Milwaukee, WI

\$8.50 an hour

These positions are stable and year round. Our company offers room to advance, with better positions and pay, for those who wish to grow with our company....

Clinic Services Representative

Children's Hospital & Health System - Milwaukee, WI

Greets and directs patients and visitors and completes registration for all patients. We provide primary care, specialty care, urgent care, emergency care,...

https://extrlapp.chw.org/.../EMPL.../HRMS/c/HRS_HRAM.HRS_CE.GBL...

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Clinical Documentation Specialist - Agency Contract

Wheaton Franciscan Healthcare Corp Glendale - Milwaukee, WI

The individual obtains and promotes appropriate clinical documentation through extensive interaction with physicians, nursing staff, other patient care givers...

Sponsored by Wheaton Franciscan Healthcare

Communications And Highway Safety Dispatch

Milwaukee County - Milwaukee, WI

\$33,101 - \$40,889 a year

To receive State and Federal Civil Defense calls and relay information to appropriate agency; One (1) year of high-intensity customer service contact or...DEADLINE 09.27.15 11:59P...

Cook (1st Shift) Children's Hosp. of WI

Sodexo Inc. - Wauwatosa, WI

Use kitchen tools safely and appropriately, including using appropriate tools to open cartons, boxes, and cans, and engaging all appropriate safety devices...

Customer Meetings and Events Representative

Rockwell Automation - Milwaukee, WI

Helping you develop a rewarding career is a top priority. Bachelor degree or equivalent experience. Because when you succeed, we succeed....

Customer Service Associate, Custom Fixtures

DCI-Artform - Milwaukee, WI 53209 (Thurston Woods area)

Provide initial technical support on customer programs prior to escalating to IT. Provide internal customer service by working with various departments on such...

Customer Service Representative (Full Time)

Guaranty Bank - Glendale, WI

\$13 an hour

As a Customer Representative you will represent Guaranty Bank as a champion of hardworking people to provide exceptional customer service through a one call...

Customer Service Representative

OfficeTeam - Wauwatosa, WI 53226 +3 locations

\$9.50 - \$11.00 an hour

Making outbound calls to potential students. A local college is looking for a customer service representative....

Customer Service Representative

U-Haul Moving Centers

U-Haul Moving & Storage at State St

2020 W State St - Milwaukee, WI +2 locations

If so, U-Haul is the right place for you! Whether your “regular” job is a full-time or part-time position at another company, being in the military, going to...

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Customer Service Specialist - new

JCPenney - Menomonee Falls, WI 53051 +2 locations

You demonstrate character and integrity in your actions, show the courage to do what's right, and succeed in your role because you have the right skills and...

Customer Service Specialist - OfficeFurniture.com

NBF Service - Milwaukee, WI 53202 (Lower East Side area)

Following successful completion of our training program, you'll begin providing world class Customer...

Customer Service Specialist

HP - Milwaukee, WI

Provides expertise to investigate and adjudicate claim characteristics that do not match policy provisions. Advises provider review councils, state officials...

Customer Support Specialist

Alpha Source - Milwaukee, WI

Communication methods include telephone calls, e-mail, Instant messaging and facsimile transmissions. Processing orders, creating and following up on quotations...

Data Entry - Part-Time

Zoological Society of Milwaukee - Milwaukee, WI

No phone calls, please. Previous data entry experience is required. Milwaukee, WI 53226. Applicant must have great attention to detail and be able to work...

Data Entry and Stewardship Specialist

Brookdale - Milwaukee, WI

Schedules meetings, answers telephone, processes invoices, routes incoming mail, maintains filing and other administrative duties as assigned....

Data Entry Clerk

Computech Corporation - Milwaukee, WI

Organization, Typing, Data Entry Skills, Attention to Detail, Confidentiality, Thoroughness, Decision Making, Independence, Analyzing Information , Results...

Department Assistant

Aurora HealthCare - Milwaukee, WI

Answers and screens telephone calls, resolves routine problems, and greets visitors appropriately. Sorting, distributing, filing documents, operating and...

Driver

Knowledge Universe - Greenfield, WI +4 locations

Current driver's license required with no more than 3 moving violations in past three years (no alcohol or drug related convictions)....

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Early Morning Team Member

Babies R Us - 18550 W. Bluemound Road - Brookfield, WI 53045

The physical removal of goods from a truck and putting empty pallets, security cages, and transfers back on the truck. Typical truck day schedule:....

Executive Administrative Assistant

Ace Technologies - Waukesha, WI 53188

\$25 an hour

Must be experienced with Power Point, Word, Excel, Outlook and standard Project Mgmt Web-based tools. Responsible for maintaining files, schedules appointments,...

Executive Assistant

Children's Hospital & Health System - Milwaukee, WI

Requires high school education plus some college or technical college, completion preferred. We provide primary care, specialty care, urgent care, emergency...

Executive Assistant

Wheaton Franciscan- St. Joseph Campus - Milwaukee, WI

Develop and maintain computerized spreadsheets and databases to enter information and generate reports; Photocopying, faxing, mailing and filing....Wheaton Franciscan Healthcare

Fitness Club Coordinator

Snap Fitness - Wauwatosa, WI

Answering questions, welcoming, and other member communications. Works with RM to develop and implements club policies and procedures....

Food Service Assistant Opportunities - Casual Position Wauwa...

Aurora HealthCare - Wauwatosa, WI

Providing initial service to visitors in the cafeteria by serving food and maintaining the cleanliness of the cafeteria....

Freight Handler - new

R+L Carriers - Milwaukee, WI 53221 (Clayton Crest area)

R+L Carriers part-time employee benefits include a 401(k) Retirement Plan with company matching contributions, Paid Vacation & Holidays, and free vacation...

Front Desk/Host - new

Dave & Buster's - Wauwatosa, WI

Greet guests and help. Making each guests experience special! You want to make a living ensuring every guest has fun – D&B style!...

FT Floor Care Technician - Metro Milwaukee

MahlerClean - Milwaukee, WI

\$10 - \$14 an hour

Position requires a valid drivers license and vehicle, ability to lift up to 50 lbs occasionally, be accessible by phone, be able to work in a team environment...Sponsored by MahlerClean

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Guest Service Representative

Marriott International, Inc - Milwaukee, WI

Answer telephones using appropriate etiquette. Identify and explain room features to guests; Print contingency lists to have a record of all guests in case of...

Highway Crew - Construction Industry - 100% Travel - new

Interstate Sealant & Concrete Inc - Milwaukee, WI

\$12 - \$20 an hour

Must Have Current Valid Driver's License including clean Driving Record for Past 5 years. Ability to complete physical qualifications to maintain a valid driver...

Housekeeper III - Full Time

Luther Manor - Wauwatosa, WI

Comprehend and use the proper chemicals and cleaning agents needed to perform assigned tasks. Must be able to deal effectively, tactfully and respectfully with...

Human Resource Team Member - new

TARGET - Milwaukee, WI

Develop a fast, fun and friendly team. |Support and train team members. |Handle applicant information with accuracy, security and confidentiality. |Maintain a... Target Corporation

Human Resources Generalist

Milwaukee County - Milwaukee, WI

\$59,045 - \$70,308 a year

Effective October 1, 1998, background checks must be conducted of all individuals appointed to positions covered by Wisconsin Act 27 of the laws of 1997 and...DEADLINE 10.02.15 11:59PM....

Human Service Worker - Pool

Milwaukee County - Milwaukee, WI

\$16.41 - \$26.28 an hour

A valid Wisconsin driver's license and maintained during incumbency is required. Applicants are no longer required to be residents of Milwaukee County, but are...DEADLINE 09.25.15 11:59P...

Imaging Patient Assistant - Full Time, West Allis

Aurora HealthCare - West Allis, WI

Promptly answers telephone, screens calls, schedules patient appointments, and takes messages. Basic Life Support (BLS) for Healthcare Providers certification...

Laboratory Assistant II part-time 2nd shift

Aurora HealthCare - West Allis, WI

Answers and screens telephone calls. Under general supervision, receives specimens for laboratory analysis and performs limited testing and/or result entry....

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Laundry - new

Dave & Buster's - Wauwatosa, WI

You live, love and embrace a fun, upbeat culture. We work hard and we play hard, so when you need it -. Safety and cost control. WI....

Local Merchandiser and Box Drop Delivery Driver

Angelic Bakehouse - Cudahy, WI 53110

\$13 an hour

Valid driver's license with a good driving history. Angelic Bakehouse is looking for a Local Merchandiser and Box Drop Delivery Driver to service our Milwaukee...

Loss Prevention Security Officer - Part-Time 2nd/3rd Shift

Johnson Controls - Milwaukee, WI

\$16 an hour

Must have a valid state driver's license and good driving record. Assists visitors with a legitimate need to gain entry to the facility;...

Material Handler - 2nd Shift (Medium Voltage Line) - new

Eaton - Waukesha, WI 53187

Eaton is a global technology leader in power management solutions that provides energy-efficient solutions that help our customers effectively manage electrical...

Merchandise Operations Specialist - new

JCPenney - Greendale, WI 53129 +2 locations

You thrive in environments that need order and rely on process to get things done right. Do you like working with your hands and staying active?...

Mortgage Servicing Clerk (full-time)

Landmark Credit Union - New Berlin, WI 53151

Landmark Credit Union is seeking a full-time Clerk to perform various clerical, data entry, and member service functions in our Mortgage Servicing Department....

New Patient Coordinator

Froedtert Hospital - Milwaukee, WI

Duties include a high degree of patient interaction (via phone), faculty and referring physician interaction, utilization of patient information and billing...Froedtert Health

Operations Manager/Manager in Training

Healthcare Services Group Incorporated - Milwaukee, WI

\$30,000 a year

Valid Drivers License. Promotional opportunities allow candidates to chart their own career path. This paid training program extends for 90 days and will...

Sponsored by Healthcare Services Group Incorporated

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Operations Planner

Harley-Davidson - Menomonee Falls, WI

\$23.07 an hour

The position will support bank building movements and administration in the materials department. Daily duties will include: * Verification/audit of bank...

Outbound Call Coordinator

Educated Solutions Corp - Wauwatosa, WI

Make outbound calls from previously established lists and set-up appointments with prospective students....

Part Time Receptionist

COLDWELL BANKER RESIDENTIAL REAL ESTATE LLC - Milwaukee, WI 53202 (Lower East Side area)

The Receptionist is responsible for answering multiple phone lines and directing callers to appropriate personnel....Realogy

Part Time Shuttle Driver Waukesha (Enterprise)

Enterprise Rent-A-Car - Milwaukee, WI

\$9 an hour

Must have valid driver's license with no more than two moving violations and/or at-fault accidents on driving record in the past three years....

Part-Time Medical Assistant/Receptionist - new

Quad/Graphics - West Allis, WI

Front office duties include reception and electronic scheduling. Current CPR certification required. Experience working in a medical facility and/or front...

Patient Access Services Representative

Tosa Health Center - Wauwatosa, WI

Answers and directs telephone calls. A minimum of two years of prior experience as a receptionist/assistant or related field is required....Froedtert Health

Patient Care Associate - Adult Inpatient Unit - new

Rogers Memorial Hospital - Milwaukee, WI

Whether you are a seasoned professional or new to the field of behavioral health, if you are caring, committed and compassionate with a sincere passion to help...

Patient Care Associate - Child/Adolescent Inpatient Unit - new

Rogers Memorial Hospital - Milwaukee, WI

Whether you are a seasoned professional or new to the field of behavioral health, if you are caring, committed and compassionate with a sincere passion to help...

Patient Service Representative II

Wheaton Franciscan- St. Joseph Campus - Milwaukee, WI

Interacts professionally with insurance companies and others to resolve billing issues.

Communicate and works directly with patients to address billing concerns...

Wheaton Franciscan Healthcare

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Pharmacy Tech. - Entry Level 1 - Wauwatosa, WI

Meijer, Inc - Wauwatosa, WI +2 locations

Maintaining confidentiality of patient information Qualifications High School/GED

Retail/Community Practice Excellent customer service skills Positive Attitude...Meijer

Pharmacy Technician

TARGET - Milwaukee, WI +3 locations

Deliver fast, fun and friendly pharmacy service. |Handle guest information with accuracy, security and confidentiality. |Help pharmacists fill prescriptions....Target Corporation

Production Sanitizer

Coca-Cola Refreshments - Milwaukee, WI

Coca-Cola Refreshments is an Equal Opportunity Employer and does not discriminate against any employee or applicant for employment because of race, color, sex,...

Production Worker/Customer Service

DigiCOPY - Milwaukee, WI

We need someone that has: Excellent Customer Service Skills Lots of computer skills (Creative Suite would be super helpful) *Works efficiently with...

PT General Cleaner 2nd Shift - Glendale - new

MahlerClean - Glendale, WI 53217 +4 locations

Accessible by telephone. Are you looking for a part-time job with great hours and....

Receiving/Stock Associate

Boston Store - Greendale, WI +4 locations

We offer competitive pay, great associate discount, 401k plan (once eligible) – including potential company match and great volunteer opportunities....

Receptionist and Switchboard.MS Ops.US

Ricoh - Milwaukee, WI

Distributes name badges to visitors, temporary employees, etc. Answers and transfers calls from all over the United States...

Receptionist/Administrative Assistant

Barden Orthodontics - Whitefish Bay, WI

Job duties include answering multiline phone, scheduling patients, greeting patients, typing letters, and other administrative tasks....

Receptionist/Office Assistant

ESC - Menomonee Falls, WI

Our client has an immediate opening for a Receptionist to complete a contract engagement supporting their HR Front lobby....

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Receptionist/Office Coordinator

Veolia North America - Milwaukee, WI

\$15 an hour

Promptly, accurately, professionally and courteously receives all telephone calls. Routes calls to appropriate person or location....

Recruiter (Greater Milwaukee)

ResCare - Milwaukee, WI 53202 (Lower East Side area)

Handle inquiry calls from clients and prospects. Develop clear understanding of the job(s) and culture(s). Implement marketing strategies to attract passive...

Replenishment Specialist - new

JCPenney - Menomonee Falls, WI 53051 +2 locations

You thrive in environments that need order and rely on process to get things done right. The Replenishment Specialist creates an outstanding customer experience...

Residential Mortgage Underwriter

GSF Mortgage Corporation - Milwaukee, WI

\$65,000 - \$72,000 a year

Requirements include a thorough working knowledge of and ability to analyze credit reports, income documentation, assets, liabilities, property appraisals, and...

Sponsored by GSF Mortgage Corporation

Retail Sales - Women's Active and Swim - Mayfair

Nordstrom - Wauwatosa, WI

We're looking for exceptional salespeople to provide outstanding customer service, develop strong customer relationships and build individual sales volume....

Sales Inbound Call Center 16-24 hours/week

Diamond Nexus - Franklin, WI

Forever Brands is a world leader in online and direct sales of innovative luxury jewelry products. No outside sales or cold calling....Sponsored by Diamond Nexus

School Bus Driver - \$15.39 per hour

Durham School Services - Milwaukee, WI

\$15.39 an hour

If you are at least 21 years of age, have had a valid driver's license for at least 3 years, think you've got what it takes and are interested in the benefits...

Security Officer - new

Apollo International - Brown Deer, WI

\$12 an hour

Must be able to meet and continue to meet any applicable state, county and municipal licensing requirements for Security Officers. Knowledge of or ability to...

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Security Officer - new

Per Mar Security Services - Wauwatosa, WI 53226

Technical training or college education in related field is preferred. Stand guard at security officer post, directing visitors, issuing access badges, and...

Security Officer

Froedtert Hospital - Milwaukee, WI

Valid driver's license is required. WI:. Please review the brief description of the responsibilities for this position....Froedtert Health

Security Officer

Goodwill Industries of Southeastern Wisconsin & Me... - Milwaukee, WI

Valid Drivers License and Proof of Insurance - Required. Provide guests, employees and vendors, professional and courteous assistance in the conduct of their...

Server for Country Club

North Hills Country Club - Menomonee Falls, WI

\$12 - \$17 an hour

Greet all guests and owners warmly with an appropriate greeting. • Adhere to grooming and appearance standards consistently....

Service Center Support PT - new

FedEx Freight - Franklin, WI

Perform administrative/clerical functions, including but not limited to, maintaining files, copying, imaging, answering phones, data entry, sorting/...

Service Representative/Courier- Laboratory Services

LabCorp - Wauwatosa, WI

At least 1 year courier/driving experience preferred Must have a Valid Driver's License and be at least 21 years old....

Shelter Administrative Assistant

Sojourner Family Peace Center - Milwaukee, WI

Answering and Directing incoming phone calls from the Domestic Violence hotline, addressing client and guest inquiries about programs, facilities and services,...

Shipping Clerk

GMR Marketing - New Berlin, WI

Must utilize past experience and learned knowledge to regularly make judgment calls to accomplish goals. Current or past certification for forklift, swing mast,...

Special Events Assistant - new

Dave & Buster's - Wauwatosa, WI

You are able to communicate to Guests and your fellow team members in a way that. The night's over – cash out, clock out and....

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Student Services Specialist - new

Herzing College - Menomonee Falls, WI

The Student Services Specialist will report to the Associate Director of Student Service (or designee) and is responsible for counseling students regarding...

Support Specialist - Child/Adolescent Inpatient Unit - new

Rogers Memorial Hospital - Milwaukee, WI

If certified by the State of Wisconsin at the time of hire, CNA must be in ‘good standing’ with the Wisconsin State Board of Certified Nursing Assistant...

Support Specialist - new

Opus Capital Markets Consultants LLC - Brookfield, WI

Complete verification of employment via telephone and internet research. Opus Capital Markets Consultants, LLC (Opus CMC) is an industry leading financial...

System Services Representative - new

IBM - Milwaukee, WI

All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual...

Technical Specialist - Word of Hope Project

Milwaukee Area Technical College - Milwaukee, WI

\$19.07 - \$25.87 an hour

Must hold and maintain a valid Driver's License. Answer questions of faculty members that are involved in the grant classes....

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**UNLESS OTHERWISE INDICATED, PLEASE
APPLY THROUGH **indeed.com** FOR
EMPLOYMENT CONSIDERATION...**

***** *REMEMBER...MAKE SURE YOU*
FOLLOW-UP ON YOUR APPLICATION WITH EMPLOYERS
IN-PERSON IF POSSIBLE TO SHOW THAT YOU WANT THE JOB!!**

IF YOUR RESUME DOESN'T WORK YOU DON'T WORK!!

Professional Resume Writing

Yancey Employment Services (Y.E.S.) can create you a PROFESSIONAL UPDATED RESUME in any career field. Common career fields from entry level to managerial; Engineering, Accounting, Finance, Healthcare, Social Services, Sales, Marketing, Business Development, Management, Hospitality, Construction, Transportation and **MORE**.

You will be partnered with an expert resume writer who specializes in your industry and who will identify your strengths and accomplishments, develop your personal brand and create a resume and cover letter that will help you secure **MORE** interviews and ultimately **MORE** job offers. **INVEST IN YOUR FUTURE! \$\$\$\$\$\$**

A PROFESSIONAL UPGRADED RESUME - \$100.00
COVER LETTER - \$50.00

Do **YOU** need your resume critiqued or a Professional **UPGRADED** Resume to “**COMPETE**” & “**STAND-OUT**” from your competition, advice, **COACHING** and/or questions concerning your JOB Search? Contact **Ms. Verna Yancey The Employment Specialist**” @ 414.949.9258, or via email vernayancey@ymail.com, [Twitter](#), [LinkedIn](#), or [Facebook](#)

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