Job List for Week of December 23rd

If you need access to a computer or the internet, or need resume help, feel free to call our main office number at 423-267-2217 and we will be happy to find a time for you to come in. This list is also available on our website at <u>www.nnhouse.org/job-listings/</u>

CLERICAL SUPPORT Galen Medical Group Pc 4980 Alpha Ln, Hixson, TN 37343 Full-time

Galen Medical Group offers several medical specialties throughout the Chattanooga region. We provide quality care and patient-friendly services to adults and children of all ages.

Our mission is to elevate the health of our community through multiple medical specialties providing excellent care delivered with wisdom, compassion, integrity, and a commitment to technology, education, and scientific inquiry. Galen is CHATTANOOGA'S Doctor!

Monday, Tuesday, Thursday and Friday in Hixson Office 8:45A - 5:30P Wednesday at Gunbarrel location 8:00A - 5:00PM

Summary/Objective:

Welcome visitors by greeting them in person or over the telephone in a prompt, professional and courteous manner recognizing this position is the initial representation of all Galen Medical Group and the Site specifically. This position provides support in the following areas: Check-In, Check-Out, Switchboard Operator, Appointment Scheduler, and/or Receptionist.

Essential Functions: Reasonable accommodation may be made to enable individuals with disabilities to perform these essential functions.

• Exhibits a high-level customer service approach by greeting all patients and visitors in a timely and helpful manner.

- Obtain, update, and enter demographic and insurance information for the patient into the practice management system (PMS).
- Scan patients insurance cards into the PMS. Verify coverage and eligibility.
- Point of Service collections Collect Co-pays, Co-insurance, Past Due balances and Collection balances per site protocol.
- Notifies appropriate personnel of the patients presence for medical services.
- Performs daily reconciliation of cash, checks, and credit card payments.
- Responsible for credit card batch processing and daily deposit reconciliation.
- Notifies the manager immediately of discrepancies in payments and collections, including discrepancies with out-of-balance batch reports.
- Knowledgeable of participating insurance plans accepted by the office.
- Provide the patient with updates regarding delays in the Providers schedule.
- Assures the Waiting room is clean and tidy at all times.
- If Check-Out duties are included in your job position, the following guidelines must be followed:
 - Schedule future appointments
 - Point of Service collections if done post visit
 - Return to Work and School notes
 - Schedule specialist appointments, and outside testing depending on site.
- If Switchboard duties are included in your job position, the following guidelines must be followed:
 - \circ $\;$ Responsible for opening the Switchboard when the clinic opens.
 - Transfers and removes lines to and from the forwarding function to answering service when deemed appropriate by the manager.
 - Receives telephone messages via telephone and/or fax from the answering service and relays messages to the appropriate parties.
 - Answers all incoming telephone calls and alerts the appropriate staff of needs.
 - Courteously and efficiently assists patients with their needs when receiving calls.
 - Accurately records detailed messages and sends task to the appropriate person.
 - Notifies personnel of incoming telephone calls according to the department guidelines.
 - Refers to On Call schedule daily and relay to the answering service before closing the office.

- Active participation in process improvement efforts.
- If Appointment Scheduling is included in your job position, the following guidelines must be followed:
 - Check availability for requested appointment. If provider or time is not available, offer alternate options to the patient according to office protocol.
 - Schedule appointments in PMS.
 - Reschedule patient appointments as requested.
 - Manage recall list.
- If Pharmacy duties are included in your job position, the following guidelines must be followed:
 - Answering telephone calls and conducting outbound calls.
 - Checking in patients for Patient Assistance and Pharmacy appointments.
 - Running the Pharmacy P.O.S. system.
 - Setting up Pharmacy deliveries.
 - Assisting with other Pharmacy Related duties as necessary.
- May be required to assist other team members based on office demands.
- Must adhere to HIPAA guidelines at all times in order to maintain the highest level of patient confidentiality.
- Other duties as assigned by Regional Manager or Site Manager.

Other Duties/Responsibilities:

- Promote the mission, vision, and values of Galen Medical Group.
- Maintain confidentiality of all patients, medical, financial, and legal information.
- Report to work on time and as scheduled.
- Represent the organization in a positive & professional manner.
- Comply with all organization policies and standards regarding ethical business practices.
- Participate in performance improvement and continuous quality improvement activities.
- Attend regular staff meetings and in-services as directed by your manager.
- Consistently demonstrate the value of the team concept.
- Understands and abides by OSHA, HIPAA & CLIA standards.

Knowledge/Skills/Abilities:

- Ability to handle difficult situations involving patients, physicians, or others in a professional manner.
- Ability to work independently, exercise creativity, be attentive to detail, and maintain a positive attitude.
- Ability to manage multiple and simultaneous responsibilities.

The above job description is intended to describe the general content of and requirements for this job. It is not intended to be a complete statement of duties, responsibilities, or requirements.

QUALIFICATIONS:

Required:

- High school graduate or equivalent.
- Must be computer literate.
- Ability to perform mathematical calculations.
- Above-average spelling skills.

Preferred:

- 2-3 years medical receptionist experience.
- Medical experience and terminology helpful but not required.

https://www.indeed.com/jobs?q=&I=Hixson%2C+TN+37343&sc=0kf%3Aattr%28FCGTU%7CQJZM9%252COR%29%3B&radius=15&start=50&vjk=2de04188f728b96

Childcare Educator Jungle Town Daycare and Preschool 6501 Middle Valley Rd, Hixson, TN 37343 \$12 - \$14 an hour - Full-time

Jungle Town is a faith based preschool center that strives in teaching the word of the Bible, while also providing children and families with education, safety, and support, as well as, taking care and providing a fun atmosphere for our staff!

```Duties```

- Provide a safe and nurturing environment for children in your care
- Plan and implement age-appropriate activities to promote physical, cognitive, and social development
- Create a structured daily schedule that includes playtime, learning activities, meals, and rest periods
- Monitor children's behavior and intervene when necessary to ensure a positive and respectful atmosphere
- Communicate with parents regarding their child's progress, behavior, and any concerns that may arise
- Maintain a clean and organized childcare space

```Experience```

- Previous experience working with children in a childcare setting is preferred but not required
- Knowledge of physical education, early childhood education, child welfare, special education, and childhood development is beneficial
- Experience working with different age groups, including infants, toddlers, and preschool-aged children
- Familiarity with behavior management techniques and strategies for promoting positive behavior in children

Qualifications:

- High school diploma or equivalent required; additional education in early childhood development or related field is a plus
- CPR and First Aid certification preferred will be offered if not currently acquired
- Excellent communication skills to effectively interact with children, parents, and other staff members
- Ability to multitask and prioritize responsibilities in a fast-paced environment
- Strong organizational skills to maintain records and documentation related to children's activities and progress

Benefits:

- Competitive pay based on experience and qualifications
- Opportunities for professional growth and advancement within the organization
- Paid time off and holidays
- Health insurance options available
- Family environment with lots of excursions and parties

If you have a passion for working with children and are dedicated to providing a safe and enriching environment for them to learn and grow, we encourage you to apply for the position of Childcare Provider.

https://www.indeed.com/jobs?q=&I=Hixson%2C+TN+37343&sc=0kf%3Aattr%28FCGTU%7CQJZM9%252COR%29%3B&radius=15&start=40&vjk=75cbbd08fcf57987

Dietary Aide Life Care Center of Red Bank Chattanooga, TN 37405 Full-time

Come and grow with us! We are affiliated with Life Care Centers of America, which is a privately owned 47-year industry leader in healthcare with more than 200 locations across the U.S. We are currently seeking a qualified Dietary Aide to add to our team of professionals. We believe that every job in our company plays a vital role in our continued growth and commitment to provide quality patient care. We believe in providing our associates with opportunities to help them reach their maximum potential through working with strong multidisciplinary teams. We invites you to come and join our growing team.

As an important member of our team, the Dietary Aide provides assistance in all food service functions to ensure patients' dining needs are met in accordance with all applicable laws, regulations, and Life Care standards. Your daily responsibilities will be providing assistance in food preparation and serving, while maintaining clean and sanitary conditions.

Education, Experience, and Licensure Requirements:

- High school graduate or equivalent preferred
- Prior health-care experience preferred
- Prior food services experience preferred

Specific Job Requirements:

- Implement and interpret the programs, goals, objectives, policies, and procedures of the department
- Maintains professional working relationships with all associates, vendors, etc.
- Exhibit excellent customer service and a positive attitude towards patients
- Concentrate and use reasoning skills and good judgment

Living (Leasing) Consultant - Chattanooga, TN Capital Square Living 5750 Lake Resort Drive, Chattanooga, TN 37415 \$15.00 - \$17.37 an hour

Capital Square Living (CS Living) is a fully-integrated property management company based in Richmond, VA. CS Living was built on the strong foundation of the Capital Square brandlisted by Virginia Business on their Best Places to Work in Virginia report in 2019 and their Fantastic 50 reports in 2019 and 2020 Capital Square Living has a vision to develop and manage the future, one relationship at a time. Our property management company provides a highly competitive compensation package and employee-centric benefits.

Capital Square is one of the top three securitized 1031 exchange sponsors in the U.S. In 2020, Capital Square was not only ranked as one of the fastest growing companies in the Richmond, Virginia area but also made the list for Best Places to Work by Virginia Business Magazine.

Summary

As a Living (Leasing) Consultant, you are the primary point of contact for all prospective residents and will play a critical role in ensuring all prospective and existing residents feel welcome at Capital Squares properties. This Living (Leasing) Consultant position is responsible for coordinating the communitys marketing, leasing and renewal strategies to achieve occupancy, revenue and resident retention goals by performing all activities related to leasing to new residents, providing resident satisfaction throughout the term of the lease and securing resident lease renewals.

Primary Responsibilities

- Performs all sales and leasing activities to achieve the communitys revenue and occupancy goals by greeting and qualifying prospects, conducting community tours and showing apartments, processing applications, credit screening and criminal background checks
- Prepares the lease and move-in package, ensuring a smooth resident move-in and lease signing
- Inspects apartments prior to resident move-in, ensures apartments are in move-in ready condition and schedules any outstanding item to be addressed with the maintenance team
- Stays informed about current market and competitor conditions that may impact the communitys occupancy and sales results
- Develops and implements short- and long-term marketing plans and goals to sustain occupancy, and follows the communitys established policies related to concessions, specials, and other programs to boost occupancy
- Uses the on-site property management software (Yardi, etc.) to track apartment availability, record traffic and leasing activities, manage resident and prospect data, critical demographic information, etc. about existing and future residents
- Responds quickly and courteously to resident and Capital Square concerns and questions, taking prompt action to solve problems

Knowledge and Skills Requirements

- School or GED (General Education Diploma)
- Previous leasing experience a plus
- Excellent organizational skills and customer service mindset
- Strong computer technology skills with basic knowledge of MS Office Suite
- Yardi/Yardi Voyager experience a plus

- A valid drivers license may be required
- A positive, motivating and team-oriented attitude
- A desire to exceed in a very competitive environment

Work Hours

Will normally work a Monday-Friday schedule with rotating weekends; (hours may vary to meet the business needs of the property).

Work Location

Onsite at our properties. Team members work in an office environment, but also may have frequent exposure to outside elements where temperature, weather, odors and/or landscape may be unpleasant and/or hazardous.

https://www.indeed.com/jobs?I=Hixson%2C+TN+37343&sc=0kf%3Aattr%28FCGTU%7CQJZM9%252COR%29%3B&vjk=ca8e7f4c7590fdfb&advn=4 626866802277894

Drive Thru Team Member Chick-fil-A 5579 TN 153, Chattanooga, TN 37343 Up to \$16 an hour - Part-time, Full-time

Chick-fil-A - Immediate Drive Thru Team Member Needed

Are you enthusiastic about working in a fast-paced, fun, and loving environment? Do you enjoy serving guests with a smile, rain or shine? Day or night?

Join Chick-fil-A as a Drive-Thru Team Member and be part of a dynamic team that values teamwork, leadership, and exceptional customer service. As a Drive-Thru Team Member, you will use iPOS technology to efficiently take guests' orders and ensure accurate and timely delivery. No prior experience is required - just bring your friendly attitude and willingness to learn!

Description

- Work both indoor and outdoor in a Face 2 Face Drive Thru Model
- Take orders, handle payments, and expedite orders with enthusiasm
- Enjoy a positive work environment that is both fast-paced and safe

Requirements

- Must be at least 21 years of age
- Greet guests warmly and enter orders accurately in iPOS
- Available 35 hours a week, Monday thru Saturday
- Work outdoors, rain or shine, hot or cold, day or night.

Company Information

- Chick-fil-A Oak Park Town Center focuses on providing exceptional drive-thru experiences
- Enjoy benefits such as health insurance and employee discounts

Location: Chick-fil-A Oak Park Town Center

5740 Hwy. 153

Hixson, TN 37343

Don't miss this opportunity to be part of a fun and enthusiastic team at Chick-fil-A - apply now!

Working at a Chick-fil-A® restaurant is more than a job – it's an opportunity for teamwork and leadership development in a positive, people-focused environment. Most Chick-fil-A restaurants are locally owned and operated by independent, franchised Operators who invest in the future of their Team Members and give back to their communities.

https://www.indeed.com/jobs?q=&I=Hixson%2C+TN+37343&radius=35&start=10&vjk=f283cf0ada542af3

Psychiatric Technician Full-Time Moccasin Bend Mental Health Institute 100 Moccasin Bend Road, Chattanooga, TN 37405 \$29,230 - \$29,232 a year - Part-time

PSYCHIATRIC TECHNICIAN (Educational Assistance after 6 months, 1 course per semester, at State of TN colleges, universities, community college, FREE. Unlimited employee referral bonus plan, numerous promotional opportunities).

WE HAVE IMMEDIATE JOB OPENINGS

Moccasin Bend Mental Health Institute is a 165-bed state psychiatric hospital which serves acute, extended,

and forensic care patients in an 52-county area of East Tennessee. It is one of four Regional Mental Health

Institutes operated by the Tennessee Department of Mental Health and Substance Abuse Services (TDMHSAS),

the State of Tennessee's statutory authority in mental health care and substance abuse services. The facility is

fully accredited by the Joint Commission and certified by the Centers for Medicare and Medicaid Services.

Under nursing supervision, Psychiatric Technicians at Moccasin Bend Mental Health Institute (MBMHI) provide

direct care to patients in Short Term Care Programs; Extended Care Programs; and, Forensic Care Programs for

those who have been diagnosed with a mental illness and have forensic charges.

Responsibilities of this position include providing daily living care for patients such as bathing and personal hygiene; assisting with dressing (clothes); and, feeding. Psychiatric Technicians must have the ability to move, lift, and/or transfer patients using sliding boards, wheel chairs, or other required equipment; as well as provide supervised medical assistance, such as, but not limited to, obtaining vital signs and weights of patients. Psychiatric Technicians escort patients to appointments and other appropriate areas; and, they provide individualized teaching and lead activities for patients. This individual is required to make rounds according to policy and procedure to account for each assigned patient; provide verbal de-escalation of agitated patients; and, perform CPR and other emergency responses and techniques when necessary. Psychiatric Technicians must be able to lift 30 – 50 lbs. and perform repetitive tasks consisting of bending, stooping, standing and walking. Required Education:

Graduation from a standard high school or equivalent.

Necessary special Qualifications:

A valid motor vehicle operator license may be required.

All necessary training will be provided on-site.

Preferred Qualifications:

Mental Health experience preferred

MBMHI is an AA/EEO/ADAAA Employer.

Pre-employment Drug Testing and Criminal Background Check Required.

Job Type: Full-time

Experience:

Mental Health experience preferred but not required

Education:

High school or equivalent

Required work authorization:

United States

https://www.indeed.com/jobs?q=&I=Hixson%2C+TN+37343&from=searchOnDesktopSerp&vjk=14f21f5a64453f16&advn=6644759111459853

Customer Benefit Advisor I (On-Site) Unum Chattanooga, TN 37402 \$36,000 - \$59,400 a year - Full-time

When you join the team at Unum, you become part of an organization committed to helping you thrive.

Here, we work to provide the employee benefits and service solutions that enable employees at our client companies to thrive throughout life's moments. And this starts with ensuring that every one of our team members enjoys opportunities to succeed both professionally and personally. To enable this, we provide:

- Award-winning culture
- Inclusion and diversity as a priority
- Performance Based Incentive Plans
- Competitive benefits package that includes: Health, Vision, Dental, Short & Long-Term Disability
- Generous PTO (including paid time to volunteer!)
- Up to 9.5% 401(k) employer contribution
- Mental health support
- Career advancement opportunities
- Student loan repayment options
- Tuition reimbursement
- Flexible work environments
- All the benefits listed above are subject to the terms of their individual Plans.

And that's just the beginning...

With 10,000 employees helping more than 39 million people worldwide, every role at Unum is meaningful and impacts the lives of our customers. Whether you're directly supporting a growing family, or developing online tools to help navigate a difficult loss, customers are counting on the combined talents of our entire team. Help us help others, and join Team Unum today!

General Summary:

Minimum starting base pay is \$41,600

This position is open to those within a 50 mile radius of our Portland, ME and Chattanooga, TN Offices

The Customer Benefit Advisor (CBA) I is the first step in a two-level career path. A CBA I is the critical first point of contact for our customers.

To be successful in this role, you will need to demonstrate exceptional customer service for up to four lines of business serviced by Unum/Colonial life. It is critical to provide accurate information on benefits, claims, and or policy administration with minimal operational oversight. You will also be tasked with compiling information for multiple product types, from multiple systems, and providing responses to customers that are thorough, clear, and concise. All work is carefully performed according to established protocols/procedures. While service is focused on our external customers, you will also be responsible for creating detailed/appropriate documentation for our internal cross-functional business partners.

In addition to providing excellent customer service in accordance with established standards, you will also demonstrate contributions aligned with Contact Center key performance indicators. To be successful you will need to demonstrate individual metrics (i.e. accuracy, post-call surveys, average handle time, after call work, etc.) that are in line with pre-set expectations and drive results for the Customer Contact Center.

Principal Duties and Responsibilities

- Be the customers' go-to person by being there, on time, ready to help them via multiple avenues of communication with timely and accurate information regarding policy and coverage-related questions.
- Meet or exceed company goals and metrics to guarantee the best experience for customers.
- Be open and motivated by feedback and guidance to be at your best for customers.
- Protect customers' privacy and reassure them with empathy and professionalism.
- Be available to work a regularly assigned shift between the hours of 8:00 am and 8:00 pm Eastern time.
- Reliable attendance in accordance with contact center attendance guidelines.
- Successfully complete all required training without missing any content.
- Ability to obtain information from multiple systems and relay to customers in a seamless manner.
- Follow all documented processes/workflow to enhance customer service and reduce customer effort/operating efficiency.

- Utilize resources and tools to accurately respond to customer inquiries.
- Meet the expectations of the quality/productivity standards.
- Demonstrate a passion for the values outlined in the We are Unum value statements.
- May serve as a certified mentor, as needed
- May perform other duties as assigned.

Job Specifications:

- 1 year of customer service experience preferred.
- Highschool diploma or GED required.
- Successful completion of Unum's Contact Center training program, including demonstrating phone proficiency, and passing required knowledge checks.
- A passion for helping customers and exceeding their expectations with high integrity.
- Strong verbal and written communication skills and the ability to tailor styles to the audience
- Enthusiasm for working in a fast-paced, structured environment and answering numerous inquiries for customers at their greatest time of need.
- Strong computer and multi-tasking skills as well as the ability to confidently work in multiple systems with dual monitors.
- Familiarity with Microsoft applications such as Outlook, Word, and Excel.
- Intellectual curiosity and a desire to continually learn and grow.
- An excellent work ethic and ability to adapt and work successfully in a continually changing environment.
- Dependability being there when needed by teammates and customers.
- Comfortable with video communications via MS Teams throughout the day to communicate with teammates and leadership face to (virtual) face.

Work from home requirements:

• Access to a desk, chair, and a dedicated workspace, free from distractions.

• Strong and reliable internet speed, with speeds of 25 MB download, 5 MB upload. (DSL, Wireless, Satellite, or 5G, are not an option for this position.) You will be required to provide proof of a speed test between the hours of 8am ET – 8pm ET.

https://www.indeed.com/jobs?q=unum&l=Hixson%2C+TN+37343&from=searchOnHP&vjk=8eddb677f7d0e7ed

Production Associate Pilgrim's Chattanooga, TN 37403 \$16.28 an hour - Full-time

FULL-TIME

\$16.28/hr

- Processes product using tools, manual labor, and equipment provided in accordance with USDA and Pilgrim's product standards and procedures.
- Process product according to operating procedures and quality/quantity expectations.
- Observes equipment operation, notifying appropriate personnel of any malfunctions and/or safety issues/concerns.
- Clean and organized work area.
- Perform other duties as assigned.
- Trains others with the skills and knowledge gained from position.
- Observes all company personnel, quality, safety, and food safety policies.
- Maintains a positive work atmosphere by acting and communicating in a manner so that you work effectively and cooperatively with customers, clients, co-workers, and leadership teams.
- Recognizes and acts on incidents and safety risks. Consistently practices and enforces safe work habits and drives those habits throughout the organization.
- Participates in process improvement and problem solving utilizing continuous improvement and rational thinking methodologies such as Six Sigma
- Follow all company animal welfare guidelines.

CHA-03 WS-03 WS-TC

Schedule

Shift start: 6:00AM or 3:30PM Shift length: 9 - 10 hours Monday-Friday with weekends and overtime as needed

Benefits

- Health, dental, vision insurance available after 60 days
- Paid time off
- 401(k) plan

Qualifications

- Must pass drug screen
- Can lift 40 lbs
- Must be at least 18+ years old

During your drug screen, you will be tested for alcohol & complete a physical assessment.

About Pilgrim's

Pilgrim's is a leading global provider of high-quality food products, including well-recognized brands and value-added premium products. As one of the world's largest poultry producers, Pilgrim's has provided wholesome, quality products to customers and consumers for more than seven decades. It's our passion for excellence that continues to drive us to be the best, and we seek opportunities to diversify and grow.

https://jobs.workstep.com/featured-job/chattanooga-tn/pilgrims/production-associate-x87kj/?sn=1&utm_source=in2&utm_medium=jobad&utm_campaign=40820_in&{u_m_campa

All Shifts Available paying \$15-20 Express Employment Professionals Chattanooga, TN 37421

Express Employment Professionals is hiring for over 100 different companies. We have 300 job opportunities.

Painters-\$16-\$20

Forklift Operator-\$16-\$18

Mig Welders-\$18+

Heavy Equipment Assemblers-\$17-\$19

Shipping/Receiving-\$15-\$17

Counter Sales-\$15-\$16

CDL Drivers- \$18+

We have 1st,2nd,3rd shifts. 8hrs/10hrs/12hrs

PLEASE COME INTO THE OFFICE- WE ARE LOCATED AT 5922 SHALLOWFORD.

OR APPLY ONLINE AT : https://www.expresspros.com/ChattanoogaTN/Job-Openings.aspx

About us:

Express works with job seekers to help find the right job for their skills and experience. We have a variety of jobs available, including full-time, part-time, and temporary positions. As one of the leading staffing companies in North America, State, and Location Name, we're ready to help you take the next step in your career.

Express Employment Professionals is an Equal Opportunity Employer and prohibits discrimination and harassment of any kind. We are committed to the principle of equal employment opportunity for all people and to hire and promote individuals solely based on their qualifications for the job.

In compliance with applicable federal, state/province and local law, employment decisions are based on business needs, job requirements, and an individual's qualifications regardless of race, color, religious creed, national origin, ancestry, age, gender, pregnancy, sexual orientation, gender identity, marital status, familial status, disability, genetic information or protected veteran status. We do not tolerate discrimination or harassment based on any of these characteristics and expect that our employees and associates will cooperate in maintaining an atmosphere free of discrimination and harassment.

Apply today on the ExpressJobs app! Search for other great job openings in your area, build your profile, show off your skills and apply, all from your mobile device.

Chattanooga Area Chamber- Learn about Career Opportunities

Find jobs and learn about training opportunities for changing your career.

https://chattanoogacalling.com/find-a-job/jobs/

Samaritan Center Job Board

List of Chattanooga area jobs

https://thesamaritancenter.net/job-board/



Our dedicated employees complete 5 million student journeys per day. At First Student caring for students is our first priority.

BENEFITS First Student offers VERY competitive wages.

The starting pay is \$21.63/hr. Paid training leading to CDL license.

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Bilingual Service Technician

Opportunity!

💡 Chattanooga, TN

Offering \$16-\$18/hr and working M-F 7:30am to 4:30pm

As a Service Technician, You will: Service & repair Pneumatic Tools Service & Repair Air Compressors Run Sales Counter & Warehouse Duties We are seeking professionals with Mechanical Aptitude for this role Experience in construction and/or manufacturing would be an advantage!

Email your resume your resume to rdodson@siriusstaffing.com or call at (251) 305-4613

