

Job Postings 04.12.21

JPMorgan Chase “Talk Tech with Us” Virtual Chat Series- Connect with JPMorgan Chase through these virtual events where you’ll learn about their Software Engineer and Tech Connect Programs, You will have the opportunity to hear from Recruiters, former Interns and current Software Engineers to help you explore a career in technology at JPMorgan Chase. The next topic is Diversity, Equity & Inclusion at JPMorgan Chase. For more information, please visit HBCUconnect.com. RSVPs are required. This information was made available by HBCU Connect. (03.22.21).

WSMV News Producer (JR09532)/Multimedia Journalist (JR09803)/Systems Engineer (JR09806)- These positions are located in Nashville, Tennessee 37209. WSMV, a Meredith Corporation TV Station is searching for a News Producer to create content for television and other digital platforms; a Multimedia Journalist to seek out, produce, and tell stories on a variety of platforms- television and other; and a Systems Engineer to install, support, and maintain all mechanical and electronic equipment within the broadcast environment. The education and experience requirements, as well as the application closing dates, for these positions vary. For more information, visit <http://www.meredith.com/viewjobopenings>. Questions may be directed to Michelle Curoe at michelle.curoe@wsmv.com. (03.25.21 & 03.30.21)

UnitedHealth Group Entry-Level Customer Service Roles (919772)- These positions are temporarily remote. The office is located at 1021 Windcross Court in Franklin, Tennessee 37067. UnitedHealth Group is seeking Customer Service Representatives to call members to schedule in home visits with a Physician or a Nurse Practitioner, answer inbound calls from members and assist them with their inquiries, and ensure that the appointments are scheduled accurately and resolve any scheduling issues or concerns. CSRs work 8-hour shifts Monday through Friday between the hours of 7:00 a.m. and 7:30 p.m. and may be occasionally required to work overtime or on the weekend as dictated by business need. For more information and/or to apply, please visit <https://uhg.hr/FranklinCSR>. Questions may be directed to Erika Richoz, Brand Ambassador and Community Engagement and Personal Partnerships Lead, at Erika.richoz@uhg.com or at (816) 510-0332. (03.24.21)

Darrell Waltrip Honda Front Desk Receptionist- This position is located at 1430 Murfreesboro Road in Franklin, Tennessee 37067. Darrell Waltrip Honda is seeking a Front Desk Receptionist to work in Guest Services. This position is part-time for 24 to 30 hours a week with weekday and weekend work required. The pay rate is \$13.00 per hour. Please apply online at <http://www.hendrickcars.com/hendrick-careers.htm>. Questions may be directed to Carletta Kirk at carletta.kirk@hendrickauto.com or at (615) 791-1101. (03.24.21)

Sarah Cannon HCA Data Coordinators- These positions are located in Nashville, Tennessee. The Sarah Cannon HCA is seeking new or recent graduates for Data Coordinator roles. Data Coordinators provide support to Clinical Trial Specialists (CTS) on a daily basis and ensure all activities are conducted according to company standard operating procedures (SOPs) and all

applicable Good Clinical Practice (GCP) and ICH regulations and guidelines. Data Coordinators support CTSs to meet industry trial data deadlines and obtain source documentation for patients enrolled into clinical trials. They also assist CTSs with case report form completion and query resolution, and Serious Adverse Event (SAE) reporting and tracking. Data Coordinators create and maintain patient visit tracking spreadsheets for CTSs and maintain and archive study administrative files. Data Coordinators will be assigned special procedural projects to enhance the functioning of Drug Development Data Operations. Throughout the conduct of the clinical trial, they will assess adherence to SCRI SOPs, Good Clinical Practice (GCP) and ICH regulations and guidelines. The hourly wage for these positions is \$15.00-\$18.00 and work hours vary. Questions may be directed to Ashley Howard at (615) 982-5518 or at Ashley.Howard4@HCAHealthcare.com. To apply, please visit the following link: <https://hca.taleo.net/careersection/10147/jobdetail.ftl?job=03058-1258CORP&lang=en>. (03.29.21)

Duck River Electric Membership Corporation (DREMC) Business Program Specialist- This position is located in Shelbyville, Tennessee. For more information, including a full position description, and/or to apply, please visit the company website at www.dremc.com/careers. Candidates must submit a resume and cover letter. Questions may be directed to Brandi Shore, Human Resources Manager, at (931) 685-6107. (03.30.21)

PL Marketing Set Team Member- The Set Team Member will perform work in Nashville, Tennessee and the surrounding areas. PL Marketing is seeking a Set Team Member to work in Kroger stores to remodel and reset stores to new designs. The benefits for this position include a \$350 per month car allowance, paid drive time, mileage reimbursement, a \$50 per day per diem when traveling overnight, as well as full traditional benefits including paid time off, holidays, medical/dental/vision insurance, and a 401k, etc. The night shift consists of four 10-hour shifts and night employees receive a \$1.00 per hour shift differential. The work schedule will be Sunday through Wednesday or Monday through Thursday. To apply, visit <https://recruiting.ultipro.com/PLM1001PLMI/JobBoard/b8846383-8efc-54ca-fcf4-1924a148f6b9/OpportunityDetail?opportunityId=bf635e0b-f391-4166-87ad-e2693b9e9340>. Questions may be directed to Kayla Panzeca, Human Resources ASP, at (859) 292-4636 or at kayla.penzaca@kroger.com. (03.31.21)

Thermo Fisher Scientific Multiple Roles- As the world leader in serving science, Thermo Fisher Scientific empowers their people to advance innovative technologies, develop meaningful solutions, and build rewarding careers. With revenues of more than \$32 billion and the largest investment in R&D in the industry, they give their 80,000+ extraordinary minds the resources and opportunities to make significant contributions to the world. Join Thermo Fisher Scientific and contribute to their singular Mission —to enable their customers to make the world healthier, cleaner and safer. The company is hiring over 140 new colleagues this year, with the vast majority needed by June 2021. The types of roles range from leadership to entry-level and across a variety of business functions, including cGMP Manufacturing, Process Development, Supply Chain, Quality Control, Quality Assurance, and

MSAT. Thermo Fisher Scientific invites you to learn more about their work, people and culture, and discover a career where your work makes the world a better place. For more information, please visit www.hbcuconnect.com. This information was made available by HBCU Connect. (04.01.21)

Psychiatric Medical Care Accounting Assistant- This position is located in Brentwood, Tennessee. Psychiatric Medical Care is seeking an Accounting Assistant to perform various accounting functions for the company and its subsidiaries. This role helps grow and maintain PMC's finance and accounting functions—including but not limited to ensuring a high level of integrity in, and the timely completion of, all financial activities, actively engaging with all departments, supporting operational needs and driving productivity with advice, analysis and financial direction. The Accounting Assistant must work in the office four to four and 1/2 hours daily, Monday through Friday. Start and end times can be flexible but consistent between the hours of 8:00 a.m. and 5:00 p.m. Benefits of this part-time position include a 401K plan with up to a 4% match of the employee's contribution. A Bachelor's degree or equivalent in a related field is preferred but not required, and two to four years of related experience is required along with proficiency in commonly used Microsoft Office applications and knowledge of SharePoint/OneDrive and other email/collaboration technologies. The part-time Accounting Associate position reports directly to the Corporate Controller. The starting wage for this position is \$20.00 per hour. For more information and/or to apply, please visit <https://recruiting.paylocity.com/Recruiting/Jobs/Details/504318>. Questions may be directed to Betsy Dooley at (615) 319-9872 or at bdooley@psychmc.com. (04.01.21)

United States Capitol Police (USCP) Officers (Federal Law Enforcement)- These positions are located in Washington, DC. The USCP is seeking April applicants for entry-level Police Officer positions that offer professional development, career growth opportunities in law enforcement, and the privilege of protecting the Legislative Branch of federal government. The USCP safeguards the Congress, its legislative process, Members of Congress, employees, visitors, and facilities to include the United States Capitol Building. They employ over 2300 sworn and civilian personnel from nearly all 50 states and territories. Officers work 40 hours per week and earn annual salaries of \$64,815, along with extensive federal benefits and tuition reimbursement. Applicants must have a high school diploma or GED, be at least 21 years old and not older than 39 years, have a U.S. driver's license and three years of driving experience, and be a U.S. citizen. Apply by April 30, 2021 at www.usajobs.gov. For more information, please visit www.uscp.gov/careers or contact the recruiting office at recruiting@uscp.gov or at (866) 561-8727. (04.02.2021)

American Addiction Centers MT/MLT- This position is located in Brentwood, Tennessee. American Addiction Centers is one of the largest treatment organizations in the country and offer its employees excellent opportunities for growth and potential to realize their strengths and career goals. The organization currently has a full-time opportunity for a MT/MLT. The successful candidate will enjoy great pay, great benefits, and great hours. Visit <https://careers-americanaddictioncenters.icims.com/jobs/4343/job> for more information.

Questions may be directed to Melissa Marlow, Talent Acquisition Partner, at (954) 289-4652. (04.06.21)

Starbucks Barista- This position is located in Franklin, Tennessee. The Barista contributes to Starbucks success by providing legendary customer service to all customers. This job creates the Starbucks Experience for our customers by providing customers with prompt service, quality beverages and products, and maintaining a clean and comfortable store environment. No previous experience is required. Employees are expected to maintain regular and consistent attendance and punctuality, with or without reasonable accommodation and be available to work flexible hours that may include early mornings, evenings, weekends, nights and/or holidays. Starbucks is committed to creating a diverse and welcoming workplace that includes partners with diverse backgrounds and experiences. People of color, women, LGBTQIA+, veterans and persons with disabilities are encouraged to apply. Qualified applicants with criminal histories will be considered for employment in a manner consistent with all federal state and local ordinances. Starbucks Corporation is committed to offering reasonable accommodations to job applicants with disabilities. If you need assistance or an accommodation due to a disability, please contact us at (206) 318-0660 or at applicantaccommodation@starbucks.com. The hourly rate of pay is \$11.00 with work performed between the hours of 4:30 a.m. and 9:30 p.m. For more information, please contact Brenda Espinosa at (951) 751-9796 or at US2103732@starbucks.com. (04.06.21)

Graymere Country Club Servers- These positions are located at 2100 Country Club Lane in Columbia, Tennessee 38401. Graymere offers a friendly, easy-going environment and is looking for servers to work two to three shifts per week for five to seven hours per shift. The pay is \$9.00 per hour plus an automatic 18% gratuity. Available shifts include lunch serving shifts; Wednesday, Thursday, and Friday PM shifts; and Brunch shifts on Sundays from 11:00 a.m. to 3:00 p.m. If interested, please email matt@graymerecc.com to set up a time to come in and fill out an application and sit down for an interview. Questions may be directed to Matt Tornow at (931) 388-4455 or at the above email address. (04.06.21)

Loveless Café Multiple Positions- These positions are located at 8400 Highway 100 in Nashville, Tennessee 37221. Loveless Café is seeking applicants for LBK Team Member, Events Server, Events Dishwasher, Café Line/Prep Cook, Food Truck Cook, NTM Cashier, NTM Store Supervisor, and Café Dishwasher. The hourly wage for these jobs ranges from \$10.00 to \$16.00 depending on position and experience. To view detailed job descriptions with work hours for each job title, and/or to apply, please visit www.lovelesscafe.com/about/jobs/. Questions may be directed to Wendy Felts at (615) 708-4904 or at wendy@lovelesscafe.com. (04.08.21)