



2020 COVID-19 Jobs List



Durham Jobs

Bilingual Assistant Property Manager (Spanish/English)

Summary: Durham Community Land Trustees (DCLT) is seeking a bilingual (Spanish) candidate with an interest in property management and affordable housing. The ideal candidate will have at least one year of property administration or real estate experience and commitment to working with diverse communities. Under the supervision of the Senior Manager of Property & Sales, the assistant property manager will assist in managing scattered site rental units (apartments and single-family homes).

Qualifications: Bilingual English-Spanish: ability to speak, read and write in Spanish and work with monolingual Spanish residents, Knowledge of federal regulations governing rental and homeownership (i.e. section 8, HOME, LIHTC, etc.), Working knowledge of an automated property management system, Extensive knowledge of Microsoft Office products, Excellent writing and communication skills, Valid Driver's License required, College degree preferred, but not required, and Real Estate License preferred, not required.

Part-Time

Link → <https://www.dclt.org>

Non-Duke Student Intern

Summary: Duke is looking for a Research Intern to provide research support for a three-year Bill & Melinda Gates Foundation (BMGF) grant analyzing the introduction and scale-up trends of global health interventions. The Research Intern will report to the Assistant Director, Programs. The intern will support the team's efforts to collect data from both public sources and key informants, conduct quantitative and qualitative analyses, and communicate findings. Individual tasks may include assignments such as data collection on health interventions, literature reviews, analyses, and contributing to a variety of work products.

Qualifications: Ability to work both independently and as a contributing team member, Strong attention to detail and commitment to scientific integrity and high-quality research, must have prior research experience, interest in global health and/or innovation and determination for finding the right data to uncover insights, and flexible and comfortable with minimal structure.

Part-Time

Link → **Application materials:** CV/resume, cover letter, brief writing sample.

Email: elina.urli.hodges@duke.edu.

House Cleaner (3-5 positions)

Summary: A cleaner home is hiring 3- 5 home cleaners for their company. They serve the triangle area. Preferably female workers for residential work and males for commercial M-F 8 a.m. - 5 p.m. (arrive at 7:30 - 7:45 a.m. at the office in Mebane), Usually finished between 3 & 4:30 every day, 15-20 minute commutes in between jobs but many in Durham/Chapel Hill with others in Greensboro, 35-40 hours/week, Starts at \$10 and moves to \$10.50 after 90 days. Online certification is granted from Maid Academy that says their certified.

Qualifications: Drivers license preferred because they drive fleet cars, Background checks -- preferred no past, Need a reference.

Part-time/Full-time

Call Jane Hudson (336-437-4172) or email resume to jane@acleanerhomenc.com

Sales Associate-ALDI

Summary: Grocery store clerk at Aldi. Assists management in achieving store appearance and maintenance standards, Assists customers with problems or concerns, and contacts management as appropriate regarding customers with problems or concerns, Processes customer purchases, performs general cleaning duties, and stocks shelves and displays neatly to maximize visibility and sales, Participates in taking store inventory counts according to guidelines, Complies with all established company policies and procedures, Collaborates with team members and communicates relevant information to direct leader, and Upholds the security and confidentiality of documents and data within area of responsibility.

Qualifications: High School Diploma or equivalent preferred, Prior work experience in a retail environment preferred, A combination of education and experience providing equivalent knowledge.

Part-Time

Link →

https://careers.aldi.us/job/-/-/61/17997402?utm_campaign=tmp&utm_medium=ad&utm_source=indeed&utm_campaign=tmp&utm_medium=organic&utm_source=indeed.com

Chapel Hill Jobs

Children's Book Illustrator

Summary: Potter Media has two Children's books written and would like to add some awesome illustrations to bring them to life. Books are geared towards 3-4 year olds and feature rhymed adventure story telling (think Dr. Seuss-ish).

Qualifications: Illustrator must have compelling creative and artistic talent. Experience illustrating for a children's book before is a plus. Adobe Illustrator knowledge.

Part-Time

Link →

https://www.simplyhired.com/job/BPgoK_4JV-qp5i0UtyFtSvZ7PZDbXQoFAfuz0u6w6IsIbhNLnxqivg?utm_source=jobseeker_emails&utm_medium=email&utm_campaign=job_alerts&jatk=1emp2d05iubgn800

Grocery Store Clerk- Whole Foods (other positions available as well)

Summary: Excellent communication skills and willingness to work as part of a team, Ability to deliver information in a clear and respectable manner to fellow team members and customers, Ability to follow instructions and procedures, Ability to sell proactively, Ability to learn basic knowledge of all products carried in department, Effective time management skills, Strong work ethic and integrity, Ability to work in a wet and cold environment, Ability to work a flexible schedule including nights, weekends, and holidays as needed and Ability to use tools and equipment, including box cutters, electric pallet jacks, and other heavy machinery

Qualifications: N/A

Part-Time

Link →

careers.wholefoodsmarket.com/global/en/job/Req-20201103179/PartTime-Grocery-Team-Member-2PM-10PM-shifts-only-weekends-needed?source=Indeed&utm_source=indeed

Customer Service Associate- Walgreens

Summary: Engages customers and patients by greeting them and offering assistance with products and services. Resolves customer issues and answers questions to ensure a positive customer experience. Models and shares customer service best practices with all team members to deliver a distinctive and delightful customer experience, including interpersonal habits (e.g., greeting, eye contact, courtesy, etc.) and Walgreens service traits (e.g., offering help proactively, identifying needs, servicing until satisfied, etc.).

Qualifications: Must be fluent in reading, writing, and speaking English. (Except in Puerto Rico), Requires willingness to work flexible schedule, including evenings and weekend hours.

Part-Time:

Link → <https://jobs.walgreens.com/job/-/-/1242/17972900?codes=Indeed>

Raleigh Jobs

Assistant Teacher

Summary: The Assistant Teacher supports the Teacher and/or Lead Teacher in planning and implementing the daily program for children, supervises the class when the Lead is out of the room, helps with meals, safety and assists in maintaining a clean and orderly room and Center.

Qualifications: A High School diploma or equivalent, Experience working in a licensed childcare facility preferred, Coursework in early childhood education or child development preferred, The ability to meet state and/or accreditation requirements for education and experience, Flexibility as to the hours and schedule of work, Must be at least 18 years of age

Full-Time

Link→

<https://www.indeed.com/jobs?q&l=Raleigh%2C%20NC&radius=0&start=10&vjk=db079f15441e9896>

Education Program Assistant- Boys and Girls Club

Summary: Oversees virtual learning program for the Club for members 6-18 years, Organize assigned programs and activities for education programs, Tracks member participation in assigned program area, Provides instruction and engages with members with programming within the Core Program area, Assist with homework 1st-8th or 9th-12th grade, Any other tasks assigned.

Qualifications: Good communication skills, both oral and written, The ideal candidate will be fluent in both English and Spanish.

Part-Time

Link→ www.wakebgc.org

Floor Team Member- Michael's

Summary: Help customers shop our store and be able to find what they're looking for. Maintain store recovery standards to deliver our Brand Promises. Prevent shrink with great service. Deliver friendly customer service.

Qualifications: N/A

Part-time

Link →

https://michaels.wd5.myworkdayjobs.com/en-US/External/job/Knightdale-1006-Shoppes-at-Midway-Dr/Sales-Floor-team-member_R00041392?src=578119

