



**2021 Jobs List**



## Durham Jobs

### StepUP Durham - Children's and Volunteer Co-Coordinator

**Overview:** The Children's and Volunteer Coordinator will 1) serve the children of Step2 parents by supporting Childcare Specialists and Children's Volunteers and Tutors, creating and shaping learning spaces and calendars, and ensuring students are tracked in Salesforce. The Children's and Volunteer Coordinator will also, 2) work with the Volunteer Coordinator to recruit, train, and connect volunteers with opportunities to serve at StepUp Durham.

**Experience:** Oral Comprehension — The ability to listen to and understand information and ideas presented through spoken words and sentences • Oral Expression — The ability to communicate information and ideas in speaking so others will understand • Problem Sensitivity — The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem • Deductive Reasoning — The ability to apply general rules to specific problems to produce answers that make sense • Childcare Work – 1+ year direct experience providing childcare to two more students between ages of 0-14 • Relationship Building — excited to meet new people, build relationships, make phone calls, have coffee, set appointments, and communicate

### Part-Time

Submit your resume to: [tim@stepupdurham.org](mailto:tim@stepupdurham.org) • In your email, please include your best availability for an interview

### Bus Drivers- Maureen Joy Charter School

**Overview:** Maureen Joy Charter School is seeking School Bus Drivers for immediate hire. We are also interested in applicants seeking employment beginning in the fall. School bus drivers pick-up and drop-off students via established routes to and from school. They may also transport students and faculty for field trips, sporting events, summer camps, and other school-related activities. School bus drivers must be attentive to traffic and weather conditions while staying on schedule and ensuring the safety of passengers. They must verify that their vehicles are operating properly each day by testing brakes, tires and other components by submitting a daily vehicle maintenance report. Drivers are also responsible for maintaining a safe environment within the bus by enforcing rules of conduct and responding to emergencies.

**Experience:** Commercial driver's license with passenger and school bus endorsements, Excellent customer service skills, High School Diploma or equivalent, Must be able to pass a background check and drug screening, Spanish speakers and prior experience in a school system is a plus

**Part-Time** - Approximate work hours are 6:00 am 8:00 am and 2:30 pm - 5:00 pm with the option to work additional hours

### [Bus Drivers](#)

### **Amazon Warehouse Team Member**

**Overview:** Delivery Stations – Amazon’s delivery stations are the final stop before an order heads out for delivery to the customer’s door. In this active job you sort packages into delivery routes. To ensure we meet customer-promised delivery times, shift times will vary. Depending on your location, you’ll work a set schedule with hours that range between full-time and part-time.

**Experience:** High school, GED, or equivalent diploma. Candidates must be 18 years or older with the ability to read and speak English for safety purposes.

### **Full-Time & Part-Time**

### [Amazon Warehouse](#)

**FEDEX** is also hiring for a similar role → [FedEx Warehouse](#)

### **Retail Sales Associate- Burlington**

**Overview:** You’ll be responsible for greeting and assisting customers, maintaining a neat, organized and clean sales floor, and supporting the management team with day-to-day store operations. Retail Sales Associates may be assigned to work in any or all of the following departments: Ladies, Men, Youth, Sportswear, Shoes, Home, or Baby Depot.

**Experience:** No experience or education required!

### **Regular Part-Time**

### [Burlington Associate](#)

### **Chick-Fil A Team Member-Streets at SouthPoint**

**Overview:** CFA is currently looking for friendly, outgoing, and dependable people to fill full and part time positions in our restaurant here at The Streets at Southpoint. These include available positions for our front counter, and also positions in our kitchen.

**Experience:** No Experience Is Necessary: CFA is looking for friendly, enthusiastic people who enjoy serving our guests. On the job training will give you the skills you need to thrive in our employee-friendly work environment.

### **Part-Time and Full-Time**

### [CFA Team Member](#)

**McDonalds is also hiring for several similar positions at several locations** → [McDonalds Crew Member](#)

### **Lot Associate- The Home Depot (also hiring for other positions)**

**Overview:** Lot Associates assist customers with the loading of their vehicles and also monitor and maintain the entrance of the store. Lot Associates also are responsible for maintaining a sufficient quantity of carts near the entrance of the store. This position interacts with Home Depot associates and customers. Because the Lot Associate is often the first and last associate to interact with customers as they enter or leave the store, customer service plays a vital role in this position. Direct customer interaction is frequently required for some positions and excellent customer service skills are required.

**Experience:** none listed, I assume no minimum experience or education required

**Part-Time**

[Home Depot Lot Associate](#)

**Lowe's is also hiring for several positions** → [Lowe's](#)

## **Raleigh Jobs**

### **Disaster Response Crew Member (Spring 2021)- AmeriCorps**

**Overview:** The mission of [Conservation Corps North Carolina](#) (CCNC) is to empower young adults through meaningful outdoor work that benefits North Carolina's land and water and creates healthy communities. Projects will take place in the Raleigh, NC area. Projects including work with FEMA, City of Raleigh, local foodbanks, and emergency response organizations in the region. Members report directly to the activity site, such as vaccination sites and foodbanks and go home each night. Activities will include communicating with the public, supporting vaccination information campaigns, and supporting on-site logistics and operations at vaccination clinics. Hours served each day may vary throughout season. Work is completed indoors and outdoors, in all types of weather conditions.

**Experience:** Be between the ages of 18 and 27 (exception for Veterans up to age 35)

- Have US Citizenship or Legal Permanent Residency Status
- Have a high school diploma or GED

- Pass background check
- No previous experience is required, but a general knowledge of working outdoors is helpful
- Preference will be given to NC residents/students!

## Full Time

### [AmeriCorps Application](#)

#### **Retail Receiving Support Associate- Macy's**

**Overview:** The Receiving Associate, also known as a Back of House Associate, is responsible for all functions related to the receipt and processing of merchandise entering and leaving the building as well as the upkeep of merchandise within the store and maintaining the stockroom. Performs other duties as assigned.

**Experience:** No experience or education required, Strong interpersonal skills with proven ability to communicate and share information with diverse groups of customers and peers, Resourceful and able to adapt quickly to changing priorities, Resourceful self-starter, works well independently as well as part of a team, and able to adapt quickly to changing priorities, Ability to work a flexible schedule with retail hours, including day, evening, weekends, and/or holidays.

## Part-Time

### [Macy's Associate](#)

**Plato's Closet** is also hiring a similar role → [Plato's Closet Associate](#)

#### **Sales Associate- Dollar General**

**Overview:** Act as the point of contact for customers. Assist in setting and maintaining plan-o-grams and programs. Stock merchandise adequately. Perform other duties as necessary to maximize profitability, customer satisfaction, and teamwork, while protecting company assets.

**Experience:** High school diploma or equivalent preferred.

## Part-Time

### [Dollar General Associate](#)

#### **Assistant Preschool Teacher**

**Overview:** Temple Beth Or Preschool needs an assistant teacher to work in a 4 year old class, in a warm, nurturing environment with a supportive team

**Experience:** Prefer someone with an Associates Degree in Early Childhood; at minimum, you would need E.D.U. 119 and 2 years experience working with preschool aged children. Applicant must be a team player, nurturing, and willing to work with children of all abilities; also must be willing to work with us as we undergo NAEYC accreditation.

## **Part-Time**

### **[Teacher Assistant](#)**

### **Harris Teeter- Several Positions**

**Overview:** Harris Teeter is hiring for several positions at several locations, the link below will list them all with descriptions!

### **[Harris Teeter Career Page](#)**

### **Housing Facilities Crew Member- NC State**

**Overview:** DASA (Division of Academic and Student Affairs) Facilities is seeking to fill several positions to serve as Housing Facilities Summer Crew members to begin working mid-May through mid-August. They will be required to assist the General Shop and/or other trades teams by moving furniture, removing carpet, painting, cleaning HVAC units, changing filters, and completing other duties as assigned. Team members will also assist the Conference Services staff with lowering and raising beds in residence halls and delivering/retrieving items from the warehouse.

**Experience:** Must be able to lift 70 pounds from ground to waist high.

## **Part-time and Full-Time**

### **[NC State Moving Crew](#)**

## **Chapel Hill Jobs**

### **Wegman's Crew Member (Several Positions)**

**Overview:** Wegman's is hiring for several positions, including: sales associates, cooks, dishwashers, and pricing coordinators. Various positions will have different roles, the link below will list all of them.

**Experience:** For all of the positions you must be 18 years or older.

**Part-Time and Full-Time**  
**[Wegman's ALL Positions](#)**

**Bookseller- Barnes and Noble**

**Overview:** Greet customers, answer questions, and assist with the purchase of merchandise or services. Shelve, arrange, clean, and organize product or space within the store to maintain an appealing sales floor. Assist with processing sales transactions involving cash, credit, or financial aid payments. Seasonal positions require work during peak periods (i.e. semester starts and ends), occasional weekends, and flexibility in scheduling to work periodically during the school year.

**Experience:** Candidates must be a minimum of 18 years of age to be considered for employment, Outstanding customer service skills to match customers to products that meet their needs, Basic math, keyboarding, and data entry skills, and Flexibility in scheduling is necessary.

**Part-Time**  
**[Barnes and Noble](#)**

**Customer Service Associate- Walgreens**

**Overview:** Along with providing friendly, courteous and efficient service to our customers, Customer Service Associate are also responsible for everything from cash register operations and customer service to merchandising, store inventory and maintaining store signage and displays. It's a great introduction to the Walgreens organization, with opportunities to excel in this position for years to come or explore a variety of opportunities.

**Experience:** Must be fluent in reading, writing, and speaking English and a Required willingness to work flexible schedule, including evenings and weekend hours

**Part-Time [Walgreens Associate](#)**

**Summer Library Assistant- Chapel Hill Library**

**Overview:** Provide outstanding customer service in person, on the phone, and online.

- Initiate contact with customers, provide helpful, friendly, knowledgeable service, take ownership of completing transactions & resolving problems, communicate effectively.
- Help customers discover materials, both in house and online. May include checking in/shelving materials, processing/mending materials, merchandising collections, creating written content, etc.

- Help people navigate library services. May include helping with patron registration & accounts, maintaining catalog records, resolving routine problems with library equipment & services, providing instruction or recommendations, etc.
- Assist with library and/or Town programs, promotions, and initiatives. This may include leading a story time, coordinating a book group, assisting with launch of new service, contributing to social media, serving on a library or Town-wide committee, etc.
- Performs other tasks as required

**Experience:** Bachelor's Degree or equivalent. Knowledge of Online resources, Microsoft Office suite and Desktop PCs and mobile devices.

### **Part-Time**

#### **[Library Assistant](#)**

#### **Food Lion- Several Positions**

**Overview:** Food Lion is hiring for several positions at several locations, the link below will list them all with descriptions!

#### **[Food Lion Career Page](#)**

### **Virtual Hiring Event from NC WORKS**

**Exceptional opportunities with great employers!**

**Production jobs are in high demand throughout the Triangle! Get ready to find yours right here in Durham.**

**If you are someone looking for an exciting career with endless possibilities for your career path, this is the event for you! A career in production is a great way to support the global and national economies, as well as individuals and families. Production is always on the cutting edge of technology and continuously pushes the boundaries of what is possible.**

**Virtual job fairs offer many of the same benefits as in-person events. Upload your resume and apply with multiple employers in one click.**

**You will be able to live chat with employers on **March 24th** from **10am - 2pm**. If that time does not work well for you, the platform will remain open until 10pm so you may still apply for positions you are interested in!**



**LINK: [Durham Career Expo](#)**

If there are any questions, or you need help seeking other jobs, please contact [corban.todd@dci-nc.org](mailto:corban.todd@dci-nc.org)





