
Administrative Assistant (Roswell)



80 Mansell Ct E, Roswell, GA 30076

Responsibilities:

- Greets visitors and provides tours of the center.
- Serves as liaison between the center manager and center staff, general public and outside representatives.
- Accurately and clearly convey directives, assignments, and instructions and other information from the Center Manager to the center staff as directed.
- Assists center management with scheduling substitute teaching staff.
- Prepares routine correspondences.
- Assist in set up for meetings and conferences.
- Efficiently operates phone system, copier, computer and fax (all office equipment).
- Prepares center newsletter.
- Proofreads and edits reports and other documentation to ensure accuracy and completeness.
- Records and prepares meeting minutes

Qualifications:

- High School Diploma or equivalent and four (4) years of professional, administrative experience required or Bachelor's degree in Business Administration or a related field from an accredited college or university and one (1) year of administrative experience

Apply Online at: <https://bit.ly/3h5mcYS>

Source: Employer Website

Admin Assistant (Sandy Springs)



5607 Glenridge Dr Suite 600, Atlanta, GA 30342

The District Marketing Manager Service Assistant will assist 3 District Marketing managers.

- Plan meetings and workshops
- Maintain and organize hiring files with dictation.
- Place recruitment ads
- Prepare recruiting packets
- Prepare and publish district newsletters
- Assist in the completion of weekly and monthly reports

Qualifications:

- Associate (Preferred)
- Admin: 3 years (Preferred)

\$15.00 - \$18.00 per hour

Apply Online at: <https://indeedhi.re/3b4vn7Z>

Source: Indeed

Posted 5/9/2021

Receptionist/Administrative Assistant PT (Sandy Springs)



7000 Central Parkway NE #1100, Atlanta, GA 30328

In this role, you will be required to welcome visitors and answer calls. As a Legal Receptionist/Assistant, your duties include scheduling appointments, handling inquiries, and managing mail and deliveries. You may also be required to assist with filing.

- Welcoming clients and visitors upon arrival at reception.
- Answering, screening, and forwarding phone calls in a professional manner.
- Assisting clients and visitors with the location of legal staff.
- Provide administrative support to attorneys and enhance office effectiveness.
- Type up and file basic legal documents and correspondence.
- Monitor deadlines and calendars.
- Answer and direct incoming phone calls.
- Scheduling and confirming appointments.
- Directing the flow of mail, faxes, and deliveries to reach the intended recipients.
- Ordering and replenishing office supplies.
- Managing the maintenance and repair of office equipment.
- Assisting with copying, scanning, faxing, emailing, note-taking, and travel bookings.

Qualifications:

- High School Diploma or GED.
- Formal qualification in office administration, secretarial work, or related training.
- Qualification in paralegal studies or similar preferred.
- Prior experience as a legal Receptionist/Assistant will be advantageous.

\$12.00 - \$15.00 per hour

Apply Online at: <https://indeedhi.re/2PYTIER>

Source: Indeed

Receptionist PT (Alpharetta)



7661 North Point Pkwy Suite 600, Alpharetta, GA 30022

Responsibilities:

- Ensure high quality customer service.
- Ensure a smooth flow of customers through the store.
- Answer, screen, and forward incoming phone calls in accordance with NVI protocol.
- Process and understand managed care plans.
- Obtain and document information from the insurance company as needed.
- Schedule and confirm appointments, follow-up visits and classes.
- File all patient records daily and pull patient files for the next day's appointments.
- Check on status and notify customers when orders are in or of any delays.
- Ensure all WIP Report functions are performed daily; cancelled job status, backorder list and problem jobs.
- Keep reception area tidy and presentable, with all necessary stationery and materials (e.g. pens, forms and brochures).

Qualifications:

- Experience as a Receptionist, Front Office Representative or similar role is preferred.

Apply Online at: <https://bit.ly/33mKAgg>

Source: Employer Website

People Experience Coordinator (Sandy Springs)



1200 Abernathy Rd NE #900, Sandy Springs, GA 30328

Responsibilities:

- Manage all recruiting support tasks, such as job posting, resume review, interview scheduling, candidate follow up, etc.
- Schedule and oversee all aspects of new hire onboarding and act as main point of contact for new employees and hiring managers throughout the onboarding process
- Ensure all office supplies are fully stocked and replenish as needed

Qualifications:

- At least 2 years experience in a fast-paced work environment
- Experience in a Talent Acquisition Coordinator or HR Coordinator role is highly preferred

Apply Online at: <https://bit.ly/2QTOzXB>

Source: Employer Website

Administrative Assistant to Director (Alpharetta)



62 Roswell St, Alpharetta, GA 30009

Responsibilities:

- Answer incoming calls
- Schedule appointments for Students
- Support other Instructors
- Equipment Maintenance
- Coordinate CPR Training School student staff in conjunction with all classes offered, training, supervising, planning, evaluating.
- Assist in Onsite and Offsite CPR Training Class
- Provide excellent customer service and maintain positive relations
- Assist with facility rentals and scheduling, including proper staffing levels and event set-up.
- Assist with event management and trainings activities.

Qualifications:

- Excellent computer application skills; Social media skills a plus
- Bachelor's (Preferred)

\$15 - \$20 an hour

Apply Online at: <https://indeedhi.re/2PTsq2D>

Source: Indeed

Posted 5/9/2021

Part Time Human Resources Assistant (Sandy Springs)



10 Glenlake Pkwy NE #130, Atlanta, GA 30328

Responsibilities:

- Assist Human Resources Director with coordinating interviews, background checks, drug screening, onboarding, licensing verifications, etc.
- Distribute uniforms and badges to new hires, and collect upon termination
- Collect and organize required employment documents, and maintain I-9 recordkeeping
- Coordinate the daily workflow of the department, including caregivers schedule attendance.
- Utilize Paylocity HRIS to maintain records of all employee birthdays and work anniversaries; and initiate timely recognition of those on behalf of VNPHC
- Maintain training records of caregivers, and assist in the organization of training

Qualifications:

- Proficient with Microsoft Office Suite or related software
- College coursework in relevant field helpful, but not required

Apply Online at: <https://bit.ly/3tvfJZH>

Source: Employer Website

Executive Assistant – Real Estate & Facilities (Perimeter)



6205 Peachtree Dunwoody Rd, Atlanta, GA, USA

Responsibilities:

- Performs advanced, diversified, and confidential secretarial and administrative support for the VP, by attending meetings with the VP and determining work needed and next steps from these meetings.
- Research, analyze, develop, and administer management projects of specialized nature; summarizes and present findings; track project timelines, deliverables/activities and keep collision calendar.
- Prioritize and resolve inquiries (phone, email, in-person)
- Provide ongoing project support, specific to the unit, including research and analysis, creating storyboards and presentations
- Facilitating department technologies and meeting/video conferencing platforms (MS Teams, Skype, etc.)
- Manage all space planning and coordination for the department
- Procuring technical assistance, as needed, related to smartphones, computers, and printers;
- Developing programs that enable and enhance the department and Cox culture
- Answering the telephone and greeting visitors personally
- Assisting with travel and related accommodations

Qualifications:

- Education: Four-year degree preferred
- 5+ years of experience supporting Senior Executive level.
- Advanced knowledge/experience in Microsoft Office, including Outlook, Word, Excel, and PowerPoint

Apply Online at: <https://bit.ly/3nWgQ3A>

Source: Employer Website

Administrative Assistant/Mailroom – Entry Level (Roswell)



1544 Old Alabama Rd, Roswell, GA 30076

Responsibilities:

- Sort and distribute mail.
- Scan, copy, save and upload documents.
- Manage inventory of shipping supplies.
- Print, fold, stuff envelopes and apply postage.
- Update case management systems.
- Maintaining strict confidentiality of client and borrower information and firm processes.
- Retrieving and responding to a variety of clients and internal firm requests via phone or email.
- Ensuring timely, courteous, and thorough responses to email correspondence.
- Developing and maintaining congenial relationships with business associates and clients.
- Providing exceptional customer service to clients at every level of interaction.

Qualifications:

- Must have recently graduated from college or have 2-3 years' of relevant experience.

Apply Online at: <https://indeedhi.re/3h5LhCN>

Source: Indeed

Hiring Event (Alpharetta)



1600 Davis Dr, Alpharetta, GA 30009

Monday, May 10, 2021
9:00 AM - 9:00 PM US/Eastern

Fuel Station Associate

\$11 / hour, Part-time

Member Assist

\$15 / hour, Part-time

Merchandising

\$15 / hour, Full-time, Part-time

Receiving/Unloading

\$15 / hour, Part-time

Cafe Associate

\$15 / hour, Part-time

Produce Associate

\$15 / hour, Part-time

HMS/Rotisserie Associate

\$15 / hour, Part-time

Register Online at: <https://indeedhi.re/3eWcIML>

Source: Indeed

Executive Assistant, Preschool Division (Sandy Springs)



510 Mount Vernon Hwy, Atlanta, GA 30328

The Mount Vernon School seeks an innovative and collaborative Executive Assistant to the Director of Preschool and Head of Extended Play Programs.

- Front Desk Receptionist Responsibilities
- Assist with check-in, check-out, questions, and deliveries
- Generate tardy and absence reports
- Collaborate with facilities team to ensure campus facilities are safe, clean, and aesthetically appealing
- Create and update facilities requests through eSpace
- Update materials for faculty and staff throughout each academic year including teacher emergency crisis binders, nameplates, and name tags
- Order office and teaching supplies
- Prepare and maintain the Lower School portion of the master school calendar
- Manage substitute teachers including posting job descriptions, hiring, onboarding, assigning coverage, distributing keys, and overseeing time sheets.
- Arrange logistical accommodations related to professional learning opportunities for faculty/staff
- Generate Professional Learning reports
- Make arrangements and prepare materials for divisional meetings, leadership retreats, and in-service training
- Coordinate field trips including reserving venues, transportation, chaperones, and lunches

Qualifications:

- Minimum requirements include a Bachelor's degree or equivalent administrative experience preferably in education

Apply Online at: <https://bit.ly/33iS3gw>

Source: Employer Website

Office Manager (Alpharetta)



UST Global

1355 Windward Concourse, Alpharetta, GA 30005

The candidate will be responsible for managing the day-to-day operations of the facility to keep it running smoothly.

- Organize and document office operations and procedures; ensure these procedures are being followed by associates
- Ensure that all items are invoiced and paid on time; work closely with facility vendors
- Coordinate with IT department on all technical assets
- Provide general support to visitors in the office
- Self-starting personality with the ability to remain composed while effectively handling multiple projects simultaneously
- Assist with the onboarding process for new hires
- Plan in-house or offsite events such as conferences or celebrations
- Organize the office layout; order office supplies when needed
- Assist with meeting setups; catering, supplies, security access, etc.
- Schedule, manage, organize safety trainings

Qualifications:

- Associate or bachelor's degree or equivalent experience
- Prior experience handling office responsibilities, experience in customer service or related field
- Strong proficiency in Microsoft Office applications: Word, Excel, PowerPoint and Outlook
- Ability to troubleshoot general IT issues; video conferencing, Wi-Fi, battery power supply, etc.
- Experience in building management

Apply Online at: <https://bit.ly/3bmi4QD>

Source: Employer Website

Administrative Assistant (Alpharetta)



1130 Sanctuary Pkwy #600, Alpharetta, GA 30009

This position is responsible for providing a wide range of processing, technical and administrative support duties which may include reviewing, researching and processing information, preparing routine and administrative documents and correspondence and other day-to-day office operations.

- Gather, review, research, and resolve issues based on established policies and procedures and general guidelines.
- Provide administrative support to the department or division, which may include coordinating and preparing for meetings.
- Act as workflow coordinator/ point of contact for both internal and external customers.
- Prepare various reports/spreadsheets, maintains and tracks budgets or department activity.
- May coordinate the monthly reporting of budgetary data for department or division.

Qualifications:

- A minimum of 1 year related experience.

Apply Online at: <https://bit.ly/3xOIOTi>
Source: Employer Website

Admin Assistant - Tax Compliance

(Sandy Springs)



8601 Dunwoody Pl #406, Sandy Springs, GA 30350

Performs administrative duties for the Licensing Compliance Department.

- Researching and managing timely procurement of operational licenses by working closely with Operations
- Managing and maintaining existing operational licenses utilizing a web based licensing system and reports
- Working with various internal departments to ensure required parties are involved in various stages of the licensing procurement and approval process
- Monitoring and analyzing efficiencies, effectiveness of licensing process and procedures, and impact on the business
- Managing licensing violations and compliance; acting as the main liaison with Operations, and governmental agencies to ensure compliance

Qualifications:

- Intermediate knowledge of Microsoft Excel

Apply Online at: <https://indeedhi.re/3vKgmnD>

Source: Indeed

Executive Assistant (Alpharetta)



Alan Christian Mortgage Team

4005 Nine McFarland Dr, Alpharetta, GA 30004

[No MARTA Service to this Location]

Responsibilities:

- Act as the main point of contact the high-level executive
- Manage schedules including itineraries, travel arrangements, and team meetings
- Help prepare meetings and take detailed minutes
- Perform additional assigned duties from executives such as picking up orders, handling personal mail, etc.
- Perform office management duties such as organizing filing systems and ordering office equipment and supplies

Qualifications:

- 2+ years performing supportive duties in a personal assistant or executive assistant role, or similar
- A request to submit a DISC profile will be sent within 4 to 5 hrs after submitting the application and resume.

\$35,000+

Apply Online at: <https://bit.ly/2PTV188>

Source: Employer Website

Posted 5/9/2021

Real Estate Administrative Assistant (Roswell)



Method Real Estate Advisors

1792 Woodstock Rd building 100, Roswell, GA 30075

[No MARTA Service to this Location]

Responsibilities:

- Provide concierge-level customer service to clients and customers
- Have excellent attention to detail and high-level accuracy with documents
- Oversee all listing files and listing marketing (brochures, flyers, online marketing, etc.)
- Be the first point of contact in handling customer inquiries and complaints
- Coordinate marketing events and client activities
- Work with all preferred vendors, including professional photographers, contractors, etc.
- Continue to take the day to day office tasks away from agents, organizing workflow and reducing inefficiencies

Qualifications:

- Technologically savvy and able to learn new programs quickly and able to troubleshoot common issues; proficiency in Word, Excel, PowerPoint, Outlook, and Internet skills

Apply Online at: <https://bit.ly/3tsqbBm>

Source: Employer Website

Wish Coordinator PT (Sandy Springs)



8615 Roswell Rd, Atlanta, GA 30350

Children's Wish Foundation International, Inc. is a nonprofit organization headquartered in Atlanta, GA that fulfills wishes for children with life-threatening illnesses.

Responsibilities include data entry, tracking expenses, travel arrangement, email and phone communication, providing data for annual audit, writing wish stories for social media, and participating at hospital events (when they are allowed again after Covid-19).

Qualifications:

- Must be proficient at Microsoft Office and social media platforms.
- Must have reliable transportation.
- 3-5 years customer service/office experience required.
- Experience with travel arrangement preferred, but not required.

\$14.50 per hour

Apply Online at: <https://indeedhi.re/2PS3U1T>

Source: Indeed

Posted 5/9/2021

PT Front Desk Receptionist/Office Assistant (Roswell)



12060 Etris Rd #210, Roswell, GA 30075

Qualifications:

- Must have intermediate computer skills, including Microsoft Office
- Training provided for specific scheduling and billing programs
- High school or equivalent (Preferred)
- Customer Service: 1 year (Preferred)

Training provided for specific scheduling and billing programs

Monday to Friday; mostly afternoon position

\$10 - \$12 an hour

Apply Online at: <https://indeedhi.re/3elkuRj>

Source: Indeed

Posted 5/9/2021

Receptionist (Chamblee)



5862 Peachtree Blvd, Atlanta, GA 30341

Qualifications:

Driver's License (Required)

High school or equivalent (Preferred)

Microsoft Office: 1 year (Preferred)

Customer Service: 1 year (Preferred)

Apply Online at: <https://indeedhi.re/3b4iIBP>

Source: Indeed



The City of Roswell is Hiring!

Get your résumé ready and pre-register for the **City of Roswell's Job Fair on May 13 at Hembree Park!**

The City has a variety of job opportunities available—from entry level to positions for seasoned professionals.

Attendees are encouraged to pre-register for the event at www.RoswellGov.com/JobFair .

HR Program Coordinator (Alpharetta)



Sigura Water

1400 Bluegrass Lakes Pkwy, Alpharetta, GA 30004

Responsibilities:

- Assists with design and execution of various HR programs, including Recruitment, Onboarding, Talent & Performance Management, and Recognition
- Helps with processing HR transactions in the HRIS system, including hires, data changes, and terminations
- Writes and revises job classification specifications
- Assists in development of HR training programs and facilitating courses
- Researches and analyzes data and prepares quarterly reports on HR trends, new HR project suggestions and current program goals and progress
- Develops, reviews and revises program policies and procedures

Qualifications:

- Bachelor's Degree required
- Advanced presentation creation skills are required

Apply Online at: <https://bit.ly/3fdvu2v>

Source: Employer Website

Administrative Assistant/Office Manager (Roswell)



601 Bombay Ln, Roswell, GA 30076

Looking for a highly motivated, people person to run front desk.

Qualifications:

- High school or equivalent (Preferred)
- Microsoft Office: 1 year (Preferred)
- Customer Service: 1 year (Preferred)

\$14 an hour

Apply Online at: <https://indeedhi.re/3epCjP9>

Source: Indeed

Posted 5/9/2021

Administrative Assistant (Alpharetta)



5755 North Point Pkwy Suite 269, Alpharetta, GA 30022

Responsibilities:

- Answer and direct phone calls, maintain contact lists.
- Order lunch and handle arrangements for meetings.
- Take accurate minutes of meetings.
- Organize and schedule meetings and appointments.
- Greet and assist visitors in office, provide excellent customer service to patients.
- Answering questions and requests, reply to email, telephone or face to face enquiries.
- Maintain professional and technical knowledge, handle sensitive information in a confidential manner.
- Maintain supplies inventory by checking stock to determine inventory level; anticipating needed supplies; placing and expediting orders for supplies; verifying receipt of supplies.
- Order office supplies
- Prepare and monitor invoices.
- Carry out administrative duties such as filing, typing, copying, binding, scanning, shipping etc.
- Write letters and emails on behalf of other office staff.
- Maintain computer and manual filing systems.
- Develop and update administrative systems to make them more efficient.
- Receive, sort and distribute the mail.

Qualifications:

- Proven admin or assistant experience
- Proficient in MS Office and QuickBooks.

\$12 - \$15 an hour

Apply Online at: <https://bit.ly/3nXRhiD>

Source: Employer Website

Front Desk Receptionist PT (Dunwoody)



5486 Chamblee Dunwoody Rd #16c, Dunwoody, GA 30338

Qualifications:

Customer Service: 2 years (Required)

\$10 - \$12 an hour

Apply Online at: <https://indeedhi.re/33oDxDZ>

Source: Indeed

Automotive Receptionist (Sandy Springs)



7555 Roswell Rd, Atlanta, GA 30350

Qualifications:

- Driver's License (Required)
- High school or equivalent (Preferred)
- Customer Service: 1 year (Preferred)

Shift: Monday, Tuesday, Wednesday, Friday 2:00pm-7:00pm

Thursday 8:30am-7:00pm

Every other Saturday 8:30am-7:00pm

Apply Online at: <https://indeedhi.re/3etRdDY>

Source: Indeed

Posted 5/9/2021

Office Assistant PT (Roswell)

Handy Dads Home Remodeling,

10719 Alpharetta Hwy #2002, Roswell, GA 30076

Responsibilities:

- Help with assimilating packages required for permitting purposes and to assist with completing customer quotes.
- Communicate with customers, project managers, sub-contractors and suppliers as necessary to gather details and information to include in permit packages and estimates.

Qualifications:

- Experience: office assistant: 1 year (Preferred)

Hours/Days - Monday - Wednesday - Friday, 5 to 15 hours a week depending upon work load

\$75.00 - \$225.00 per week

Apply Online at: <https://indeedhi.re/3vMtQLG>

Source: Indeed

Executive Admin Assistant (Perimeter)

DAIMLER

Mercedes-Benz USA, LLC

303 Perimeter Center North 303 Perimeter Center North Atlanta 30346

Primary point of contact for the Vice President.

- Provide administrative support to MBUSA Executive Management, often involving issues of sensitive and confidential nature at the corporate level. Also provides support to global business colleagues and visitors as needed.
- Produces information by transcribing, formatting, inputting, editing, retrieving, copying and transmitting text, data and graphics.
- Prepares reports for budgets, business plans and related planning activities by collecting, compiling and ensuring accuracy of data within the specific timeframe required.
- Conserves Vice President's time by reading, researching, and routing correspondence, drafting letters and documents, collecting and analyzing information and initiating telecommunications
- Will be required to compose, sign, and release routine correspondence. Maintains Vice President's business calendar by planning and scheduling meetings, conferences, and teleconferences.
- Coordinates travel arrangement and itineraries for Executives and visitors. Ensures that department related task are coordinated by serving as a point person, information source and/or project administrator.
- Performs all administrative functions in accordance with company procedures and regulations (material requests, attendance processing, invoice processing, coordinating and distributing vendor contacts, administering conference and function booking etc.)

Qualifications:

- Associate Degree (accredited school) or equivalent work experience with emphasis in Associate's Degree.
- Must have 3-5 years total of experience in Administration
- General knowledge of Agency/Vendor management and budget management.

Apply Online at: <https://bit.ly/33vHdUh>

Source: Employer Website

Human Resources Generalist (Roswell)



100 Mansell Ct E, Roswell, GA 30076

Responsibilities:

- Investigate and resolve employee relations problems and develop, recommend, and initiate appropriate steps for resolution.
- Manage the US Industrial Intern program (Project Definitions, university recruiting, Onboarding, Project Presentation Forum, and Offboarding).
- Partner with the Compensation & Benefits Center of Excellence during Annual Open Enrollment to conduct benefit informational briefings at our larger sites.
- Maintain up-to-date knowledge of HR systems and reporting, analysis tools and techniques.
- Perform hourly recruitment activities such as job postings, arranging interviews, managing recruitment folders, and maintaining applicant flow and onboarding.
- Data integrity - Ensure maintenance of employee personnel records as well as HRIS.
- Assist with training initiatives as needed

Qualifications:

- Bachelor's Degree in Human Resources or related field.
- Minimum of two years experience in an HR generalist role. Experience in a manufacturing environment is preferred.
- Labor Relations experience a plus
- 25% Travel

Apply Online at: <https://indeedhi.re/2RDJ6fi>

Source: Indeed

Receptionist (Roswell)



1570 Holcomb Bridge Rd Suite 110, Roswell, GA 30076

Qualifications:

- Receptionist experience
-
- Knowledge of spreadsheets and word processing documents

Apply Online at: <https://bit.ly/3vPQpyZ>

Source: Employer Website

Food Service, Housekeeping, & Other Now Hiring – Week of 5/9/21

Restaurant Customer Service Rep (Sandy Springs)

Papa John's / 8725 Roswell Rd, Sandy Springs, GA 30350

<https://pj.pizza/3nPyx4E>

Part-time Driver (Sandy Springs)

Somerby Sandy Springs / 25 Glenlake Pkwy NE, Atlanta, GA 30328

<https://bit.ly/33fsblJ>

Cashier (Buckhead)

Chicken Salad Chick / 4365 Roswell Rd NE Suite 4367, Atlanta, GA 30342

<https://bit.ly/3ejxFIC>

Groundskeeper (Sandy Springs)

Bridge Investment Group / Sandy Springs 30350

<https://bit.ly/2QNE6Vn>

Room Attendant PT (Alpharetta)

Hampton Inn & Suites / 16785 Old Morris Rd, Alpharetta, GA 30004

<https://bit.ly/3uneM72>

Shipping & Receiving (Roswell)

Nalley Lexus / 980 Mansell Rd, Roswell, GA 30076

<https://bit.ly/3eUq9gj>

Part Time Store Associate (Sandy Springs)

9.00/hr

Goodwill / 6650 Roswell Rd, Atlanta, GA 30328

<https://bit.ly/3eTINpH>

Housekeeper (Buckhead)

\$11 - \$12 an hour

Legacy Ridge at Buckhead / 4804 Roswell Rd, Atlanta, GA 30342

<https://indeedhi.re/3nXUQFu>

Food Service, Housekeeping, & Other Now Hiring – Week of 5/9/21

Restaurant Crew Member (Perimeter)

The Hummus & Pita Co. / 4511 Olde Perimeter Way, Dunwoody, GA 30346

<https://bit.ly/3vIZOs9>

Cashier and Customer Service (Sandy Springs)

\$13/hr

Zoës Kitchen / 5840 Roswell Rd Suite 300, Sandy Springs, GA 30328

<https://indeedhi.re/3eUo2j9>

Housekeeping (Roswell)

InTown Suites / 1175 Hembree Rd, Roswell, GA 30076

<https://bit.ly/2StuNKB>

Dishwasher (Dunwoody)

From \$12 an hour

Veritas Collaborative / 41 Perimeter Center E Suite 250, Dunwoody, GA 30346

<https://indeedhi.re/2QPKYl4>

Server (Sandy Springs)

Blue Moon Pizza / 5610 Glenridge Dr, Sandy Springs, GA 30342

<https://bit.ly/3eUB9KD>

Breakfast Attendant (Perimeter)

Hilton Atlanta Perimeter / 6120 Peachtree Dunwoody Rd, Atlanta, GA 30328

<https://indeedhi.re/3eZ2ueB>

Houseperson (Alpharetta)

The Hotel at Avalon / 9000 Avalon Blvd, Alpharetta, GA 30009

<https://bit.ly/3h9rN09>

Dishwasher FT/PT (Sandy Springs)

Compass Group - Mount Vernon Towers / 300 Johnson Ferry Road, Sandy Springs, GA 30328

<https://bit.ly/3f1IWpS>