
Hiring Assistant (Roswell)



648 Mimosa Blvd #1100, Roswell, GA 30075

Responsibilities:

- Sourcing, screening, and interviewing applicants
- Scheduling pre-qualified applicants for interview/paperwork session with Director
- Assist Director during hiring sessions
- Consistently note interactions with candidates in management software
- Performs fingerprinting/background checks as needed and when scheduled
- General Admin support of Talent Acquisition Dept.

Qualifications:

- At least 1-year recent experience in Customer Service, Talent Acquisition or Human Resources
- Computer skills including Outlook, and Microsoft Word
- Maintains current COVID Vaccination Status

\$15 an hour

Monday to Friday; 8 hour shift

Apply Online at: <https://indeedhi.re/3Cy3aoJ>

Source: Indeed

Posted 8/28/2022

Tenant Service Coordinator (Buckhead)



5565 Glenridge Connector, Suite 450, Atlanta, GA 30342

The Tenant Service Coordinator primarily performs administrative and clerical work as related to tenant services for a city-wide portfolio and supports property management in other routine functions. The main responsibilities include answering the reception phone, responding to tenant requests, contract administration and administering the tenant work order system.

Qualifications:

- At least two years experience in customer service required, property management experience preferred.
- High School degree or equivalent required, two or four year college degree preferred.
- Proficiency in Microsoft Office.
- Real estate software experience preferred.

Apply Online at: <https://bit.ly/3cs2HJR>

Source: Employer Website

Front Desk Receptionist (Roswell)



295 W Crossville Rd STE 200, Roswell, GA 30075

Responsibilities:

- Welcome fellow employees, clients, and visitors when they enter the building and give them any pertinent information or directions
- Keep the front office secure by ensuring all visitors follow the proper sign-in procedures
- Arrange appointments for employees and keep the calendar up-to-date
- Respond to incoming phone calls and emails and make sure the right people receive all important information
- Provide administrative support to other team members with data entry, paperwork, photocopying, etc. when needed

Qualifications:

- Proficient computer skills and knowledge of Microsoft Office
- High school graduate, G.E.D. recipient, or equivalent
- 1+ year of front desk receptionist experience or related job experience preferred

\$35,000 a year

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

Source: Employer Website

Mailroom Clerk (Alpharetta)



11180 State Bridge Rd #302, Alpharetta, GA 30022

Responsibilities:

- Process all incoming and outgoing mail, prepare forms, and maintain records and files.
- Sort, open, inspect and scan mail extensively. Maintain related records.
- Act as authorized courier for receipt of registered, special delivery, or other mail received for the organization, employees, C-suite leadership.
- Sort and distribute mail to the correct recipients, scan them for digital filing.
- Maintain contact with US Postal Service and private mail carriers (i.e., UPS, Federal Express, etc.)
- Operate postal equipment and ascertain postage needed.
- Ensure outgoing mail is sent daily. This may include delivery to post office or other location.

Qualifications:

- Minimum of 2 years of experience as an Administrative Assistant or Mailroom Clerk or Scanner.
- Proficient with Microsoft Office (Outlook, Word, Excel, PowerPoint), and G Suite (Google Spreadsheets, Forms).

Up to \$42,000 a year

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

Source: Indeed

Posted 8/28/2022

Command Center Associate (Brookhaven)



1690 NE Expy NE, Brookhaven, GA 30329

This position is responsible for greeting customers and managing the customer storage pick-up process.

- Meet and greet storage buy customers.
- Manage the storage buy pick-up process with the company's car topper program.
- Demonstrate knowledge and comply with the company's phone answering standard operating procedures (SOP).
- Verify the identity of the person picking up the storage buy order(s) to ensure he/she is authorized to do so.
- Obtain the required customer information on all storage buy pick-ups.
- Deliver customer storage buy orders in POS.
- Comply with the company's safety standard operating procedures for lifting practices.
- Be an expert in all product knowledge and assist customers with product questions and selections.
- Clean and stock products according to Floor & Décor's brand standards.

Qualifications:

- year of retail sales experience required or an equivalent combination of education and experience sufficient to perform the essential functions of the job, as determined by the company.
- Strong computer skills and internet project coordination experience.

Full-Time and Part-Time Positions Available.

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

Source: Employer Website

Posted 8/28/2022

Remote Contact Center Associate



Atlanta, GA 30338

Our Contact Center Associates provide an exceptional customer experience through phone and email communication by providing order information, product information, troubleshooting, issue resolution, and general customer support.

Qualifications:

- Customer Service, Retail, or Hospitality experience preferred
- Intermediate computer skills, including MS Office (Excel, Word) required
- Bachelor's/Associates Degree preferred or High School Diploma

\$19 an hour

Apply Online at: <https://bit.ly/3Tdu1fH>

Source: Employer Website

Posted 8/28/2022

Front Desk Receptionist (Brookhaven)



Brookhaven Office

4004 Summit Boulevard NE, Atlanta, US, GA, 30319

Responsibilities:

- Greets clients, visitors, and guests; determines the purpose of each person's visit and directs or escorts him or her to the appropriate location.
- Answers, screens, and directs phone calls to staff; takes messages and schedules appointments.
- Receives mail, documents, packages, and courier deliveries and delivers or distributes items.
- Performs administrative and clerical support tasks. Performs basic filing and recordkeeping.

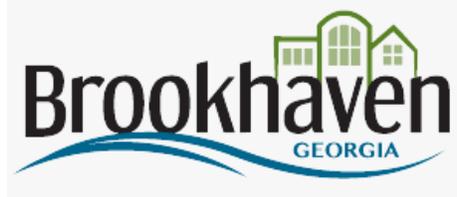
Qualifications:

- Proficient with Microsoft Office Suite or related software.
- High school diploma or equivalent required.

Apply Online at: <https://bit.ly/3R7slT3>

Source: Employer Website

Police Service Representative



4362 Peachtree Rd, Brookhaven, GA 30319

This position will perform responsible clerical functions under the direct supervision of the support services division Sergeant. The candidate will retrieve police reports; process citations; verify, retrieve, enter and change information stored on GCIC; communicate with police personnel and citizens; and entering and retrieving information on the in-house computer system.

Qualifications:

- High School graduate or GED;
- Minimum of two (2) years of experience in an office clerical position preferably in a police environment;
- Or equivalent education, and/or experience.
- Ability to type 35 wpm with skill and accuracy.

\$36,023 - \$46,830 a year

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

Source: Employer Website

Posted 8/28/2022

Admissions Coordinator (Brookhaven)



3535 Ashton Woods Drive Atlanta 30319

Coordinates the admission/transfer/discharge of patients.

- Participates in the pre-admission and admission process as well as arranging for transfer of patients to other centers should the need arise.
- Obtains pertinent information from patients and/or family members, referral sources, and appropriate social agencies and verify financial information prior to admission and completes admission paperwork with family and patient.
- Verifies that the patient room, etc. is ready prior to admission.
- Sustain contact and provide support to patient/families to include help in dealing with the family's feelings and financial responsibilities.
- Visits new admissions to provide a smooth admission transition.
- Orients the patient to the center environment.
- Sends follow-up thank you notes to families within one week of admission.
- Meets frequently with other social workers and discharge planners within the community.

Qualifications:

- Should possess, as a minimum, a high school diploma or its equivalent. Requires minimum two (2) years college education with courses in recreation, education, social work, other behavioral sciences or clinical services.
- On-the-job training provided in admission guidelines.
- Proof of COVID-19 vaccination

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

Source: Employer Website

Personal Assistant (Alpharetta)



3625 Brookside Pkwy Suite 130, Alpharetta, GA 30022

We're looking for an efficient personal assistant/house manager who can help us improve our productivity and efficiency at home. Your responsibilities would include: grocery shopping, laundry, running errands, cleaning, making appointments, coordinating travel, maintaining cars, buying gifts on their employers' behalf, planning activities for the kids, and more.

- Managing the household's schedules and calendars
- Scheduling home maintenance and repair work, and supervising the project
- Paying household bills and handling administrative duties
- Shopping for food, supplies, and other requested items
- Laundering, folding, ironing (when necessary)
- Planning, organizing, and coordinating events and activities for the children
- Washing dishes if necessary
- Handle our travel arrangements and ensure all logistics are planned in advance
- Assist with packing for trips and helping unpack when we get home
- Take vehicles for service appointments and keep accurate records of services completed
- Basic food prep

Qualifications:

- Prior experience working as a house manager, personal assistant, family assistant, nanny/family assistant
- 3-4 references from professional positions
- Ability to complete extensive background checks, motor vehicle checks, drug tests, and personality tests
- Valid Driver's license and clean driving record
- Strong technology skills and experienced working with Macintosh

Between 30 and 40 hours per week

\$17 - \$20 an hour

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

Source: Employer Website

Posted 8/28/2022

Front Desk Concierge (Roswell)



1070 Hardscrabble Rd, Roswell, GA 30075

Responsibilities:

- Answers a multi-line telephone.
- Greets all families, residents, and guests with a smile.
- Directs/answers resident and vendor questions or inquiries to the appropriate person.
- Schedules transportation.
- Supports management and their request with tasks and/or projects.
- Orders office supplies.
- Completes work order requests.
- Makes sure all outside vendors, families, and residents check in and out.
- Enters all data entry as assigned.
- Assists Marketing with various tasks.

Qualifications:

- High School Diploma or equivalent
- Previous customer service or administrative experience.
- Knowledge of various computer systems, including Word, Excel, and Outlook

\$14 - \$16 an hour

Apply Online at: <https://bit.ly/3q6ng21>
Source: Employer Website

Event Coordinator PT



City Springs Campus

1 Galambos Wy, Sandy Springs, GA 30328

The Event Coordinator serves as event liaison for patrons, clients and other team members while ensuring successful events held at venues within the City Springs campus, including the Sandy Springs Performing Arts and Conference Center and Heritage Park. They are responsible for maintaining excellent client and patron care in a fast-paced environment. Events include, but are not limited to: mitzvahs, weddings, city events, concerts, theatrical performances and more. From ensuring campus policies are followed to having well-rounded sales and area knowledge, this role will work closely with the Events & Sales Department and other arts center (Create City Springs) teams to execute quality events in the City of Sandy Springs.

- Act as a liaison for Create City Springs with all parties involved in events while the event is on campus
- Coordinate and communicate event requirements with other arts center teams
- Oversee client and vendor load-in and load-out for setup and breakdown of events
- Assist Sales Managers where needed during the event to provide exceptional customer service and a smooth-running event
- Create BEOs, diagrams, and other administrative documents (training provided)
- Learn basic technology functions to help clients and patrons troubleshoot issues

Qualifications:

- Working towards or completed college degree preferred
- Knowledge of and experience in theatre production and/or arts and culture events preferred
- Open availability to work a flexible schedule and a variety of events, primarily: nights, weekends and holidays
- Experience in event management and/or customer service preferred

\$15 an hour

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

Source: Indeed

Posted 8/28/2022

Executive Assistant (Buckhead)



Alvarez & Marsal

3424 Peachtree Rd NE # 1500, Atlanta, GA 30326

A&M is seeking an Executive Assistant to join our TAX practice in our Atlanta office.

- Travel arranging with calendaring
- Time entry
- Expense entry and credit card reconciliations
- Answer main line phones and direct all incoming calls to appropriate executive promptly and efficiently; and problem-solve as necessary.
- Assist executives with preparation, editing, binding, and shipping of presentation materials or client deliverables.
- Develop, review, and summarize reports and documents for management use.
- Prepare background documents and outgoing mail and packages as necessary.
- Prepare invoices, reports, memos, letters, financial statements, and other documents, using word processing, spreadsheet, database, or presentation software.
- Coordinate logistics for internal meetings (conference rooms, audio visual equipment, participant invitations, catering).
- Serve as a liaison between corporate IT, accounting, and other divisions within company.
- Provide general office duties, ordering supplies, stocking kitchen, and facility support.
- Providing general administrative support in effort to assist with the overall success of the practice.

Qualifications:

- A Bachelor's Degree or equivalent work experience
- Minimum of 3 years related, relevant experience
- Must be proficient with a variety of computer software applications in word processing, spreadsheets, database and presentation software, especially Microsoft Office Suite: Word, Outlook, Excel, and PowerPoint. Concur knowledge a plus.

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

Source: Employer Website

Front Desk Receptionist (Dunwoody)



Peachtree Immediate Care

5419 Chamblee Dunwoody Rd, Dunwoody, GA 30338

Responsibilities:

- Promptly greet patients and visitors in the waiting area in a friendly and helpful manner
- Check in patients, verify insurances, update necessary patient information in the system, and collect copays
- Serve as a patient advocate to provide world-class care in coordination with clinical staff and providers
- Promptly answer incoming phone calls
- Maintain a neat and orderly waiting room
- Assist patients with ambulatory difficulties, including obtaining wheelchairs and providing assistance with walking
- Responsible for opening and closing clinic procedures and reporting
- Perform additional clerical duties as necessary

Qualifications:

- High school diploma or equivalent
- Minimum of one (1) year of reception/front desk experience (coordinator, receptionist, clerk, agent, specialist, etc.)
- Customer service experience in a healthcare outpatient setting preferred
- Ability to work up to 12-hour shifts during the week or weekend as needed
- Basic computer skills including familiarity with electronic medical records
- Types 25 words per minute

Apply Online at: <https://bit.ly/3PMDzv2>

Source: Employer Website

Administrative Assistant (Dunwoody)



4891 Ashford Dunwoody Rd NE, Atlanta, GA 30338

This position is responsible for producing promotional materials, maintaining inventory for the Recruitment and Retention Department and for completing bulk mailings for blood drives.

- Providing high-level administrative support to the District Director.
- Maintain and organize the District Director's calendar, meeting and travel schedule
- Draft correspondence, answer phones, coordinate mailing, and handle inquiries and requests from internal and external sources on the District Director's behalf
- Produce promotional materials for all blood drives including posters, fliers, paycheck stuffers, and table tents. Materials must be typed, laid out and printed
- Maintain inventory and supplies for the district's Recruitment and Retention Department
- Track and complete bulk mailings for blood drives
- Write thank you letters
- Assist with on-site recruitment
- Confirm drives and public relations requirements
- Manage, maintain and organize confidential materials including a filing system of electronic and hard copy materials
- Prepare and assemble reports, documents and other publications, as appropriate

Qualifications:

- High school diploma or GED
- Valid driver's license.
- Advanced knowledge of Microsoft Word, Excel, Outlook and PowerPoint
- One to two years of related experience

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

Office Manager (Alpharetta)



4005 Old Milton Pkwy, Alpharetta, GA 30005

The Office Manager aides [sic] the Branch Manager with overseeing the day-to-day activities within the branch. Some of the more significant activities include interacting with customers and other team members by phone or email ensuring services are entered, scheduled, posted, collected and sold.

Qualifications:

- Office Administration experience
- Working knowledge of Microsoft Office Suite
- High school diploma or equivalent
- Able to work a 40-hour (minimum) work week
- Willing to work minimal evenings and weekends as needed

\$40,000 - \$43,000 a year

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

Source: Employer Website

Facilities Administrative Coordinator (Buckhead)



RSUI Group Inc.

945 East Paces Ferry Rd NE, Atlanta, GA 30326

Responsibilities:

- Handles process for employee recognition and acknowledgement orders, including flowers and new baby gifts
- Handles employee access badge process for new hires, departures, replacements, etc., including requesting and maintaining parking information
- Updates floorplans and maintains an understanding of the appropriate software platform
- Coordinates MARTA program
- Provide daily back-up for the Reception desk.
- Supports special projects to include employee mailings, requested reports, and employee engagement activities
- Coordinates office supply orders
- Backs-up inventory, stocking, and distribution of supplies, mail, and breakroom items
- Vendor coordination for various assigned Facilities partners, including florist, office supplies, and interior plant decor

Qualifications:

- High school diploma required, with some college coursework preferred
- 5+ years of administrative support experience, preferably in a fast paced, professional services environment

Apply Online at: <https://bit.ly/3KA9SN3>

Source: Employer Website

Customer Service Representative

(Roswell)



1084 Alpharetta St, Roswell, GA 30075

Responsibilities:

- Administer high volume of inbound customer service calls
- Maintain and updates customer account information in a customized database
- Branch accounts receivable collections
- Comply with state and federal regulations, company policies, procedures, and guidelines
- Act as point of contact for general customer service
- Scheduling appointments for Technicians and Sales
- Convert accounts receivable and process customer payments
- Respond to answering service messages
- Specialize in customer resolution
- Support other office administrative staff in the completion of their duties

Qualifications:

- Experience working with Microsoft Office programs

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

Source: Employer Website

Front Desk Receptionist / Administrative Assistant (Buckhead)



4600 Roswell Rd Suite D120, Atlanta, GA 30342

Daily tasks include: answering phone calls, scheduling appointments, verifying insurance, checking patients in and out, receiving packages, ordering supplies for patients and other administrative duties.

Qualifications:

- Proficiency in typing
- High school or equivalent (Required)
- Customer service: 1 year (Preferred)

\$15 - \$17 an hour

Apply Online at: <https://indeedhi.re/3ALr7Y7>

Source: Indeed

Posted 8/28/2022

Client Service Representative

(Sandy Springs)



1100 Abernathy Rd NE #1000, Atlanta, GA 30328

The WOTC Client Service Representative is responsible for answering inbound phone calls using a multi-line system to assist our clients' employees. You are also responsible for performing general clerical duties including, but not limited to, copying, faxing, scanning, mailing, shipping, and filing.

Qualifications:

- Strong PC skills required, including Microsoft Word, Excel and Outlook

\$13 - \$15 an hour

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

Source: Employer Website

Posted 8/28/2022

Receptionist - Part Time Weekend (Brookhaven)



3535 Ashton Woods Drive Atlanta 30319

Responsibilities:

- Answers incoming telephone calls and direct to appropriate person or department.
- Maintains confidentiality of all pertinent personnel information in accordance with the Privacy Act, as well as established personnel policies governing the release of information.
- Types documents, reports, letter, etc. at least 50 words per minute with high accuracy.
- Remains at repetitious tasks for long periods of time while completing paperwork, etc.
- Recognizes, respond to and/or report resident emergency situations immediately.
- Maintains strict confidentiality on all facility data.
- Communicates with and support residents, families, visitors, etc.
- Maintains privacy of records, conditions and other information relating to residents, employees and facility.
- Performs assigned tasks in accordance with policies and procedures, and as instructed by the Administrator.
- Notifies supervisor of pending absence or tardiness within the time frame described in personnel handbook.
- Operates copier, office machines, computer, etc., as directed.
- Prepares and mail statements in accordance with established billing procedures.

Qualifications:

- High school diploma or equivalent
- At least six (6) months experience in payroll, insurance and/or clerical position. Prefer two (2) years of experience.
- Proof of COVID-19 vaccination

Apply Online at: <https://bit.ly/3Csla3G>

Source: Employer Website

H.R. Coordinator (Perimeter)

IHG[®]

HOTELS & RESORTS

3 Ravinia Dr NE #100, Atlanta, GA 30346

Gain H.R. generalist experience in areas of Employee Relations, Employment/Recruitment, Training, public speaking.

Qualifications:

- Comfortable with Excel, PowerPoint, and creative in social media
- Previous hotel operations experience a PLUS.

9am - 5:30pm, Mon - Friday

Apply Online at: <https://bit.ly/3QXenU1>

Source: Employer Website

Posted 8/28/2022

CITY CARRIER ASSISTANT (Alpharetta)



Delivers and collects mail on foot or by vehicle under varying road and weather conditions in a prescribed area; maintains professional and effective public relations with customers and others, requiring a general familiarity with postal laws, regulations, products and procedures commonly used, and geography of the area.

Qualifications:

Valid state driver's license, a safe driving record, and at least two years of unsupervised experience driving passenger cars or larger.

This job has an exam requirement

\$18.92 an hour

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

Source: Employer Website

Posted 8/28/2022

Executive Assistant (Buckhead)



T5 Data Centers

3344 Peachtree Rd NE #2550, Atlanta, GA 30326

The Executive Assistant will perform executive administrative duties primarily for the CEO along with additional support of the T5 Executive team.

- Handle clerical, administrative, and executive support duties, including those of a confidential or sensitive nature
- Maintain, manage, and communicate CEO's daily schedule and appointments; organize and prioritize meetings /
- appointments based on direction from CEO
- Coordinate and prepare materials for meetings, conference calls, project submissions, and other events
- Receive, screen, prioritize, and respond to email and other correspondence with minimal guidance
- Serve as liaison between CEO and executive team on administrative and scheduling-related responsibilities
- Coordinate travel arrangements (domestic and international), off-site meetings, and customer events, as directed

Qualifications:

- Bachelor's degree or higher, required
- Minimum 5 years experience providing executive or senior level administrative support at a private equity,
- investment banking, real estate development firm, or law firm, preferred
- Exceptional Microsoft PowerPoint and Outlook skills, required

Apply Online at: <https://bit.ly/3PV1GaX>

Source: Employer Website

Office Receptionist (Alpharetta)



3625 Brookside Pkwy Suite 130, Alpharetta, GA 30022

Responsibilities:

- Respond to incoming phone calls and emails and make sure the right people receive all important information
- Arrange appointments for employees and keep the calendar up-to-date
- Ensure the security of the building by having visitors follow necessary sign-in protocol
- Assist with other administrative tasks, such as data entry, copying, filing etc.
- Book travel arrangements and prepare itineraries so off-site meetings go smoothly

Qualifications:

- Must have graduated high school, received a G.E.D. or equivalent
- Exhibits working knowledge of Microsoft Office and basic computer skills
- At least one year of receptionist or administrative assistant, experience, or similar preferred

\$14 - \$16 an hour

Apply Online at: <https://bit.ly/3ATiuL6>

Source: Employer Website

Posted 8/28/2022

Administrative Assistant – Contract (Doraville)



Serta Simmons Bedding, 2451 Industry Ave., Doraville, GA 30360

Responsibilities:

- Provide administrative report as per needs of supervisor
- Coordinate and arrange meetings, prepare agenda, reserve and prepare facilities, and record and transcribe minutes of meetings as needed
- Answer and screen telephone calls and arrange conference calls
- Coordinate schedule(s) and make appointments
- Greet scheduled visitors and present them to appropriate area or person
- Arrange and coordinate travel schedules and reservations

Qualifications:

- Administrative/Clerical: 3 years (Required)
- MS Excel: 3 years (Required)
- Candidate must have verifiable intermediate excel skills

Meridian is an IT workforce provider

Contract begins 6 months to extend

\$24 - \$25 an hour

Apply Online at: <https://indeedhi.re/3T1ZM6b>

Source: Indeed

Food Service, Housekeeping, & Other Now Hiring – Week of 8/28/22

Rectory Cook | Housekeeper (Sandy Springs)

Saint Jude the Apostle Catholic Church / 7171 Glenridge Dr, Atlanta, GA 30328

<https://bit.ly/3CI1Sr0>

Warehouse Picker (Roswell)

\$14 an hour

Sodexo - Inreach / 3080 Northfield Pl, Roswell, GA 30076

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

Custodian (Sandy Springs)

Holy Innocents' Episcopal School / 805 Mount Vernon Hwy NW, Atlanta, GA 30327

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

Dining Room Server (Alpharetta)

From \$13.00 per hour

Mansions Senior Living / 3700 Brookside Pkwy, Alpharetta, GA 30022

<https://indeedhi.re/3cgT0hv>

Dishwasher PT (Roswell)

\$13 - \$15 an hour

Another Broken Egg Café / 10800 Alpharetta Hwy Ste 120, Roswell, GA 30076

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

Veggie Prep (Alpharetta)

\$14 - \$17 an hour

Surcheros Fresh Mex / 91 S Main St, Alpharetta, GA 30009

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

Dishwasher/Utility PT (Sandy Springs)

\$16 an hour

Nothing Bundt Cakes/ 5975 Roswell Rd Suite A-103, Sandy Springs, GA 30328

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

Food Service, Housekeeping, & Other Now Hiring – Week of 8/28/22

Dishwasher (Sandy Springs)

From \$13.50 an hour

Sunrise of Huntcliff Summit / 8480 Roswell Rd, Sandy Springs, GA 30350

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

Apartment Groundskeeper (Brookhaven)

\$15 - \$18 an hour

Avana Uptown / 2910 Clairmont Rd, Atlanta, GA 30329

<https://indeedhi.re/3dUtK0Y>

Dishwasher (Buckhead)

\$15 per hour; Walk-in Interviews

Grand Lux Café / 3500 Peachtree Rd NE #2093, Atlanta, GA 30326

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

WEEKEND ONLY Cashier/Customer Service (Perimeter)

\$14 - \$15 an hour

Jason's Deli / 4705 Ashford Dunwoody Rd, Atlanta, GA 30338

<https://indeedhi.re/3KA6L7P>

Dishwasher (Roswell)

From \$14 an hour

Country Club of Roswell / 2500 Club Springs Dr, Roswell, GA 30076

<https://bit.ly/3KA8UQV>

Dishwasher/Utility Worker (Roswell)

From \$15 an hour

Brickmont Assisted Living / 2560 Holcomb Bridge Rd, Johns Creek, GA 30022

<https://indeedhi.re/3R9iWu5>

Housekeeper (Sandy Springs)

\$15 an hour

Hammond Glen Retirement Community / 335 Hammond Dr, Sandy Springs, GA 30328

<https://bit.ly/3RbP2Wk>