Leasing Professional - Marlowe (Chamblee)

4047 Parsons Dr, Chamblee, GA 30341

Greystar is a leading, fully integrated global real estate platform offering expertise in property management, investment management, development, and construction services in institutional-quality rental housing. This position is responsible for coordinating the community's marketing, leasing, and renewal strategies to achieve occupancy, revenue, and resident retention goals by performing all activities related to leasing to new residents, providing resident satisfaction throughout the term of the lease, and securing resident lease renewals.

Responsibilities

- Performs all sales and leasing activities to achieve the community's revenue and occupancy goals by greeting and qualifying prospects, conducting community tours and showing apartments, processing applications, credit screening, and criminal background checks, preparing the lease and move-in package, and ensuring a smooth resident move-in and lease signing.
- Inspects apartments prior to resident move-in and ensures apartments are in move-in ready condition and schedules any outstanding item to be addressed with the maintenance team.

Qualifications:

- Incumbents must have all licenses and/or certifications as required by State and Local jurisdictions
- Incumbents must have valid driver's license to operate a golf cart on property.

Physical Demands:

Incumbents need to be able to stand, walk, and/or sit for extended periods of time and bend, stoop, climb ladders, reach, carry objects, and crawl in confined areas.

- Incumbents must be able to work inside and outside in all weather conditions (rain, snow, heat, hail, wind, sleet).

Pay: $20 - $22 an hour - Full-time

View the complete Job posting and Apply

Area Leasing Consultant I (Norcross)



3341 Peachtree Corners Cir, Peachtree Corners, GA 30092

Are you a sales professional looking for a role where you can maximize your earning potential and build a rewarding career? At Windsor Communities, we don't just lease apartments, we create experiences and turn prospects into residents. If you love sales, thrive in a competitive environment, and enjoy the thrill of closing a deal, we want you on our team!

For the fifth year in a row, Windsor Communities is the recipient of the 2025 Kingsley Excellence Award achieving the top award for Overall Customer Service.

Responsibilities

- Become an expert in our communities and the local market to engage and convert prospects.
- Conduct personalized tours and use persuasive selling techniques to secure leases.
- Follow up with leads and build lasting relationships to drive repeat and referral business.

Qualifications:

- Proven Sales Success – You have 1 to 3 years of experience meeting and exceeding quotas in a commission-driven environment.
- Bonus-Driven Mentality – You're motivated by performance-based incentives and thrive when your hard work translates into big rewards.
- Front-Line Sales – You have direct, first-hand experience closing deals with customers—not just answering questions.
- Weekend availability to capture peak leasing traffic.
- Energetic & Engaging – You bring high energy, enthusiasm, and a positive attitude to every interaction.

Pay: $19.38 - $24.34 an hour – Full-time

View the complete Job posting and Apply

Client Consultant (Alpharetta)

The Hartford

3655 North Point Pkwy Ste 350, 500, Alpharetta, GA 30005

We're determined to make a difference and are proud to be an insurance company that goes well beyond coverages and policies.

Responsibilities

- Partner with assigned Relationship Managers to understand customer priorities, upcoming activity, open needs and commitments.
- Build knowledge of assigned customers and proactively anticipate recurring and upcoming needs.
- Own customer service needs from intake through resolution, including follow-up, escalation, communication and closing the loop.
- Look beyond the immediate request to understand the customer need, consider downstream impacts and determine appropriate next steps.

Qualifications:

- Bachelor's degree or equivalent combination of education and work experience.
- Relevant customer service, business, or operational experience preferred.
- Employee benefits or insurance knowledge preferred, but not required.
- Strong written and verbal communication skills.
- Demonstrated ability to organize multiple priorities and follow through on commitments.

Pay: $58,880 - $88,320 a year - Full-time

View the complete Job posting and Apply

Specialist, Underwriting Support (Brookhaven)

2002 Summit Blvd, Atlanta, GA 30319

As a Specialist in Underwriting Support, Retail Property, you will make a vital contribution within the Underwriting Support Unit of our product field operations by working with underwriters and CoE partners to develop and deliver tailored solutions whilst handling some of our complex accounts. Providing technical guidance to other junior support staff while working under moderate supervision will be important too.

Responsibilities

- Partnering with regional underwriters and/or more senior UW Support employees in the end-to-end processing of new and renewal business.
- Evaluating new and renewal submissions against prescribed criteria to determine completeness.
- Identifying and resolving account alerts and blocks during the submission process to avoid account conflicts.
- Performing data analytics, remodeling, when necessary, referral documentation preparation and completion, as well as form checklist and working approval.
- Assist with training and oversight of less experienced support staff.

Qualifications:

- 2+ years of related insurance experience and/or training, or an equivalent relevant combination of education and experience.
- The ability to work closely with underwriters and CoE partners to develop and deliver tailored solutions.
- Proficiency in Microsoft Office Excel, Word, and Power point.
- The attention to detail it takes to ensure accurate documentation.

Pay: $52,000-59,000 - Full-time

View the complete Job posting and Apply

Member Service Representative (Full-Time) - Alpharetta

NAVY FEDERAL CREDIT UNION

5140 Windward Parkway, Alpharetta, GA 30004

To provide members and prospective members the full range of products and services offered by Navy Federal Credit Union including depository accounts such as checking, savings, certificates, IRA, revocable trust and estate accounts; Lending products; and credit/debit cards. To perform moderately complex platform banking functions under supervision while developing confidence and function independence in the role.

This position is eligible for the TalentQuest employee referral program. If an employee refers you for this job, please apply using the system-generated link that was sent to you.

Responsibilities:

- Provide basic counseling on available products and services to meet member needs
- Assist members with opening and maintaining deposit accounts, loans, and other financial products
- Research and resolve basic account discrepancies and service requests
- Identify opportunities to cross-service products and enhance member relationships through education
- Understand and comply with all relevant federal and institutional regulations related to financial products and services

Qualifications:

- Experience in building effective relationships through rapport, trust, diplomacy, and tact
- Effective research, analytical, and problem-solving skills
- Experience working independently and in a team environment

Pay: $22-$27.79 per hour – Full-time

View the complete Job posting and Apply

EOIR Paralegal (Norcross)

PUNTIERLAW

5300 Oakbrook Pkwy Ste 390, Norcross, GA 30093

As an EOIR (Executive Office for Immigration Review) Paralegal, you'll help keep immigration matters organized, accurate, and moving forward. You'll support attorneys through legal research, document preparation, case management, and clear client communication. Your impact: By preparing reliable filings and maintaining complete case records, you help attorneys serve clients effectively and meet procedural requirements.

Responsibilities

- Prepare, draft, and file immigration court documents with EOIR, BIA, ICE OPLA, USCIS, DOS, and other government agencies.
- Prepare and manage EOIR filings, including Form EOIR-28, motions, Form I-589 asylum applications, Cancellation of Removal (42B) applications, responses to scheduling orders, and supporting documentation.
- Assist attorneys with immigration court proceedings, master calendar hearings, individual merits hearings, and trial preparation.
- Organize, review, and compile supporting evidence, exhibits, affidavits, witness statements, and legal documentation; prepare exhibit indexes and hearing packets.

Qualifications:

- At least 3 years of experience as a paralegal, legal assistant or case manager in removal defense before the immigration courts (EOIR).
- Hands-on command of the EOIR Immigration Court Practice Manual, including filing formats, deadlines, exhibit and service requirements.
- Daily working experience with EOIR's ECAS e-filing system, the Automated Case Information portal and the EOIR fee payment portal.

Pay: $40,000 - $45,000 a year – Full-time

View the complete Job posting and Apply

Administrative Assistant (Sandy Springs)

FRICKE & ASSOCIATES, LLC
Certified Public Accountants

1050 Crown Pointe Pkwy, Atlanta, GA 30338

We are seeking a highly organized and detail-oriented Administrative Assistant to support our office operations in Tax and Accounting. The ideal candidate will possess strong office management skills, excellent communication abilities, and proficiency with various computer applications. This role involves providing exceptional customer service, managing administrative tasks, and ensuring the smooth functioning of daily office activities. Experience with Thomson Reuters programs, Microsoft Office, and multi-line phone systems is highly desirable. Bilingual skills are a plus to effectively serve diverse clients and team members.

Responsibilities

- Manage front desk operations, including greeting visitors and handling inquiries with professional phone etiquette
- Answer and direct calls using multi-line phone systems, ensuring prompt and courteous customer support
- Perform data entry, filing, and document proofreading to maintain accurate records
- Schedule appointments, manage calendars, and coordinate meetings using Microsoft Office tools

Qualifications:

- Proven experience in office administration or clerical roles; prior experience as a receptionist or personal assistant is advantageous
- Strong computer literacy with proficiency in Microsoft Office Suite (Word, Excel, Outlook), and data entry skills
- Familiarity with Thomson Reuters software programs is preferred
- Familiarity with the tax and accounting field is preferred
- Demonstrated ability to handle multi-line phone systems and provide outstanding customer service

Pay: $18 - $21 an hour - Full-time

View the complete Job posting and Apply

Family Intake Coordinator (Dunwoody)

4 Seasons HOME CARE

1864 Independence Square, Suite D, Dunwoody, GA 30338

At 4 Seasons Home Care, we provide compassionate, personalized in-home care that helps seniors maintain their independence while giving families peace of mind.

Responsibilities

- Answer incoming calls for our Atlanta and Charlotte offices, providing a warm, reassuring first point of contact for families exploring home care services.
- Qualify prospective clients by assessing their care needs, location, and payment options, including private pay and long-term care insurance, to determine whether our services are the right fit.
- Prioritize families with long-term care insurance and connect qualified prospects promptly with the appropriate care advisor.
- Coordinate seamless handoffs to care advisors, sharing essential information so families don't have to repeat their stories.

Qualifications:

- **Experienced Communicator:** At least 1 year of experience in a phone-heavy role, such as medical or dental front office, patient intake, patient financial services, call centers, or inside sales. Genuinely enjoys talking with people and building relationships over the phone.
- **Compassionate & Confident**: Builds trust with families, handles emotional conversations with patience, and comfortably discusses sensitive care needs, insurance, and payment options.
- **Sales-Minded & Organized**: Comfortable qualifying prospective clients, identifying genuine interest, maintaining accurate records, and consistently following up.
- **Tech-Savvy & Adaptable:** Learns new technology quickly and is comfortable using CRM or scheduling software; HubSpot experience and familiarity with long-term care insurance are a plus.

Pay: $55,000 - $60,000 a year- Full-time

View the complete Job posting and Apply

MST Practitioner (Chamblee)

2299 Perimeter Park Dr Ste 220, Atlanta, GA 30341

Join our mission-driven team as an MST Therapist at our CSI Atlanta, Georgia location. You'll play a key role providing evidence-based therapeutic interventions to youth, their families, communities, and other key members. The MST Therapist will provide intensive, home-based therapy to adolescents and their families who are involved in the juvenile justice system or at risk of out-of-home placement.

Responsibilities

- Conduct comprehensive assessments of individuals and families to identify presenting problems, strengths and systemic factors contributing to difficulties.
- Develop individualized treatment plans based on the principles of Multisystemic Therapy, incorporating relevant evidence-based interventions and strategies.
- Provide direct therapeutic interventions to at-risk youth and their families, and collaborate with other key members.
- Implement crisis management strategies as needed to address immediate safety concerns for clients and their families.

Qualifications:

- Bachelor's degree in social work, Human Services, Social Sciences, Counseling, Psychology, or related field, with experience in this field.
- Must possess a valid driver's license and have reliable transportation to travel to clients homes and possibly transport multiple clients at once.
- Must live within a 30-45 minute travel time from the designated service area.
- Ability to work independently and manage a caseload while adhering to program requirements and deadlines.

Pay: $50,000 - $55,000 yearly - Full-time

View the complete Job posting and Apply

Medical Office Receptionist (Milton)

LifeStance Health
https://lifestance.com

850 Mayfield Road, Milton, GA 30009

At LifeStance Health, we strive to help individuals, families, and communities with their mental health needs. Everywhere. Every day. It's a lofty goal; we know. But we make it happen with the best team in mental healthcare.

Responsibilities

- Create a positive work environment; be a culture carrier and support in-office clinician and staff engagement activities to promote LFST culture, engagement, and connection.
- Conduct schedule prep process for all patients to ensure all paperwork and documentation is complete, credit card on file is current, demographics are accurate, and patient chart is prepared.
- General office duties, cleanliness, and appeal, such as sorting office mail, scanning documents, e-faxes, shared office email and office upkeep, to ensure the practice is running smoothly and prepared for patients and clinicians.
- Communicate with peers, clinicians, and patients in ways that support patient care and clinician satisfaction.
- Provide exceptional customer service, responding quickly and appropriately to patient needs, and being prepared to manage potentially difficult or sensitive situations by following Crisis and De-escalation Processes.
- Manage front desk responsibilities including greeting and checking patients in/out in a courteous manner.

Qualifications:

- High School or equivalent required, associates/bachelor's degree, preferred.
- 1+ years of experience in healthcare operations, customer service, or similar role or setting preferred.
- Proficient in using Computer Software Applications (MS Office & EMRs)

Pay: $20.25 per hour - Full-time

View the complete Job posting and Apply

Dental Assistant II (Alpharetta)

BYRD DENTAL GROUP

4000 North Point Pkwy Ste 500, Alpharetta, GA 30022

Byrd Dental Group is a dental practice founded in 2001 by Dr. Timothy N. Byrd with three Georgia locations in Alpharetta, Woodstock, and Douglasville.

Responsibilities

Great opportunity for expanded duties dental assistant to join our team. Must possess great attitude, be a team player, excellent communication skills and provide outstanding patient care. Primarily general dentistry, including CAD/CAM, extensive crown/bridge and implant restorations. Dentrix, a plus! great team environment.

Qualifications:

- 2 years' experience as dental assistant.

Pay: $22-$28 an hour - Full-time

View the complete Job posting and Apply

Dental Assistant (Norcross)

AspenDental

6141 Peachtree Parkway, Norcross, GA 30092

At Aspen Dental, we put You First, offering the security and job stability that comes with working with a world-class dental service organization (DSO). Our best-in-class training program, competitive compensation, and flexible scheduling will help you thrive in your career. When you join our team as a Dental Assistant, you will have the opportunity to give back to communities and positively affect patients' lives.

Responsibilities

- Assist during a variety of treatment procedures
- Take dental x-rays
- Set up and breakdown operatory post treatment
- Execute patient handoffs and monitors patient flow within the practice
- Manage infection control – prepare and sterilize instruments and equipment
- Educate patients on appropriate oral hygiene strategies to maintain good oral health
- Complete denture soft relines and manufacture temporary crowns
- Perform quality impressions and bite registrations
- Perform digital intraoral scans

Qualifications:

- Strong communication and interpersonal skills, with the ability to build rapport with patients of all ages and backgrounds
- Commitment to ongoing learning and professional development
- High school diploma or equivalent
- Active license, registration, or permit as required by the state of practice; including x-ray certification if required

Pay: $18-$22 per hour - Full-time

View the complete Job posting and Apply

Sales Account Manager (Norcross)

5955 Peachtree Corners East, Norcross, GA 30071

Sorbent Technologies, Inc. is an industry leader in purification solutions and chromatography products for separation scientists.

Responsibilities

- Create and advance relationships with customers to ensure you understand their needs, their challenges, and how they measure their
- success.
- Utilize telephone, email, web conferencing, mail, etc. to effectively communicate and delight customers to advance sales opportunities
- Employ a CRM database to track sales activities, work active opportunities, create quotes, and report on metrics and initiatives in your
- territory
- Follow our established sales processes while proactively seeking improvement, speed, and increased positive results and sharing with
- management your recommendations
- Consistently maintain a positive demeanor, be a team player and strive to learn and contribute to company culture
- Attend industry trade shows when requested

Qualifications:

- Undergraduate degree in a scientific discipline-chemistry strongly preferred
- Previous experience in sales with a hunter mentality and mid to strong sales knowledge
- Excellent communication skills both verbal and written
- Proficiency in MS Office and or CRM Experience is required

Pay: $60,000 - $85,000 a year Full-time

View the complete Job posting and Apply

Retail General Manager Woodstock (Chamblee)



5300 PEACHTREE BLVD, Chamblee, GA 30341

At Office Depot Office Max, every leader is responsible for growing total sales and services within the location. The General Manager has ownership and is responsible for achieving results for Sales, Services, Operations Profit, and Customer/Community relationships and drives the overall customer experience and sales service culture within the location.

Responsibilities

- Leads, coaches, and inspires associates while creating a culture that builds associate trust, brand loyalty, and an exceptional customer service experience. Creates and manages a sales focused environment through the training & development of associates at all levels Accountable for the assessment & development of all talent within the store to create talent bench strength & succession plan.
- Deliver an exceptional customer experience by observing, listening, interacting and following up with customers to ensure satisfaction and satisfactory issue resolution. Ensures the implementation and effective application of information, training certification, tools, and systems required to meet customer needs. Engage with the local community to build strong client relationships, improve customer retention, and increase brand awareness and loyalty

Qualifications:

- High school diploma or equivalent required; bachelor's degree in business, Marketing, Retail Management, or related field preferred
- 2–4 years of management experience, or equivalent skills gained through an internal development program
- Strong business acumen and sound judgment with proven people-management abilities

Pay: $50,000-68,000 a year - Full-time

View the complete Job posting and Apply

Salon Manager / Operations Director (Administrative & Guest Experience) (Sandy Springs)

Perfect Distraction HAIR GALLERY

8540 Roswell Road, Sandy Springs, GA 30350

Perfect Distraction is a boutique-style salon that offers an upscale, intimate, and highly personalized experience to our guests. We firmly believe that flawless hair should be complemented by flawless hospitality. We are seeking an organized, charismatic, and business-savvy Administrative Salon Manager to oversee our daily operations, lead our front-of-house guest experience, and drive our business growth while our talented stylists focus solely on their craft.

Responsibilities

- Oversee the entire guest journey from booking to checkout.
- Ensure the front desk operates efficiently, with prompt responses to phones and messages.
- Provide boutique-level hospitality to every guest.

Qualifications:

- 2+ years of management experience in high end retail, luxury hospitality/hotels, premium fitness/boutique studios, or upscale medical spas. (Salon experience is a plus but not mandatory— we'll teach you the industry jargon!)
- Proficiency with or quick to learn salon software, Google Workspace/Excel, and social media platforms.
- A calm and professional demeanor under pressure. You excel at conflict resolution, whether it's resolving a scheduling error with a guest or managing team dynamics.
- A keen eye for detail. You notice small things, like a low inventory of a popular shampoo or a smudge on the front door. You take pride in maintaining the salon's pristine appearance.

Pay: $23 - $30 an hour - Full-time

View the complete Job posting and Apply

Assistant General Manager (Alpharetta)



Alpharetta, GA

The Assistant General Manager (“AGM”) assists the General Manager (“GM”) or Multi-Unit General Manager (“MUGM”) in managing hotel day-to-day operations, assures optimum performance and continual improvement in guest satisfaction and associate satisfaction. The AGM is hands on in managing the hourly staff, including scheduling, directing and overseeing their daily activities and training. The AGM is expected to provide leadership to the staff to promote an exceptional workplace.

Responsibilities

- Demonstrates and promotes 100% commitment to providing the best possible experience for our guests.
- Become trained in all managerial functions and operations at the hotel level.
- Ensures all associates are properly onboarded, trained and complete ESU required training timely.

Qualifications:

- Prior hotel experience in a hospitality or retail establishment is required.
- High School Diploma or General Education Degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.
- Prior supervisory experience is preferred.
- Demonstrated leadership ability is desired.
- Some job-related college level courses preferred.

Pay: $22.66 - $23.06 an hour - Full-time

View the complete Job posting and Apply

Retail Sales Consultant (Milton)



13065 Highway 9 N, Milton, GA 30004

Create meaningful connections with every customer, with your personalized sales expertise. Meeting sales targets and earning your commission happens with the power of AT&T's full suite of products at your fingertips – the latest devices and personalized services that bring friends, families and communities closer together.

Responsibilities:

- Possess a competitive spirit and desire to meet and exceed sales goals.
- Stay up to date on the latest data/entertainment technology and devices, such as Wi-Fi, data devices, TV entertainment tools.
- Understand customers' needs and help them discover how our products meet those needs.
- Multi-task in a fast-paced team environment
- Educate and engage customers through product demonstrations.
- Interact with customers and provide prompt and courteous customer service to all customers.

Qualifications:

- 1-3 years retail/customer facing/sales experience preferred.

Pay: $46,400.00 - $75,000 a year – Full-time

View the complete Job posting and Apply

Customer Service Representative (Alpharetta)



6240 Shiloh Road, Alpharetta, GA 30005

Support company operations by ensuring client service excellence and client satisfaction. Handle incoming calls, emails, and or requests from clients, physicians, pathologists, patients, employees and or payers.

Responsibilities

- Client-focused with a One-Team Mind-Set and communicating providing excellent customer service.
- Strong analytical, critical thinking, and problem-solving skills.
- Strong communication skills
- Competent grammatical and mathematical skills
- Strong attention to detail with a high level of accuracy.
- Proficiency in Microsoft Office application
- Ability to multitask, prioritize responsibilities, and manage competing demand in a fast-paced environment.
- Ability to work independently while contributing effectively as part of a team.

Qualifications:

- Associate degree preferred; an equivalent combination, training and relevant work experience will also be considered.
- Minimum of one year of Client/ Customer Services experience.
- Previous call center experience strongly preferred
- Experience working in a medical practice, health care setting or clinical laboratory environment preferred.

Pay: $22-25 per hour - Full-time

View the complete Job posting and Apply

Security Service Technician (Doraville)



Johnson Controls

https://jobs.johnsoncc

Doraville, GA

Johnson Controls, a global leader in thermal management, mission-critical building systems, energy efficiency, and decarbonization, helps customers use energy more productively, reduce carbon emissions, and operate with the precision and resilience required in rapidly expanding industries such as data centers, healthcare, pharmaceuticals, advanced manufacturing, and higher education.

Responsibilities

- Locate and alleviate trouble with damaged equipment or wiring.
- Readjust equipment, repair, or replace inoperative equipment and test for operation.
- Coordinate inspections and/or installations with police, fire departments, or other appropriate agencies.
- Performs repair and/or inspections of intrusion detection, IP CCTV, Access Control systems and fire alarms (if applicable).
- Assists fellow service technicians with system repairs and completes minor repairs including battery replacement.
- Tests operation of system to the customer monitoring center to properly establish service connectivity.

Qualifications:

- 2 years in low-voltage or security industry.
- Excellent general knowledge of major security manufacturer platforms including: Bosch/Radionics, Honeywell, Firelite, Silent Knight, DMP, DSC, etc.
- Valid driver's license with an excellent driving record.
- Ability to pass thorough background and identity checks.

Pay: $22-$31 an hour - Full-time

View the complete Job posting and Apply

Production Support Associate (Norcross)

2780 Peterson Place, Norcross, GA 30071

Radwell International is seeking a Production Support Associate to join our Production team in Norcross, GA. This entry-level position plays a critical role in supporting daily production, inventory, shipping, receiving, and repair operations.

Responsibilities

- Maintain inventory accuracy by organizing, tracking, and updating parts and materials within company systems
- Perform cycle counts and assist with inventory audits to identify and resolve inventory discrepancies
- Receive, inspect, and stock incoming materials, inventory, and purchase orders
- Pick, stage, and distribute parts and materials needed for repair and production activities
- Keep storage locations, bins, and inventory areas organized, labeled, and easily accessible
- Process inventory transfers, restocking activities, and material requests between departments and locations
- Support production and repair teams by ensuring materials are available when needed

Qualifications:

- High School Diploma or equivalent preferred
- Previous experience in warehouse, inventory, manufacturing, production, shipping, receiving, logistics, or related fields is a plus
- Entry-level candidates with a strong work ethic and willingness to learn are encouraged to apply
- Strong computer proficiency
- Understanding of inventory, warehouse, or production processes is a plus

Pay: $20.00-$25.00 per hour– Full-time

View the complete Job posting and Apply

Distribution Center Lead (Roswell)

1075 Northfield Court, Roswell, GA 30076

Join Mattress Firm and have the job of your dreams!

Helping people sleep well so they live well is at the core of what we do. The right mattress matters, and so does the right career.

Responsibilities

- Assist in the efficient day-to-day operations of the distribution center.
- Contribute to meeting overall financial objectives of the distribution center compared to budget.
- Create and foster an environment of trust, open two-way communication, and cohesive team effort.
- Ensure alignment with strategic vision and communicate organizational mission and values to the team.
- Communicate with team members through regular and frequent meetings.
- Hold one-on-one meetings with direct reports at least twice a month.

Qualifications:

- High School diploma or equivalent required
- Bachelor's Degree preferred
- 2+ Years related experience preferred
- Warehouse, logistics, or supply chain knowledge
- Computer literacy in Microsoft products: Outlook, Excel, PowerPoint
- General warehouse standard operating procedures

Pay: $20.00 - $21.50 per hour – Full-time

View the complete Job posting and Apply

Food service and Hospitality hiring (1)

store manager- Alpharetta, GA
$60,000 - $84,000 a year - Full-time
Starbucks | Management | Alpharetta, GA
Apply Here

Restaurant Manager (Tucker)
$57,000 - $64,700 a year - Full-time
Red Lobster | 3937 Lavista Road, Tucker, GA 30084
Apply Here

Assistant Manager - Restaurant (Tucker)
$55,000 - $72,000 a year - Full-time
Santo Cielo | 3479 Chamblee Tucker Road, Atlanta, GA 30341
Apply Here

Assistant Kitchen Manager (Sandy Springs)
$24.04 an hour - Full-time
CJ Foodville USA Inc | 6080 Roswell Rd, Sandy Springs, GA 30328
Apply Here

Food & Beverage Team Leader (Milton)
$21.25 - $36.15 an hour - Full-time
Target | 13055 Highway 9 North, Milton, GA 30004
Apply Here

Front of House Service Lead (Buckhead)
$20 - $40 an hour – Full-time
Le Bon Nosh | 65 Irby Avenue NW, Atlanta, GA 30305
Apply Here

Kitchen Manager (Roswell)
$40,000 - $45,000 a year - Full-time
FNF HOT BURGER | Roswell, GA 30075
Apply Here

Food service and Hospitality hiring (2)

Line Cook (Roswell)
$19 - $23 an hour - Part-time, Full-time
Lola's Burger and Tequila Bar | 944 Canton Street, Roswell, GA 30075
Apply Here

Full-Time Line Cook (Evening Shift) (Johns Creek)
$17 - $20 an hour - Full-time
Snook's Grill & Cocktails | 8465 Holcomb Bridge Road, Johns Creek, GA 30022
Apply Here

Gatherer (Doraville)
$17 - $19 an hour - Full-time
Garnish & Gather | 3980 Dekalb Technology Parkway, Atlanta, GA 30340
Apply Here

Cook (Dunwoody)
$15.20 - $19.05 an hour - Part-time
Sunrise Senior Living | 1240 Ashford Center Parkway, Dunwoody, GA 30338
Apply Here

Host/Server (Roswell)
$15 - $30 an hour - Part-time
Roswell Junction | 340 South Atlanta Street, Roswell, GA 30075
Apply Here

Front Desk (Alpharetta)
$15 - $17 an hour - Full-time
Hyatt Place Alpharetta | 7500 North Point Parkway, Alpharetta, GA 30022
Apply Here

Baker (Peachtree Corners)
$15 - $17 an hour - Part-time, Full-time
Hansel and Gretel Bakery Café | 6135 Peachtree Parkway, Peachtree Corners, GA 30092
Apply Here

Senior care, Child care, Animal care, Healthcare hiring (1)

Dog Walker & Pet Transportation Provider (Buckhead)
$20 - $22 an hour - Part-time
Aychihuahua technologies | Atlanta, GA 30327
Apply Here

Veterinary Receptionist (Alpharetta)
$20 - $22 an hour - Part-time, 20-25 hours per week
Veterinary Practice Partners | 12460 Crabapple Rd #103, Alpharetta, GA 30004
Apply Here

Operations Manager | Shift Supervisor
$19 - $29 an hour - Full-time | $16.50 - $24.00 an hour - Full-time
CVS Health - Chamblee, GA 30341 | CVS Health - Alpharetta, GA
Apply Here | **Apply Here**

Childcare Teacher (Brookhaven)
$18.75 - $22.90 an hour - Full-time
Bright Horizons | 1198 Old Johnson Ferry Road, Atlanta, GA 30319
Apply Here

Dedicated CNA/ Caregiver Needed in Buckhead
From $18 an hour - Part-time
Citadel Community Health Services | Atlanta, GA 30342
Apply Here

Emergency Veterinary Technician Swing Shift (Dunwoody)
$18 - $38 an hour - Full-time
Apply Here
Dogwood Veterinary Specialty and Emergency - Dunwoody | 4500 North Shallowford Road, Dunwoody 30338

Senior care, Child care, Animal care, Healthcare hiring (2)

Receptionist (Atlanta 30339)
$17.50 - $22.50 an hour - Full-time
PT Solutions Physical Therapy | 1100 Circle 75 Parkway SE, Atlanta, GA 30339
Apply Here

Shift Lead (Sandy Springs)
$17.50 - $22.50 an hour - Full-time
Walgreens | 7530 Roswell Road, Sandy Springs, GA 30350
Apply Here

Bilingual Caregiver - Hindi (Alpharetta)
$17.50 an hour – Part-time
Cornerstone Caregiving | Alpharetta, GA
Apply Here

BACK OFFICE CHIROPRACTIC ASSISTANT (Part-Time) (Dunwoody)
$17 - $20 an hour - Part-time (20-24 hrs/week)
Lotus Chiropractic Care | 1730 Mount Vernon Road, Dunwoody, GA 30338
Apply Here

Full Time - Administrative Assistant - Peachtree Corners, GA
$16 - $17 an hour - Full-time
WeeCare Georgia Home Health Care | 6251 Smithpointe Drive, Peachtree Corners 30092
Apply Here

Dog Daycare Customer Experience Specialist (Brookhaven)
$16 an hour - Part-time (Weekends as needed, Holidays)
Puppy Haven | 2740 Caldwell Rd NE, Brookhaven, GA 30319
Apply Here

Professional Nanny Positions – Full-Time & Part-Time (Dunwoody)
$15 - $20 an hour - Part-time, Full-time
Luvbug nanny | Dunwoody, GA 30346
Apply Here

Others hiring (1)

Office and sales assistant (Chamblee)
$1,000 - $1,200 a week - Full-time
Hola auto sales Chamblee | 4416 Buford Hwy NE, Atlanta, GA 30341
Apply Here

Industrial Maintenance Technician, Day Shift (Norcross)
$23 - $26 an hour - Full-time
WM (WM.com) | Alpharetta, GA
Apply Here

Health, Wellness and Fitness Clinic Technician and Sales Associate (Sandy Springs)
From $20 an hour - Part-time (15-30 hours a week)
Live Lean Rx | 6100 Lake Forrest Dr NW Ste 125, Atlanta, GA 30328
Apply Here

Warehouse & Binding Specialist (Norcross)
$20 - $21 an hour - Part-time, Full-time
Flooring Atlanta | 5894 Goshen Springs Rd, Norcross, GA 30071
Apply Here

Material Handler (Alpharetta)
From $19.50 an hour - Full-time
Samuel, Son & Co | Alpharetta, GA
Apply Here

Mechanical & Electrical Assembler (Norcross)
$19 - $22 an hour - Full-time
American Signal Company | 2755 Bankers Industrial Dr, Atlanta, GA 30360
Apply Here

Optometric Technician (Doraville)
$18 - $21 an hour - Part-time, Full-time
Heaven Eye Care | 5653 Buford Hwy NE, Doraville, GA 30340
Apply Here

Others hiring (2)

Warehouse Worker (Norcross)
$18 - $20 an hour - Full-time
Light House Cabinetry | 6550 Jimmy Carter Blvd Ste B, Norcross 30071
Apply Here

Customer Care Associate I (USABlueBook) Atlanta, GA (Atlanta 30339)
$17.50 - $18.00 an hour - Full-time
HD Supply (part of The Home Depot) | 3400 Cumberland Boulevard SE, Atlanta, GA 30339
Apply Here

Bilingual Leasing Consultant (Chamblee)
$17 - $19 an hour - Full-time
ML Property Group LLC | 4237 North Shallowford Road, Atlanta, GA 30341
Apply Here

Seasonal Fulfillment and Receiving Support Associate, Lenox Square Mall
$16.00 - $20.49 an hour - Part-time
Macy's | 3393 Peachtree Rd Ne Ste 8480, Atlanta, GA 30326
Apply Here

Bilingual (Spanish/English) Office Assistant - Customer Service (Norcross)
$16 - $19 an hour - Part-time
HY-WELD INC | 1875 Enterprise Drive, Norcross, GA 30093
Apply Here

FULL TIME NIGHT CLEANER (Brookhaven)
$16 an hour - Full-time
ABM Industries Inc | 4151 Ashford Dunwoody Road 6th floor, Atlanta, GA 30319
Apply Here

Xfinity Retail Sales Consultant (Sandy Springs)
$15.63 an hour - Full-time
Comcast Corporation | 6255 Roswell Road, Atlanta, GA 30328
Apply Here