

Job Match

Indiana

S P E C I A L S E C T I O N

Career Fair! April 26-29, 2022 (In-Person Event)

REGISTER ONLINE!

www.IndianaCareerFair.com



Attending a career fair for the first time can be a little overwhelming; however, if you prepare you will get as much out of the event as you put into it.

Expectations

Employers expect you to be prepared (dress professionally, ask thoughtful questions, have a polished resume, etc.). Your goal should be to land an interview—not a job offer. Most recruiters are not authorized to hire candidates on the day of the fair.

You should expect to have a relatively short amount of time to sell yourself and make a positive impact on the employer. Employers' goals are to be exposed to as many job candidates as possible.

Before the Job Fair

- **Develop a Strong Resume:** Highlight your skills and accomplishments. Your resume should be error-free, concise and graphically pleasing. Bring at least fifteen copies and keep them in a folder so they remain neat and clean.

- **Target Your Top Companies/Organizations:** Research the organizations in which you are most interested. Take this list and plan your strategy for which companies you would like to visit.

- **Develop an Elevator Pitch:** You step into the career fair and make your way toward a representative from the top-ranked company on your job-search list. What can you say and do during the next 60 seconds to make this recruiter want to explore hiring you? Learn to sell yourself by creating an elevator pitch, and make sure you practice it!

During the Job Fair

- **Introduce Yourself and Shake Hands:** In many ways, a career fair is a test of your social skills. While employers are almost always friendly and outgoing, they'll expect the same of you. If you haven't done much ice breaking before, practice in advance with a career counselor or friend.

- **Introduction:** Introduce yourself, offer a firm handshake and a resume.

- **Objective:** Tell the employer why you are there and what sort of employment you seek.

- **Summary:** Briefly summarize education, experience, strengths, etc.

- **Closing:** Reiterate your interest and thank the employer.

- **Dress Appropriately:** In most cases, you'll want to dress professionally to attend a career fair. When in doubt, overdress.

- **Ask Intelligent Questions:** If you've studied up on the organizations, you'll probably have some questions you'd like to ask. Not only will you get some answers, but you'll also show yourself to be someone who does their research. Ask one or two meaningful questions without monopolizing the employer's time. Do not ask about salary at this time.

- **Network with everyone:** View other job seekers as valuable networking contacts, not as competition.

- **Focus on What You Can Offer:** You'll be a refreshing change to most company representatives if you tell them what you can do for them and their organizations instead of asking what they can do for you.

- **Leave Your Resume and Card with Each Representative:** Then be sure to grab each representative's card.

After the Job Fair

- **Take Notes:** After the fair concludes, jot down notes about conversations you had with company representatives.

If you wait too long, the conversations will start running together in your head, and you'll forget what you said to whom.

Follow Up on Promises: If, for example, a company representative expressed interest in looking at your website, make sure to email the URL like you said you would.

- **Send Thank-You Notes:** Write or email each of the people you met and thank them for their time. Reiterate your interest in the company and your relevant skills and experience. Most job seekers fail to take this simple step, often losing out in the end to those who did express their thanks.

There will be few other times in your life when employers will make such a concerted bid to get your attention so when they participate in a nearby career fair, make the most of the opportunity to present yourself favorably, gather useful information and meet new contacts. Your small investment of time and effort -- before, during and after -- might very well turn into an opportunity you wouldn't have otherwise had.

YOU'VE GOT THIS!
Have a great career fair!

How to Have a PRODUCTIVE Job Interview

www.labor.ny.gov

When you are interviewing for a job, you must concentrate on and be well prepared for the task at hand: making a good impression, answering questions, maintaining eye contact with your potential employer, and paying attention throughout the entire interviewing process. In addition to these key components of a successful interview there are many dos and don'ts. Here are some of the top pieces of advice from professionals in the employment industry. If you follow these recommendations, you will be miles ahead of most of your competition when you interview with a potential employer.

Dress appropriately: Dress as if you want the boss's job. First impressions are very important, and image is everything. If you are dressed professionally it shows that you care about your image and that care will translate well into the company atmosphere.

Be on time: In fact it's best to be five to ten minutes early for your interview. Arriving late shows disrespect to the interviewer and indicates that you are an irresponsible person.

Don't bring a drink with you: If you have a bottle of water, cup of coffee or soft drink with you at the interview, you will likely be distracted by it and be tempted to fiddle with the cup, or even worse, spill it on the interviewer. If you need to have something to drink, do it before the interview.

Silence your phone: Do not text, answer your phone or make a call during your interview. Doing so is rude and disruptive, and shows the employer that you don't really care about getting the job. Resist the temptation to even look at your phone by putting it in your pocket or your bag before the interview.

Be ready to answer the inevitable question: Practically every interviewer asks this question: "What do you know about this company?" Be sure to do your homework before the interview and know background information about the company before you come to the interview. Review it ahead of time, then print it out and read it over just before your interview to refresh your memory. Also check the company's LinkedIn page and Facebook page, if they have one.

Resume and job application need to match: You may have already submitted a resume when you applied for the job, but you will probably be asked to fill out a job application at the interview. Make sure you know the information you will need to complete an application including dates of prior employment, graduation dates, and employer contact information. It can be helpful to bring a copy of your resume for yourself to refer to during your interview.

Don't lose focus: Make sure you are well-rested, alert and prepared for your interview. Getting distracted and missing a question looks bad on your part. If you zone out, your potential employer will wonder how you will be able to stay focused during a day on the job, if you can't even focus during one interview. Maintain eye contact, lean forward slightly when talking to your interviewer, and make an active effort to listen effectively.

Keep it relevant: The interviewer probably does not want to hear your entire life story. Keep your answers succinct, to-the-point and focused, and don't ramble — simply answer the question. Also, don't get sidetracked and start talking about your personal life — your spouse, your home life or your children are not topics you should delve into. An interview is a professional situation, not a personal one.

Know what questions to expect: In order to find out more about your potential as an employee, the interviewer will ask questions. You need to be prepared to answer frequently asked interview questions before you go to the interview. Don't let yourself be caught off guard.



Draper, Inc., a family-owned manufacturing company since 1902, is growing again. The following positions are available.

- **Full-time night-shift Assembly positions** - starting pay at \$20.41 per hour. Standard work schedule is 3:30 p.m. to 2 a.m. Monday through Thursday. Overtime worked as needed.
- **Machinist** - starting pay at \$24.83 per hour.

**Resumes will be accepted for possible
CAD openings as well.**

\$1,500 sign-on bonus for full-time production positions payable after 90 days of employment. Full-time positions include benefits such as medical, dental, vision, and time off which are available day of hire. Full-time benefits also include a 401(k) with up to 100% company match, a profit-sharing plan, on-site medical clinic, and wellness park.

We are an equal opportunity employer.



We're hiring talented people... like you!

Johnson Memorial Health is proud to offer skilled and talented medical professionals a friendly, small community workplace with competitive wages and benefits. We schedule reasonable staff-to-patient ratios and provide the proper PPE and equipment needed to do your job safely.

View open positions and apply on line at
www.johnsonmemorial.org



**JOHNSON
MEMORIAL
HEALTH**

JohnsonMemorial.org

Great care starts here.



The place for great starts

Thanks to the dedicated staff, wonderful patients and supportive community we work in, Johnson Memorial Health's Maternity Department has been recognized as a 2022 PRC Excellence in Healthcare Award recipient. This national award recognizes healthcare organizations that achieve excellence throughout the year by creating amazing patient experiences. We are grateful for everyone who makes JMH a better place to work, a better place to practice medicine and a better place for patients to be treated.



**JOHNSON
MEMORIAL
HEALTH**

JohnsonMemorial.org

Great care starts here.



HELPFUL TIPS

At the end of the interview, you will likely be asked if you have any questions for the interviewer. Be prepared with a list of a few questions to ask:

How would you describe the responsibilities of the position?
How would you describe a typical week/day in this position?
Is this a new position?

If not, what did the previous employee go on to do?

What is the company's management style?

Who does this position report to?

If I am offered the position, can I meet him/her?

How many people work in this office/department?

How much travel is expected?

Is relocation a possibility?

What is the typical work week? Is overtime expected?

What are the prospects for growth and advancement?

How does one advance in the company?

Are there any examples?

What do you like about working here?

What don't you like about working here and what would you change?

Would you like a list of references?

If I am extended a job offer, how soon would you like me to start?

What can I tell you about my qualifications?

When can I expect to hear from you?

Are there any other questions I can answer for you?

TOP 10

Questions asked by interviewers are:

What is your greatest strength?

What is your greatest weakness?

How do you handle stress and pressure?

Describe a difficult work situation and how you overcame it

How do you evaluate success?

Why are you leaving or have left your job?

Why do you want this job?

Why should we hire you?

What are your goals for the future?

Tell me about yourself.



Know the questions **NOT** to ask.

There are many questions that you should avoid asking in an interview, particularly the first interview or before you have been offered the job:

Can I do this job from home?

What does your company do?

When can I take time off for vacation?

Did I get the job?

What is the salary for this position?

How many hours will I be expected to work?

Will I need to work on weekends?

How long would I have to wait to get promoted?

What type of insurance does this company offer?



DON'T BADMOUTH YOUR FORMER BOSS OR COWORKERS.

It really is a small world, and you don't know who your interviewer might know, including that boss who is an idiot. You also don't want the interviewer to think that you might speak that way about his or her company if you leave on terms that aren't the best.

Seeking

Direct Support Professionals

to work with incredible members of our community

FULL AND PART-TIME OPPORTUNITIES AVAILABLE!

Minimum starting wage of \$12.50/hour



Stone Belt

PLUS shift differentials!
Full benefits, including health/life/vision/dental and many others!

www.stonebelt.org • hireme@stonebelt.org



Atterbury
Job Corps Center

Career Fair

April 26-29
1-4 p.m.

Bricklayer, Pre-Apprentice	Glazing
Carpentry, Pre-Apprentice	Heavy Construction Equipment Mechanic, Pre-Apprentice
Cement Mason, Pre-Apprenticeship	Heavy Construction Equipment Operations, Pre-Apprentice
Certified Nurse Assistant (offered off-center)	Office Administration
Commercial Driver's License (offered off-center)	Painting, Pre-Apprentice
Culinary Arts	Security and Protective Services
Electrical	Welding

*Pre-Apprenticeship programs offer students the hands-on training and education needed to qualify for apprenticeships.

Questions? Contact Dustin Napier at Napier.Dustin@jobcorps.org.

jobcorps.gov 800-733-JOBS [5627]



TOP 15 ODDBALL

Interview Questions

We have all been there, sitting across from the one person who has the future of your career in their hands, and they look at you with a more than serious face and ask, "What's your favorite '90s jam?" Wowza, that one has thrown you for a loop. How do you answer? Are they serious? Is this a joke? If I say country pop, will I be asked to leave the building?

Here are 15 of the top oddball interview questions job seekers have come across. This may be a good time to prepare on how you would answer these yourself.

- 1** What would you do if you were the one survivor in a plane crash? - Airbnb
- 2** If you could throw a parade through the office, what type of parade would it be? - Zappos
- 3** What would the name of your debut album be? - Urban Outfitters
- 4** Describe the color yellow to somebody who is blind. - Spirit Airlines
- 5** If you were a pizza delivery man, how would you benefit from scissors? - Apple
- 6** Are you more of a hunter or a gatherer? - Dell
- 7** Do you believe in Bigfoot? - Norwegian Cruise Line
- 8** Would you rather fight 1 horse-sized duck or 100 duck-sized horses? - Whole Foods Market
- 9** If you had \$2000, how would you double it in 24 hours? - Uniqlo
- 10** If you were a brand, what would be your motto? - Boston Consulting Group
- 11** How would you sell hot cocoa in Florida? - HubSpot
- 12** Describe to me the process and benefits of wearing a seatbelt. - Active Network
- 13** Who would win in a fight between Spiderman and Batman? - Stanford University
- 14** What's your favorite Disney princess? - Coldstone Creamery
- 15** You're a new addition to the crayon box, what color would you be and why? - Urban Outfitters

I know how I would answer many of these questions with my friends. But if I were asked these during an interview, I would be stopped dead in the tracks trying not to look lost or bust out laughing. Try to answer these questions, in your most professional way, and still show your personality. Also, think about why these questions were asked. Is there a deeper meaning to these questions? Is the interviewer trying to see how you would handle certain situations? Most likely the answer is yes.



DECATUR MOLD
TOOL & ENGINEERING, INC.

3330 North State Hwy 7,
PO Box 387, North Vernon
812 - 346 - 5188

DECATUR MOLD TOOL AND ENGINEERING IS CURRENTLY HIRING FOR THE FOLLOWING POSITIONS:

- Project Managers
- VP of Finance
- Sales Manager
- Sales Reps

HIRING NOW



- Learn more about us at www.decaturmold.com
- Email your resume to:
Debbie.mckeand@decaturmold.com
- See us at the Career Fair in Seymour on April 27th.



Whatever you wear should accent the fact that you're a professional who's ready to get to work at a new job. Let common sense guide you, and it should be easy to avoid fashion blunders that could damage your chances of getting to the next step in the process. In this market, it is essential that you look good and your appearance is right for the job.

DRESS YOUR BEST

Interviewers love to tell stories about the outlandish and inappropriate ways people dress when they come to an interview. Some wear torn jeans, sloppy sweat suits, spiked heels and dirty sneakers. Others are proud to show pierced body parts and spiked hair. Some chew gum or smoke. Others wear pants that are falling down. It's safe to say that in most of these cases, the way these people were dressed cost them the job.

GO CONSERVATIVE

If you are not sure about what you should wear to an interview, it's best to go the conservative route. A good idea is to dress one or two levels above the job you are going for. While you don't have to spend a lot of money on your wardrobe, putting in a little extra effort will pay off in the long run. Here are some ideas for women and men on how to put together an appropriate interview outfit:



WOMEN'S ATTIRE **DOS**

- Solid color, conservative suit
- Coordinated blouse
- Moderate shoes
- Limited jewelry
- Neat, professional hairstyle
- Tan or light hosiery
- Sparse make-up & perfume
- Manicured nails
- Portfolio or briefcase



MEN'S ATTIRE **DOS**

- Solid color, conservative suit
- White long sleeve shirt
- Conservative tie
- Dark socks, professional shoes
- Very limited jewelry
- Neat, professional hairstyle
- Go easy on the aftershave
- Neatly trimmed nails
- Portfolio or briefcase



WOMEN'S ATTIRE **DONTS**

- Bright, daring colors
- Short hemlines
- Clothes that are skin-tight
- Too much perfume or cologne
- Heavy makeup
- Wild nail polish
- Outdated clothes or shoes
- Low-cut blouses
- Shorts, tank tops or sundresses
- Short skirts, capris or leggings
- Too many accessories and noisy jewelry
- Dirty, beaten up shoes
- Open-toe or backless shoes
- Leather jackets
- Bright, printed or trendy bag or briefcase



MEN'S ATTIRE **DONTS**

- Bold pinstripe suit
- Wrinkled clothes
- Tie with a wild pattern
- Too much jewelry
- Anything that is too casual
- A collarless shirt of any style
- Out of date suits or blazer
- Turtlenecks
- Leather jackets



NIKKEI MC ALUMINUM AMERICA, INC.

CDL Drivers (Local • Class A or B) Production Operators (All Shifts)

Benefits include:

- Entry level pay up to \$25/hr
- Merit increases every 6 months (first 3 years)
- \$1000 Safety Bonus
- \$1000 HSA employer contribution
- 401(k) retirement plan with company match
- Paid vacation, PTO, holidays
- Attendance incentive program (earn PTO)
- Comprehensive job training
- Free health & wellness clinic
- Free uniform program

Please apply at: Careers@nmaluminum.net
Or apply in person at: 6875 South Inwood Drive
Columbus, IN 47201

www.nmaluminum.net

AVAILABLE POSITIONS

3RD SHIFT

WELDERS, PAINTERS, AND MACHINE OPERATORS

Medical/Dental/Vision/401k Matching/Life Insurance/Floating
Holidays/Tuition Reimbursement/PTO and continuous career
development for each employee.

In addition to exciting work at a growing company,
we offer the following benefits:

- Health, Dental, and Vision Insurance
- 401(k) Retirement Plan with a company match
- Vacation/Holiday Pay
- Tuition Reimbursement
- Volunteer Work
- Professional Associations, Conferences and Subscriptions
- Company Meetings & Events



315 W. New Road.
Greenfield, IN 46140

www.bastiansolutions.com/careers/



CLIFFS

Makers of FORMTUBE®



NOW HIRING IN COLUMBUS

- Starting Wages \$22 plus
- \$2,000 Hiring Bonus
- Quarterly Incentive Opportunities
- \$1,500 Employee Referral Bonus
- Excellent Benefit Package

JOIN OUR TEAM!

Careers.ClevelandCliffs.com

Contact us Today 812.341.3213

TIPS FOR WRITING A RESUME

www.dol.gov

Creating a resume that brings your qualifications to life and shows that you are a perfect fit for the job can be a challenge. Be sure to demonstrate how your skills, experience, training and education match the employer's needs. Avoid misspelled words and bad grammar. Following are a few ways to make this easier.

PREPARE

Consider what positions you are interested in and review what qualifications or experience they require. Gather information and begin to build out a description of your knowledge, skills and experience.

TAILOR

One size never fits all. As you apply for jobs, tailor your resume to the position's requirements. Study the job announcement and emphasize the parts of your work history that match the requirements listed. It is important to portray your knowledge and skills as a match to the requirements of the position and demonstrate the ability to do the job. This is easy to do when you include your results, achievements and accomplishments. Minimize the use of technical jargon or specialized terminology (e.g., military abbreviations) in your resume.

FORMAT

Resumes are generally presented in one of three formats: chronological, functional or a combination of both. Which format you choose will depend, in part, on the type of work you have performed and whether or not you are going to continue in the same field.

Chronological resumes list work experience according to date, with the current job appearing first. Chronological resumes work well if your career has been progressive and you plan to continue in the same line of work.

Functional resumes are organized by the skills you have used on the job. Functional resumes work well if you are contemplating a new career, do not have a lengthy work history, or have held a number of different positions because they sell your abilities based on the skills you have acquired throughout your career. Be sure to include relevant volunteer experience.

Combination resumes both describe your work experience and highlight your skills. Combination resumes usually provide the most comprehensive overview of your career.

CONTENT

Your resume should include the following:

- Your full name, mailing address, day and evening phone numbers and home e-mail.
- Country of citizenship, if different from U.S.
- Education and Work experience
- Indicate if your current supervisor can be contacted
- Job-related training courses (title and year).
- Job-related knowledge or skills - Showing how your skills fit the company's requirements starts with an extensive inventory. Skills fall into three categories:

Self-management skills refer to the way you manage yourself on the job (e.g., dependable, resourceful, etc.);

Functional skills are the skills you use on the job or have used in previous jobs (e.g., operate equipment, supervise, analyze, etc.); and

Technical skills relate to specific skills required to perform a described task (e.g., computer programming, accounting, sales, etc.)

- Current job-related certificates and licenses - Make sure you understand the licensure and certification requirements for your job objective.

- Job-related honors, awards, special accomplishments, leadership activities, memberships, or publications.

APPEARANCE

Once you have spell checked your resume, take a good look at its overall appearance. Is it appealing and easy to read? Is there enough white space? Are the margins appropriate? Have the headings, font and formatting style been used effectively? Keep in mind that your resume is an employer's first impression of you. Make sure it makes the best one possible.

REMEMBER

Review the job announcements carefully for key words

Use verbs and adjectives (e.g., managed, implemented, created) that match key words identified in the job announcement.

Eliminate military lingo (use words such as personnel instead of squad or platoon).

Include your accomplishments; do not be shy, be truthful.

Focus on the mission of the agency and translate your experiences.

Your positive attitude and genuine enthusiasm goes a long way.



NOW HIRING



For Multiple Roles
 Starting pay of up to \$21.03/hr plus shift differential of \$0.75 for 2nd and \$0.50 for 3rd shift.

- **401K matching and retirement contributions**
- **Annual gain share bonus up to 10% of earnings**
- **Prorated two weeks of vacation**
- **Medical, dental, and vision insurance**

WORLD'S BEST EMPLOYERS

Forbes 2021

POWERED BY STATISTA

Scan code for more details and to apply.



Packaging Corporation of America

3460 Commerce Dr.
 Columbus IN 47201

(812) 376-9301

www.packagingcorp.com/careers

Culver's

JOIN OUR TRUE BLUE FAMILY

- Flexible shifts to fit your lifestyle
- Training designed for your success
- Career advancement opportunities
- Friendly, energizing team environment
- Discounts for your Culver's cravings

NOW HIRING: ALL POSITIONS



CULVER'S OF GREENFIELD

1846 N State St, Greenfield, IN 46140



SCAN TO APPLY

CULVER'S OF COLUMBUS

1444 Rentra Drive, Columbus, OH 43228



SCAN TO APPLY

CULVER'S OF SEYMOUR

203 N. Sandy Creek Dr. Seymour IN 47274



SCAN TO APPLY

Five Tips for Finding Your

Source: www.jobs.utah.gov



Searching for a “dream job” can be tough, especially when it doesn’t happen right off the bat. In fact, the average person has several careers in their lifetime, so it’s okay if that “dream job” isn’t the first one.

Finding a new job should be treated as a full-time job, so make a schedule to follow every day. That will help you find more success in your search.

Lots of jobs are listed online, which gives you the opportunity to search more specifically for jobs that match your skill set.

- 1** Do your homework when applying for a specific job. Take some time to research the company you are interested in working for, and see if it would be a good match for your needs and skill set. Take some time to identify your interests, hobbies, skills, personality type and lifestyle, so your job will align well with your needs and interests.
- 2** Try working on a career skill each week. See what skills employers are seeking for a position you are interested in applying for, and work on the skills you need to qualify for that position. This will help you stand out as a top candidate for the position
- 3** Use a job coach. In addition to developing career skills on your own, don’t be afraid to work with a job coach to help you improve your interview skills or your resume. Employers are looking for candidates who are ready to hit the ground running, and a job coach can help you to stand out to employers.
- 4** Make sure your application and resume are neat and tidy. A messy application or resume will most likely be thrown out by the employer, especially when they are sorting through a high volume of applications.
- 5** Don’t be discouraged if you are turned down for a position — even if you are qualified for the job. Employers are more interested in hiring someone with a positive attitude, rather than a negative attitude, so make sure you have a positive outlook when speaking to employers.

The best way to get hired is to stand out to employers and be persistent in your efforts. Make sure you always put your best foot forward when searching for a new job. Each job you have will give you valuable experience. Make the most out of each job, so when there is an opening for your “dream job” you are ready to take it.

BUNGE

Bunge is looking for a **Maintenance Mechanic/Millwright** to join their Morristown, IN team. This is an outstanding opportunity for an applicant who is looking for a long-term career with a stable and growing company. We are willing to train the right person who has a high mechanical aptitude and some maintenance experience. The is position is responsible for performing routine maintenance repairs, preventative maintenance, and troubleshooting in a state-of-the-art soybean processing facility. Excellent benefits package available from Day 1, includes medical, dental and vision coverage, and 401(k) match. Additional bonus opportunities including a profit-sharing program, safety and health and wellness incentives. This position provides great growth opportunities including the chance to train on predictive technologies, and the ability to gain more experience working with pumps, motors, gearboxes, boiler systems, centrifuges, PLCs and more.

MAINTENANCE MECHANIC/MILLWRIGHT

Primary Duties and Responsibilities:

- Follow established Safety and GMP procedures.
- Perform maintenance activities individually or as part of a team with co-workers.
- Repairing electrical, mechanical equipment, operating equipment, and tools
- Reading and understanding blueprints and manuals
- Welding and pipefitting as necessary
- Position works indoors and outdoors in extreme temperatures depending on the season.
- Works at various heights
- Reading and interpreting drawings
- Perform emergency & preventative mechanical & electrical repairs on all equipment (includes cleaning, lubricating, adjusting parts, equipment & machinery)
- Troubleshoot all equipment throughout the facility
- Communicate with the Production Staff and the Maintenance Supervisor or manager regarding status of equipment
- Support the Production lines & address any abnormal condition(s) of the machinery.
- Work with operators to monitor all safety items on the machines and keep them in optimal operating condition.
- Maintain Tool Inventory, verify all tools & equipment are properly accounted for and stored correctly.
- Perform other duties & functions as needed by the department & directed by the facility management.

Qualifications:

- High School Diploma, GED, or Associated Experience
- Knowledge of manufacturing equipment: including, pumps, motors, conveyors, air valves, and various power sources.
- Skills include: Mechanical and Electrical troubleshooting knowledge of machines and tools including: designs, uses, repair, motor control circuits as well as predictive and preventative maintenance.
- Problem solving and trouble-shooting equipment failure skills are a must.
- Good oral and written communication skills.
- 3-5 Years experience in manufacturing environment
- Understanding of basic computer functions

Training Requirements:

- Good Manufacturing Practices
- Confined space
- Lock out tag out
- General rigging practices

Physical Demands:

- Work in confining environments under / over equipment.
- Lifting less than 50 pounds infrequently.
- Hearing sensitivity to detect differences in sounds.
- Arm / hand steadiness.

Please email resume to:
Maggi.bodenreider@bunge.com

Adecco



TOYOTA
 MATERIAL HANDLING

Tuesday, 4/26 - From 1:00-4:00
 Fairfield Inn
 2820 Merchant Mile,
 Columbus, IN 47201

\$17.00/hr & \$18.00/hr starting
 up to \$27.60/hr top wage
 opportunity!



Positions are Full Time
 and Summer for Assembly
 & Warehouse

Text "JOB" to 812-505-4402



For job seekers at JobMatchIndiana.com

Q: How can I get the best job matches?

A: Our site uses three elements to create a job match: your skills, your job preferences and the job requirements. To get the best result, you need to add as many details to your profile and refine your preferences until you get exactly the type of jobs that you want and qualify for. Skills and preferences can be added in the "My Match Profile" tab. Every time you apply to a job, the system will ask you about missing skills and allow you to add them to your profile to improve your matching.

Since candidates are graded according to how well they qualify for the job, candidates with more skills and employment history are more likely to be noticed by employers.

Q: What is the "Improve Your Matchability" module?

A: This is a unique module that asks you about your skills and preferences in order to help you improve your match level and see more jobs that you qualify for. Each time you answer a question, you are likely to see the number of job matches increase or at least improve in quality.

Q: What do I do if I am unhappy with my job match results?

A: Unsatisfactory matching can stem from several reasons, such as your skills and preferences need refinement (additional details) or there are not enough jobs available based on your interests and experience that you qualify for. As a first step, try to add more skills to your profile, expand your locations and refine your preferences. If you still do not receive quality matches, don't worry. As soon as we have new good matches for you, we will alert you via email and invite you to look at such jobs.

Q: Why is adding job titles important?

A: Our job site is unique in its ability to match you with a job based on specific job titles that you are interested in. You can add several job titles to your preferences and the system will give priority to jobs that have these exact job titles.

Q: What does the match grading method mean?

Job Matches are ranked according to: Great Matches, Good Matches or Basic Matches. Basic matches are jobs that simply belong to the job categories and locations that you selected. They match what you are looking for, but not necessarily what the employer is looking for. Good and great matches take into account your skills and employment history and how well you qualify for the job. The more details you add for skills, education and work experience, the more likely you are to find Great Matches.

Q: How can I remain anonymous while looking for a job?

A: We do not ask you for your name, address or any other identifying details. You can remain anonymous throughout your job matching process. The only time that you are required to identify yourself is when you apply to a job. Even then, your information is sent directly to the employer and not kept in your online account. Resumes can be kept confidential and not shown to employers.



**We're
Hiring!**

**Life.
Career.
Build it
Together
Here.**

**We're Hiring
Warehouse
Associates**

**1301 West JFK Drive
North Vernon, IN 47265**

**Day Shift:
Monday - Thursday,
5:30am - 4:00pm**

**Night Shift:
Tuesday - Thursday,
4:30pm - 5:00am**

**Weekend Shift:
Friday - Sunday,
5:30am - 6:00pm**

**Apply now at talent.lowes.com
or text [lowesjobs to 37000](tel:37000).**

Lowe's is an equal opportunity employer
committed to diversity and inclusion.



Katherine Archuleta, www.opm.gov

Four Tips for Success in a New Job

The first three months in a new job can be both exciting and nerve-wracking. Whether you're entering the workforce as an assistant or as a senior leader, you'll want to make a strong first impression. It's a time to start fresh, with new opportunities and challenges.

Whatever the job, here are a few guiding principles for you, based on my many years as a leader in government. I especially encourage new Federal employees to take these tips to heart as you learn to navigate the public-sector landscape.

Listen, Listen, Listen: On that first day of a new job, you're going to be the newest person in the room. It's crucial that you listen – not only for the information you'll need to do your job, but so that you can learn about the office dynamics and culture. You have to respect the environment that you enter. And listening is key.

Respect Your New Coworkers: Sometimes people start a new job believing they know more than the current employees. But especially in the Federal workforce, many of your new colleagues will have been there for a long time. They have dedicated themselves to service and often they are experts in their fields. So be respectful and be willing to learn from your coworkers. They probably have a lot to

share. Giving them that respect will help make everyone more successful.

Spend A Lot of Time Learning: It's inevitable that during your first weeks on the job, you will have to absorb a lot of information. It can be overwhelming. Give yourself time to digest everything. It's important to know what you don't know. So ask questions and do your homework. The quality of your work is more important than the quantity.

Identify a Mentor Early On: Quickly identify someone in your office who can be a mentor to you as you adjust to your new responsibilities and environment. A mentor can help you understand the new culture and the corporate practices. He or she can help you translate terms and policies unique to your new office. And, most importantly, the assistance you will get from a mentor will help you become a good team member.

Your first 90 days on a job is the time to show what you're made of and to prepare your path for the future. So listen, learn, and follow the advice of a mentor. Whether your new job is making copies or analyzing policy, success is about how you handle the work you are given and the commitment you show to the job and the mission. If you take that to heart you will go far.



Contact your advertising specialist today:

COLUMBUS:

Lana Gearries
812-379-5603

Christy Hubbard
812-379-5702

FRANKLIN:

Cindy Warren
317-736-2737

GREENFIELD:

Dee Berge
317-477-3243

NASHVILLE:

Haylee Niedbalski
812-988-2221

SEYMOUR:

Cathy Otte
812-523-7074

Barb Walters
812-522-4871

YOUR HEALTH IS OUR PRIORITY

Lannett

WWW.LANNETT.COM



South Central Company, part of the G.W. Berkheimer Co., Inc. family, is proud to have established itself as a leading wholesale distributor of heating, air conditioning, refrigeration, plumbing, and food service supplies and equipment, serving Indiana for over 65 years through six branches. Our success can be attributed to our high standards in providing quality services and products and in the selection of associates who drive those standards. Headquartered in Columbus, Indiana, South Central Company has the following full-time positions available.

WAREHOUSE ASSOCIATES

The primary responsibility of this position is to receive, inspect, unload, put away, maintain, pick, pull, stage, and load merchandise for internal and external customers.

JOB DUTIES

- Perform all assigned tasks accurately, efficiently, and within company policy and procedures.
- Handle boxes, containers, packages of various weights and sizes.
- Unload and inspect inbound merchandise.
- Utilize RF scanners during product receiving, check-in, put away and picking.
- Maintain merchandise resaleability and quality by protecting it from damage.
- Accurately and efficiently locate, verify, pull and pick products and materials for orders, delivery and transfer utilizing RF scanners.
- Maintain warehouse and work areas in clean, orderly and safe condition.
- Participate in taking inventory counts according to guidelines.
- Properly and safely operate (powered industrial) equipment according to safety guidelines in performance of essential job functions.
- Report damaged/missing product to supervisor or Branch Manager.
- Provide whatever customer assistance is appropriate under the circumstances and according to company policies.
- All other duties as assigned.

IDEAL JOB REQUIREMENTS

- Minimum 18 years old
- Able to lift, carry, and move up to 50 lbs repetitively for 8 hours
- High School Diploma, GED or equivalent
- Organized, detail oriented and accurate
- 2+ years of warehousing or relevant or related experience
- Must be certified or become certified in operation of forklifts
- Able to work overtime pre and post shift as needed with short notice at times
- Pre-employment drug and alcohol screens required

COMPENSATION & COMPREHENSIVE BENEFITS

- Full-time Position (40+ hours per week)
- Hourly Wage Rate
- Health and Dental Insurance and Wellness Plan
- Life and Disability Insurance
- Retirement Benefits
- Paid holidays
- Accrued Sick Time and Vacation
- Training programs, including industry certifications
- ESOP
- 401(k)
- Profit Sharing

Applications accepted onsite at 3055 State Street Columbus, IN 47201 or email resume to: career@southcentralco.com

South Central Company / G.W. Berkheimer is an Equal Opportunity Employer (EEO). Qualified applicants will receive consideration for employment without regard to Race, Color, Religion, Gender, Orientation, Gender Identity, National Origin, Disability, Veteran status or other protected status. Disclaimer: The information in this job description indicates general nature and level of work to be performed. It is not designed to contain or be interpreted as comprehensive list of every job duty, responsibility, or qualification required by an employee assigned to this job. While employed in this position, an employee may be required to perform other assignments not listed in this job description.

>> **Newspapers are a Great Source for Job Seekers**

The trends for employers is to post jobs online, but don't overlook the value of the classified print ads in newspapers or specialized publications, like this one, during your job search. The JOB sections of classifieds still have valuable local job leads. With everything being online, it can be complex and challenging to navigate all the leads available.

Typically, many think that classified ads are only for hourly or lower-wage jobs. There is nothing wrong with that — job seekers can range from high school students, to retirees to candidates needing second or third jobs. This isn't always true.

Do you remember when you would pull out your red marker and start searching the classifieds for job openings? That still happens!

Outside of contacting companies cold, newspapers are still one of the most valuable source for leads. An advantage to ads in the newspaper, you know it's a real job, seeking to hire now! There are the cases where employers are running ads to see who's out there, or are always hiring. But most of the time, when you see an ad in the paper, that employer is hiring now!

Don't be afraid of blind ads. Some companies use them to fill a position they don't want internal employees knowing about. When you are sending your cover letter and resume, be very selective. The employer may be your own company you are submitting your resume to, but like anything else let good judgment and common sense prevail.

If you are looking to relocate, subscribe to the local newspaper that serves your desired location. It's very inexpensive to have the paper mailed to you for a few months. Another idea would be to just subscribe to the weekend edition of the paper. Most employers place their ads on the highest circulation days, which are normally the weekends.

Nearly half of all candidates in manufacturing or the service industry rely on local newspapers to search for jobs. Newspapers are still one of the most common methods when job searching. So go pick up your local newspaper today!



NOW HIRING!!!

Direct Care Professional pay up to \$15.60/hour

ResCare is a leading provider of services for persons with disabilities. We are looking for caring people to assist disabled individuals and live their everyday life! If you are caring and compassionate, this is the job for you!

Currently we are seeking Direct Care Professional positions in:

**Versailles • Milan • Aurora
Lawrenceburg • Madison
Columbus • North Vernon
Seymour • and surrounding counties!**

No experience required!
Full paid training provided!
Full time / Part time / Flexible Shifts
Career advancement opportunities

Additionally, we are looking for 2 LPN positions.

Competitive Pay /
Full Benefits Package
Such as Medical, Dental, Vision,
Tuition Reimbursement,
and MORE!

**Apply online
rescarecommunityliving.com
812-352-6861**

Equal Opportunity Employer
M/F/D/V

JOB OPENINGS AT

BEST of Staffing
CLIENT SATISFACTION

5845 Sunnyside Road,
Suite 1100
Indianapolis, IN 46235
317.855.6334

55 South Raceway Road,
Suite: 1000
Indianapolis, IN 46231
317.222.4144

www.summitstaffing.net

ROSE ACRE FARMS is ALWAYS looking for quality candidates to join our team!

Today, we live in a world where 2 billion people are hungry every day. At Rose Acre Farms (RAF), we pride ourselves on waking up every day and doing our part to help feed the world. In addition to table eggs, RAF produces a variety of egg products ranging from liquid eggs and dried eggs to egg protein powder.

BENEFITS!

- Medical, Dental, Vision Coverage
- Health Care Flexible Spending Account
- Life Insurance
- Paid Time Off and Paid Holidays
- 401(k) Contribution Match
- Continuing Education Tuition Reimbursement Program
- Overtime Pay
- Bonus Pay for Perfect Attendance
- Retirement Bonus
- Year of Service Awards

"It doesn't matter what your interests are. There are all types of positions available with Rose Acres. We have hands-on jobs, jobs in animal husbandry, maintenance, food safety and quality, and a multitude of other opportunities."

- Tony Wesner,
Chief Operations Officer

Current openings can be found at:
goodegg.com/careers

Rose Acre Farms, Inc. is an equal employment opportunity employer.

IN-3510498

IN-35104001

(c) PIXSEL / iStock via Getty Images Plus



Graduating This Spring? Reasons to Consider a Home Healthcare Career

(StatePoint) Those graduating in the spring of 2022 and other job seekers should take note -- industry experts say that not only are home healthcare caregivers needed more now than ever before, but this industry offers many rewarding career paths.

"A growing number of families and medical professionals are discovering that home healthcare is a great option -- and not just for seniors. Home healthcare can be used to treat medical needs across a full continuum of care," says Jennifer Sheets, president and chief executive officer of Interim Healthcare Inc., which is actively recruiting caregivers nationwide.

According to Sheets, here are three of the top reasons home healthcare caregivers are in such high demand today:

1. It's a safe alternative: The pandemic shifted the spotlight to home healthcare as a means to keep loved ones safe. What's more, at-home caregivers are supporting hospital burnout by keeping acute care patients at home, allowing hospital staff to focus on the most critical patients.

2. The role of home caregivers has expanded: The scope of care and services that can be delivered at home has greatly expanded. There are more diverse care needs today, requiring a diverse set of caregivers to fill those needs, including ventilator care, speech therapy, palliative care and more.

3. It can fill a necessary gap: The physical, mental and emotional demands of caring for family members can be overwhelming, and with the healthcare worker shortage,

family caregivers need additional help at home.

Why Home Healthcare?

It is an employees' market when it comes to working in the home healthcare industry and these positions are very desirable for a number of other reasons, especially for new graduates. Here are just a few:

- With on-the-job training available, a helping career such as a home care aide is emotionally rewarding, and home healthcare provides that same opportunity to make a difference in other people's lives, albeit in a less hectic, more personal environment. Even for current licensed medical professionals, 74% say they have considered a career shift to home healthcare at one point in their medical career, according to an Interim Healthcare study. The COVID-19 pandemic only intensified these considerations for professionals, many of whom in the

"At a time when families are struggling to find at-home care, you can answer that call for help."

—Jennifer Sheets

same survey say home healthcare would be a way to reconnect with why they got into healthcare in the first place.

- Clients depend on caregivers to manage their health and achieve the best results. They appreciate the help, support, care and connection that comes with home care. Caregivers get one-on-one time with clients so they're able to focus on the care of one individual at a time, and in many cases, they become part of the family.

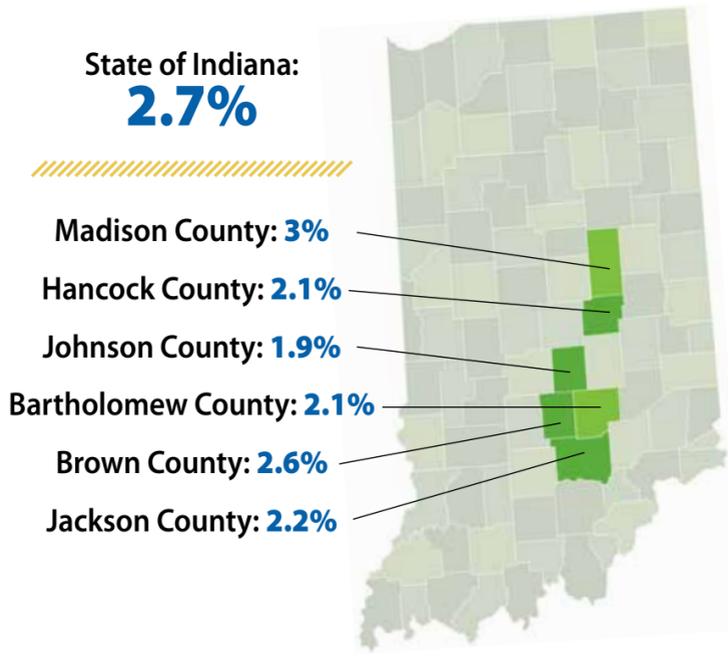
- The healthcare industry is changing rapidly, which means that home caregivers have continual opportunities to learn new professional skills based on their interests that will help them meet the needs of the industry.

- Careers in home healthcare are dynamic, interesting and meaningful. They're also flexible, giving those in the industry the choice of part-time or full-time work, as well as flexibility in location and availability.

Major providers of home healthcare are actively hiring for those with healthcare experience and those without, including Interim HealthCare which has locally owned and operated franchises nationwide. To learn more about home care careers, visit ihcmadeforthis.com.

STATE UNEMPLOYMENT RATES

Source: DWD, Local Area Unemployment Statistics
www.hoosierdata.in.gov/docs/state/mapin/2022/mapinmth02.pdf



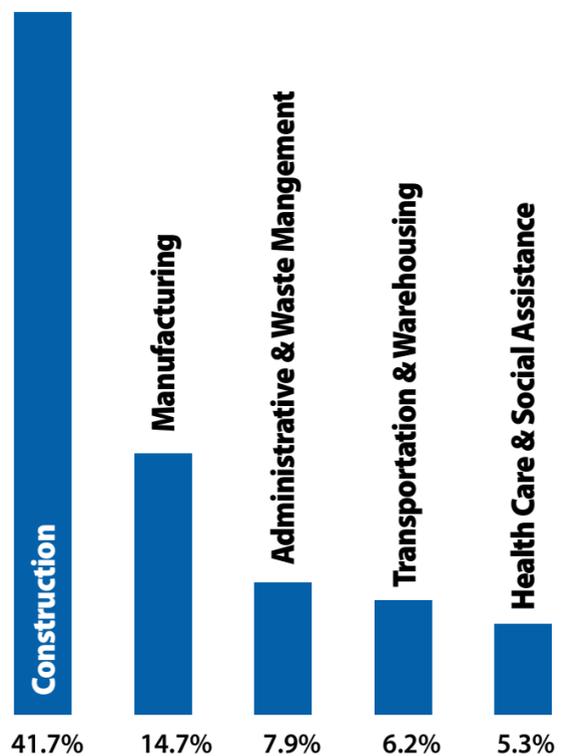
Indiana Non-Seasonally Adjusted Rate 2.7%
Indiana Seasonally Adjusted Rate 2.3%

Source: DWD, Local Area Unemployment Statistics

Percentage of Unemployment Claims for Top 5 Region 9 Industries (February 2022)

Source: Indiana Department of Workforce Development, Research and Analysis
www.hoosierdata.in.gov/docs/egr9/lmr/2022/lmrmth02.pdf

Distribution as a Percent of Total



UNEMPLOYMENT RATES BY STATE (Seasonally adjusted, February 2022)

Source: U.S. Bureau of Labor Statistics.
www.bls.gov/opub/ted/2022/unemployment-rates-were-lower-in-february-in-31-states-and-d-c-and-stable-in-19-states.htm

United States: **3.8%**

Illinois: **4.8%** | Michigan: **4.7%** | Kentucky: **4.2%**

Ohio: **4.2%** | Indiana: **2.3%**

INDIANA'S FREQUENT JOB LISTINGS

Top 20 job listings for the past 30 days

Rank	Occupations
1	Security Guards
2	Janitors and Cleaners, Except Maids and Housekeeping Cleaners
3	Home Health Aides
4	Registered Nurses
5	Industrial Engineers
6	Nursing Assistants
7	Production Workers, All Other
8	Customer Service Representatives
9	Maintenance and Repair Workers, General
10	Mechanical Engineers
11	First-Line Supervisors of Production and Operating Workers
12	Licensed Practical and Licensed Vocational Nurses
13	Software Developers
14	Heavy and Tractor-Trailer Truck Drivers
15	Industrial Truck and Tractor Operators
16	Managers, All Other
17	Operations Research Analysts
18	Paper Goods Machine Setters, Operators, and Tenders
19	Personal Care Aides
20	Stockers and Order Fillers

INDIANA'S APPLICANT POOL

Top 20 occupations desired by applicants on their resumes, for the past 12 months

Occupations	# of applicants
Production Workers, All Other	2,401
Assemblers and Fabricators, All Other	1,957
Helpers--Production Workers	1,247
Laborers and Freight, Stock, and Material Movers, Hand	764
Cashiers	759
Customer Service Representatives	623
Office Clerks, General	587
Industrial Truck and Tractor Operators	581
Stock Clerks and Order Fillers	542
Managers, All Other	468
Office and Administrative Support Workers, All Other	468
Inspectors, Testers, Sorters, Samplers, and Weighers	462
First-Line Supervisors of Production and Operating Workers	431
Extraction Workers, All Other	424
Welders, Cutters, Solderers, and Brazers	415
Electrical and Electronic Equipment Assemblers	407
Packers and Packagers, Hand	394
Retail Salespersons	386
Nursing Assistants	376
Receptionists and Information Clerks	374

Source: Indiana Workforce Development, Indiana Career Connect

columbusindiana
unexpected.unforgettable.
jobs.columbus.in.gov

NOW HIRING

Excellent benefits for full time employees starting day of hire. Flexible scheduling for part time/seasonal.

Columbus City Utilities
Department of PARKS & REC Columbus, IN
City of Columbus Animal Care Services
columbusindiana publicworks
columbusindiana aviation

Equal Opportunity Employer
M/F/V/D

Fairfield[®]
BY MARRIOTT

The beautiful new Fairfield by Marriott Columbus is looking for upbeat, friendly, energetic Guest Service pro's to join our Team.

- Front Office Associates
- Room Attendants
- Maintenance Technician
- Breakfast Attendant
- Evening Bartender

Possibility for Full Time or Part Time. Competitive pay. Health, Dental, and Vision benefits for Full Time Associates in addition to Paid Time Off and 401K

Visit our Booth at the Career Fair. Our Management Team will be available for on-site interviews

To learn more about our hotel visit:
www.marriott.com/bmgcf

Fairfield Inn & Suites
2820 Merchants Mile, Columbus IN 47201

Build a career that sticks

Visit us at Job Match Indiana
Greenfield, April 29, 2022

Apply Now

www.averydennison.com/apply

