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**Announcements Auctions** 200

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**Personal Services Automotive** 

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412 Autos for Sale 412 Autos for Sale

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Garage kept, no

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Includes storage jack & 2 helmets

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mechanic to trou-bleshoot, repair and diagnose Crown and other makes of lift trucks. Good written and verbal communication skills, as well as customer care skills First Keystone Com-munity Bank is are necessary. A valid driver's license and the ability to safely operate lift trucks are required. Previous forklift mechanical experiseeking a cus-tomer-service ori-ented individual for a part-time teller position for offices located in the Wyoming Valley Wyoming Valley area. Hours are approximately 30 week and mechanical experience or technical school graduate will be considered. We offer an excellent wage and benefits per week and include Saturdays 8:30 a.m. - 12:15 p.m. Applicants package, as well as 401K Retirement must enjoy working with the public; have excellent communi-cation and interper-Savings Plan, paid holidays, paid vacation and much more.
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date will be required to identify customer needs and make referrals to appropriate staff. We offer a competitive Local trucking company seeking mechanic to work on Trailers with compensation rate, paid holidays and vacation, 401k, edu-cational benefits as on Trailers with truck work included. Minimum one year experience & own hand tools. CDL Class A or ability to cational benefits as well as career growth opportunities. Please complete a bank Application for Employment available at any of our banking offices or contact: obtain. Norma schedule Monday-Friday 7:30 am 4:00 pm Job includes call-outs. Competitive wages, paid vacations, holidays, benefits, uniforms, 401 (k). Inter-ested individuals First Keystone Community Bank Human Resource

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Your needs.

533

Open the door

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outreach and administration will www. also be considered Verbal and written fluency in Spanish and English a must Fundraising and grant writing skills and knowledge of JW.

the community are required. Minimum of three years in a ad and end the supervisory or man-agement role in a non-profit search! 570-829-7130 organization required. Full job description availment specialist

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Qualified applicants may send resume and cover letter to: hazletonintegra tionproject@gmail.

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Or fill out an application at KMS, FAB, LLC. 100 Parry Street Luzerne, PA 18709 E.O.E

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**506 Administrative/** 

**Operations** 

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We know jobs are few and far between right now, but we have some. If you have a solid work history, reliable transportation, valid driver's license and have a drug free lifestyle then we want to hear from you.

effort and get you started.

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Security/

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**Building/** Construction/ **Skilled Trades** 

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experience in the construction field,

office experience is not necessary.

**506 Administrative/** 

**506 Administrative/** 

## **HUMAN RESOURCES**

BENEFITS ADMINISTRATOR

Maternal and Family Health Services is seeking a Human Resources Benefits Administrator who will perform a variety of specialized Human Resources functions along with the administration of the employee benefit programs, including 401 (k), life and long term disability, medical, dental, vision and third party deductible administrator plan (HRA) and provide support to the Board Human Resources Committee

This position will work closely with our Fiscal team in preparing and submitting all required quarterly and yearly Federal, state FICA, Medicare, Local Earned Income and Local Services tax deposits, tax reconciliations and resolution of issues. The ideal candidate will have excellent analytical, written and verbal communication, customer

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