



851 Old Alice Rd,  
Brownsville, TX 78520  
(956) 546-3141

5636 Southmost Rd Ste D,  
Brownsville, TX 78520  
(956) 621-3480

601 East Harrison Ave ,  
Harlingen, TX 78550  
(956) 423-9266

If interested in any of the positions listed below, please contact your nearest Workforce Center and consult with an Employment Service Counselor for additional information on how to apply.



<u>Job Posting Number</u>	<u>City</u>	<u>Position</u>	<u>Hourly/Salary</u>	<u>Experience/Education</u>	<u>Job Description</u>
<a href="#"><u>8745102</u></a>	Brownsville	<a href="#"><u>Customer Service - Restaurant</u></a>	Pay will be discussed at time of interview.	0 yrs 0 mos and High School Diploma/GED	Prepare & maintain food products in accordance with health regulations & company standards. Operate assigned equipment safely & efficiently. Will work flexible schedule, some nights, weekends or holidays. Reliable, accountable & presentable. Capability to lift up to 50 pounds, working up to 8-hour shifts & doing light paperwork, including basic math.
<a href="#"><u>7402582</u></a>	Brownsville	<a href="#"><u>PROVIDER</u></a>	Starts at \$10.00 / HR	1 yrs 0 mos and 11th Grade	Provides supervision and assistance to individuals with personal and daily living needs such as: bathing, dressing, personal hygiene, meal planning/preparation, housekeeping etc. Must be over 18 years of age.
<a href="#"><u>3691125</u></a>	Brownsville	<a href="#"><u>Maintenance Worker</u></a>	Pay will be discussed at time of interview.	1 yrs 0 mos and High School Diploma/GED	Must be A/C certified & be able to perform routine maintenance on apartments. Must have some electrical, plumbing experience and be able to perform light carpentry duties such as painting, patching up walls.
<a href="#"><u>3693687</u></a>	Brownsville	<a href="#"><u>Accounts Receivable Clerk</u></a>	\$10.00 / HR	1 year of experience and a High School Diploma/GED required	Responsible for receipt & account of funds being paid to the organization. Audits, ensures invoices are accurate & proper accounting procedures are followed to account for the receipt of payment for goods & services completed by the organization.
<a href="#"><u>3695882</u></a>	Brownsville	<a href="#"><u>CDL Driver</u></a>	Discussed upon interview	2 years of experience required	Must have at least 2 years of experience. Driver must have recent Belly Dump experience, be able to operate a Belly Dump trailer to haul materials locally in Rio Grande Valley. Drive to job sites, haul materials for construction projects, etc.



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<a href="#">8745090</a>	Brownsville	<a href="#">Customer Service Cashier - Retail</a>	Pay will be discussed at time of interview.	0 yrs 0 mos and High School Diploma/GED	Helps run store, operate point of sale system, assist customers, & provide general housekeeping. Source of information, providing customers with directions or need to locate something in the store. Will work a flexible schedule, some nights, weekends or holidays. Be reliable, accountable & presentable. Capability to do some light lifting, working up to 8-hour shifts & doing light paperwork, including basic math.
<a href="#">3115941</a>	Brownsville	<a href="#">Diesel Mechanic</a>	Discussed upon interview	3 years of experience and a High School Diploma/GED required	Able to provide regular maintenance to out fleet & understand the use of the computer diagnostics. Experience with P.O.s on purchasing filters, oil, tires, etc. Tx Dot knowledge & decision maker whether to put a truck/trailer out of service. Drive a service truck & have an inventory of parts & what tools are needed to preform a task.
<a href="#">5438159</a>	Brownsville	<a href="#">Community Manager</a>	Starts at \$35,000.00 / YR	3 years of experience and a Bachelor's Degree required	We provide an atmosphere for entrepreneurs, start-ups & business people to work, network & collaborate. Designed & innovative workspaces provide boutique hotel-style hospitality with an authentic, inspiring community.
<a href="#">5437325</a>	Brownsville	<a href="#">Aviation Security Officer- Part Time</a>	Discussed upon interview	1 year of experience and a High School Diploma/GED required	Searching aircraft & detainees for contraband, load & unload detainees & property onto & off of aircraft, feed detainees during flight & assist in post flight cabin cleanup, identify proper documentation, escort to rest rooms, assist with perimeter security, restrain detainees or remove restraints, & ensure general security & safety of all detainees & crew when onboard the aircraft.



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<a href="#"><u>7339623</u></a>	Harlingen	<a href="#"><u>Automobile Sales Person</u></a>	Discussed at time of interview	0 yrs 0 mos and High School Diploma/GED	Seeking a candidate to sell cars
<a href="#"><u>3695547</u></a>	Harlingen	<a href="#"><u>Help Desk Associate Analyst</u></a>	Discussed upon interview	2 years of experience and an Associate's Degree required	Primary Help Desk contact & is responsible for tickets & / or work orders from creation to resolution. Manages multiple priorities; follow through on open tickets to completion, & escalate problems as appropriate following Help Desk procedures.
<a href="#"><u>7402934</u></a>	Harlingen	<a href="#"><u>Machine Operator</u></a>	Starts at \$8.00 / HR	1 year of experience and a High School Diploma/GED required	Detects & corrects machinery malfunction. Make adjustments to machinery. Performs preventive maintenance. Identify & remove foreign material from machinery. Lubricate & clean machinery. Responsible to track film or box usage. Must be able to set up production line.
<a href="#"><u>6725211</u></a>	Harlingen	<a href="#"><u>P/T Retail Merchandiser</u></a>	Discussed at time of interview	1 yrs 0 mos and High School Diploma/GED	Performs service work in the Hallmark department in various retail stores
<a href="#"><u>3669663</u></a>	Harlingen	<a href="#"><u>BBQ Cook</u></a>	Salarly based on experience	0 yrs 0 mos and No Education Requirement	BBQ Cook will prepare, season and cook BBQ pork, beef & chicken
<a href="#"><u>5434983</u></a>	Harlingen	<a href="#"><u>Network and Computer Systems Administrator</u></a>	Discussed upon interview	1 year of experience and a Bachelor's Degree required	Will install, configure & support local area network (LAN), wide area network (WAN) & Internet systems. Responsible for monitoring the network to ensure availability to all system users & perform maintenance to support network availability. Provide technical PC, peripherals, & network support to multiple locations. Maintain security & integrity of data & responsible for the development & oversight of security requirements.
<a href="#"><u>3669669</u></a>	Harlingen	<a href="#"><u>Customer Service Associate</u></a>	Starts at \$7.25 / HR	1 yrs 0 mos and High School Diploma/GED	Customer Service Associates will greet and attend customers



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<a href="#"><u>6729433</u></a>	Harlingen	<a href="#"><u>Administrative Billing Clerk</u></a>	Starts at \$9.00 / HR	1 yrs 0 mos and No Education Requirement	Will compile, analyze and record bills, prepare and issue invoices
<a href="#"><u>3691556</u></a>	Harlingen	<a href="#"><u>Assistant Director Financial Aid for Competency</u></a>	Discussed upon interview	5 years of experience and a Bachelor's Degree required	Will provide direct supervision to staff at their location(s) & will oversee day-to-day operations of financial aid at the campus level. Will perform standard financial aid duties such as program application & monitoring, verification, loan processing & satisfactory academic progress monitoring. Ensure confidentiality & FERPA requirements.
<a href="#"><u>8744251</u></a>	Harlingen	<a href="#"><u>Commercial Lines CSR</u></a>	Discussed upon interview	1 year of experience and a High School Diploma/GED required	Duties include renewals & new business, answer phones, data entry into AMS 360. Must have Property & Casualty insurance license.
<a href="#"><u>5433616</u></a>	Port Isabel	<a href="#"><u>SERVERS</u></a>	Pay will be 2.25 per hour plus tips	0 yrs 0 mos and No Education Requirement	Takes orders, answers questions about the menu & food, sells the restaurant's food & drinks, takes payment, communicates orders with the kitchen staff, seats customers, & helps with customer service & cleaning.

June 10, 2019

Workforce Solutions Cameron  
Equal Employment Opportunity Employer/Program  
Auxiliary Aids available upon request to individuals with disabilities  
Relay Texas 1-800-735-2989 TDD or 1-800-735-2988 voice

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