



BROWNSVILLE

Elite Learners Academy

Teacher Aide

WORKINTEXAS Job Posting # 16517545

Salary: \$7.25 / HR

An applicant should be willing and able to work with young children in all capacities (feeding, cleaning, playing, etc.).

Little Big Ones

Teacher Aide

WORKINTEXAS Job Posting # 16517560

Salary: \$7.25 / HR

Some experience is required. (Experience in a childcare facility not babysitting) An applicant should be willing and able to work with young children in all capacity (feeding, cleaning, playing, etc.). Applicant will work under the general supervision of the Program Director and accept direction from the Assistant to the Program Director.

C & J Logistical Services Inc

Forklift Driver

WORKINTEXAS Job Posting # 16520988

Salary: Discussed at time of Interview

Loading, unloading, shipping, and receiving warehouse items. Transporting materials to different locations within the facility. Optimizing loads to ensure operational efficiency. Securing loads to the machine before transportation. Inspecting for damage to vehicles. Scheduling vehicles for maintenance and repairs. Operating and managing technical equipment. Managing inventory by utilizing RF scanning equipment. Picking and wrapping orders for shipment. Identifying workplace safety hazards. Adhering to safety management standards. Adhering to production schedules.

BROWNSVILLE

Cinco De Mayo Bar and Grill LLC

Office Assistant

WORKINTEXAS Job Posting # 16521710

Salary: Discussed at time of Interview

Handling incoming calls and other communications. Managing filing system. Recording information as needed. Greeting clients and visitors as needed. Updating paperwork, maintaining documents, and word processing. Helping organize and maintain office common areas. Performing general office clerk duties and errands. Coordinating events as necessary. Maintaining supply inventory. Maintaining office equipment. Aiding with client reception as needed. Experience as a virtual assistant. Creating, maintaining, and entering information into databases. Proficient in Word and Excel.

South Texas Immigration

Receptionist

WORKINTEXAS Job Posting # 16523966

Salary: Discussed at time of Interview

Answer inquiries and provide information to customers, visitors, and other interested parties regarding activities conducted at establishment and location of departments, offices, and employees within the organization. Applicants will be required to file and provide top level customer service. Will be handling cash and will also be doing general office cleaning. Must be able to multitask in a fast-paced environment. Must be bilingual English/Spanish and have a High School Diploma/GED.

HARLINGEN

Allstate: Adam Sanders Insurance Agency

Telemarketer

WORKINTEXAS Job Posting # 16563856

Salary: \$10/HR

Marketing activities may include calling telemarketing leads. Assigning leads/referrals to Sales Representative for a quote. Promoting our raffle and referral programs to friends, family, and prospects. Other clerical duties: scanning and filing customer paperwork.

Amor Eterno Provider Services

Certified Nurse Aide (CNA)

WORKINTEXAS Job Posting # 16565368

Salary: Based on Experience

Providing great patient care. Providing physical support for patients or residents with daily activities and personal hygiene, including bathing, dressing, getting out of bed, - using the toilet, walking, standing, or exercising. Turning and repositioning bedridden patients. Ensuring patients or residents receive an appropriate diet. Obtaining a wide range of information from physicians, caregivers, and nurses about patient conditions, treatment plans, and suggested activities. Recording vital signs, including blood pressure, pulse, temperature, and respiration rate as requested by staff. Reminding patients to take medications and nutritional supplements.

HARLINGEN

Spectrum

Call Center Sales Retention Rep

WORKINTEXAS Job Posting # 16565338

Salary: \$18/HR

Establish and maintain a high level of customer satisfaction, professionalism, and courtesy in all retention transactions. Consistently meet or exceed weekly and monthly retention activity goals. Respond to inbound retention calls promptly and efficiently. Answer questions pertaining to billing inquiries, pricing and packaging of products and service, and service complaints. Ability to learn and master order processing within the billing system.

City of Harlingen

Deputy Clerk

WORKINTEXAS Job Posting # 16339275

Salary: Based on Experience

Answers incoming calls and handles matters pertaining to disposition information in cases, fine amounts, and schedule hearing and trial dates. Performs cashier duties, such as collection of fines, issuing receipts, receiving cash bonds, and preparing reports. Performs trial attendance and summarization duties. Issues summons and subpoenas to appear for court matters. Types and issues arrest notices and warrants. Prepares and processes failure to appear notices. Keeps accurate and complete case records making required docket entries; maintains files and records.

Pepe's Mexican Food

Kitchen Cook

WORKINTEXAS Job Posting # 16389901

Salary: \$9/HR

Preparing and assembling ingredients for menu items. Preparing high-quality meals and food items. Storing excess food at the correct temperature in order to avoid spoilage. Ensuring that food portions and food presentation meet company standards. Monitoring supplies and re-ordering stock as needed. Ensuring that cooking utensils are clean before each use. Cleaning and sterilizing food preparation areas. Assisting other cooks to ensure that food orders are completed in a timely manner. Efficiently resolving problems with customers' orders. Ensuring that food health and safety regulations are followed.

LA FERIA

Top Cut Lawn Care

Irrigation Technician

WORKINTEXAS Job Posting # 16101044

Salary: Based on Experience

Properly and efficiently plan and install irrigation systems. Performs system testing or troubleshooting to locate system failures or issues. Perform winterization when necessary. Sprinkler valve repair. Various leak repair within systems. Backflow knowledge.

Mueller Inc.

Sales Representative/Project Manager

WORKINTEXAS Job Posting # 16333548

Salary: Based on Experience

Generate professional project estimates and sales of metal building systems, residential metal roofing and components. Enter sales orders into software systems and coordinate internal resources to provide customers with desired products and services in a timely, accurate, and professional manner. Manage post-delivery issues such as damage, shortages, delays, changes, field fabrication methods, etc. Analyze and report competitive market information. Provide and ensure customer-focused activities, deliverables, and services.

Tradecon Industries

Accounting/Bookkeeper

WORKINTEXAS Job Posting # 16441934

Salary: \$15/HR

Assist Accounting Manager with creating and editing financial documents. Organize the bookkeeping process of the company. Evaluate financial budgets and track expenses. Reconcile financial books including incoming and outgoing funds. Reconcile invoices and identify discrepancies. Create and update expense reports. Process reimbursement forms. Prepare bank deposits. Enter financial transactions into internal databases. Check spreadsheets for accuracy. Maintain digital and physical financial records. Issue invoices to customers and external partners. Review and file payroll documents.

SERVPRO

Restoration Team Supervisor

WORKINTEXAS Job Posting # 16329066

Salary: Based on Experience

Explain processes and answer customer questions. Monitor, communicate, and respond to customer needs/concerns to ensure customer needs are met. Communicate clear expectations to Production Technicians and supervise their activities. Perform production processes as scheduled and ensure quality control. Identify safety hazards, communicate, and establish control measures to ensure the safety of occupants and workers. Resolve problems quickly as they arise. Manage job file documentation to ensure complete and accurate project details. Manage and control costs of production projects. Manage assets by protecting and using equipment and materials properly. Clean and maintain vehicles, equipment, warehouse, and office areas. Perform sales and marketing activities, including add-on sales and security checks.

LA FERIA

Top Cut Lawn Care

Lawn Care Technician

WORKINTEXAS Job Posting # 16101050

Salary: Based on Experience

Be at work on time and prepared to launch with your assigned crew. Maintain assigned properties on routine schedule within time allotted. Use equipment as assigned by the crew leader to properly mow, trim and blow at each property. Detail/hand trim all shrubs, hedges, trees and other greenery as directed by crew leader. Clean up all debris after maintenance and trimming and disposing of properly. Be sure to service all properties required on each scheduled day. Maintain equipment to keep it working properly. Keep truck and trailer clean.

LOS FRESNOS

Parra Loan Company

Customer Service

WORKINTEXAS Job Posting # 16486293

Salary: Based on Experience

Duties will be going to the office and covering on a day-to-day basis and outside collecting. Must be ready to work 32-40 hours a week, sometimes on a Saturday. Must have own transportation, valid divers license. Must be bilingual English - Spanish Interviews will be done in person.

STG International Inc

Registered Nurse

WORKINTEXAS Job Posting # 16460219

Salary: Based on Experience

Provides direct care to patients within discipline Scope of Practice and performs functions in accordance with current accepted practice, licensure, certification, credentialing and or granted privileges. Provides treatment of persons throughout the life span as appropriate to discipline and facility setting. May be expected to respond to and or coordinate response to medical emergencies. Must appropriately document patient/resident encounters electronically according to current standards of care using electronic health records. Evaluates health care needs of residents and develops nursing care plans to meet those needs.

Boys & Girls Club

Program Aide

WORKINTEXAS Job Posting # 16493253

Salary: Based on Experience

The Program Aide / Youth Development Professional plans, implements, supervises members, and evaluates activities provided within a specific program area, supporting our priority outcome areas of Academic Success, Healthy Lifestyles, Good Character and Citizenship.

LOS FRESNOS

Southwest Key Programs

Youth Care Worker

WORKINTEXAS Job Posting # 16516835

Salary: Based on Experience

Conduct intake services to include completing necessary paperwork, providing youth with an overview of the program services and for initial placements of youth into the shelter. Provide basic needs to youth upon arrival to the program. Must provide Direct Care Services to youth to ensure that ratios and appropriate supervision levels are continuously met. Develop positive rapport with youth while serving as a role model to create a safe and caring environment.

Dollar General Store

Sales Associate

WORKINTEXAS Job Posting # 16379508

Salary: Based on Experience

Dollar General Corporation has been delivering value to shoppers for more than 80 years. Dollar General helps shoppers Save time. Save money. Every day. ® by offering products that are frequently used and replenished, such as food, snacks, health and beauty aids, cleaning supplies, basic apparel, housewares and seasonal items at everyday low prices in convenient neighborhood locations.

PORT ISABEL

STG International Inc

Medical Records Technician

WORKINTEXAS Job Posting # 16356817

Salary: Based on Experience

Prepares, updates, and maintains a medical record for each patient ensuring accuracy of information. Maintains appointment system for patients and clinical staff where applicable. Tracks compliance with scheduled patient appointments, making timely reminders notices, or calls to the clinic and IHSC staff prior to each appointment where applicable. Determines coding for relevant medical record forms from appropriate references. Files/scans laboratory, radiology, and other reports in appropriate sections of the electronic medical record within prescribed time period.

Church's Chicken

Shift Lead

WORKINTEXAS Job Posting # 16319180

Salary: Based on Experience

To serve as a restaurant leader and ensure that Team Members on shift are provided with the proper coaching, training and development necessary to provide outstanding customer experience at Church's. Ensure compliance with all Cajun Operating Company policies and procedures as set forth by the company.

PORT ISABEL

Bayside Glass

Glazier

WORKINTEXAS Job Posting # 16098989

Salary: Based on Experience

Glaziers are professional artisans who specialize in working with glass. They are mainly responsible for cutting, measuring, and installing glass or mirrors in window frames, skylights, display cases, showers, bathtubs, solariums, and other structures. Will also be installing commercial aluminum.

D Pizza Joint

Wait Staff

WORKINTEXAS Job Posting # 16463976

Salary: Based on Experience

A wait staff takes orders from customers, serves food and beverages, offers menu suggestions, answers customer questions, maintains cleanliness standards, and ensures a pleasant dining experience. They work as a team to deliver exceptional service and ensure customer satisfaction.

Dollar General Stores

Sales Associate

WORKINTEXAS Job Posting # 16379508

Salary: Based on Experience

The Sales Associate acts as a point of contact for our customers. The duties of the Sales Associate include assisting customers in locating and purchasing merchandise, operating the cash register, stocking merchandise, recovering merchandise, cleaning the store, and performing other duties as assigned by the Store Manager to maximize store profitability and customer satisfaction while protecting company assets.

SAN BENITO

Averitt Express Inc

Local Truck Driver

WORKINTEXAS Job Posting # 16563312

Salary: Based on Experience

CDL-A Local Truck Drivers with Averitt are the champions of the local area, earning the opportunity to develop long-term relationships with the customers they serve.

Dulce Amor Y Paz Home Care

Home Health Provider

WORKINTEXAS Job Posting # 16545656

Salary: Based on Experience

Assist clients who are unable to care for themselves or perform daily tasks such as cooking, cleaning, dressing, and bathing.

SAN BENITO

Dominos

Delivery Driver

WORKINTEXAS Job Posting # 16347680

Salary: Based on Experience

Deliver product by car and then to door of customer. Deliver flyers and door hangers. Operate all equipment. Stock ingredients from delivery area to storage, work area, walk-in cooler. Prepare product. Receive and process telephone orders. Take inventory and complete associated paperwork. Clean equipment and facilities approximately daily.

Southwest Key Programs Inc

Case Manager

WORKINTEXAS Job Posting # 16559000

Salary: Based on Experience

The Case Manager is responsible for completing intakes, assessments, and creation of service plans and the overall coordination and delivery of services. The Case Manager will be responsible for the documentation of services provided in our electronic client file system. The Case Manager is required to maintain a flexible, organized, and efficient work schedule and is subject to work evening hours, weekends, and be on call.

AutoZone

Delivery Driver

WORKINTEXAS Job Posting # 16397097

Salary: Based on Experience

AutoZone's Full-Time Auto Parts Delivery Driver-Come be a part of an energizing culture rooted in people and a commitment to delivering WOW! customer service. If you are looking for a way to put your safe driving skills to work coupled with company stability and great career opportunities, look no further. AutoZone is the place for you! Our commercial delivery driver position is responsible for the delivery of parts to our commercial customers. You don't have to use your own vehicle, you can work full, or part-time and no Commercial Driver's License is required. Come join the AutoZone team and put your career in overdrive in an essential industry serving the motoring public. We continue to open new stores at a rate of well over 100 per year, opening doors for even more opportunities to grow your career.

SOUTH PADRE ISLAND

Dpizza Joint LLC

Wait Staff

WORKINTEXAS Job Posting # 16463976

Salary: Discussed at time of Interview

A wait staff takes orders from customers, serves food and beverages, offers menu suggestions, answers customer questions, maintains cleanliness standards, and ensures a pleasant dining experience. They work as a team to deliver exceptional service and ensure customer satisfaction.

SOUTH PADRE ISLAND

Cactus Flower

Retail Sales Associate

WORKINTEXAS Job Posting # 16433159

Salary: \$11 - \$14 / HR

Welcoming customers, maintaining floor appearance, directing customers to goods.

Dpizza Joint LLC

Delivery Driver

WORKINTEXAS Job Posting # 16463962

Salary: Discussed at time of Interview

Will make pizza & food deliveries to establishments such as hotels, condos, businesses and residences.

Chacon Realty LLC

Bookkeeper

WORKINTEXAS Job Posting # 16444141

Salary: Discussed at time of Interview

High paced work. Picking up Mail from Post Office. Posting Payments to HOA Accounts. Sending out demand letters/ collections. Paying Accounts Payable for HOA Accounts. Answering the Phone and Assisting HOA Owners with issues. Greeting People at office and assisting. Issuing Work Order to Maintenance Personnel for HOA's. Mailing Owner Statements Monthly Via e-mail and some via regular mail. Prepare Contract Labor Checks weekly. Prepare Payroll Weekly. Do other office work.

D & B General Cleaning Contractor

Cleaning Custodian

WORKINTEXAS Job Posting # 16289864

Salary: \$8.50 / HR

Sweeping, mopping and vacuuming floors. Waxing furniture and cleaning fixtures. Disposing of trash and emptying trash receptacles. Performing minor repairs. Keeping buildings free from indoor pests. Maintaining cleaning equipment. Maintaining inventory of cleaning agents and equipment. Ensuring equipment and lights are switched off, and premises are locked after hours. Collaborating with contract cleaning services.