Advanced Labelworx

Production Coordinator

Type of Opportunity: Full Time
Location: Oak Ridge, TN
Compensation: Paid

DEADLINE: April 1, 2015

Advanced Labelworx is looking for a Production Coordinator who is responsible for assisting the Plant Manager in directing and managing all plant operations including production, maintenance, quality and other production-related activities.

Check out the Advanced Labelworx website for more information: www.advancedlabelworx.com

MINIMUM QUALIFICATIONS:
• Associates Degree in a business or manufacturing-related printing field or equivalent manufacturing experience in a printing environment. (Bachelor’s Degree preferred)
• Skills in the areas of inventory control, accounting, spreadsheet, and word processing computer applications. Prefer proficiency in MS Office.
• Willingness to work various shifts and overtime as required.
• Commitment to company goals, the quality policy, all rules and procedures in the Employee Handbook.
• Understand and apply the Internal Customer Concept.
• Understand how the processes specified on the job ticket combine to produce the desired product.
• Understand the technical, quality, and efficiency relationships of all available manufacturing processes.

APPLICATION:
Submit resume to Mark Weidman at mweidman@advancedlabelworx.com

Daniel Defense
Videographer/Graphic Designer

Type of Opportunity: Full Time
Location: Black Creek, GA
Compensation: Paid

The Videographer / Graphics Designer will work closely with the Marketing group to create stunning video content and other collateral for social media, web site, trade shows or for any other marketing-related purposes.

Check out Daniel Defense’s website for additional information - www.danieldefense.com

MINIMUM QUALIFICATIONS:

• Senior or Graduate in related design field.
• Program familiarity requirements: Photoshop, InDesign, Illustrator, After Effects, Final Cut Pro, 3D Design/Rendering Software (is a plus), social media (including YouTube, Facebook, Twitter, Instagram, etc.)
• Program familiarity that would be a plus: All other Adobe
and Microsoft Office Programs, video editing software, photography (lighting, theory, photo editing).

- Submittal of portfolio with resume, if applicable, is a plus.
- Teamwork and the ability to cooperate and work proactively with others is a must.
- Travel requirements: 5 to 10% of the year.

APPLICATION:
Submit your application here.

Daniel Defense
Marketing Specialist

Type of Opportunity: Full Time
Location: Black Creek, GA
Compensation: Paid

The Marketing Specialist will assist the Marketing team in the design, creation and production of marketing programs to support the development and growth of the business, attend tradeshows, and manage/oversee budgets.

Check out Daniel Defense’s website for additional information - www.danieldefense.com

MINIMUM QUALIFICATIONS:

- Bachelor's or Associates Degree with concentration in Marketing or a related area;
- 3+ years of marketing experience or related experience and/or training; or equivalent combination of education and experience sufficient to successfully perform the essential functions of the job.
- Has knowledge of commonly used concepts, practices and procedures within the field.
- Teamwork and the ability to cooperate and work proactively with others is a must.
- Preferred prior experience with graphics and videography a plus.
- Extensive leadership, management and planning skills.
- Self-motivated; willing to put in extra effort and hours as needed.
- Ability to prioritize responsibilities and work under deadlines and pressure.
- Demonstrated ability to manage multiple projects
simultaneously, set priorities, identify and address problems, meet deadlines, and stay within budget.

- Competent with computer software such as Microsoft Office (Access, Excel, MS Project, PowerPoint, Publisher, Outlook Word).
- Travel requirements: 20 to 25% of the year.

APPLICATION:

Submit your application here.

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Daniel Defense

Tool Maker

Type of Opportunity: Full Time
Location: Black Creek, GA
Compensation: Paid

The Tool Maker will be responsible for building and repairing machine shop tools.

Check out Daniel Defense’s website for additional information - www.danieldefense.com

MINIMUM QUALIFICATIONS:

- Has knowledge of commonly used concepts, practices and procedures within the field.
- Preferred completion of an apprenticeship program, journeyman training or equivalent program.
- Flexibility and willingness to learn new assembly requirements.
- Must be able to manage time efficiently.
- Self-motivated; willing to put in extra effort and hours as needed.
- Ability to prioritize responsibilities and work under deadlines and pressure.
- Ability to work, interact and effectively communicate with all company officials, employees, vendors, customers, etc.

APPLICATION:

Submit your application here.

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Daniel Defense

Grinding Specialist
Type of Opportunity: **Full Time**  
Location: **Black Creek, GA**  
Compensation: **Paid**  

The Grinding Specialist will be responsible for setting up and operating CNC controlled ID and OD grinding machines as well as managing their conditions.

Check out Daniel Defense's website for additional information - [www.danieldefense.com](http://www.danieldefense.com)

**MINIMUM QUALIFICATIONS:**

- Ability to read, interpret documents such as technical drawings, operating and maintenance instructions, and procedure manuals. Proven experience in mechanical principles.
- Must be able to write CNC machine part programs.
- 7+ years of experience with CNC grinding.
- Has knowledge of commonly used concepts, practices, and procedures within the field.
- Ability to pass the basic skills assessment in Mathematics, Metrology, Blue Print Reading and Operator Work Instructions.
- Must have a level of manual dexterity to perform all job functions.
- Ability to perform as part of a team and to cooperate and work proactively with others.
- Flexibility and willingness to learn new assembly requirements.
- Great attention to detail and excellent record keeping skills.
- Ability to prioritize responsibilities and work under deadlines and pressure.

**APPLICATION:**

Submit your application [here](http://www.danieldefense.com).

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**SUMMER INTERNSHIPS**

The Ringling  
Varying Museum Internships
Type of Opportunity: Internship
Location: Sarasota, FL
Compensation: Paid

**DEADLINE: March 2, 2015**

The John and Mable Ringling Museum of Art in Sarasota, Florida, will be offering seven paid internships for ten weeks from **June 1 – August 7, 2015** (the two theater internships run from June 8 – August 1). The Ringling is the State Art Museum of Florida and a part of Florida State University. It consists of art and circus museums, as well as a historic mansion and theater, all on a 66-acre site overlooking Sarasota Bay.

Summer internships combine practical, hands-on experience working on a project for a specific department with exposure to all aspects of The Ringling’s operation.

Find out more at Ringling’s website: [www.ringling.org](http://www.ringling.org)

**APPLICATION:**

Submit your application [here](http://www.ringling.org).

**RESOURCE**

Donna Lowe of Georgia Southern University’s Office of Career Services invites you to contact her regarding resume and cover letter assistance. Email [dlowe@georgiasouthern.edu](mailto:dlowe@georgiasouthern.edu)