

Current BONNEY Openings!
Wednesday, February 13, 2013
Professional and Light Industrial Opportunities

General Laborers: The ideal candidate has experience working in the warehouse/assembly/or machine operation environment. Our client is seeking Full-Time and Temporary help in their busy production facility. The ideal candidates will have a background in carpentry or construction, but not required, must be mechanically inclined. MULTIPLE positions available!

Skilled Woodworkers: Full Time, long term Temporary position. Experience with cabinetry, auto body and in manufacturing facility a plus! Use your fine finish skills to make beautiful products!

Small Piece Assembly Workers: Work with our local manufacturing client, on a long term Temporary assignment, creating and assembling a variety of products. Prior assembly experience a plus, but not required. Candidates must be comfortable with basic power tools.

Medical Transcriptionist: Full-Time, Temp-to-Hire. The qualified candidate MUST have at least 5 years experience as a medical transcriptionist or 2 years experience in a specialized transcription field. Rapid, accurate typing scores are also a must and a friendly demeanor is always a plus! Applicants must also be available and willing to work weekends. A full day on Saturday is required.

Administrative Assistant: (x2) Part Time, potential Temp to Hire, rotating Saturdays required. Must have friendly, outgoing personality, be tech savvy, a top notch multi tasker, and the ability to work independently. Position includes customer service, data entry and general office duties as assigned.

Accounting Clerk: Accounting clerk needed for our busy financial services client! The qualified individual will have experience with general ledger posting, bank account reconciliation, accounts payable, and accounts receivable. Must be hard working, and detail oriented. Don't delay in applying - fantastic Full-Time, long-term Temporary position!

Waitstaff: Part-Time, Temp-to-Hire openings with our Bangor client. The chosen candidates will work 3-4 days a week (some weekends required) 10am-2pm. Spend your days greeting residents, seating them, taking orders from a limited menu, and delivering plates. Workers are also expected to assist in bussing tables after dinner service. To be considered applicants must be friendly, polite, and professional and have former serving experience. No tips - hourly wage only - apply now for a steady/reliable income in food service! Great daytime supplemental hours!!

Receptionist: Part-Time, Temporary opportunity with our local law office client! Duties will include answering phones, preparing documents and running errands. Ideal candidate must have a professional demeanor, excellent attention to detail and be proficient in Word and Excel.

Data Analyst: Experienced Microsoft Excel user to support our client's accounting department. The right candidate will have superior Excel 2010 skills, knowledge of database applications, and a basic understanding of the accounting processes. This is a Part Time project position and a great learning opportunity.

High Level Administrative Assistant: Full-Time, Temp to Hire opportunity with our growing manufacturing client! A strong telephone presence, insurance, and payroll experience preferred. Customer service skills, team player attitude and Word & Excel aptitude is a must. Personality that is willing to go the extra mile to complete projects is a big plus!

Walk In hours Mondays from 1:00PM – 4:00PM and Fridays from 9:00AM – 12:00PM

Visit anytime during the allotted hours to complete an application and have a sit down with one of our Staffing Supervisors! Walk ins are first come, first serve and applications must be complete by 4&12pm!

Come see what BONNEY can do for YOU! NEVER ANY FEES FOR WORKING THROUGH BONNEY!!

BONNEY
STAFFING CENTER

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Apply online at www.bonneystaffing.com