

The Job Spotlight

Week of May 16th to 20th, 2022

- Centura Health
- City of Pueblo
- Eagle Automotive Service
- Evoqua
- Helios
- IAA
- iostudio, LLC
- IST Management Services
- PayCheckx
- Peraton
- USA Jobs
- Veterans United Home Loans





Philanthropy Officer Senior

Applies To

Effective Date

1/9/2020

Revised Date

Job Summary

This position provides leadership to the team-based philanthropic efforts to support the mission of Centura Health. Working in partnership with operational and strategic leaders in the organization, the role connects organizational priorities and needs with donors' passions and interests. This role engages major philanthropists to transform healthcare and create healthier communities and fosters a culture of gratitude throughout the organization and communities served. This role is responsible for foundation board relations and community engagement. Collaborating with internal partners, this role ensures the implementation of an effective associate campaign process.

Important to this role is understanding the leadership expectations of this position and the entire leadership team throughout Centura Health. Each leader must have a personal and professional connection to the Mission of this Christian organization. This position must be a team player themselves and contribute toward a Team centered approach that lends itself to ensuring "team before self" in order to lead this complex, highly matrixed organization into the differentiated leading role as THE system of choice. This position will invite others into their work in order to be fully Transparent with the activities of this position, allowing for celebration of success and learnings through opportunities for change. This position will be a change agent for the health system by being bold in our thoughts and actions that generate the need for Urgency as Centura forges ahead as the thought leader in the industry. Finally, the individual must demonstrate personal and professional Accountability to the community, associates, physicians, and sponsors for performance that this position and its team complete.

Minimum Experience Requirements

5-10 years of progressively responsible and relevant experience in business development, sales, fundraising or similar fields.

Education Requirement

Degree: HS GED Comment:	Specialty:	Required <input checked="" type="checkbox"/>
Degree: BACHELOR Comment:	Specialty:	Required <input checked="" type="checkbox"/>
Degree: MASTER Comment: Master's Degree, Preferred	Specialty:	Required <input type="checkbox"/>

License/Certifications Requirement

Credential: Comment:	Source:	Required: <input type="checkbox"/>
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Job Responsibilities (essential functions identified with a *)

Works collaboratively with the Foundation Board, Operational leadership, and foundation colleagues to identify top philanthropic priorities meeting the strategic needs of the organization. Develops the strategies and tactics to implement these philanthropic priorities.*

Provides leadership to the philanthropic team across the organization and supervision to assigned direct reports. Serves as a mentor, supports the learning and development of individuals, and activates the continual process improvement of the organization.*

Works independently to identify and prioritize high-level prospects. Conducts prospect research and strategy, predisposition planning, visit strategy & execution, and making asks. Manages follow-up activities and coordinates with team members as needed.*

Cultivates a culture of gratitude throughout the organization and communities served.*

Ensures financial stewardship through compliance with established processes, developing and managing budgets, and meeting/exceeding annual fundraising goals. *

Participates in team selling for funding opportunities across the system as needed. Learns about the projects and communities served and is able to articulate the story of the organization in a way that inspires engagement with the organizational mission.*

This job description is not intended to be an exhaustive list of all duties. Employee may perform other related duties as assigned.

Mental/Emotional Requirements

- ☒ Manages stress appropriately
- ☒ Makes decisions under pressure
- ☒ Manages anger/fear/hostility/violence of others
- ☒ Handles multiple priorities
- ☒ Works independently
- ☒ Work in confined/crowded areas

Hazards

- ☐ Exposure to toxic/caustic chemicals
- ☐ Exposure to extreme conditions; hot/cold
- ☐ Exposure to dust/fumes/gasses
- ☒ Exposure to Electrical shock
- ☐ Operation of heavy equipment
- ☐ Exposure to moving mechanical parts
- ☐ Exposure to x-ray/electromagnetic radiation
- ☐ Exposure to high pitched noises
- ☒ Exposure to communicable diseases
- ☐ Exposure to blood and/or body fluids
- ☐ Exposure to excessive sunlight or work outdoors
- ☐ Unprotected heights
- ☒ CRT (computer monitor)

Personal Protective Equipment Used

- ☐ Gloves
- ☐ Gown
- ☐ Mask
- ☐ Respirator
- ☐ Face Shield/Goggles
- ☐ Aprons (ex: lead apron/chemical apron)

Additional Requirements

- ☒ Perform repetitive tasks/motions
- ☒ Hear alarms/telephones/tape recorder/normal speaking voice
- ☒ Distinguish colors
- ☒ Have good manual dexterity
- ☒ Have good eye-hand-foot coordination
- ☒ Ability to see

Physical Requirements

Sedentary work -(prolonged periods of sitting and exert up to 10lbs force occasionally)

Physical Requirements - Frequency

- Climbing: (1-33%) Climbing
- Bending: (1-33%) Bending
- Squatting: (1-33%) Squatting
- Crawling: (1-33%) Crawling
- Kneeling: (1-33%) Kneeling
- Balancing: (1-33%) Balancing
- Reaching above head: (1-33%) Reaching Above Head
- Reaching above shoulder: (1-33%) Reaching above Shoulder
- Twist/Turn at waist: (1-33%) Twist/Turn at waist
- Push/pull: (1-33%) Push/pull
- Lift/carry: (1-33%) Lift/carry
- Lift from floor level up: (1-33%) Lift from floor level up
- Lift from waist level up: (1-33%) Lift from waist level up

Frequency of Motion

- Stand for up to: 1 Hours
- Sit for up to: 8 Hours
- Walk for up to: 1 Hours

Other Skills

- ☒ Organizational
- ☒ Verbal
- ☒ Interpersonal
- ☒ Customer Relations
- ☒ Grammar/Spelling
- ☒ Read/Comprehend written instructions
- ☒ Follow verbal instructions
- ☒ Keyboarding (manual)
- ☒ Computer (visual)

Organizational Competencies

MISSION

We extend the healing ministry of Christ by caring for those who are ill and by nurturing the health of the people of our communities.

VALUE BEHAVIORS

It is essential that associates be able to support the values of Centura Health and interact effectively with physicians, patients, residents, visitors and staff. Each associate is expected to demonstrate a commitment to core values, standards of behavior and professionalism through appropriate conduct and demeanor at all times.

CORE VALUES and STANDARDS OF BEHAVIOR

Integrity: Honesty, directness, and respect for commitments made. **Stewardship:** Respectful use of all natural, human and financial measures. **Spirituality:** Acknowledgment of its central role in facilitating mental, physical and emotional health. **Imagination:** Creativity and innovation in all we do. **Respect:** Respect for all persons and our Christian identity, heritage and missions of our sponsoring organizations. **Excellence:** Striving to exceed the clinical quality, customer service and cost performance expectations of our customers. **Compassion:** Sensitivity and responsiveness to persons in need.

SECURITY ACCESS: CONFIDENTIAL INFORMATION

Staff may have access to confidential patient, associate and/or organizational information as it applies to their job responsibilities and must comply with the terms of Centura Health policies in protecting that information.

Acknowledgement

The environment at Centura Health can be fluid. Roles and responsibilities may be altered to accommodate changing business conditions and objectives as well as to tap into the skills and experience of its associates. Accordingly, associates may be asked to perform duties that are outside the specific work that is listed. Regular, reliable, consistent, and punctual attendance is an essential function of this position. This position also may require you to work standard hours/shifts, as well as flexible hours before and after standard hours/shifts, and overtime or in excess of 40 hours in a work week.



Philanthropy Officer

Applies To Hospitals, Emergency Centers, Community Clinics

Effective Date 11/21/2019

Revised Date

Job Summary

The Catholic Health Initiatives Colorado Foundation (CHICF) has launched a major initiative to maximize philanthropic opportunities in Colorado. This initiative seeks to engage major philanthropists in Colorado and throughout the country to transform health care and create healthier communities. Centura Health is the joint operating agreement in Colorado between Catholic Health Initiatives and Adventist

Health Systems. Centura's Colorado-wide philanthropy initiatives are managed by the CHI Colorado Foundation (CHICF), which is organized into two regions or groups – Mountain/North Denver and South State.

Each of these regional groups are building and maximizing a team-based approach to fundraising. One critical aspect of this work is Stewardship, a comprehensive and integrated donor relations program that fosters a culture of appreciation, recognition, accountability, and ongoing engagement of donors, thereby strengthening philanthropic support of our mission and vision within these communities.

We are seeking the right Philanthropy Officer to join our team at an exciting point in our evolution as a fundraising team. This role is primarily focused on sales – that is, getting out and talking to prospects about the IMPACT of ORGANIZATION, and generating results from those conversations. This is the farthest thing from a desk job! In fact, we want someone in this role who feels like their seat's always on fire – they HAVE to be out of the office as much as possible telling the story! The Major Gifts Officer is responsible for a sales portfolio, and for delivering on an annual, campaign and legacy fundraising goals.

Minimum Experience Requirements

5+ years of professional or direct experience.

An action-obsessed person who is a phenomenal relationship builder. He or she can't go to bed with action items still on their list!

A strategic organizer – rather than being too focused on all the detail, he or she concentrates on outlining the strategy and most critical details needed to work each prospect or opportunity, from initial preparation and phone call to the final follow-through. This person is methodical without letting process slow them down.

Education Requirement

Degree: HS GED	Specialty:	Required <input checked="" type="checkbox"/>
Comment:		
Degree: BACHELOR	Specialty:	Required <input type="checkbox"/>
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Credential:	Source:	Required: <input type="checkbox"/>
Comment:		

Job Responsibilities (essential functions identified with a *)

Owner of a sales portfolio:

a. Identify and prioritize high-level prospects

b. own relationship management and strategy for all prospects in portfolio:

i. Prospect research and strategy

ii. Prospect predisposition planning

iii. Prospect visit strategy and planning, including engaging other members of the team as needed

iv. Visiting with prospects and making asks

v. Managing prospect follow-up activities, coordinating with the team as needed

c. Meet or exceed annual fundraising goal.

Contributing member of the team:

a.Participate in team selling for funding opportunities across the state as needed

b.Participate in - and seek out - opportunities to learn about the projects and communities served by ORGANIZATION.

c.Build relationships with organizational leadership

In addition, the ideal candidate:

Heally, truly enjoys "sales" - which we define as effectively telling the story of ORGANIZATION and being bold in asking for support for our mission. S/he must have sales experience, ideally in a team- selling environment (traditional fundraising experience is not necessary). This is a person who loves sharing stories about the good things people are doing and presenting opportunities for engagement - and isn't afraid of failure.

mas an insane level of persistence - he or she just keeps going at the goal, despite roadblocks and rejections, and can keep others moving toward the goal as well. This person has encountered plenty of rejection, and is constantly thinking about what new strategies to try out in their next approach, or how to gently plow through resistance.

m humble and coachable - this is a life-long learner, who has a few key mentors whose honest feedback he or she seeks out and implements. He might have multiple shelves of books that he turns to, or biogs he regularly follows, to help him improve in a variety of areas. She is often reflecting on how she could do things even better, and perhaps challenges herself to take on things outside her comfort zone such as a graduate school class or a triathlon.

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- ☐ Exposure to excessive sunlight or work outdoors
- ☐ Unprotected heights
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HIRING An ASSOCIATE ENGINEER II - STORMWATER

The City of Pueblo has an opening for an Associate Engineer II- Stormwater. This position will perform general roadway and drainage facility design, maintain and update the City's stormwater system utilizing GIS mapping software, assist with meetings and work with the public and other agencies, review SWMPs, as well as review reports, construction plans, and inspections post-construction.

To qualify, the successful candidate will need a valid Colorado driver's license, a bachelor's degree in civil engineering, civil engineering technology, or other closely related engineering field, and at least two years of experience in Civil Engineering.

This full-time position offers the successful candidate a variety of benefits that provide a great work/life balance, a rewarding work environment, and a competitive annual salary of \$51,920.52 - \$66,183.12.

Applications will be received from May 13, 2022 – June 2, 2022. Click [Associate Engineer II-Stormwater](#) for the direct access to the complete job description/qualifications and to apply. Go to www.pueblo.us/jobs for a list of other City of Pueblo open positions.



Find Great City Jobs at www.pueblo.us/jobs.





HOUSING & COMMUNITY DEVELOPMENT COORDINATOR II

The City of Pueblo is taking applications for Housing and Community Development Coordinator II! Among other related duties, this position involves planning, coordinating and implementing rehabilitation and development projects and programs for the city. The ideal candidate assures compliance with all local, state, and federal housing codes, environmental and historic preservation regulations, and other codes that apply to housing. The ideal candidate also makes on-site inspections of in-progress and completed construction projects, prepares and maintains detailed reports, and coordinates the City's Section 3 Program to stay compliant with housing and community development projects.

This full-time position offers the successful candidate a [variety of benefits](#) that provide a great work/life balance, a rewarding work environment, and a competitive annual salary of \$51,411.00 – 64,624.32. Applications will be received from May 15, 2022 – June 12, 2022. Click [here](#) for the direct access to the complete job description/qualifications and to apply. Go to www.pueblo.us/jobs for a list of other City of Pueblo open positions.



Find Great City Jobs at www.pueblo.us/jobs.



Rare opportunity...

Automotive Technician Apprenticeship!



- Earn top pay while you learn
- We supply all the tools you need
- Great career opportunity in high demand industry
- All military-connected family members are eligible

Eagle Automotive Service
is rapidly expanding
veteran-owned small business
based in Denver and
Colorado Springs
We are collaborative,
professional and fun!

**Are you a career-minded individual
with a passion for helping people
and basic mechanical aptitude?**

Ready to change your life?

**Eagle's is booming and we need happy and driven
apprentice technicians that are looking to be on a winning team!**

**If you fit that description and want to work in a
clean and positive work environment with lots of opportunity, apply now:**

**Contact Tammy Tinsley:
tammy.t@eagle-auto.com
call/text: 719-338-9103**

WOW...

**Voted best shop in the nation in 2018
by the Napa Autocare network!**



EAGLE
AUTOMOTIVE
SERVICE



Senior Field Service Technician *\$2,000 Sign on Bonus!*

Location: Centennial, CO, US, 80112

Company: Evoqua

We are looking for a Senior Field Service Technician to service the Centennial, CO area, reporting to our Centennial office. This person will be responsible for the installation, service, and maintenance of our commercial and industrial water purification equipment within our light division. Equipment specific training will be provided. Willing to train the right person, but previous technical/mechanical/plumbing experience is especially encouraged.

This position has general day shift hours with overtime opportunities and a compensated on-call rotation with occasional afternoons/weekends.

Michael A. Arce

RPO Associate Recruiter, Southwest Region

Cell: 254-226-6892

Michael.Arce@kellyocg.com



ARE YOU AWESOME? WE ARE HIRING!!!

If you or anyone you know is interested in a career with unlimited potential and industry-leading compensation and benefits, here are just some of our current opportunities:



**Lead SIGINT/EW
Instructor (NC)**



**SIGINT/EW
Instructor (NC)**

WHO ARE WE?

Helios Defense Solutions (HDS) LLC is a Service-Disabled Veteran Owned Small Business (SDVOSB) that delivers focused support for the full spectrum of DoD and Federal Agency intelligence and training needs. Helios leverages the cross-functional intelligence expertise of its team members to deliver an operational framework centered problem solving, functional training delivery, and purposeful operational analysis.

Top reason to join the Helios family

- **Company culture.** At Helios, our employees are not just a number; they are family. Helios fosters a family-oriented culture and understands that family always comes first.
- **Benefits.** Our medical and 401k benefits exceed the industry standards and are competitive.
- **Open-door policy.** From senior leadership to brand-new hires, employees can always speak with the CEO & President of the company to get questions answered and problems solved.
- **Job Satisfaction.** Our work is significant and long-lasting; no matter your role, you are key to supporting our clients to achieve their real-world missions.
- **Veteran advocates.** Helios has an active Veterans Employee Resource Group, *Rally Point*, which supports our Veteran employees' communication styles and organizational paradigms.

Please apply using the QR code or email us at recruiting@heliosdssl.com





<https://www.iaai.com/marketing/careers>

POSITION TITLE: Department Supervisor (remote)

POSITION OVERVIEW: The Department Supervisor is responsible for working with managers to understand companywide goals and help their departments contribute positively to the company's vision. This involves developing strategies for improving productivity, performance, profitability, and guiding team members to reach these goals.

Apply: <https://recruiting2.ultipro.com/INS1021IAA/JobBoard/2afdbb8f-3f95-40d7-b2cc-81a37742cbb3/OpportunityDetail?opportunityId=80af60a3-62ce-4c25-b32f-81a30924ca4a>

POSITION TITLE: Expense Specialist (remote)

POSITION OVERVIEW: The Expense Specialist is responsible for ensuring IAA is complying with top-tier customer service level agreements by auditing and reviewing the expense process through system integrity reviews and reporting.

APPLY: <https://recruiting2.ultipro.com/INS1021IAA/JobBoard/2afdbb8f-3f95-40d7-b2cc-81a37742cbb3/Opportunity/OpportunityDetail?opportunityId=cf96f3d6-6cc5-49d2-981f-4b6ffee6e445>



iostudio, LLC is hiring for multiple remote roles. Please see below for opportunities.

For more roles at iostudio, LLC, please review the company's career website at:

iostudio.com

Point of Contact: Barbara Maier (barbara.maier@iostudio.com)

Req #	Job Tittle	PT/FT	Location	Application Mechanism
389	Customer Service Representative - US Navy Call Center	Full-Time	Remote	https://phe.tbe.taleo.net/phe01/ats/careers/v2/viewRequisition?org=IOSTUDIO&ws=40&rid=389
399	Senior Web Developer	Full-Time	Remote	https://phe.tbe.taleo.net/phe01/ats/careers/v2/viewRequisition?org=IOSTUDIO&ws=40&rid=399



IST Management is currently seeking candidates for the following full-time remote position:

Senior .Net Developer

Overview

This is a fantastic opportunity to apply your extensive programming knowledge and gain new skills while working in a fun, fast paced environment as a Senior .NET Developer with IST Management. Build and maintain tangible and practical applications from conception to deployment and take ownership of the entire software development life cycle. This position is ideal for someone who enjoys finding and providing solutions using new technology combined with existing.

This is a full-time, remote position, except when mandated by project. Flexible hours, casual dress.

Compensation

Commensurate with experience, education and certifications. Salary plus full benefits options.

About Us

IST Management is a business process outsourcing company. We have over 1,800 employees and have been in business over 25 years with operations in over 38 cities across the U.S. We provide a range of services geared toward litigation and corporate office support including e-Discovery services - processing, hosting, court reporting, collections/forensics, managed review, and managed services. IST Management is a Relativity Certified Provider. We also provide a full range of facilities management and office services.

We've been recognized as one of the fastest-growing companies in the U.S. as a winner of the Nation's Best & Brightest Companies to Work For, as well as the HR Professional Excellence Award from the Society for Human Resource Management. We are proud to belong to the Military Spouse Employment Partnership through our nation's Department of Defense and have committed to Hiring Our Heroes mission to hire 100,000 active and former service members in 2021. IST Management has also been included in the INC 5000 list!

Our brand new building is located in the heart of Atlanta, check it out here <https://www.halidom-atl.com/>

IST Management Services, Inc.

1341 Moreland Ave SE

Atlanta, GA 30316

Responsibilities

- Perform all aspects of software development lifecycle from requirements definition through software release including documentation, test planning and execution, software maintenance, architecture development and design, debugging, implementation, and integration
- Develop and maintain new and existing applications using C#, ASP.NET, SQL Server, Web API, MVC

- Develop and support front-end, as well as back end web application (Full-stack)
- Develop and support windows-based applications
- Design normalized relational database structures including diagrams, views, triggers and stored procedures
- Stay abreast of advances in technology relevant to the organization
- Use existing architecture to minimize development time while adding foundational infrastructure that other programmers can leverage
- Complete projects within scope, deliverable, schedule, and budget constraints
- Perform problem root cause analysis and corrective action planning and execution
- Contribute to maintenance of CI/CD environment

Qualifications

The ideal candidate will have solid development skills as well as system architecture and business analysis skills.

Technical:

- 5+ years of experience in C#, ASP.NET development
- 3+ years of experience JavaScript development (React.js a plus)
- Front end development using HTML, JavaScript, CSS, and popular frameworks such as Kendo UI
- RESTful API development using Web API
- Relational database design and development using MS SQL Server
- Unit testing using NUnit, XUnit
- Performance testing and optimization techniques
- Common data structures and algorithms
- Design patterns and best practices for reusable Object-Oriented code
- Responsive web design
- Comfortable working within a CI environment
- Working knowledge of Atlassian stack (Bitbucket, Jira, Confluence)
- Experience with WPF a plus!
- Knowledge of Xamarin a plus!

Non-technical:

- Ability to adapt to a changing environment
- Ability to understand business requirements and translate into technical requirements
- Ability to communicate technical information to a non-technical audience
- Ability to work with a variety of personnel including technical support, management, and end users
- Forward-thinking; ability to meet current project requirements while planning for future state

Education:

BS in Computer Science or related degree is required.

IST provides reasonable accommodations to individuals with a disability in accordance with applicable law in both the application and employment stages. If you require any accommodation in completing your application for employment, please inform National Director of Talent Acquisition, Sydney Ayers, via email at sayers@istmanagement.com for direct contact information.

Please respect individuals reaching out about accommodations by utilizing the contact information only for this purpose, or for assistance with your submission. You will receive correspondence from your local IST Management hiring team regarding your application submission and status if you were able to do so successfully.

Candidates can apply online by [clicking here](#).

Please indicate if you are a military spouse in your application.



Paychex is hiring for multiple remote positions. Please see below for opportunities.

To apply and review additional roles at Paychex, please visit the company's career website at: [Paychex Careers and Job Openings](#) | [Paychex Apply](#)

Req #	Job Title	Location
10289	Inside Sales Representative - Property & Casualty Insurance	Rochester, New York; Memphis, Tennessee; Nashville, Tennessee; Austin, Texas; Houston, Texas; Madison, Wisconsin; Phoenix, Arizona; Louisville, Kentucky; Fort Myers, Florida; High Point, North Carolina; Myrtle Beach, South Carolina; Harrisburg, Pennsylvania
12724	Client HR Business Advisor I	United States
10187	National Sales Support Representative	Phoenix, Arizona
9862	Sales Development Representative - Retirement	Rochester, New York
10563	Enterprise Scrum Master	Webster, New York; Phoenix, Arizona; Birmingham, Alabama; Dover, Delaware; St Petersburg, Florida; Indianapolis, Indiana; Little Rock, Arkansas; Nashville, Tennessee; Memphis, Tennessee; Baton Rouge, Louisiana; Allentown, Pennsylvania; United States

Peraton



DO THE CAN'T BE DONE.

At Peraton, we're at the forefront of delivering the next big thing every day. We're the partner of choice to help solve some of the world's most daunting challenges, delivering bold, new solutions to keep people around the world safer and more secure.

How do we do it? By thinking differently. We're not mired in the past. We look at all problems with fresh eyes. We look past the obvious to bring the best talent, tech, and ideas together to completely transform how things get done, no matter the challenge.

Background Investigator Job Opportunities

Peraton is currently hiring for Background Investigators at nationwide locations!

- Work independently while part of a team
- Great work life balance
- Opportunity to obtain a DOD Secret Clearance
- Job growth and career advancement
- Experience preferred but not required
- Must reside within 25 miles of selected city location

Apply Online: careers.peraton.com or send resumes to jeffery.lynn.carson@mail.peraton.com.

Scan the QR code below to see our nationwide Background Investigator job opportunities.





USAJOBS Downtime

OPM will perform hardware upgrades for the USAJOBS website Sunday, May 22, 2022 between 8 AM to 8 PM ET. During this time, USAJOBS will be unavailable for job seekers and applicants. Please keep in mind the closing date for your vacancies!

[Dental Assistant](#)

Closes 5/20/2022

[Dental Assistant](#)

Closes 5/24/2022

[Nursing Assistant](#)

Closes 5/20/2022

[Environmental Protection Specialist](#)

Closes 5/24/2022

[Recreation Assistant NF-02](#)

Closes 5/20/2022

[Cook](#)

Closes 5/24/2022

[Diagnostic Radiologic Technologist](#)

Closes 5/23/2022

[Health Technician](#)

Closes 5/24/2022

[Security Specialist \(Information\)](#)

Closes 5/23/2022

[Supervisory Human Resources Officer](#)

Closes 5/24/2022

[Operating Room Nursing Assistant](#)

Closes 5/23/2022

[Social Worker - PCMH](#)

Closes 5/25/2022

[Human Resources Specialist](#)

Closes 5/23/2022

[Target Systems Equipment Worker](#)

Closes 5/25/2022

[Financial Administrative Specialist](#)

5/24/2022

[Personal Financial Readiness](#)

[Specialist](#)

5/25/2022

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**Additional Fort Carson/Colorado Springs area
positions:**

[USAJOBS Ft. Carson](#)



Qualifications Specialist | Neighbors Bank

We are currently hiring for a remote Qualification Specialist for our sister company, Neighbors Bank.

As a Qualification Specialist, you will work with borrowers in helping them initiate the home loan process. You will work with Loan Officers, and will often be the first point of contact for our borrowers.

Job duties will vary upon assignment but may include:

- Educate borrowers on loan process and product/service alternatives.
- Interview borrowers and obtain and/or verify information and documentation.
- Analyze borrower credit for pre-approval or denial of loan applications.
- Make initial contact and respond promptly to customer inquiries to collect borrower financial and credit information.
- Process borrower credit information through online approval system.
- Inform borrowers on future loan documentation requests, including borrowers' income and asset information.
- Perform other duties as assigned.

We're looking for someone who can be passionate about their job and have fun doing it, who will deliver results with integrity, and who enjoys finding ways to enhance the lives of others every day.

We'll also want to know that you can demonstrate these attributes:

- Dedicated work ethic.
- High attention to detail.
- Excel in a fast-paced, results-oriented environment.
- Thrive in a highly cooperative work setting.
- Exemplary customer service skills.
- Strong communication skills (written and verbal).
- Previous customer service experience.
- NMLS licensed or become licensed upon employment

To Apply For This Position, Please Email Your Resume & Indicate Your Military Spouse Status to Jessica Miller Jessica.Miller@veteransunited.com

Veterans United Home Loans and its affiliates are proud to be Equal Opportunity Employers committed to creating a diverse and inclusive workforce. We consider all qualified applicants without regard to race, religion, color, sex, national origin, age, sexual orientation, gender identity, disability, veteran status, or other legally protected classifications.