

**Wednesday, May 15, 2024**



**The Loudoun Workforce Resource Center partners with several local employers each week to provide these job announcement opportunities to you.**



*Some employers welcome job candidate referrals – click on the icon to the left to send Center staff your resume. Please indicate which employers from those listed below you are interested in.*

## **Current Week's Job Postings**

### **Customer Service Center Manager**

*Town of Leesburg Department of Community Development  
Leesburg, VA*

*\$81,012.00 - \$152,707.00 per year, Full time, Benefits*

This position is responsible for first-line supervision of staff working in the Town's Department of Community Development – Customer Service Center, as well as complex professional work on a variety of technical, analytical, and research duties related to the land development process. The primary focus is managing front counter services, enforcement and inspections, data analytics, and the Community Development application management system. Apply [here](#).

### **Pre-School Teacher**

*Lovettsville School House  
Lovettsville, VA  
Full time, Benefits*

Lovettsville School House is currently seeking a passionate and dedicated preschool teacher to join our team.

Email resume to [info@lovettsvilleschoolhouse.com](mailto:info@lovettsvilleschoolhouse.com).

### **International Sales Operations Associates (2 positions)**

*Alarm.com  
Tysons, VA*

*Salary negotiable, Full time, Benefits*

alarm.com is seeking an ambitious and self-directed individual who is proficient in both English and Spanish to join our International Sales Operations team.

Email resume to [internationalsalesops@alarm.com](mailto:internationalsalesops@alarm.com).

## Personal Care Assistants (2 positions)

*Alliance Homecare*

*Brambleton, VA*

*\$15.00, Full time*

Alliance Home Care is looking for caring, compassionate personal care assistants to make a positive impact on a person's life. Apply [here](#).

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## Northwest Federal Credit Union

*Northern Virginia*

Branch Member Service Representative  
Chief Financial Officer  
Chief Member Experience Officer  
Chief Technology Officer  
Communications Specialist  
Community Engagement Specialist

Compliance Analyst  
IRA/Trust & Estates Specialist  
Member Service Lead  
Network Engineer Sr.  
CRM System Administrator  
Senior Auditor

Visit the Northwest Federal Credit Union careers page [here](#) to view current openings.

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## Senior Data Engineer

*Loudoun County Department of Information Technology*

*Leesburg, VA*

*\$84,074.94 - \$151,334.90 per year, Full time, Benefits*

The Senior Data Engineer will be responsible for architecting and building solutions that support enterprise information management, business intelligence, and machine learning across the organization. The job would require strong SQL/Python programming skills and analytical skills. Apply [here](#).

**Closing date: Monday, May 27th.**

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## Previous Weeks' Job Postings

### Family & Community Partnership Assistant

*Loudoun County Public Schools*

*Loudoun County, VA*

*\$22.56 to \$28.96 per hour, Full time, Benefits*

The Head Start Family and Community Partnership Assistant is responsible for assisting the Head Start Family and Community Partnership Coordinator in providing services for children and families from diverse backgrounds enrolled and enrolling in the Head Start Program. Apply [here](#).

## **Kitchen Manager**

*Ford's Fish Shack*

*Leesburg, VA*

*\$55,000 to \$65,000 per year, Full time, Benefits*

This position is responsible for overseeing all kitchen operations, including food preparation, cooking, and plating; managing inventory and ensuring proper stock levels; training and mentoring kitchen staff to maintain high culinary standards.

Apply [here](#).

## **Bilingual Medical Receptionist (Spanish)**

*Pridestaff*

*Reston, VA*

*\$20.00 per hour, Full time, Benefits*

This position will be responsible for the day-to-day operations of the practice to ensure both physician productivity and patient satisfaction. Apply [here](#).

## **Personal Care Assistants (5-10 positions)**

*Home Helpers Leesburg*

*Ashburn, Leesburg & Purcellville, VA*

*Full time*

Provide care for seniors in their homes. Clients may need assistance with ADLS such as bathing, dressing, grooming, mobility assistance.

Email resume to [khall@homehelpershomecare.com](mailto:khall@homehelpershomecare.com).

## **Medical Receptionist**

*Loudoun County Mental Health, Substance Abuse & Developmental Services*

*Leesburg, VA*

*\$40,267.14 to \$66,440.77 per year, Full time, Benefits*

The Medical Receptionist is responsible for providing customer service to individual's accessing behavioral health services at our Leesburg Clinic. Candidates should possess exceptional customer service skills, computer and data entry experience, strong written and oral communication skills, be detail-oriented, and have previous professional experience utilizing an Electronic Health Record (EHR) to maintain service delivery records. Apply [here](#).

## **Caregivers - CNA/HHA (5 positions)**

*SYNERGY HomeCare of Leesburg*

*Leesburg, Winchester, Front Royal, Purcellville & Gainesville, VA*

*Up to \$21.00 per hour, Part time, Benefits*

Join our compassionate team at SYNERGY HomeCare, providing wholehearted, life-energizing care to clients in the comfort of their own homes. Apply [here](#).

## **Morven Park**

*The Westmoreland Davis Memorial Foundation, Inc.*

*Leesburg, VA*

**Horticulturist**

**Building & Grounds Team Member**

Email resume to [MorvenParkEmployment@MorvenPark.org](mailto:MorvenParkEmployment@MorvenPark.org).

## **Caregivers (2 positions)**

*Alliance Homecare*

*Purcellville, VA*

*\$16.00, Full time*

Alliance Home Care is looking for compassionate caregivers with a heart for seniors. We are seeking dedicated caregivers that are dependable. Apply [here](#).

## **Account Sales Managers (6 positions)**

*Lift Off Distribution*

*Manassas, VA*

*\$40,000 per year plus commission, Full time, Benefits*

The Account Sales Manager duties include sales, delivery, merchandising, and customer service on an established route. Email resume to [awood@liftoffdc.com](mailto:awood@liftoffdc.com) or apply [here](#).

## **Micron Technician Registered Apprenticeship Program**

*Micron Technology*

*Manassas, VA*

Individuals who are interested in Equipment Technician Apprenticeship opportunities. As an apprentice, Micron will pay for your education while you earn valuable hands-on experience at our world-class Fab in Manassas. Apply [here](#).

## **Caregivers (15 positions)**

*ActiKare*

*Loudoun County, VA*

*\$15.00+ per hour, Part time, Benefits*

Hiring caregivers for companion and personal care duties. Email resume to [estallings@actikare.com](mailto:estallings@actikare.com).

## **Medical Assistants (4 positions)**

*NVT Staffing*

*Ashburn, VA*

*\$20.00 per hour, Full time, Benefits*

Job opportunity for Medical Assistants in a Primary Care setting. The hours are 7:30am - 5:00pm, Monday through Friday. This is a temporary position, with potential. Email resume to [karl.dillinger@nvtstaffing.com](mailto:karl.dillinger@nvtstaffing.com).

## **Customer Service Representative**

*Copy General*

*Sterling, VA*

*Full time, Benefits*

Are you an organized efficient customer service rep with commercial printing experience ready for a new challenge and open to growth? Copy General wants to talk to you. Email resume to [laura@copygeneral.com](mailto:laura@copygeneral.com).

## Department Managers (multiple positions)

*Harris Teeter*

*Ashburn & Purcellville, VA*

*\$20.00+ per hour, Full time, Benefits*

Hiring Department Managers for various store departments such as bakery, grocery, produce and dairy. Email resume to [patriciasexton480@gmail.com](mailto:patriciasexton480@gmail.com).

## Farm Manager

*View of Heaven Farm*

*Round Hill, VA*

*Part time*

Non-profit farm employing special needs adults; 30 hours per week; onsite Tues-Fri; 9:30 to 3:30, one day remote. Email resume to [info@viewofheavenfarm.org](mailto:info@viewofheavenfarm.org).

## Bus Drivers

*Loudoun County Public Schools*

*Ashburn, VA*

*\$25.71 to \$33.09 per hour, Full time, Benefits*

This position is responsible for safely transporting students to and from school, performing daily pre-trip inspection and safety checks. Apply [here](#).

## Electricians, Journeymen, Apprentices (100+ positions)

*IBEW Local 26*

*Northern VA*

*\$33.00 to \$76.00 per hour, Full time, Benefits*

Hiring Electricians, Journeymen and Apprentices to conduct electrical work on large construction projects. Apply [here](#).

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Deputy Director of Finance/Treasurer  
Field Service Technician  
Public Relations Coordinator (*part time*)  
*Town of Leesburg*  
*Leesburg, VA*  
***Apply here***

## Loudoun County Government Employment Opportunities

*Loudoun County Family Services, [apply here](#).*

*Loudoun County Juvenile Court Service Unit, [apply here](#).*

*Loudoun County Parks & Recreation, [apply here](#).*

## Upcoming Hiring Events

For local in-person and virtual job fairs, [click here](#).