# Jobs Hub

Jobs Hub is the place to see all open positions across GCNA. You can browse open positions, set search alerts for positions you're interested in, and refer friends and family that would be a great fit for Goodwill.

This document will go through each area of the Jobs Hub with tips, tricks, and notes on how to make the most of this tool.

<u>Click here to browse the Jobs Hub.</u>

#### Main Menu



#### Overview

#### Recently Added Jobs Assistant Store Manager Store Manager in Training **Customer Service Manager** Job Description Starting Pay: \$45K/Year Position Job Description Starting Pay: \$17/Hour Position Job Description Starting Pay: \$60K/Year Position Description: Leads the daily operations of the sales floo... Description: Responsible for the oversight, leadership a... Description: Drives retail business operations at a Retail... Jackrabbit Store (Jackrabbit Trail & Indian School Rd.) Singman Store (Kingman, Arizona) 0 Fortuna Store (S. Fortuna Rd. & S. Frontage Rd.) 0 > Full time Full time Ŀ Full time E R15566 ₽ R15565 E R15555 View Job View Job View Job • • • Choose View Job to see more Use the arrow to see more details about this position and Recently Added Jobs to submit an application Shows how many pages of Recently Added Jobs there are

#### **Recent Applications**



#### Browse Jobs Search for a specific job by entering the Job Title and Q Search All Jobs choosing Search Search Filters Clear Filters Primary Location Q Location Q Hiring Manager Q Job Family Q Job Category Q Job Profile Q Organization Use as many or as few filters as needed Q to narrow down your search to roles that Management Level fit your preferences Q Skills Q Job Type Q Time Type Q Company Q Country Q Remote Type Q

**Browse Jobs** 

Jobs 1 - 15 of many results	Company-wide open positions
Assistant Store Manager         Job Description Starting Pay: \$45K/Year Position Description: Leads the daily operations of the sales floor at a Retail Store location for Goodwill of Central and Northern Arizona (GCNA) and its affiliated entities to help fund the Goodwill mission	View more information and submit application <b>Customer Service Manager</b> Apply Refer Create Job Alert
View Job         Assistant Manager, Salvage Operations         Job Description Position Description: Works with the Manager of Salvage Operations for the oversight, leadership and results for Salvage and Dell operations for Goodwill of Central and Northern Arizona (GCNA) and its affiliated entities. Assists with directing <ul> <li>Retail Operations Center - ROC (51st Ave. &amp; Van Buren)</li> <li>Full time</li> <li>Job Req ID: R15531</li> </ul> View Job <ul> <li>I=15 of many results</li> </ul>	Navigate through all open positions

# My Job Alerts

## Manage Job Alerts

Create Job Alert	Create a job alert so you are notified when a job you want opens
Create Job Alert	×
Name Your Job Alert *	Make sure you choose how
Frequency *	often you want to be notified about the positions
Company	(Daily or Weekly)
Time Type 📃	]
Hiring Manager :=	]
Job Family :=	]
Job Profiles	Use the drop downs on the
Job Type	optional filters to narrow th search for the alert.
Primary Location	]
Location Country	]
Management Levels	]
Organization	]
Skills	
	Choose <b>OK</b> to save the Job
Cancel OK	Alert

Manage Job Alerts			
Create Job Alert			
My Job Alerts	Filters	Frequency	Actions
New Job Alert	Goodwill of Central & Northern Arizona, Goodwill of Central & Northern Arizona Foundation, Professionals, Full time	Weekly	Manage 🔻

View and manage your Open Job Alerts

# My Applications

#### **My Applications**



### My Referrals



If you know someone who would be a great fit at Goodwill, refer them for a role! If they are hired for 6 months, you'll get a referral bonus! Active Referrals

Keep track of your referrals by referring to this number

Referred by		
Referral Details	✓ Attach Resume/Cover Letter	
Please provide details for the person being referred.	Resume / Cover Letter	
Country * 🛛 🗙 United States of America 📰 🕐	Drop files here	
Name	a	
First Name *	Select files	
Last Name *		
Contact Information		
Phone Device Type	Adding this helps the recruiters when reaching	
Country Phone Code	out to the applicant	
Phone Number		
Phone Extension		
Email *		
Job Details		
Please provide at least one. Use the	Use the drop down to find the position	
Jobs ★ 📃 💿 your ref	r referral applied to	
Relationship Details		
How do you know this person?		
Relationship 📃 🎅		
Comments	Add information about	
	why you think this person	
> Referral Social Media Links	is good fit for the role	
Submit Cancel		