

# December 2025 Lightcast Report



# Job Posting Analytics

Lightcast Q4 2025 Data Set

December 2025

Berrien, Branch, Calhoun, Cass, Kalamazoo, St. Joseph, and Van Buren Counties



Michigan

# Parameters

Select Timeframe: Dec 2025 - Dec 2025

Occupations:

Results should include

Code	Description
29-1141	Registered Nurses
29-1171	Nurse Practitioners
29-1249	Surgeons, All Other
29-2034	Radiologic Technologists and Technicians
29-2099	Health Technologists and Technicians, All Other

Code	Description
31-1131	Nursing Assistants
31-9092	Medical Assistants
35-2014	Cooks, Restaurant
37-2011	Janitors and Cleaners, Except Maids and Housekeeping Cleaners
41-2011	Cashiers

Regions:

Code	Description
26021	Berrien County, MI
26023	Branch County, MI
26025	Calhoun County, MI
26027	Cass County, MI

Code	Description
26077	Kalamazoo County, MI
26149	St. Joseph County, MI
26159	Van Buren County, MI

Job Title:

Results should include

Description
Medical Assistants
Family Medicine Medical Assistants
Family Nurse Practitioners
Environmental Services Technicians
Registered Nurses

Description
Medical Surgical Registered Nurses
X-Ray Technologists
Cashiers
Requisition Sales Associates
Cooks

Company:

Results should include

Description
Pfizer
Fast Pace Health

Description
Walmart
Bronson Healthcare

Ascension
Meijer
Border Foods

Corewell Health
Stryker
Oaklawn Hospital

Minimum Experience Required: Any

Education Level: Any

Job Type: Include Internships

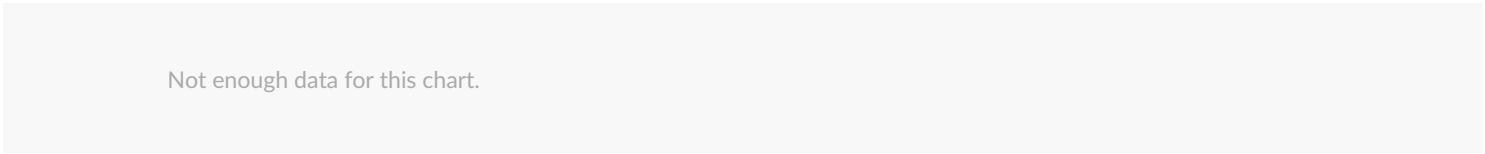
Keyword Search:

Posting Type: Active Postings

# Job Postings Overview

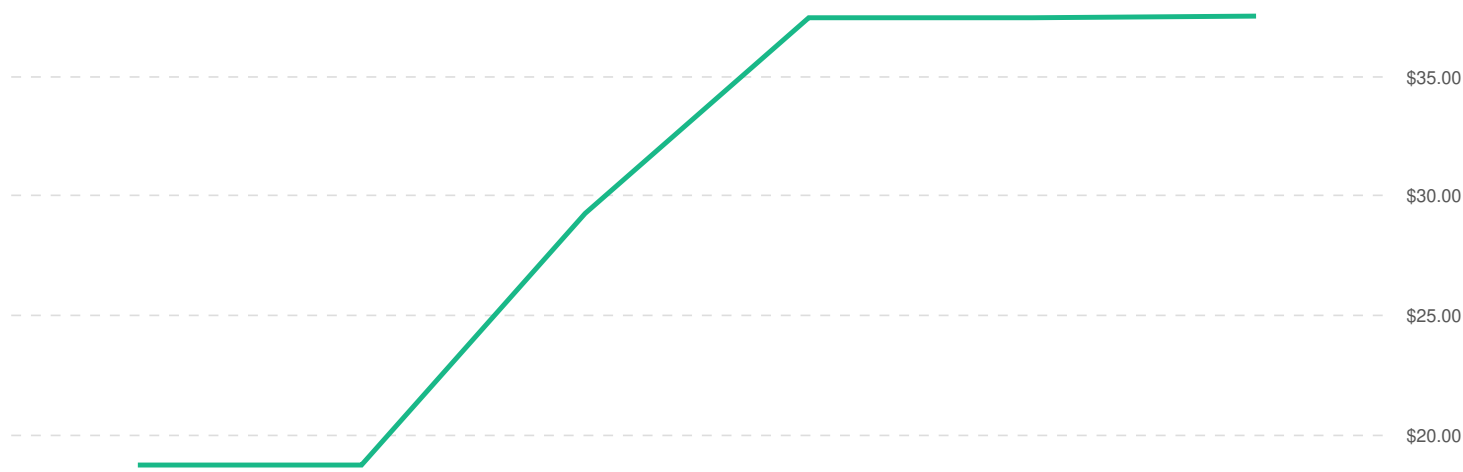


## Advertised Salary



# Advertised Salary Trend

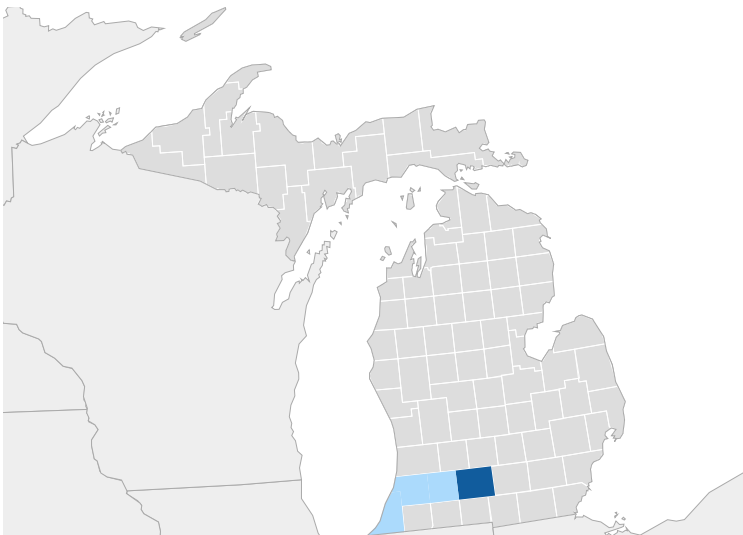
▲ 100.2% Jul 2025 – Dec 2025  
\$18.75 Median



10 Job Postings



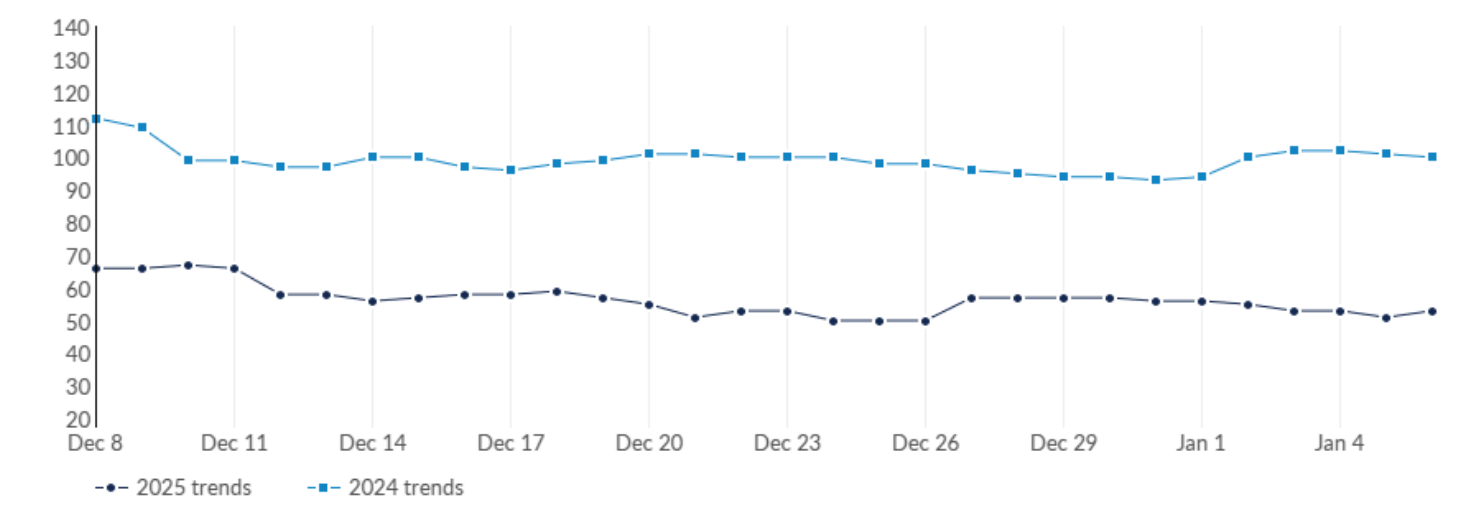
# Job Postings Regional Breakdown



County	Unique Postings (Dec 2025)
Calhoun County, MI	63
Kalamazoo County, MI	11
Van Buren County, MI	8
Berrien County, MI	6

# Unique Postings Trend

This view displays the most recent 30 days of job postings activity to show near-term trends. It does not reflect your timeframe.



Day	Unique Postings	Last Year's Unique Postings	% Change
December 8, 2025	66	112	-41.1%
December 9, 2025	66	109	-39.4%
December 10, 2025	67	99	-32.3%
December 11, 2025	66	99	-33.3%
December 12, 2025	58	97	-40.2%
December 13, 2025	58	97	-40.2%
December 14, 2025	56	100	-44.0%
December 15, 2025	57	100	-43.0%
December 16, 2025	58	97	-40.2%
December 17, 2025	58	96	-39.6%
December 18, 2025	59	98	-39.8%
December 19, 2025	57	99	-42.4%
December 20, 2025	55	101	-45.5%
December 21, 2025	51	101	-49.5%
December 22, 2025	53	100	-47.0%
December 23, 2025	53	100	-47.0%
December 24, 2025	50	100	-50.0%
December 25, 2025	50	98	-49.0%



December 26, 2025	50	98	-49.0%
December 27, 2025	57	96	-40.6%
December 28, 2025	57	95	-40.0%
December 29, 2025	57	94	-39.4%
December 30, 2025	57	94	-39.4%
December 31, 2025	56	93	-39.8%
January 1, 2026	56	94	-40.4%
January 2, 2026	55	100	-45.0%
January 3, 2026	53	102	-48.0%
January 4, 2026	53	102	-48.0%
January 5, 2026	51	101	-49.5%
January 6, 2026	53	100	-47.0%

## Education Breakdown

Education Level	Unique Postings	% of Total
No Education Listed	28	32%
High school or GED	23	26%
Associate's degree	32	36%
Bachelor's degree	11	13%
Master's degree	1	1%
Ph.D. or professional degree	0	0%






## Minimum Education Breakdown

Minimum Education Level	Unique Postings (minimum)	Unique Postings (max advertised)	% of Total (minimum)
High school or GED	23	0	26%
Associate's degree	26	6	30%
Bachelor's degree	10	1	11%
Master's degree	1	0	1%
Ph.D. or professional degree	0	0	0%











## Experience Breakdown

Minimum Experience	Unique Postings	% of Total
No Experience Listed	62	70%
0 - 1 Years	21	24%
2 - 3 Years	5	6%
4 - 6 Years	0	0%
7 - 9 Years	0	0%
10+ Years	0	0%





## Top Companies Posting

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Oaklawn Hospital	230 / 56	4 : 1 	n/a
Bronson Healthcare	30 / 20	2 : 1 	13 days
Corewell Health	24 / 6	4 : 1 	56 days
Meijer	22 / 5	4 : 1 	32 days
Stryker	1 / 1	1 : 1 	n/a






# Top Cities Posting

City	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Marshall, MI	210 / 50	4 : 1 	n/a
Battle Creek, MI	29 / 12	2 : 1 	13 days
Kalamazoo, MI	11 / 9	1 : 1 	5 days
South Haven, MI	8 / 5	2 : 1 	18 days
Niles, MI	17 / 3	6 : 1 	56 days
Paw Paw, MI	7 / 3	2 : 1 	31 days
Albion, MI	3 / 1	3 : 1 	n/a
Buchanan, MI	1 / 1	1 : 1 	n/a
Comstock Township, MI	1 / 1	1 : 1 	32 days
Portage, MI	14 / 1	14 : 1 	57 days






# Top Posted Occupations

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Medical Assistants	128 / 34	4 : 1 	31 days
Registered Nurses	119 / 31	4 : 1 	9 days
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	18 / 13	1 : 1 	6 days
Nursing Assistants	20 / 5	4 : 1 	n/a
Cashiers	22 / 5	4 : 1 	32 days








## Top Posted Occupations

Occupation (O*NET)	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Medical Assistants	128 / 34	4 : 1 	31 days
Registered Nurses	119 / 31	4 : 1 	9 days
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	18 / 13	1 : 1 	6 days
Nursing Assistants	20 / 5	4 : 1 	n/a
Cashiers	22 / 5	4 : 1 	32 days




## Top Posted Occupations

Occupation	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Medical Assistant	128 / 34	4 : 1 	31 days
Registered Nurse	119 / 31	4 : 1 	9 days
Janitor / Cleaner	18 / 13	1 : 1 	6 days
Nursing Assistant	20 / 5	4 : 1 	n/a
Cashier	22 / 5	4 : 1 	32 days

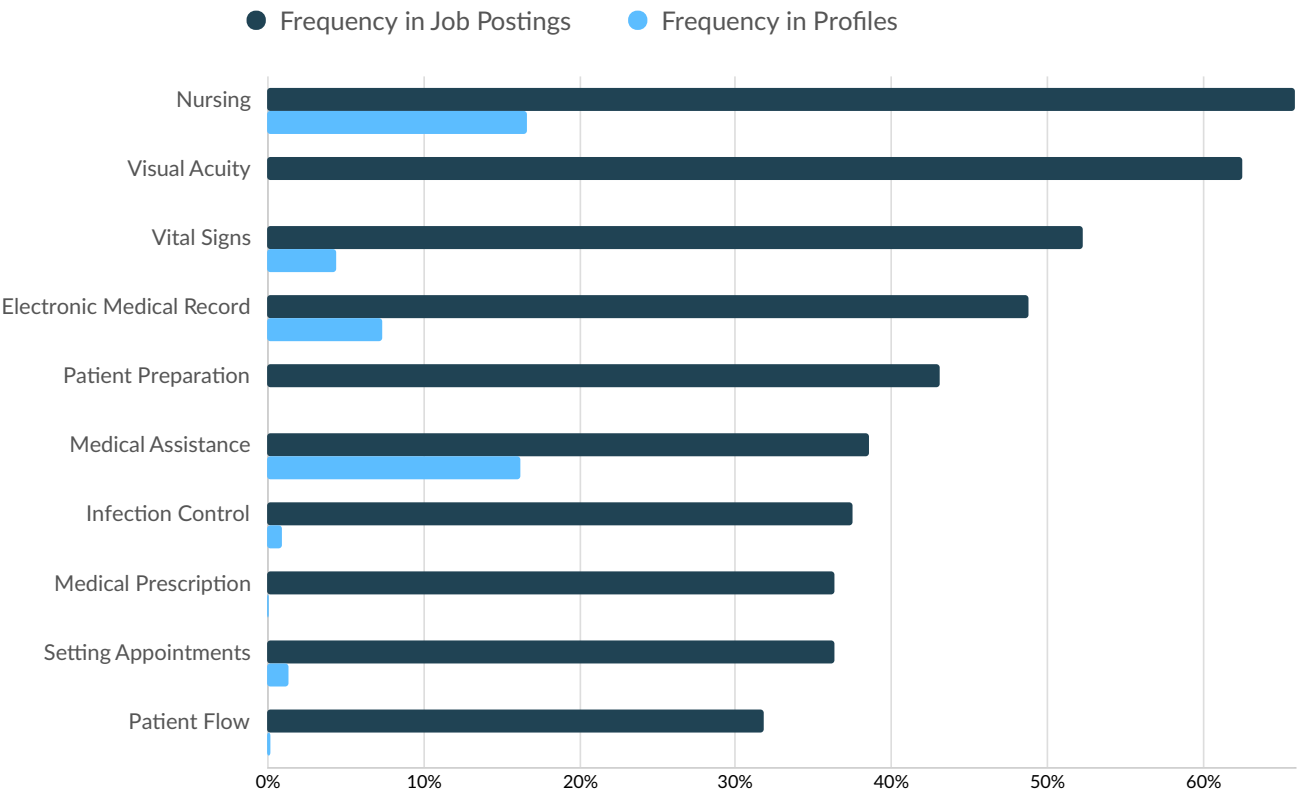
## Top Posted Job Titles

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Registered Nurses	110 / 30	4 : 1 	9 days
Requisition Sales Associates	121 / 29	4 : 1 	n/a
Environmental Services Technicians	18 / 13	1 : 1 	6 days
Medical Assistants	19 / 6	3 : 1 	n/a
Cashiers	22 / 5	4 : 1 	32 days
Family Medicine Medical Assistants	8 / 4	2 : 1 	31 days
Medical Surgical Registered Nurses	9 / 1	9 : 1 	56 days

## Top Industries

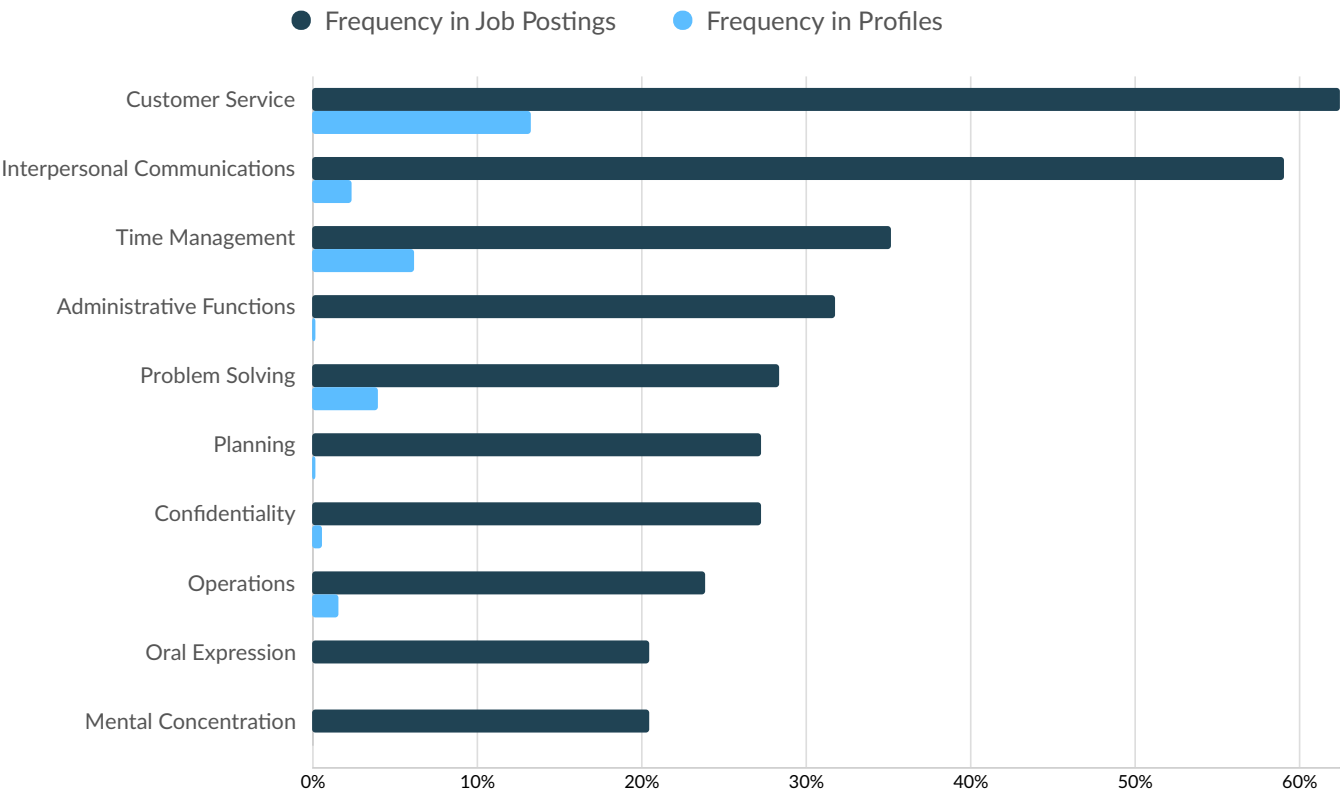
	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
General Medical and Surgical Hospitals	284 / 82	3 : 1 	13 days
Department Stores	22 / 5	4 : 1 	32 days
Medical, Dental, and Hospital Equipment and Supplies Merchant Wholesalers	1 / 1	1 : 1 	n/a

# Top Specialized Skills



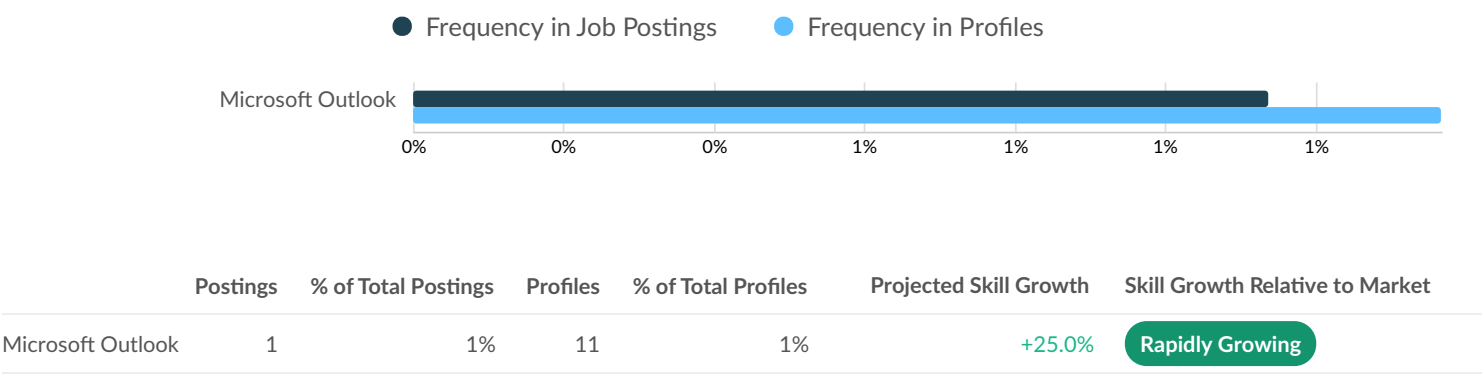
	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Nursing	58	66%	134	17%	+20.1%	Rapidly Growing
Visual Acuity	55	63%	0	0%	+18.9%	Growing
Vital Signs	46	52%	36	4%	+17.2%	Growing
Electronic Medical Record	43	49%	59	7%	+12.1%	Growing
Patient Preparation	38	43%	0	0%	+15.8%	Growing
Medical Assistance	34	39%	131	16%	+11.9%	Growing
Infection Control	33	38%	8	1%	+17.1%	Growing
Medical Prescription	32	36%	1	0%	+8.5%	Growing
Setting Appointments	32	36%	11	1%	+10.9%	Growing
Patient Flow	28	32%	2	0%	+13.3%	Growing

# Top Common Skills



	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Customer Service	55	63%	107	13%	+5.2%	Stable
Interpersonal Communications	52	59%	19	2%	+12.5%	Growing
Time Management	31	35%	50	6%	+14.5%	Growing
Administrative Functions	28	32%	2	0%	+13.6%	Growing
Problem Solving	25	28%	32	4%	+11.3%	Growing
Planning	24	27%	2	0%	+10.9%	Growing
Confidentiality	24	27%	5	1%	0.0%	
Operations	21	24%	13	2%	+8.1%	Stable
Oral Expression	18	20%	0	0%	0.0%	
Mental Concentration	18	20%	0	0%	+12.7%	Growing

# Top Software Skills



# Top Qualifications

	Postings with Qualification
Basic Life Support (BLS) Certification	61
American Red Cross (ARC) Certification	58
Registered Nurse (RN)	44
Basic Cardiac Life Support	31
Certified Medical Assistant (CMA)	31
Licensed Practical Nurse (LPN)	25
Valid Driver's License	12
Advanced Cardiovascular Life Support (ACLS) Certification	12
Certified Clinical Medical Assistant (CCMA)	9
Registered Medical Assistant (RMA)	6



# Appendix A

## Top Posting Sources

Website	Postings on Website (Dec 2025)
peopleanswers.com	52
indeed.com	27
myworkdayjobs.com	17
diversityjobs.com	10
simplyhired.com	2
icims.com	1
tietalent.com	1

# Appendix B

## Sample Postings

Medical Assistant - Michigan Ave. & After Hrs - Requisition #393647	
Link to Live Job Posting: <a href="https://mint.peopleanswers.com">mint.peopleanswers.com</a>	
Location: Marshall, MI	O*NET: 31-9092.00
Company: Oaklawn Hospital	Job Title: Requisition Sales Associates

## MEDICAL ASSISTANT - MICHIGAN AVE. & AFTER HRS

### Job Summary:

Under direct supervision of a provider performs a variety of clinical and administrative tasks while striving to offer perfect care every time to patients. Clinical duties include greeting and escorting patients to the exam room, measuring and recording vitals, collecting, and recording medical and medication histories, preparing patients for examination/procedure, assisting the provider as directed and ensuring efficient clinic patient flow. Additional duties include specimen collection with accurate labeling and prescriptions as directed by the provider. Maintains equipment and supplies. Administrative duties include answering telephones, scheduling appointments, accurate patient registration, processing referrals and prior authorizations. Maintain focus on patient centered care and customer service.

### Essential Functions:

Consistently use an outward mindset and put forth exemplary effort in accomplishing his/her goals and objectives in a manner that helps others to achieve their goals and objectives. Obtains and records vital signs, height and weight, medical and medication history. Documents all medical information appropriate and accurately in the EMR. Sends records to Health Information Management, as needed. Prepares patients for examination/procedure and ensures patient flow. Assists provider and nursing staff as guided. Implement medical orders in a safe and proper manner. Collects specimens and properly labels, administer immunizations and medication via various routes (IM, SQ, Oral, Nasal), as directed by the provider. Maintains rooms, equipment and supplies to uphold standard precautions. Answers telephones ensuring to handle customer inquiries promptly and appropriately. Schedules appointments, process referrals and prior authorizations. Registers patients, ensuring accuracy, collection and scanning of proper documents, and all required registration steps are followed. Provides patient centered care and customer service.

### Minimum Qualifications:

Qualified candidate will have an active American Heart Association or American Red Cross Basic Cardiac Life Support (BLS) Certification within 90 days of hire and hold one of the following: Registered or Certified Medical Assistant or Licensed Practical Nurse in the State of Michigan or Commiserate combination of education and experience as deemed appropriate by Human Resources and ABR-OE Credential upon hire or Commiserate combination of education and experience as deemed appropriate by Human Resources and Registered or Certified Medical Assistant completion within 90 days.

### Knowledge, Skills & Abilities:

Experience in a medical office or similar setting required. Must possess interpersonal skills sufficient to deal effectively and courteously with a diverse group of patients, doctors, internal callers, and other healthcare personnel, while maintaining strict medical ethics. Successful completion of registration or certification in an accredited Medical Assistant program preferred. Demonstrated knowledge of medical assistant competencies, computers, and EHRs. Patient access knowledge preferred. PCMH experience is a plus.

### Working Conditions:

Potential travel to other offices aiding in relief and/or provider schedules. Potential exposure to blood/body fluids and contagious disease.

### Physical Requirements:

Constantly stand, walk, reach, see/visual acuity, handle/grasp/feel, talk/hear, taste/smell. Frequently sit, reach, push/pull, bend/twist, stoop/kneel/crouch. Lift/carry 1 to 50+ lbs. Marshall, 200 N. Madison, Marshall, MI 49068

Medical Assistant - Requisition #447931	
Link to Live Job Posting: <a href="https://mint.peopleanswers.com">mint.peopleanswers.com</a>	
Location: Marshall, MI	O*NET: 31-9092.00
Company: Oaklawn Hospital	Job Title: Requisition Sales Associates

## MEDICAL ASSISTANT

### Job Summary:

Under direct supervision of a provider performs a variety of clinical and administrative tasks while striving to offer perfect care every time to patients. Clinical duties include greeting and escorting patients to the exam room, measuring and recording vitals, collecting, and recording medical and medication histories, preparing patients for examination/procedure, assisting the provider as directed and ensuring efficient clinic patient flow. Additional duties include specimen collection with accurate labeling and prescriptions as directed by the provider. Maintains equipment and supplies. Administrative duties include answering telephones, scheduling appointments, accurate patient registration, processing referrals and prior authorizations. Maintain focus on patient centered care and customer service.

### Essential Functions:

Consistently use an outward mindset and put forth exemplary effort in accomplishing his/her goals and objectives in a manner that helps others to achieve their goals and objectives. Obtains and records vital signs, height and weight, medical and medication history. Documents all medical information appropriate and accurately in the EMR. Sends records to Health Information Management, as needed. Prepares patients for examination/procedure and ensures patient flow. Assists provider and nursing staff as guided. Implement medical orders in a safe and proper manner. Collects specimens and properly labels, administer immunizations and medication via various routes (IM, SQ, Oral, Nasal), as directed by the provider. Maintains rooms, equipment and supplies to uphold standard precautions. Answers telephones ensuring to handle customer inquiries promptly and appropriately. Schedules appointments, process referrals and prior authorizations. Registers patients, ensuring accuracy, collection and scanning of proper documents, and all required registration steps are followed. Provides patient centered care and customer service.

### Minimum Qualifications:

Qualified candidate will have an active American Heart Association or American Red Cross Basic Cardiac Life Support (BLS) Certification within 90 days of hire and hold one of the following: Registered or Certified Medical Assistant or Licensed Practical Nurse in the State of Michigan or Commiserate combination of education and experience as deemed appropriate by Human Resources and ABR-OE Credential upon hire or Commiserate combination of education and experience as deemed appropriate by Human Resources and Registered or Certified Medical Assistant completion within 90 days.

### Knowledge, Skills & Abilities:

Experience in a medical office or similar setting required. Must possess interpersonal skills sufficient to deal effectively and courteously with a diverse group of patients, doctors, internal callers, and other healthcare personnel, while maintaining strict medical ethics. Successful completion of registration or certification in an accredited Medical Assistant program preferred. Demonstrated knowledge of medical assistant competencies, computers, and EHRs. Patient access knowledge preferred. PCMH experience is a plus.

### Working Conditions:

Potential travel to other offices aiding in relief and/or provider schedules. Potential exposure to blood/body fluids and contagious disease.

### Physical Requirements:

Constantly stand, walk, reach, see/visual acuity, handle/grasp/feel, talk/hear, taste/smell. Frequently sit, reach, push/pull, bend/twist, stoop/kneel/crouch. Lift/carry 1 to 50+ lbs. Marshall, 200 N. Madison, Marshall, MI 49068

## Nurse Aide-7p-0730a - Requisition #661352

Link to Live Job Posting: [mint.peopleanswers.com](https://mint.peopleanswers.com)

Location: Marshall, MI

O\*NET: 31-1131.00

Company: Oaklawn Hospital

Job Title: Requisition Sales Associates

### NURSE AIDE-7P-0730A

#### Job Summary:

Under the direct supervision of the Charge/Registered Nurse and/or Physician, provides direct care to an assigned patient population.

#### Essential Functions:

Consistently uses an outward mindset and puts forth exemplary effort in accomplishing his/her goals and objectives in a manner that helps others to achieve their goals and objectives. Assists in providing activities of daily living to an assigned patient population. Completes hourly rounds on assigned patient population. Communicates readily with patients and families and serves as a liaison between the patient and licensed staff. Assists in answering call lights in a timely manner. Performs duties within the realm of a certified nursing assistant. Monitors supplies and restocks accordingly. Assists in specimen collection, identification, and transportation to lab. Assists clinically as needed. Relieves Unit Secretary for breaks. Performs rotation in CPR as needed. Assists patients in obtaining essential needs such as blankets, fluids, and nutrition after verifying with attending or RN.

#### Minimum Qualifications:

Certified Nursing Assistant. American Heart Association or American Red Cross Basic Cardiac Life Support (BLS) Certification within 90 days of hire. Completion of Hard cuff Restraints and Soft Limb Restraints Certification within two (2) months of hire and annual re-certification.

#### Knowledge, Skills & Abilities:

Familiar with critical equipment such as vents and cardiac monitors. Must be able to work efficiently in a busy environment while maintaining a friendly demeanor and possess effective interpersonal communication skills.

### WORKING CONDITIONS

#### WORK

IN AN UNPREDICTABLE ENVIRONMENT ENCOUNTERING STRESSFUL SITUATIONS AND EXPOSURE TO BODY FLUIDS AND INFECTIOUS DISEASES. MAY EXPERIENCE TRAUMATIC SITUATIONS INCLUDING DECEASED PATIENTS.

#### Physical Requirements:

Constantly see/visual acuity, handle/grasp/feel, talk/hear, lift/carry 1 to 25 lbs. Frequently stand, walk, reach, push/pull, bend/twist, stoop/kneel/crouch, lift/carry 25 to 50 lbs. Marshall, 200 N. Madison, Marshall, MI 49068

Medical Assistant Allergy - Requisition #510558	
Link to Live Job Posting: <a href="https://mint.peopleanswers.com">mint.peopleanswers.com</a>	
Location: Marshall, MI	O*NET: 31-9092.00
Company: Oaklawn Hospital	Job Title: Requisition Sales Associates



## MEDICAL ASSISTANT ALLERGY

### Job Summary:

Under direct supervision of a provider performs a variety of clinical and administrative tasks while striving to offer perfect care every time to patients. Clinical duties include greeting and escorting patients to the exam room, measuring and recording vitals, collecting, and recording medical and medication histories, preparing patients for examination/procedure, assisting the provider as directed and ensuring efficient clinic patient flow. Additional duties include specimen collection with accurate labeling and prescriptions as directed by the provider. Maintains equipment and supplies. Administrative duties include answering telephones, scheduling appointments, accurate patient registration, processing referrals and prior authorizations. Maintain focus on patient centered care and customer service.

### Essential Functions:

Consistently use an outward mindset and put forth exemplary effort in accomplishing his/her goals and objectives in a manner that helps others to achieve their goals and objectives. Obtains and records vital signs, height and weight, medical and medication history. Documents all medical information appropriate and accurately in the EMR. Sends records to Health Information Management, as needed. Prepares patients for examination/procedure and ensures patient flow. Assists provider and nursing staff as guided. Implement medical orders in a safe and proper manner. Collects specimens and properly labels, administer immunizations and medication via various routes (IM, SQ, Oral, Nasal), as directed by the provider. Maintains rooms, equipment and supplies to uphold standard precautions. Answers telephones ensuring to handle customer inquiries promptly and appropriately. Schedules appointments, process referrals and prior authorizations. Registers patients, ensuring accuracy, collection and scanning of proper documents, and all required registration steps are followed. Provides patient centered care and customer service.

### Minimum Qualifications:

Qualified candidate will have an active American Heart Association or American Red Cross Basic Cardiac Life Support (BLS) Certification within 90 days of hire and hold one of the following: Registered or Certified Medical Assistant or Licensed Practical Nurse in the State of Michigan or Commiserate combination of education and experience as deemed appropriate by Human Resources and ABR-OE Credential upon hire or Commiserate combination of education and experience as deemed appropriate by Human Resources and Registered or Certified Medical Assistant completion within 90 days.

### Knowledge, Skills & Abilities:

Experience in a medical office or similar setting required. Must possess interpersonal skills sufficient to deal effectively and courteously with a diverse group of patients, doctors, internal callers, and other healthcare personnel, while maintaining strict medical ethics. Successful completion of registration or certification in an accredited Medical Assistant program preferred. Demonstrated knowledge of medical assistant competencies, computers, and EHRs. Patient access knowledge preferred. PCMH experience is a plus.

### Working Conditions:

Potential travel to other offices aiding in relief and/or provider schedules. Potential exposure to blood/body fluids and contagious disease.

### Physical Requirements:

Constantly stand, walk, reach, see/visual acuity, handle/grasp/feel, talk/hear, taste/smell. Frequently sit, reach, push/pull, bend/twist, stoop/kneel/crouch. Lift/carry 1 to 50+ lbs. Marshall, 200 N. Madison, Marshall, MI 49068

Medical Assistant Casual - Requisition #228303	
Link to Live Job Posting: <a href="https://mint.peopleanswers.com">mint.peopleanswers.com</a>	
Location: Marshall, MI	O*NET: 31-9092.00
Company: Oaklawn Hospital	Job Title: Requisition Sales Associates

## MEDICAL ASSISTANT CASUAL

### Job Summary:

Under direct supervision of a provider performs a variety of clinical and administrative tasks while striving to offer perfect care every time to patients. Clinical duties include greeting and escorting patients to the exam room, measuring and recording vitals, collecting, and recording medical and medication histories, preparing patients for examination/procedure, assisting the provider as directed and ensuring efficient clinic patient flow. Additional duties include specimen collection with accurate labeling and prescriptions as directed by the provider. Maintains equipment and supplies. Administrative duties include answering telephones, scheduling appointments, accurate patient registration, processing referrals and prior authorizations. Maintain focus on patient centered care and customer service.

### Essential Functions:

Consistently use an outward mindset and put forth exemplary effort in accomplishing his/her goals and objectives in a manner that helps others to achieve their goals and objectives. Obtains and records vital signs, height and weight, medical and medication history. Documents all medical information appropriate and accurately in the EMR. Sends records to Health Information Management, as needed. Prepares patients for examination/procedure and ensures patient flow. Assists provider and nursing staff as guided. Implement medical orders in a safe and proper manner. Collects specimens and properly labels, administer immunizations and medication via various routes (IM, SQ, Oral, Nasal), as directed by the provider. Maintains rooms, equipment and supplies to uphold standard precautions. Answers telephones ensuring to handle customer inquiries promptly and appropriately. Schedules appointments, process referrals and prior authorizations. Registers patients, ensuring accuracy, collection and scanning of proper documents, and all required registration steps are followed. Provides patient centered care and customer service.

### Minimum Qualifications:

Qualified candidate will have an active American Heart Association or American Red Cross Basic Cardiac Life Support (BLS) Certification within 90 days of hire and hold one of the following: Registered or Certified Medical Assistant or Licensed Practical Nurse in the State of Michigan or Commiserate combination of education and experience as deemed appropriate by Human Resources and ABR-OE Credential upon hire or Commiserate combination of education and experience as deemed appropriate by Human Resources and Registered or Certified Medical Assistant completion within 90 days.

### Knowledge, Skills & Abilities:

Experience in a medical office or similar setting required. Must possess interpersonal skills sufficient to deal effectively and courteously with a diverse group of patients, doctors, internal callers, and other healthcare personnel, while maintaining strict medical ethics. Successful completion of registration or certification in an accredited Medical Assistant program preferred. Demonstrated knowledge of medical assistant competencies, computers, and EHRs. Patient access knowledge preferred. PCMH experience is a plus.

### Working Conditions:

Potential travel to other offices aiding in relief and/or provider schedules. Potential exposure to blood/body fluids and contagious disease.

### Physical Requirements:

Constantly stand, walk, reach, see/visual acuity, handle/grasp/feel, talk/hear, taste/smell. Frequently sit, reach, push/pull, bend/twist, stoop/kneel/crouch. Lift/carry 1 to 50+ lbs. Marshall, 200 N. Madison, Marshall, MI 49068

# Appendix C - Data Sources and Calculations

## Lightcast Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

# Job Posting Analytics

Lightcast Q4 2025 Data Set

December 2025

Branch, Calhoun, Kalamazoo, and St. Joseph Counties



Michigan

# Parameters

Select Timeframe: Dec 2025 - Dec 2025

Occupations:

Results should include

Code	Description
11-9051	Food Service Managers
11-9111	Medical and Health Services Managers
29-1141	Registered Nurses
29-2061	Licensed Practical and Licensed Vocational Nurses
29-2099	Health Technologists and Technicians, All Other

Code	Description
31-1131	Nursing Assistants
31-9092	Medical Assistants
35-3023	Fast Food and Counter Workers
41-2011	Cashiers
43-6014	Secretaries and Administrative Assistants, Except Legal, Medical, and Executive

Regions:

Code	Description
26023	Branch County, MI
26025	Calhoun County, MI

Code	Description
26077	Kalamazoo County, MI
26149	St. Joseph County, MI

Company:

Results should include

Description
Pfizer
Ascension
Meijer
Border Foods
Walmart

Description
Bronson Healthcare
Corewell Health
Zoetis
Stryker
Oaklawn Hospital

Minimum Experience Required: Any

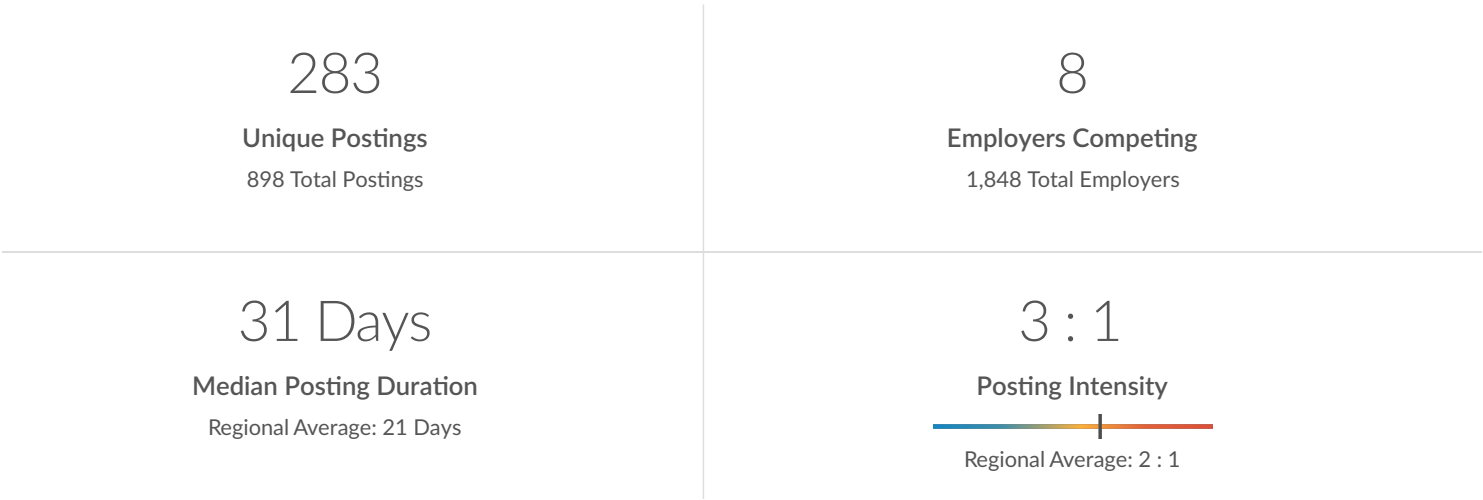
Education Level: Any

Job Type: Include Internships

Keyword Search:

Posting Type: Active Postings

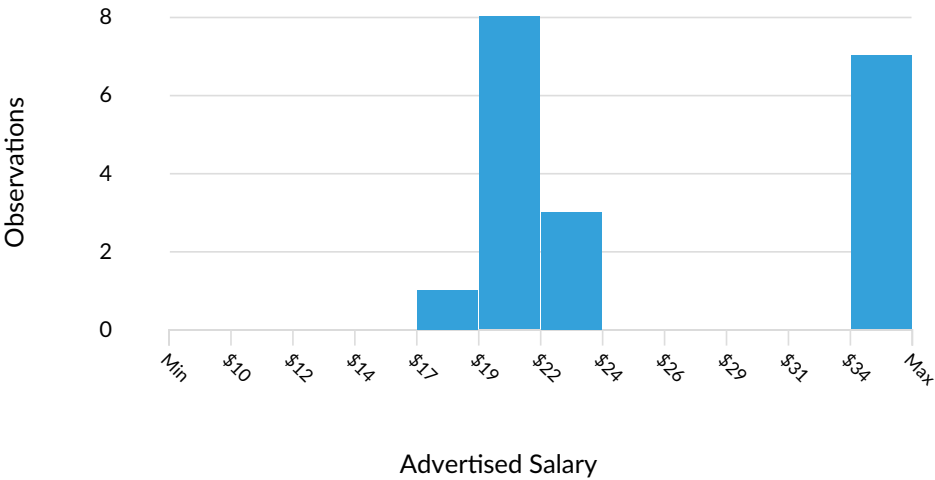
# Job Postings Overview



## Advertised Salary

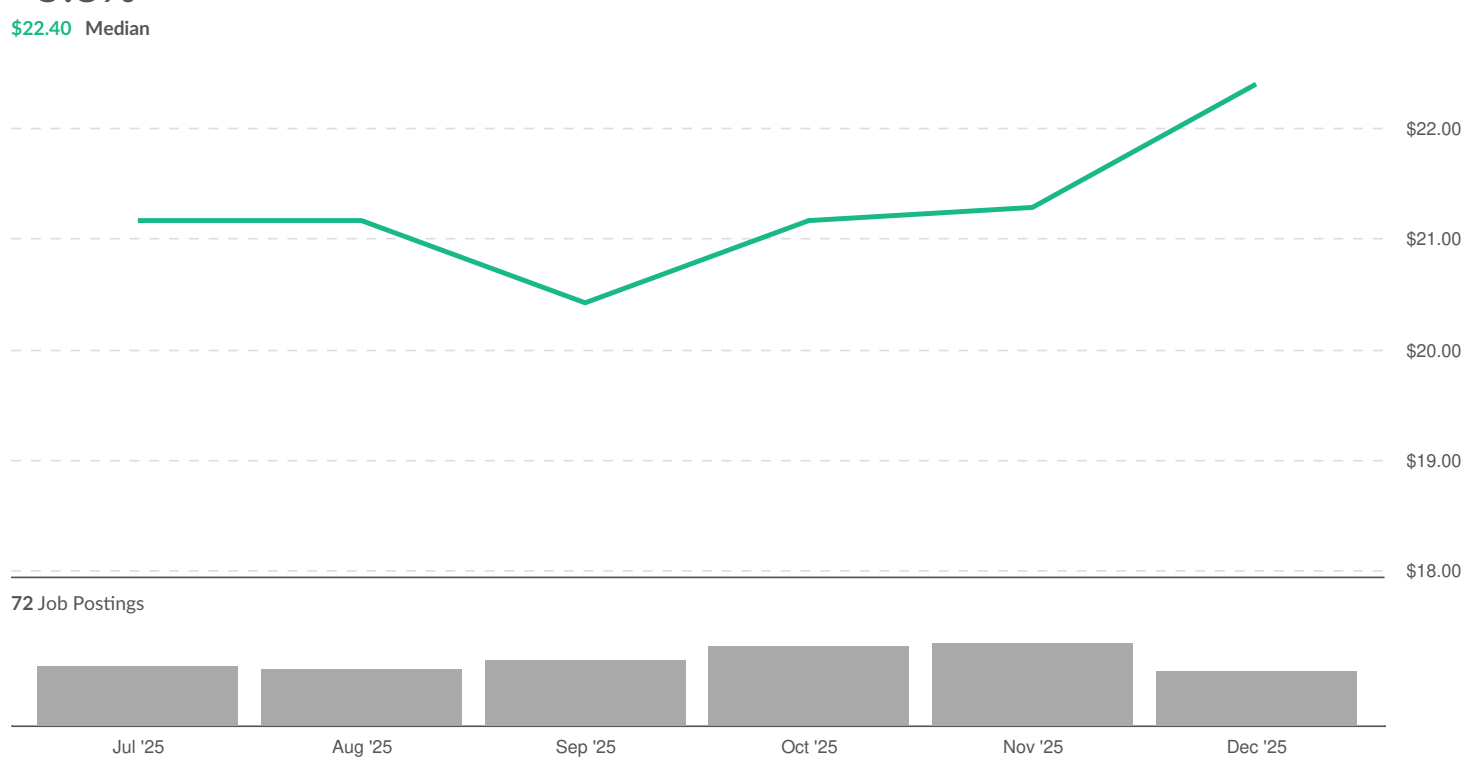
There are 19 advertised salary observations (7% of the 283 matching postings).

\$22.40/hr  
Median Advertised Salary



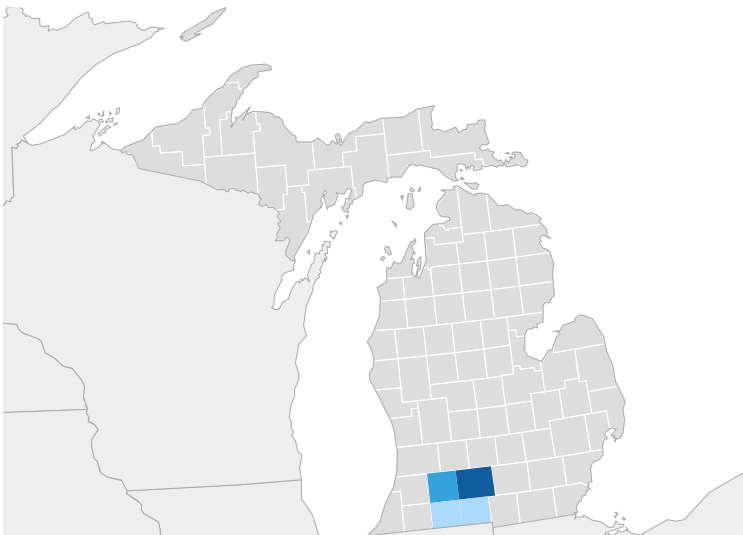
# Advertised Salary Trend

▲ 5.8% Jul 2025 – Dec 2025  
\$22.40 Median



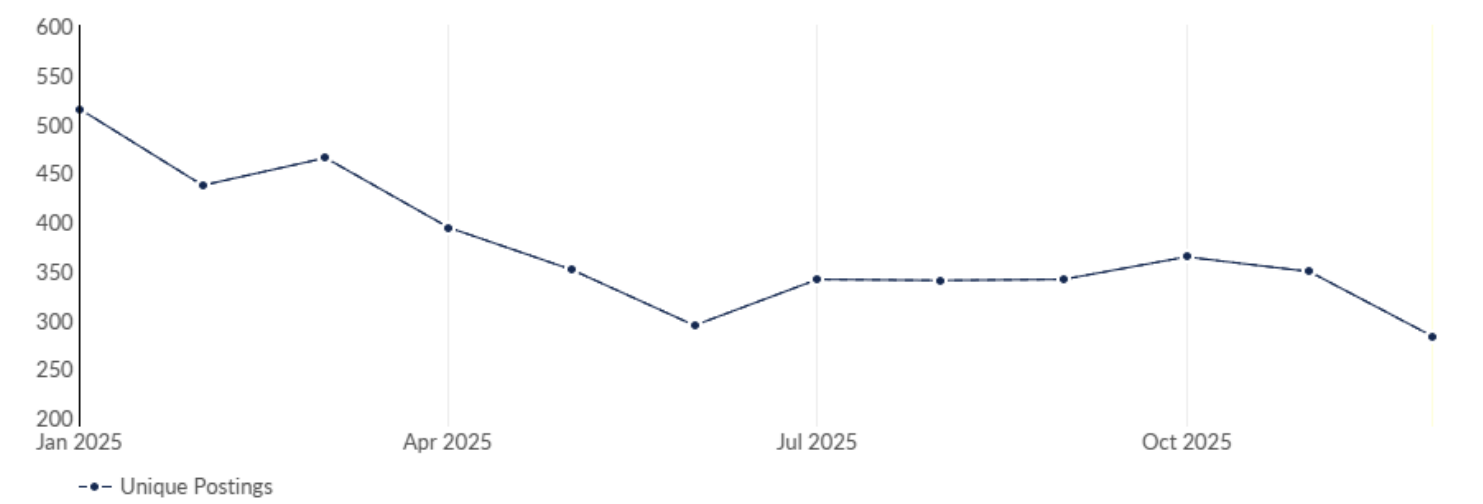


# Job Postings Regional Breakdown



County	Unique Postings (Dec 2025)
Calhoun County, MI	219
Kalamazoo County, MI	58
Branch County, MI	4
St. Joseph County, MI	2

# Unique Postings Trend



Month	Unique Postings	Posting Intensity
Dec 2025	283	3 : 1
Nov 2025	349	3 : 1
Oct 2025	364	4 : 1
Sep 2025	341	4 : 1
Aug 2025	340	4 : 1
Jul 2025	341	4 : 1
Jun 2025	294	4 : 1
May 2025	351	4 : 1
Apr 2025	394	4 : 1
Mar 2025	465	4 : 1
Feb 2025	437	4 : 1
Jan 2025	515	4 : 1

# Education Breakdown

Education Level	Unique Postings	% of Total
No Education Listed	105	37%
High school or GED	54	19%
Associate's degree	122	43%
Bachelor's degree	46	16%
Master's degree	13	5%
Ph.D. or professional degree	2	1%









# Minimum Education Breakdown

Minimum Education Level	Unique Postings (minimum)	Unique Postings (max advertised)	% of Total (minimum)
High school or GED	54	0	19%
Associate's degree	96	26	34%
Bachelor's degree	24	22	8%
Master's degree	4	8	1%
Ph.D. or professional degree	0	2	0%











# Experience Breakdown

Minimum Experience	Unique Postings	% of Total
No Experience Listed	204	72%
0 - 1 Years	46	16%
2 - 3 Years	28	10%
4 - 6 Years	4	1%
7 - 9 Years	0	0%
10+ Years	1	0%









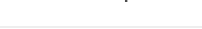

# Top Companies Posting

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Oaklawn Hospital	728 / 190	4 : 1 	42 days
Bronson Healthcare	92 / 59	2 : 1 	30 days
Meijer	43 / 11	4 : 1 	32 days
Border Foods	12 / 7	2 : 1 	17 days
Walmart	9 / 6	2 : 1 	n/a
Stryker	7 / 6	1 : 1 	22 days
Zoetis	6 / 3	2 : 1 	n/a
Corewell Health	1 / 1	1 : 1 	n/a













# Top Cities Posting

City	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Marshall, MI	686 / 177	4 : 1 	42 days
Kalamazoo, MI	81 / 53	2 : 1 	30 days
Battle Creek, MI	83 / 37	2 : 1 	32 days
Coldwater, MI	11 / 4	3 : 1 	n/a
Portage, MI	20 / 3	7 : 1 	57 days
Albion, MI	8 / 2	4 : 1 	n/a
Comstock Township, MI	2 / 2	1 : 1 	32 days
Athens, MI	1 / 1	1 : 1 	14 days
East Leroy, MI	1 / 1	1 : 1 	7 days
Sturgis, MI	3 / 1	3 : 1 	n/a











# Top Posted Occupations

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Registered Nurses	337 / 100	3 : 1 	31 days
Medical Assistants	209 / 62	3 : 1 	28 days
Health Technologists and Technicians, All Other	142 / 49	3 : 1 	29 days
Nursing Assistants	42 / 16	3 : 1 	n/a
Medical and Health Services Managers	33 / 14	2 : 1 	n/a
Cashiers	46 / 13	4 : 1 	32 days
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	37 / 10	4 : 1 	39 days
Food Service Managers	15 / 8	2 : 1 	32 days
Licensed Practical and Licensed Vocational Nurses	34 / 8	4 : 1 	n/a
Fast Food and Counter Workers	3 / 3	1 : 1 	n/a











## Top Posted Occupations

Occupation (O*NET)	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Registered Nurses	330 / 97	3 : 1 	30 days
Medical Assistants	209 / 62	3 : 1 	28 days
Patient Representatives	139 / 47	3 : 1 	29 days
Nursing Assistants	42 / 16	3 : 1 	n/a
Medical and Health Services Managers	33 / 14	2 : 1 	n/a
Cashiers	46 / 13	4 : 1 	32 days
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	37 / 10	4 : 1 	39 days
Food Service Managers	15 / 8	2 : 1 	32 days
Licensed Practical and Licensed Vocational Nurses	34 / 8	4 : 1 	n/a
Critical Care Nurses	7 / 3	2 : 1 	42 days
Fast Food and Counter Workers	3 / 3	1 : 1 	n/a
Health Technologists and Technicians, All Other	3 / 2	2 : 1 	13 days







# Top Posted Occupations

Occupation	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Registered Nurse	337 / 100	3 : 1 	31 days
Medical Assistant	209 / 62	3 : 1 	28 days
Registrar / Patient Service Representative	139 / 47	3 : 1 	29 days
Nursing Assistant	42 / 16	3 : 1 	n/a
Healthcare Administrator	27 / 11	2 : 1 	n/a
Cashier	44 / 11	4 : 1 	32 days
Office / Administrative Assistant	37 / 10	4 : 1 	39 days
Licensed Practical / Vocational Nurse	34 / 8	4 : 1 	n/a
Restaurant / Food Service Manager	15 / 8	2 : 1 	32 days
Fast Food / Counter Worker	3 / 3	1 : 1 	n/a

# Top Posted Job Titles

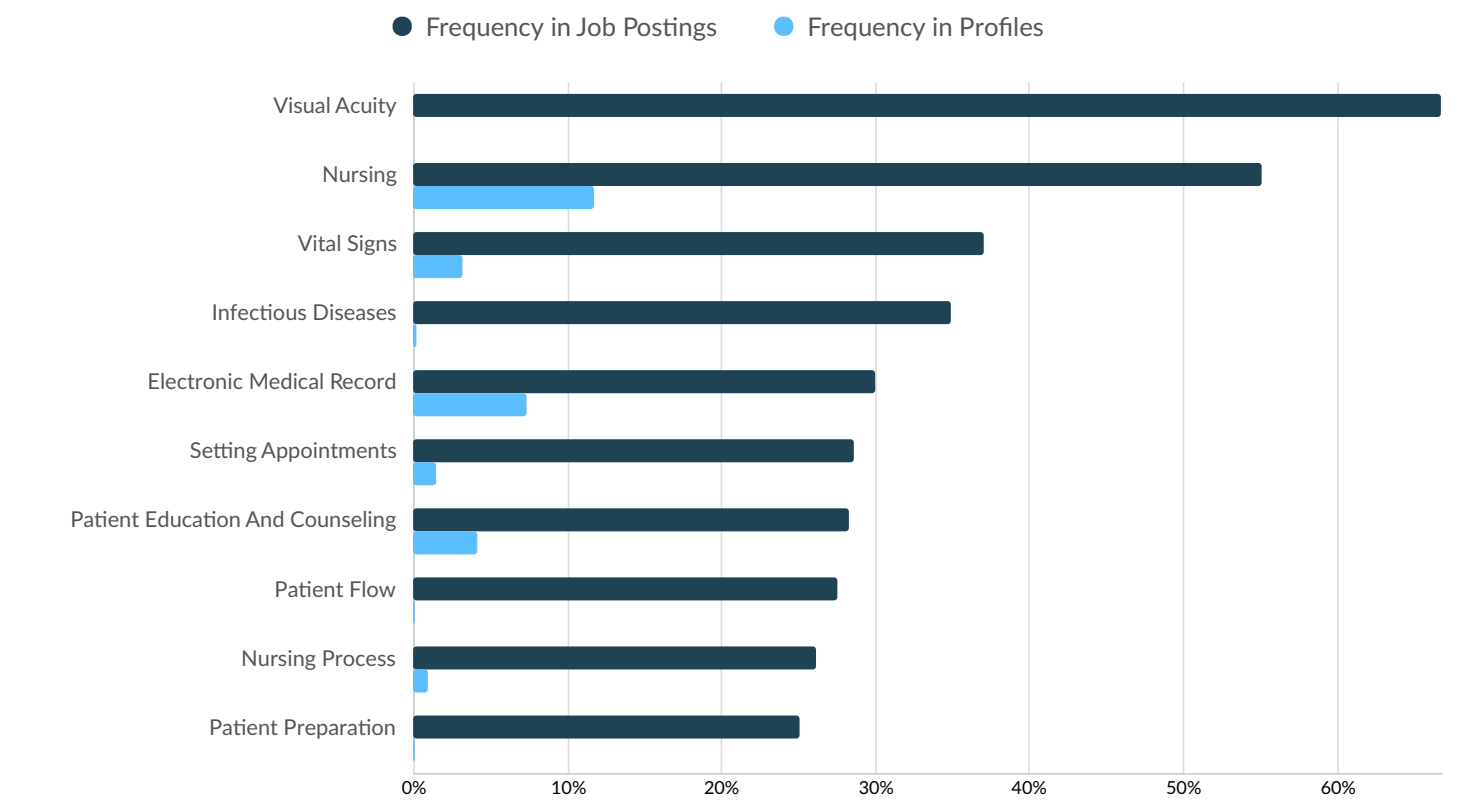
	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Requisition Sales Associates	121 / 29	4 : 1 	n/a
Registered Nurses	106 / 28	4 : 1 	9 days
Department Assistants	64 / 19	3 : 1 	n/a
Emergency Services Registered Nurses	61 / 17	4 : 1 	n/a
Patient Account Representatives	42 / 12	4 : 1 	n/a
Primary Care Medical Assistants	30 / 7	4 : 1 	n/a
Licensed Practical Nurses	32 / 7	5 : 1 	n/a
Pre-Registration Representatives	25 / 6	4 : 1 	n/a
Assistant General Managers	9 / 5	2 : 1 	17 days
Cashiers	22 / 5	4 : 1 	32 days

# Top Industries

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
General Medical and Surgical Hospitals	821 / 250	3 : 1 	30 days
Department Stores	43 / 11	4 : 1 	32 days
Limited-Service Restaurants	12 / 7	2 : 1 	17 days
Medical, Dental, and Hospital Equipment and Supplies Merchant Wholesalers	7 / 6	1 : 1 	22 days
Warehouse Clubs and Supercenters	9 / 6	2 : 1 	n/a
Pharmaceutical Preparation Manufacturing	6 / 3	2 : 1 	n/a

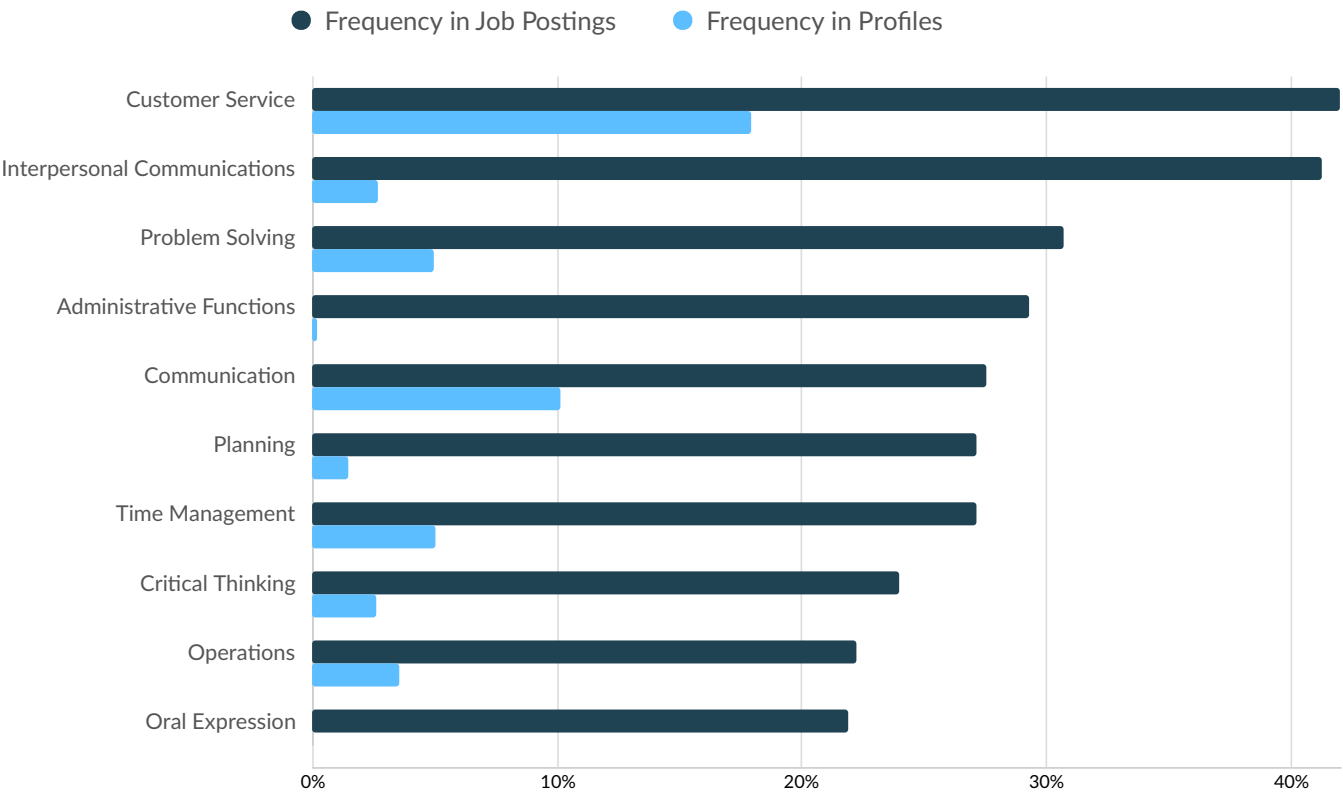


# Top Specialized Skills



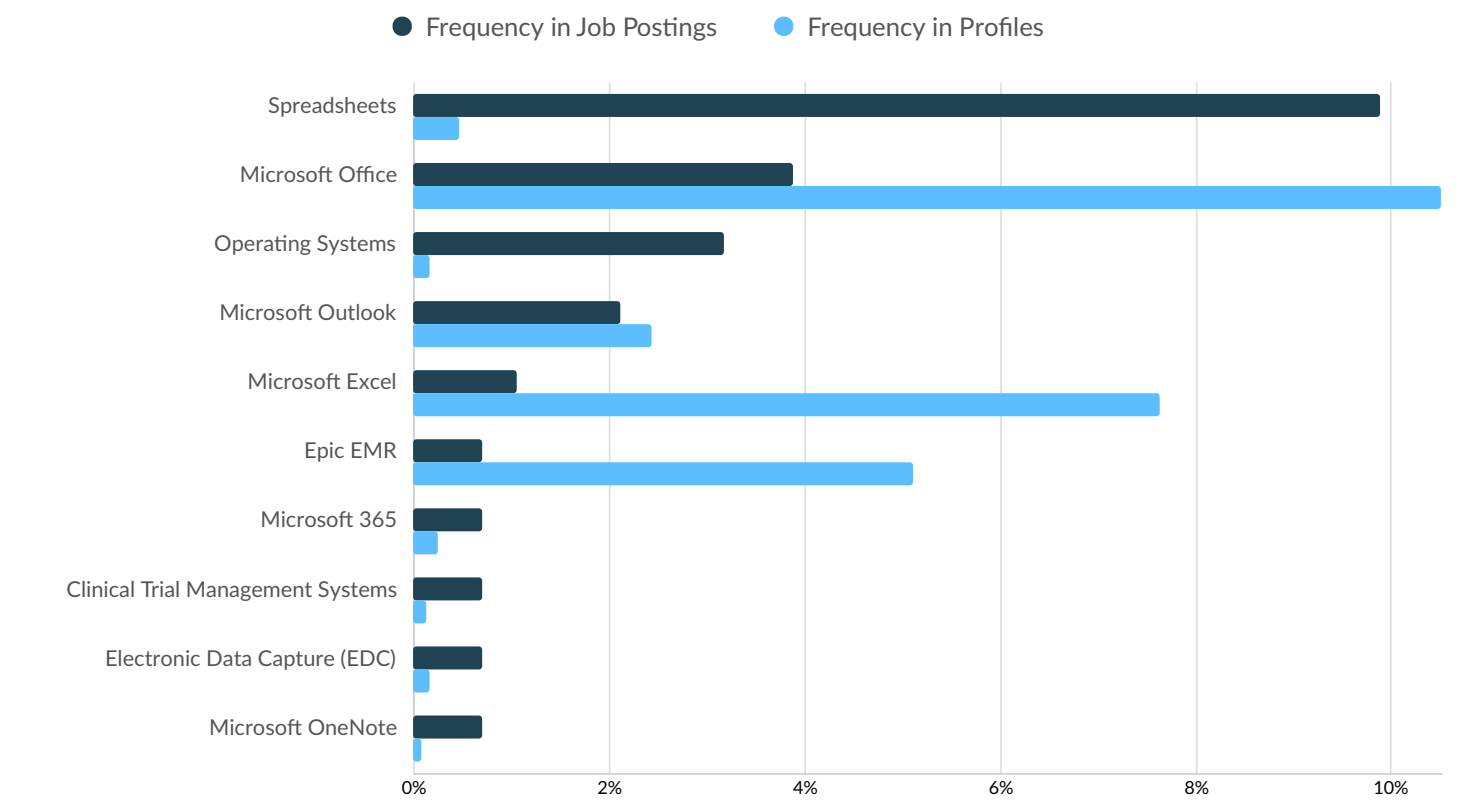
	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Visual Acuity	189	67%	0	0%	+18.9%	Growing
Nursing	156	55%	274	12%	+20.1%	Rapidly Growing
Vital Signs	105	37%	75	3%	+17.2%	Growing
Infectious Diseases	99	35%	6	0%	+9.2%	Growing
Electronic Medical Record	85	30%	172	7%	+12.1%	Growing
Setting Appointments	81	29%	36	2%	+10.9%	Growing
Patient Education And Counseling	80	28%	98	4%	+11.6%	Growing
Patient Flow	78	28%	3	0%	+13.3%	Growing
Nursing Process	74	26%	22	1%	+24.2%	Rapidly Growing
Patient Preparation	71	25%	2	0%	+15.8%	Growing

# Top Common Skills



	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Customer Service	119	42%	418	18%	+5.2%	Stable
Interpersonal Communications	117	41%	62	3%	+12.5%	Growing
Problem Solving	87	31%	116	5%	+11.3%	Growing
Administrative Functions	83	29%	4	0%	+13.6%	Growing
Communication	78	28%	236	10%	+3.6%	Lagging
Planning	77	27%	34	1%	+10.9%	Growing
Time Management	77	27%	118	5%	+14.5%	Growing
Critical Thinking	68	24%	61	3%	+23.4%	Rapidly Growing
Operations	63	22%	83	4%	+8.1%	Stable
Oral Expression	62	22%	0	0%	0.0%	

# Top Software Skills



	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Spreadsheets	28	10%	11	0%	+22.2%	Rapidly Growing
Microsoft Office	11	4%	245	11%	+18.5%	Growing
Operating Systems	9	3%	4	0%	+22.6%	Rapidly Growing
Microsoft Outlook	6	2%	57	2%	+25.0%	Rapidly Growing
Microsoft Excel	3	1%	178	8%	+17.7%	Growing
Epic EMR	2	1%	119	5%	+16.4%	Growing
Microsoft 365	2	1%	6	0%	+18.9%	Growing
Clinical Trial Management Systems	2	1%	3	0%	+7.0%	Stable
Electronic Data Capture (EDC)	2	1%	4	0%	+6.7%	Stable
Microsoft OneNote	2	1%	2	0%	+8.5%	Stable

# Top Qualifications

	Postings with Qualification
Basic Life Support (BLS) Certification	161
American Red Cross (ARC) Certification	138
Registered Nurse (RN)	115
Basic Cardiac Life Support	63
Licensed Practical Nurse (LPN)	60
Certified Medical Assistant (CMA)	59
Advanced Cardiovascular Life Support (ACLS) Certification	43
Pediatric Advanced Life Support (PALS)	30
Trauma Nurse Core Course (TNCC)	26
Valid Driver's License	25

# Appendix A

## Top Posting Sources

Website	Postings on Website (Dec 2025)
peopleanswers.com	169
myworkdayjobs.com	63
indeed.com	50
diversityjobs.com	12
dejobs.org	5
kentwoodrecruiter.com	4
icims.com	3
retirementjobs.com	3
gr8jobs.net	2
grandrapidsrecruiter.com	2
wyomingrecruiter.com	2
bloomfieldtownshiprecruiter.com	1
careercircle.com	1
disabledperson.com	1
mishawakarecruiter.com	1
tietalent.com	1

# Appendix B

## Sample Postings

**Bronson Battle Creek Hospital Registered Nurse (RN) Birthplace, Labor Delivery (LD), Mother Baby (MB) and Antepartum Unit (APU)**

Link to Live Job Posting: [bronsonhg.wd1.myworkdayjobs.com](https://bronsonhg.wd1.myworkdayjobs.com)

<b>Location:</b> Battle Creek, MI	<b>O*NET:</b> 29-1141.00
<b>Company:</b> Bronson Healthcare	<b>Job Title:</b> Mother/Baby Postpartum Registered Nurses

Bronson Battle Creek Hospital Registered Nurse (RN) Birthplace, Labor Delivery (LD), Mother Baby (MB) and Antepartum Unit (APU) 3.5 3.5 out of 5 stars

## CURRENT BRONSON EMPLOYEES

- Please apply using the career worklet in Workday. This career site is for external applicants only. Love Where You Work! Team Bronson is compassionate, resilient and strong. We are driven by Positivity which inspires us to be our best and to go above and beyond for our patients, for one another, and for our community. If you're ready for a rewarding new career, join Team Bronson and be part of the experience. Location BBC Bronson Battle Creek Title Bronson Battle Creek Hospital Registered Nurse (RN) Birthplace, Labor Delivery (LD), Mother Baby (MB) and Antepartum Unit (APU) Join Our Team as an Inpatient RN at Bronson Battle Creek Birthplace! Are you ready to advance your nursing career in a supportive, patient-focused environment? Bronson Battle Creek Birthplace, located at Bronson Battle Creek Hospital is looking for compassionate and dedicated Registered Nurses (RNs) to join our team. Why Choose Bronson? We offer competitive benefits and incentives, including: Day 1 health benefits - no waiting period! Competitive pay Generous PTO accrual 403(b) retirement plan with employer matching Tuition reimbursement Wellness benefits Sign-on bonus up to \$20,000 for experienced RNs ( external candidates only) (based on hours/shift) Enhanced Night Shift Differential Pay About Bronson Battle Creek Birthplace At Bronson Battle Creek Birthplace, we are proud to deliver nearly 1,000 babies each year, serving as the region's trusted community hospital for birthing. Our team includes certified nurse midwives, obstetricians, family medicine providers, and pediatric clinicians who provide exceptional care for mothers and newborns.

We also offer:

A Transition Nursery for infants ( 35 weeks) requiring extra care Seamless coordination with Bronson Methodist Hospital for high-risk referrals and Level

### III NICU

care Support from lactation consultants and a perinatal mood disorder specialist 24/7 in-house anesthesia, obstetric, and pediatric clinician coverage Dedicated social workers, pharmacists, and staff development instructors Our units follow AWHONN staffing guidelines as closely as possible to ensure the highest quality of patient care. Be part of a team that makes a difference every day. ! This is a general posting for inpatient RN positions at Bronson Battle Creek Birthplace . Once you apply, a Talent Acquisition Specialist will connect with you within 48 hours to discuss your areas of interest and preferred hours. From there, your application will be forwarded to the appropriate hiring manager(s). Under general supervision and in accordance with the policies, procedures and guidelines established within the organization, the unit, and the Michigan Public Health Code, the registered nurse manages the care delivery for patients in the organization throughout the length of stay to achieve quality outcomes and timely discharge by the following: utilizing the nursing process of assessment, planning, diagnosing, implementation and evaluation; coordinating the care provided by other professionals; delegating selected acts, tasks or functions that fall within the scope of professional nursing practice and the abilities of patient care assistants and universal service assistants; providing selected aspects of physical care within the scope of professional nursing practice as appropriate given the patient's level of acuity and complexity of care required; and documenting and communicating during each tour of duty the patient's response to care provided, consumption of resources and anticipated needs. Employees providing direct patient care must demonstrate competencies specific to the

population served. Associate's degree in Nursing required Bachelor's degree in Nursing preferred, must obtain within 8 years of hire Licensed Registered Nurse in good standing for the state of Michigan As of December 29, 2013, any nurse hired by Bronson who does not hold a BSN (or higher nursing degree) will be given 8 years from date of hire date to obtain. If, after 8 years, the nurse has not met this requirement, employment will be terminated. BLS certification required by completion of core orientation Critical care or ALS as well as other certifications may be required for some RNs, unit specific Bronson South Haven Specific- Effective July 1, 2017 all new hires are expected to successfully obtain their BSN within 8 years of hire date.

### Bronson South Haven Specific:

#### Emergency Department:

SALT triage, ESI Triage, and NIH Stroke Scale to be completed within 90 days of hire date. Advanced Cardiac Life Support, Pediatric Advanced Life Support, and Trauma Nursing Core Course (TNCC only required for FT and part -time nurses) within 6 months of hire date.

#### Special Care Unit:

All nurses in department will need to have Pediatric Advance Life Support certification within 6 months of hire. RNs in Labor & Delivery and Mother/Baby/Antepartum at

### BMH & BBC

#### Specific:

The Electronic Fetal Monitoring Certification through PQF or NCC is required within 6 months of completing intermediate fetal monitoring Current driver's license in the state of Michigan and proof of insurance required for BAH Ability to read, interpret, and analyze data from various computer systems and equipment in order to set an appropriate plan of action Must be able to constantly communicate both verbally, in writing and electronically Work which produces high levels of mental/visual fatigue, e.g., interactive and repetitive or small detailed work requiring alertness and concentration for sustained periods of time, the operation of and full attention to a personal computer or CRT between 40 and 70 percent of the time. Involves regularly lifting of bulky or moderately heavy weights (i.e., up to 50 pounds), and occasionally assisting with heavier tasks or expending the equivalent effort in pushing, pulling, or otherwise handling material, equipment, and other objects.

#### Standards of Practice:

The registered nurse collects comprehensive data pertinent to the patients' health or the situation. o Assesses the patient's physical and developmental needs o Analyzes assessment data to identify appropriate patient needs o Documents nursing history and age appropriate physical/emotional needs/strengths for assigned patients o Reviews vital signs to assess condition of patient and detect deviations from normal. The registered nurse analyzes the assessment data to determine patient problems or issues o Uses the assessment data to identify patient problems o Confirms problems with patient and family when appropriate o Documents the expected outcomes and plan of care related to the problems through use of the clinical pathway and outcome teaching record The registered nurse identified expected outcomes for a plan individualized to the patient o Utilizes the patient/family input when defining outcomes. Incorporates the patient values, ethical and cultural considerations. o Coordinates discharge planning for outcomes not achieved utilizing the continuum of care available. The registered nurse develops a plan that prescribes interventions to attain expected outcomes. o Incorporates clinical pathways into the plan when appropriate o Develops individualized interventions with patient input when appropriate o Considers data from other members of the healthcare team when developing the plan of care The registered nurse implements the identified plan. o Implements appropriate interventions. o Administers prescribed medication and treatment in accordance with approved nursing techniques and policies. o Utilizes evidence-based interventions specific to the patients plan o Maintains awareness of comfort and safety needs of the patient. o Initiates a patient education plan according to the individualized needs of the patient, and coordinates the implementation of the plan. o Manages the care plan for patients by organizing and delegation patient care interventions to be implemented. Evaluates the effectiveness of care given by self and others. The registered nurse evaluates progress toward attainment of the expected outcomes o Evaluates the effectiveness of the planned interventions and the patient response toward achievement of the expected outcomes. o Documents the patient response toward



the expected outcomes.

## Standards of Professional Performance:

The registered nurse systematically evaluates the quality and effectiveness of nursing practice. o Participates in quality improvement activities o Uses the results of quality improvement activities to initiate changes in nursing practice. The registered nurse attains knowledge and competency that reflects current nursing practice. o Participates in ongoing educational activities related to appropriate knowledge and professional issues. o Maintains professional records that provide evidence of competency and continued ongoing educational activities. The registered nurse evaluates one's own nursing practice in relation to professional practice standards and guidelines, relevant statutes, rules and regulations. o Provides age appropriate care in a culturally and ethnically sensitive manner. o Participates in self-evaluation, identifying areas of strengths as well as areas benefiting from professional development. o Participates in systematic peer review as appropriate. The registered nurse interacts with and contributes to the professional development of peers and colleagues. o Shares knowledge and skills with peers and colleagues o Maintains compassionate and caring relationships with peers and colleagues o Contributes to a supportive and healthy work environment. The registered nurse collaborates with patient, family, and others in the conduct of nursing practice. o Partners with the multiple health disciplines to effect change and generate positive outcomes for the patient and family, based on the plan of care. The registered nurse integrates ethical provisions in all areas of practice. o Delivers care in a manner that preserves and protects patient autonomy, dignity, confidentiality and rights. o Demonstrates a commitment to connecting with self and others through relationship centered care giving. o Serves as a patient advocate The registered nurse integrates research finding into practice. o Uses research to improve the health of patients and the practice environment. o Participates in the various levels of research based on their level of education.

## Such activities may include:

identifying clinical problems, participating in data collection, participating in the research committee, sharing research activities/finding with others, conducting research, analyzing data and trends of nursing practice to develop changes in nursing practice and utilizes evidence based practice in the development of policies, procedures and standards of practice in patient care. The registered nurse considers factors related to safety, effectiveness, cost and impact on practice in the planning and delivery of nursing services. o Assigns or delegates tasks based on the needs and condition of the patient, potential for harm, complexity of the nursing activity, required problem solving and innovation, predictability of outcome, extent of patient interaction o Assists the patient and family in becoming informed consumers about the options, costs, risks and benefits of treatments and care. The registered nurse provides leadership in the professional practice setting and the profession. o Participated in nursing councils, hospital and unit based committees as appropriate. o Attends at least 50% of unit staff meetings o Works to create and maintain professional, healthy work environment when representing Bronson in all settings (local, regional or nationally) Responsibilities related to the Scrub RN o Interprets procedure card, assesses case cart for supplies prior to the scheduled procedure time. Identifies missing equipment and/or supplies and makes arrangements to acquire those supplies. o Applies knowledge of operative procedure and physician preferences by anticipating physicians' needs. o Observant of overt changes in patient's condition that indicates a problem has emerged. o Evaluates and updates case information, i.e., preference cards, broken or misplaced equipment, back-ordered supplies, and recommended changes in procedure. o Remains aware of the proper use of equipment and instruments, and discourages improper use and handling by co-workers & physicians. o Is observant of the changing needs of the operative field and the surgical team, anticipates potential needs, and takes appropriate actions. o Acts as the specialist and resource for circulators who may be unfamiliar with positioning devices, specialty equipment, and/or implants needed. o Assigned and responsible for after-hour call on a rotational basis. o Ability to perform scrub duties in multiple services; ie: neuro and ortho STII able to perform spinal fusions in both services.

## For HDU Department Only:

Additional on call requirements above and beyond regular scheduled hours

## For Bronson Lakeview Hospital and Bronson South Haven Hospital:

The RN is responsible for completing the Workday CBL -"Swing beds". This is an annual CBL that describes the difference in a swing bed patient versus an in-patient or observation patient. The RN will understand the documentation differences and the specific care required for each individual swing bed patient. Bronson South Haven Hospital and Bronson Lakeview Hospital employees who are approved to work in a Swing Bed Facility only: Employees may be expected to cover shifts at Bronson Lakeview Hospital and/or Bronson South Haven Hospital

depending on patient acuity and staffing needs. Shift 12 Hour Night Shift Time Type Full time Scheduled Weekly Hours 36 Cost Center 6830 OB Mother/Baby Unit (BBC) Agency Use Policy and Agency Submittal Disclaimer Bronson Healthcare Group and its affiliates ("Bronson") strictly prohibit the acceptance of unsolicited resumes from individual recruiters or third-party recruiting agencies ("Recruiters") in response to job postings or word of mouth. Unsolicited resumes sent to any employee of Bronson by Recruiters, without both a valid written agreement with Bronson and a direct written request from the Bronson Talent Acquisition Department for a specific job position, will be considered the property of Bronson. Furthermore, no fees will be owed or paid to Recruiters who submit resumes for unsolicited candidates, even if those candidates are hired. This policy applies regardless of whether the Recruiter has a pre-existing agreement with Bronson. Only candidates submitted through a specific written agreement with the Bronson Talent Acquisition Department for a named position are eligible for fee consideration.

BMH Patient Access Ambassador - Oshtemo - Full Time	
Link to Live Job Posting: <a href="http://www.indeed.com">www.indeed.com</a>	
Location: Kalamazoo, MI	O*NET: 29-2099.08
Company: Bronson Healthcare	Job Title: Patient Ambassadors
BMH Patient Access Ambassador•Oshtemo•Full Time 3.5 3.5 out of 5 stars	
CURRENT BRONSON EMPLOYEES	
<p>•Please apply using the career worklet in Workday. This career site is for external applicants only. Love Where You Work! Team Bronson is compassionate, resilient and strong. We are driven by Positivity which inspires us to be our best and to go above and beyond for our patients, for one another, and for our community. If you're ready for a rewarding new career, join Team Bronson and be part of the experience. Location BMH Bronson Methodist Hospital Title BMH Patient Access Ambassador•Oshtemo•Full Time A patient access ambassador is instrumental in ensuring a positive experience for patients using our self-service tablet check-in process. Customer service is a vital part of this role employees must continually create a positive environment for patients and family. An Ambassador would be expected to be interactive with patients with introducing new technology. Other responsibilities may include registering patients, gathering appropriate demographic and insurance information verification, scheduling appointments, providing patients with financial information, price estimates, and the collection and entry of payments. Current knowledge of billing and coding requirements and ability to apply these based on industry standards is required. Ability to resolve financial issues and negotiate payment arrangements. Representatives must fully understand the ramifications and impact of incomplete or inaccurate information to patient care and overall revenue cycle employees providing direct patient care must demonstrate competencies specific to population served</p>	
Ambassador Responsibilities:	
<p>This position may require standing &amp;/or walking for up to a consecutive 4-hour period, per day. Approachable, knowledgeable, and have strong interpersonal skills. Strong belief and excitement with utilizing new technology and tablet implementation A willingness to learn and remain competent in Welcome and patient check in workflows Ability to adapt to change and build rapport with staff &amp; patients easily High comfort level with technology Strong Customer service skills and good verbal communication Highschool or GED Must have excellent computer skills. Demonstrate the ability to identify opportunities for improvement. Required to cross train at all sites with tablet implementation and support as needed. Ability to maintain positive customer service Orient, train, and provides education for staff related to Welcome Tablets and workflows Act as a subject matter expert for the organization by providing guidance on Welcome Tablet features Facilitates the resolution of problematic situations and informs appropriate leadership of action taken. Competent in all registration workflows Daily duties include by not limited to: At the beginning of shift, bring up the welcome concierge application on the support workstation so you have it to troubleshoot issues if needed. Continuously monitor the kiosk concierge throughout the day to ensure all patients successfully check in. Stand near the entrance and warmly greet patients as they arrive to the building. Promoter should encourage patients to use the tablets in the arrival areas. Assist with wayfinding directions to patient appointments. Assist patients who have visual impairments to a desk. Assist patients with mobility issues to take the tablet with them to a chair or guide them to the desk area. Move the chair out of the way to offer additional space. The ambassador should also inform patients about the locations of other Welcome tablets in the building/locations for future visits. Stay near/available to the tablets even if there isn't someone actively using them. Only sit down at the support workstation if needed to assist a patient or if there is a very slow period in the day. Watch patients using the tablets and reach out to them if they are struggling. Ensure that they finish the entire workflow and complete the check-in. If a patient fails at the tablet, guide them over to the support workstation so you can complete the check-in. If possible, let them know what the issue was so they feel more encouraged to try the tablet again in the future.</p>	

## Helping patients use the tablet:

Ask the individual if they have an appointment that day or if they have a walk-in service. Patients can use the tablet for arrival if they meet the following criteria: They do not have a paper order. They can pay any applicable copays with a credit card.

## Here is an example script:

"Welcome to Bronson. What services are you arriving for today? I can assist you with using our tablets to check in for your visit." Assist patients with the check in process. Any additional questionnaires? Advise patients if they schedule and e-check in the arrival process is much quicker Add patient to patient flow, provide pager where applicable Review and link orders as applicable Direct patients to the appropriate waiting area for their visit. Extra responsibilities Ensure signage is clear and appropriate. Clean the tablets. Train new sites on standard work for tablet implementation The tablet(s) should be wiped down using CaviWipes in the following intervals: Once every hour for sites that have at 5 or more patients checking in per hour on the tablet. Twice per day at locations that have less than 5 patients check in per hour. Gloves must be used when using CaviWipes. Please ensure that the touchscreen, E-Signature pen, and tablet surface that patients regularly touch is cleaned thoroughly. Please use discretion when cleaning, often one CaviWipe can work for multiple tablets as long as it is still coating the surface. Please allow for at least a minute after cleaning a tablet to allow for the surface to dry before allowing a patient to use it. If you notice any discoloration or warping of the kiosk after wiping down the tablet please stop using CaviWipes and submit a ServiceNow ticket to the HL Prelude team immediately and we will review. Submit IT tickets immediately whenever the tablets are down, need or improvement is identified, or there is equipment failure. Identify opportunities for improvement in the patient flow and work with leadership to develop enhanced training tools Shift First Shift Time Type Full time Scheduled Weekly Hours 40 Cost Center 1201 Patient Access OP Registration (BHG) Agency Use Policy and Agency Submittal Disclaimer Bronson Healthcare Group and its affiliates ("Bronson") strictly prohibit the acceptance of unsolicited resumes from individual recruiters or third-party recruiting agencies ("Recruiters") in response to job postings or word of mouth. Unsolicited resumes sent to any employee of Bronson by Recruiters, without both a valid written agreement with Bronson and a direct written request from the Bronson Talent Acquisition Department for a specific job position, will be considered the property of Bronson. Furthermore, no fees will be owed or paid to Recruiters who submit resumes for unsolicited candidates, even if those candidates are hired. This policy applies regardless of whether the Recruiter has a pre-existing agreement with Bronson. Only candidates submitted through a specific written agreement with the Bronson Talent Acquisition Department for a named position are eligible for fee consideration.

# Cardiopulmonary Registered Nurses Team Leader — Bronson Healthcare in Battle Cr..

## Registered Nurse - PRN variable shift - GMU (Cardiopulmonary)

Link to Live Job Posting: [www.indeed.com](http://www.indeed.com)

Location: Battle Creek, MI

O\*NET: 29-1141.00

Company: Bronson Healthcare

Job Title: Cardiopulmonary Registered Nurses Team Leader

Registered Nurse - PRN variable shift - GMU (Cardiopulmonary) 3.5 3.5 out of 5 stars Battle Creek, MI Part-time Bronson Healthcare 154 reviews Part-time

### CURRENT BRONSON EMPLOYEES

- Please apply using the career worklet in Workday. This career site is for external applicants only. Love Where You Work! Team Bronson is compassionate, resilient and strong. We are driven by Positivity which inspires us to be our best and to go above and beyond for our patients, for one another, and for our community. If you're ready for a rewarding new career, join Team Bronson and be part of the experience. Location BBC Bronson Battle Creek Title Registered Nurse - PRN variable shift - GMU (Cardiopulmonary) Under general supervision and in accordance with the policies, procedures and guidelines established within the organization, the unit, and the Michigan Public Health Code, the registered nurse manages the care delivery for patients in the organization throughout the length of stay to achieve quality outcomes and timely discharge by the following: utilizing the nursing process of assessment, planning, diagnosing, implementation and evaluation; coordinating the care provided by other professionals; delegating selected acts, tasks or functions that fall within the scope of professional nursing practice and the abilities of patient care assistants and universal service assistants; providing selected aspects of physical care within the scope of professional nursing practice as appropriate given the patient's level of acuity and complexity of care required; and documenting and communicating during each tour of duty the patient's response to care provided, consumption of resources and anticipated needs. Employees providing direct patient care must demonstrate competencies specific to the population served. Associate's degree in Nursing required Bachelor's degree in Nursing preferred, must obtain within 5 years of hire As of December 29, 2013, any nurse hired by Bronson who does not hold a BSN (or higher nursing degree) will be given five years from date of hire date to obtain. If, after five years, the nurse has not met this requirement, employment will be terminated. Current RN license in the state of Michigan required BLS certification required by completion of core orientation Critical care or ALS is required for some RNs, unit specific Current driver's license in the state of Michigan and proof of insurance required for BAH Ability to read, interpret, and analyze data from various computer systems and equipment in order to set an appropriate plan of action Must be able to constantly communicate both verbally, in writing and electronically Work which produces high levels of mental/visual fatigue, e.g., interactive and repetitive or small detailed work requiring alertness and concentration for sustained periods of time, the operation of and full attention to a personal computer or CRT between 40 and 70 percent of the time. Involves regularly lifting of bulky or moderately heavy weights (i.e., up to 50 pounds), and occasionally assisting with heavier tasks or expending the equivalent effort in pushing, pulling, or otherwise handling material, equipment, and other objects.

### Standards of Practice:

The registered nurse collects comprehensive data pertinent to the patients' health or the situation. o Assesses the patient's physical and developmental needs o Analyzes assessment data to identify appropriate patient needs o Documents nursing history and age appropriate physical/emotional needs/strengths for assigned patients o Reviews vital signs to assess condition of patient and detect deviations from normal. The registered nurse analyzes the assessment data to determine patient problems or issues o Uses the assessment data to identify patient problems o Confirms problems with patient and family when appropriate o Documents the expected outcomes and plan of care related to the problems through use of the clinical pathway and outcome teaching record The registered nurse identified expected outcomes for a plan individualized to the patient o Utilizes the patient/family input when defining outcomes. Incorporates the patient values, ethical and cultural considerations. o Coordinates discharge planning for outcomes not achieved utilizing the continuum of care available. The registered nurse develops a plan that prescribes interventions to attain expected outcomes. o Incorporates clinical pathways into the plan when

appropriate o Develops individualized interventions with patient input when appropriate o Considers data from other members of the healthcare team when developing the plan of care The registered nurse implements the identified plan. o Implements appropriate interventions. o Administers prescribed medication and treatment in accordance with approved nursing techniques and policies o Utilizes evidence-based interventions specific to the patients plan o Maintains awareness of comfort and safety needs of the patient. o Initiates a patient education plan according to the individualized needs of the patient, and coordinates the implementation of the plan. o Manages the care plan for patients by organizing and delegation patient care interventions to be implemented. Evaluates the effectiveness of care given by self and others. The registered nurse evaluates progress toward attainment of the expected outcomes o Evaluates the effectiveness of the planned interventions and the patient response toward achievement of the expected outcomes. o Documents the patient response toward the expected outcomes.

## Standards of Professional Performance:

The registered nurse systematically evaluates the quality and effectiveness of nursing practice. o Participates in quality improvement activities o Uses the results of quality improvement activities to initiate changes in nursing practice. The registered nurse attains knowledge and competency that reflects current nursing practice. o Participates in ongoing educational activities related to appropriate knowledge and professional issues. o Maintains professional records that provide evidence of competency and continued ongoing educational activities. The registered nurse evaluates one's own nursing practice in relation to professional practice standards and guidelines, relevant statutes, rules and regulations. o Provides age appropriate care in a culturally and ethnically sensitive manner. o Participates in self-evaluation, identifying areas of strengths as well as areas benefiting from professional development. o Participates in systematic peer review as appropriate. The registered nurse interacts with and contributes to the professional development of peers and colleagues. o Shares knowledge and skills with peers and colleagues o Maintains compassionate and caring relationships with peers and colleagues o Contributes to a supportive and healthy work environment. The registered nurse collaborates with patient, family, and others in the conduct of nursing practice. o Partners with the multiple health disciplines to effect change and generate positive outcomes for the patient and family, based on the plan of care. The registered nurse integrates ethical provisions in all areas of practice. o Delivers care in a manner that preserves and protects patient autonomy, dignity, confidentiality and rights. o Demonstrates a commitment to connecting with self and others through relationship centered care giving. o Serves as a patient advocate The registered nurse integrates research finding into practice. o Uses research to improve the health of patients and the practice environment. o Participates in the various levels of research based on their level of education.

## Such activities may include:

identifying clinical problems, participating in data collection, participating in the research committee, sharing research activities/finding with others, conducting research, analyzing data and trends of nursing practice to develop changes in nursing practice and utilizes evidence based practice in the development of policies, procedures and standards of practice in patient care. The registered nurse considers factors related to safety, effectiveness, cost and impact on practice in the planning and delivery of nursing services. o Assigns or delegates tasks based on the needs and condition of the patient, potential for harm, complexity of the nursing activity, required problem solving and innovation, predictability of outcome, extent of patient interaction o Assists the patient and family in becoming informed consumers about the options, costs, risks and benefits of treatments and care. The registered nurse provides leadership in the professional practice setting and the profession. o Participated in nursing councils, hospital and unit based committees as appropriate. o Attends at least 50% of unit staff meetings o Works to create and maintain professional, healthy work environment when representing Bronson in all settings (local, regional or nationally) Responsibilities related to the Scrub RN o Interprets procedure card, assesses case cart for supplies prior to the scheduled procedure time. Identifies missing equipment and/or supplies and makes arrangements to acquire those supplies. o Applies knowledge of operative procedure and physician preferences by anticipating physicians' needs. o Observant of overt changes in patient's condition that indicates a problem has emerged. o Evaluates and updates case information, i.e., preference cards, broken or misplaced equipment, back-ordered supplies, and recommended changes in procedure. o Remains aware of the proper use of equipment and instruments, and discourages improper use and handling by co-workers & physicians. o Is observant of the changing needs of the operative field and the surgical team, anticipates potential needs, and takes appropriate actions. o Acts as the specialist and resource for circulators who may be unfamiliar with positioning devices, specialty equipment, and/or implants needed. o Assigned and responsible for after-hour call on a rotational basis. o Ability to perform scrub duties in multiple services; ie: neuro and ortho STII able to perform spinal fusions in bother services. Shift Variable Time Type Part time Scheduled Weekly Hours 10 Cost Center 6420 General Medical Unit (BBC) Agency Use Policy and Agency Submittal Disclaimer Bronson Healthcare Group and its affiliates ("Bronson") strictly prohibit the acceptance of unsolicited resumes from

individual recruiters or third-party recruiting agencies ("Recruiters") in response to job postings or word of mouth. Unsolicited resumes sent to any employee of Bronson by Recruiters, without both a valid written agreement with Bronson and a direct written request from the Bronson Talent Acquisition Department for a specific job position, will be considered the property of Bronson. Furthermore, no fees will be owed or paid to Recruiters who submit resumes for unsolicited candidates, even if those candidates are hired. This policy applies regardless of whether the Recruiter has a pre-existing agreement with Bronson. Only candidates submitted through a specific written agreement with the Bronson Talent Acquisition Department for a named position are eligible for fee consideration.

## Bronson Battle Creek Hospital Registered Nurse (RN) Critical Care Unit Full-Time Day Shift

Link to Live Job Posting: [www.indeed.com](http://www.indeed.com)

Location: Battle Creek, MI

O\*NET: 29-1141.03

Company: Bronson Healthcare

Job Title: Critical Care Unit Registered Nurses

Return to selected search result Bronson Battle Creek Hospital Registered Nurse (RN) Critical Care Unit Full-Time Day Shift Apply locations  
Bronson Battle Creek time type Full time posted on Posted Today job requisition id

### JOB46550 CURRENT BRONSON EMPLOYEES

- Please apply using the career worklet in Workday. This career site is for external applicants only. Love Where You Work! Team Bronson is compassionate, resilient and strong. We are driven by Positivity which inspires us to be our best and to go above and beyond for our patients, for one another, and for our community. If you're ready for a rewarding new career, join Team Bronson and be part of the experience. Location BBC Bronson Battle Creek Title Bronson Battle Creek Hospital Registered Nurse (RN) Critical Care Unit Full-Time Day Shift

### Benefits and Incentives:

Day 1 health benefits, competitive pay, advancement opportunities, and more! Generous PTO accrual 403(b) matching Tuition reimbursement Wellness benefits The Bronson Battle Creek Critical Care Unit (CCU) is a 20-bed unit specializing in the care of patients with life-threatening conditions such as cardiogenic shock, heart failure, liver/renal failure, respiratory failure, neurological conditions, and sepsis. Our multidisciplinary approach and state-of-the-art equipment ensure that patients receive continuous, high-quality care. The Critical Care Unit also includes the Progressive Care Unit, which serves as an intermediary step between ICU and the med/surge floor. Under general supervision and in accordance with the policies, procedures and guidelines established within the organization, the unit, and the Michigan Public Health Code, the registered nurse manages the care delivery for patients in the organization throughout the length of stay to achieve quality outcomes and timely discharge by the following: utilizing the nursing process of assessment, planning, diagnosing, implementation and evaluation; coordinating the care provided by other professionals; delegating selected acts, tasks or functions that fall within the scope of professional nursing practice and the abilities of patient care assistants and universal service assistants; providing selected aspects of physical care within the scope of professional nursing practice as appropriate given the patient's level of acuity and complexity of care required; and documenting and communicating during each tour of duty the patient's response to care provided, consumption of resources and anticipated needs. Employees providing direct patient care must demonstrate competencies specific to the population served. Associate's degree in Nursing required Bachelor's degree in Nursing preferred, must obtain within 8 years of hire Licensed Registered Nurse in good standing for the state of Michigan As of December 29, 2013, any nurse hired by Bronson who does not hold a BSN (or higher nursing degree) will be given 8 years from date of hire date to obtain. If, after 8 years, the nurse has not met this requirement, employment will be terminated. BLS certification required by completion of core orientation Critical care or ALS as well as other certifications may be required for some RNs, unit specific Bronson South Haven Specific - Effective July 1, 2017 all new hires are expected to successfully obtain their BSN within 8 years of hire date.

### Bronson South Haven Specific :

### Emergency Department:

SALT triage, ESI Triage, and NIH Stroke Scale to be completed within 90 days of hire date. Advanced Cardiac Life Support, Pediatric Advanced Life Support, and Trauma Nursing Core Course (TNCC only required for FT and part -time nurses) within 6 months of hire date.



## Special Care Unit:

All nurses in department will need to have Pediatric Advance Life Support certification within 6 months of hire. RNs in Labor & Delivery and Mother/Baby/Antepartum at

## BMH & BBC

### Specific :

The Electronic Fetal Monitoring Certification through PQF or NCC is required within 6 months of completing intermediate fetal monitoring  
Current driver's license in the state of Michigan and proof of insurance required for BAH

- Ability to read, interpret, and analyze data from various computer systems and equipment in order to set an appropriate plan of action
- Must be able to constantly communicate both verbally, in writing and electronically Work which produces high levels of mental/visual fatigue, e.

g., interactive and repetitive or small detailed work requiring alertness and concentration for sustained periods of time, the operation of and full attention to a personal computer or CRT between 40 and 70 percent of the time. Involves regularly lifting of bulky or moderately heavy weights (i.e., up to 50 pounds), and occasionally assisting with heavier tasks or expending the equivalent effort in pushing, pulling, or otherwise handling material, equipment, and other objects.

### Standards of Practice:

- The registered nurse collects comprehensive data pertinent to the patients' health or the situation.
  - o Assesses the patient's physical and developmental needs
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  - o Reviews vital signs to assess condition of patient and detect deviations from normal.
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  - o Uses the assessment data to identify patient problems
  - o Confirms problems with patient and family when appropriate
  - o Documents the expected outcomes and plan of care related to the problems through use of the clinical pathway and outcome teaching record
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  - o Utilizes the patient/family input when defining outcomes. Incorporates the patient values, ethical and cultural considerations.
  - o Coordinates discharge planning for outcomes not achieved utilizing the continuum of care available.
- The registered nurse develops a plan that prescribes interventions to attain expected outcomes.
  - o Incorporates clinical pathways into the plan when appropriate
  - o Develops individualized interventions with patient input when appropriate
  - o Considers data from other members of the healthcare team when developing the plan of care
- The registered nurse implements the identified plan.
  - o Implements appropriate interventions.
  - o Administers prescribed medication and treatment in accordance with approved nursing techniques and polices.
  - o Utilizes evidence-based interventions specific to the patients plan
  - o Maintains awareness of comfort and safety needs of the patient.
  - o Initiates a patient education plan according to the individualized needs of the patient, and coordinates the implementation of the plan.
  - o Manages the care plan for patients by organizing and delegation patient care interventions to be implemented. Evaluates the effectiveness of care given by self and others.
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  - o Participates in quality improvement activities
  - o Uses the results of quality improvement activities to initiate changes in nursing practice.
- The registered nurse attains knowledge and competency that reflects current nursing practice.
  - o Participates in ongoing educational activities related to appropriate knowledge and professional issues.
  - o Maintains professional records that provide evidence of

competency and continued ongoing educational activities.

- The registered nurse evaluates one's own nursing practice in relation to professional practice standards and guidelines, relevant statutes, rules and regulations.

o Provides age appropriate care in a culturally and ethnically sensitive manner. o Participates in self-evaluation, identifying areas of strengths as well as areas benefiting from professional development. o Participates in systematic peer review as appropriate.

- The registered nurse interacts with and contributes to the professional development of peers and colleagues. o Shares knowledge and skills with peers and colleagues o Maintains compassionate and caring relationships with peers and colleagues o Contributes to a supportive and healthy work environment.
- The registered nurse collaborates with patient, family, and others in the conduct of nursing practice. o Partners with the multiple health disciplines to effect change and generate positive outcomes for the patient and family, based on the plan of care.
- The registered nurse integrates ethical provisions in all areas of practice. o Delivers care in a manner that preserves and protects patient autonomy, dignity, confidentiality and rights. o Demonstrates a commitment to connecting with self and others through relationship centered care giving. o Serves as a patient advocate
- The registered nurse integrates research finding into practice.

o Uses research to improve the health of patients and the practice environment. o Participates in the various levels of research based on their level of education.

### Such activities may include:

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- Responsibilities related to the Scrub RN o Interprets procedure card, assesses case cart for supplies prior to the scheduled procedure time.

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### For HDU Department Only:

Additional on call requirements above and beyond regular scheduled hours

### For Bronson Lakeview Hospital and Bronson South Haven Hospital:

The RN is responsible for completing the Workday CBL - "Swing beds". This is an annual CBL that describes the difference in a swing bed patient versus an in-patient or observation patient. The RN will understand the documentation differences and the specific care required for each individual swing bed patient. Bronson South Haven Hospital and Bronson Lakeview Hospital employees who are approved to work in a Swing Bed Facility only: Employees may be expected to cover shifts at Bronson Lakeview Hospital and/or Bronson South Haven Hospital

depending on patient acuity and staffing needs. Shift 12 Hour Day Shift Time Type Full time Scheduled Weekly Hours 36 Cost Center Agency Use Policy and Agency Submittal Disclaimer Bronson Healthcare Group and its affiliates ("Bronson") strictly prohibit the acceptance of unsolicited resumes from individual recruiters or third-party recruiting agencies ("Recruiters") in response to job postings or word of mouth. Unsolicited resumes sent to any employee of Bronson by Recruiters, without both a valid written agreement with Bronson and a direct written request from the Bronson Talent Acquisition Department for a specific job position, will be considered the property of Bronson. Furthermore, no fees will be owed or paid to Recruiters who submit resumes for unsolicited candidates, even if those candidates are hired. This policy applies regardless of whether the Recruiter has a pre-existing agreement with Bronson. Only candidates submitted through a specific written agreement with the Bronson Talent Acquisition Department for a named position are eligible for fee consideration. Please take a moment to watch a brief video highlighting employment with Bronson!

Administrative Assistant, Emergency Medicine	
Link to Live Job Posting: <a href="https://search.retirementjobs.com">search.retirementjobs.com</a>	
Location: Kalamazoo, MI	O*NET: 43-6014.00
Company: Stryker	Job Title: Assistant Professors of Emergency Medicine
<p>Administrative Assistant, Emergency MedicineWMU Homer Stryker, M.D. School of MedicineKalamazoo, MI Overview Western Michigan University Homer Stryker M.D. School of Medicine (WMed) is seeking an Administrative Assistant in our Emergency Medicine Department. Overall provides experience in performing a variety of entry-level administrative duties for one or more specified departments. Exhibits a wide range of knowledge and skills of organizational policies and procedures. Demonstrates customer service principles and practices. Directly leads and supplies information to the general public, clients and customers. Ability to apply communication skills verbally and in writing to all inquiries. Effectively able to problem solve administrative problems and inquires. Proficient in grammar, composing, editing and proofreading various documents. Acquires knowledge to implement departmental administrative practices Responsibilities Answers and directs all incoming calls.Welcomes and directs visitors to the organization.Retrieves, sorts and distributes mail daily.Responsible for scheduling meetings upon request, develops meeting agendas, attends meetings, prepares, and distributes meeting minutes.Works on assignments which are routine in nature, requiring limited judgment.Consults with supervisor on difficult issues.Supports event planning for department, under direct supervision.Responsible for departmental communications.Maintains equipment and reports any malfunctions.Supports and assists with department interview and orientation process for new staff, residents and faculty; including scheduling of interviews, and creating specific orientation materials.Organizes and maintains required forms, training requirements and records for specified department, as required by accrediting agencies.Assists with maintaining portal pages, department documents, and updates digital signage.Organizes and maintains department files electronically and by paper.Availability to work occasional overtime on weekends or evenings to complete time sensitive projects.Acquires knowledge for new technology and policy/procedure revisions.All other duties as assigned. Qualifications</p>	
EDUCATION AND/OR EXPERIENCE	
<p>High school diploma or GED and a minimum of a year of administrative assistant or related experience.Knowledge and proficiency in word processing and file management using Microsoft Office and other software required by the department.Knowledge and proficiency in grammar and spelling skills.Ability to effectively communicate with others verbally and in writing.Knowledge of administrative and clerical procedures.Knowledge of customer service principles and practices.</p>	
OTHER SKILLS AND ABILITIES	
<p>Ability to operate automated standard office equipment such as multi-phone system, copier, computer, shredder, etc.Ability to meet assigned deadlines.Ability to interpret, comprehend, and transmit complicated and detailed instructions accurately.Ability to use various software programs to develop correspondence, documents, agendas, meeting materials, presentations, organizational charts, etc.Attention to detail.High degree of integrity to maintain absolute confidentiality in all matters related to department.Demonstrates the ability to recognize priorities in organization of work flow.Able to perform duties independently, with a minimal need for direct supervision.Guides and directs co-workers within department. About Western Michigan University Homer Stryker M.D. School of Medicine (WMed) We are committed to excellence and health equity through transformative medical education, high-quality, patient- and family-centered care, innovative research, and community partnerships within a welcoming, supportive, and engaging culture. Our vision is health equity for all in Southwest Michigan through innovation in the practice and study of medicine. The medical school is a collaboration of Western Michigan University and Kalamazoo's two teaching health systems, Beacon and Bronson Healthcare. The medical school is a private nonprofit corporation supported by private gifts, clinical revenues, research activities, tuition, and endowment income. WMed is the recipient of a \$100 million foundational gift and the Empowering Futures Gift, a philanthropic commitment of \$300 million to support the mission of the medical school. WMed contributes to the economic vitality of Southwest Michigan through the services we provide, as well as the creation of 1,600 new jobs, with an</p>	

estimated annual economic impact of \$353 million in Kalamazoo and Calhoun counties. WMed is fully accredited by the Liaison Committee on Medical Education and the Higher Learning Commission. The medical school offers a comprehensive, innovative four-year Doctor of Medicine degree program as well as a Master of Science degree program in Biomedical Sciences. We train physicians in 10 residencies and four fellowships accredited by the Accreditation Council for Graduate Medical Education. To support our educational mission, we have Joint Accreditation for interprofessional continuing education, which incorporates accreditation by the Accreditation Council for Continuing Medical Education. WMed Health is the clinical practice of the medical school with more than 300 providers offering comprehensive primary care and specialty services in several locations throughout the Kalamazoo and Battle Creek areas. Faculty in the Department of Pathology serve as the Office of the Medical Examiner for counties throughout Michigan and northern Indiana. The W.E. Upjohn M.D. Campus located in downtown Kalamazoo serves as the primary educational facility with student study and social spaces, team-based learning halls, faculty and administrative offices, a state-of-the-art Simulation Center accredited by the Society for Simulation in Healthcare, basic science research labs, as well as toxicology and forensic pathology labs. WMed builds upon Kalamazoo's century-long foundation of drug discovery and medical device development with a strategic investment in clinical, laboratory, community, and educational research. The Center for Immunobiology, Center for Clinical Research, Research Histology Lab, Innovation Center, and Human Research Protection Program contribute to the medical school's advancement of knowledge through innovation and discovery. Equal Employment Opportunity Employer in compliance with applicable State and Federal law.

# Appendix C - Data Sources and Calculations

## Lightcast Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

# Job Posting Analytics

Lightcast Q4 2025 Data Set

December 2025  
Branch County



Michigan

# Parameters

Select Timeframe: Dec 2025 - Dec 2025

Occupations:

Results should include

Code	Description
11-1021	General and Operations Managers
11-9051	Food Service Managers
13-1199	Business Operations Specialists, All Other
17-2081	Environmental Engineers
29-1141	Registered Nurses

Code	Description
29-2099	Health Technologists and Technicians, All Other
35-3023	Fast Food and Counter Workers
41-1011	First-Line Supervisors of Retail Sales Workers
41-2011	Cashiers
41-2031	Retail Salespersons

Regions:

Code	Description
26023	Branch County, MI

Company:

Results should include

Description
ProMedica
Border Foods
Walmart
Dollar General

Description
Bronson Healthcare
Bob Evans Restaurants
Clemens Food Group

Minimum Experience Required: Any

Education Level: Any

Job Type: Include Internships

Keyword Search:

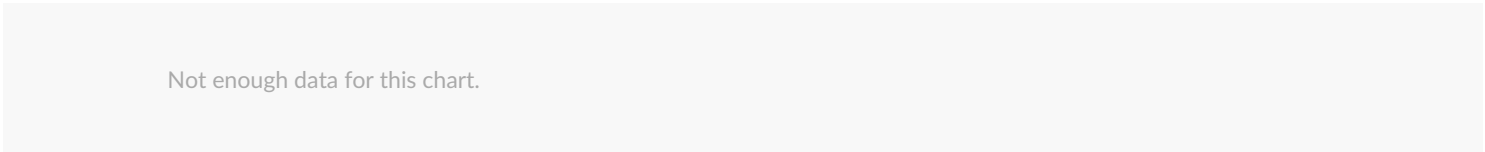
Posting Type: Active Postings



# Job Postings Overview

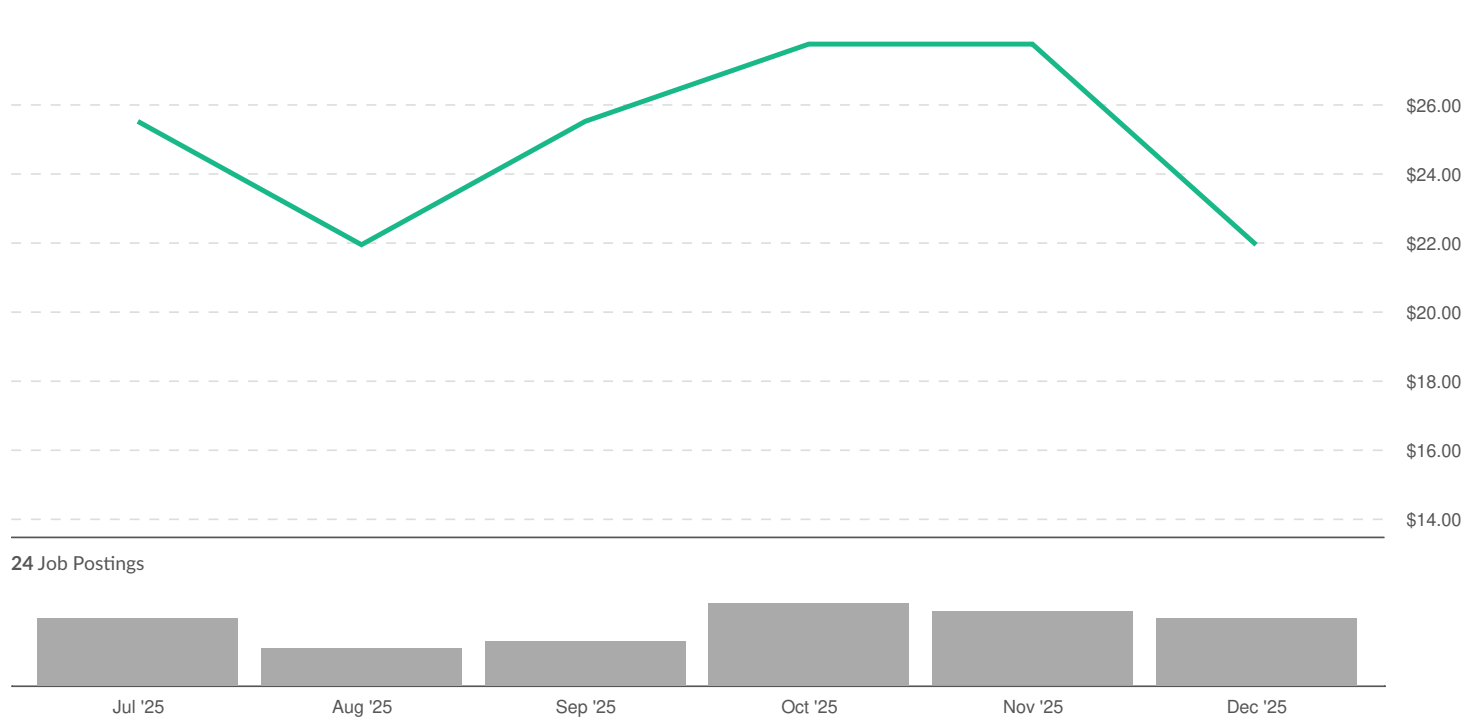


## Advertised Salary

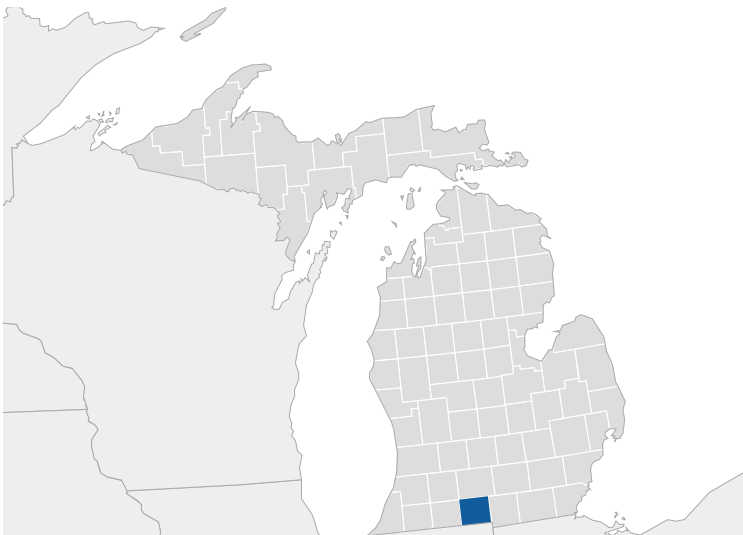


# Advertised Salary Trend

▼ 14.0% Jul 2025 – Dec 2025  
\$25.54 Median

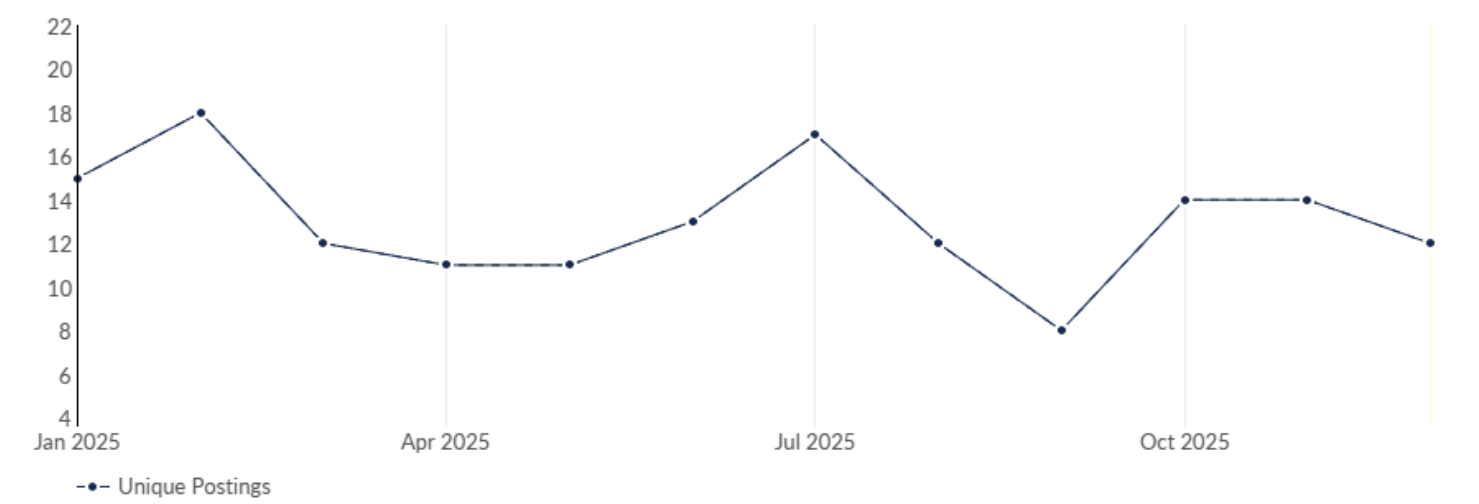


# Job Postings Regional Breakdown



County	Unique Postings (Dec 2025)
Branch County, MI	12

# Unique Postings Trend



Month	Unique Postings	Posting Intensity
Dec 2025	12	2 : 1
Nov 2025	14	3 : 1
Oct 2025	14	3 : 1
Sep 2025	8	3 : 1
Aug 2025	12	2 : 1
Jul 2025	17	2 : 1
Jun 2025	13	2 : 1
May 2025	11	2 : 1
Apr 2025	11	2 : 1
Mar 2025	12	2 : 1
Feb 2025	18	2 : 1
Jan 2025	15	3 : 1

## Education Breakdown

Education Level	Unique Postings	% of Total
No Education Listed	5	42%
High school or GED	6	50%
Associate's degree	0	0%
Bachelor's degree	1	8%
Master's degree	0	0%
Ph.D. or professional degree	0	0%





## Minimum Education Breakdown

Minimum Education Level	Unique Postings (minimum)	Unique Postings (max advertised)	% of Total (minimum)
High school or GED	6	0	50%
Associate's degree	0	0	0%
Bachelor's degree	1	0	8%
Master's degree	0	0	0%
Ph.D. or professional degree	0	0	0%


## Experience Breakdown

Minimum Experience	Unique Postings	% of Total
No Experience Listed	2	17%
0 - 1 Years	7	58%
2 - 3 Years	0	0%
4 - 6 Years	2	17%
7 - 9 Years	0	0%
10+ Years	1	8%






# Top Companies Posting

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Bob Evans Restaurants	14 / 6	2 : 1 	n/a
Walmart	5 / 3	2 : 1 	39 days
Dollar General	2 / 2	1 : 1 	33 days
Clemens Food Group	3 / 1	3 : 1 	n/a






# Top Cities Posting

City	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Coldwater, MI	24 / 12	2 : 1 	34 days





# Top Posted Occupations

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Food Service Managers	9 / 4	2 : 1 	n/a
First-Line Supervisors of Retail Sales Workers	4 / 3	1 : 1 	34 days
Fast Food and Counter Workers	5 / 2	3 : 1 	n/a
Retail Salespersons	3 / 2	2 : 1 	n/a
General and Operations Managers	3 / 1	3 : 1 	n/a






# Top Posted Occupations

Occupation (O*NET)	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Food Service Managers	9 / 4	2 : 1 	n/a
First-Line Supervisors of Retail Sales Workers	4 / 3	1 : 1 	34 days
Fast Food and Counter Workers	5 / 2	3 : 1 	n/a
Retail Salespersons	3 / 2	2 : 1 	n/a
General and Operations Managers	3 / 1	3 : 1 	n/a





# Top Posted Occupations

Occupation	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Restaurant / Food Service Manager	9 / 4	2 : 1 	n/a
Retail Store Manager / Supervisor	7 / 4	2 : 1 	34 days
Fast Food / Counter Worker	5 / 2	3 : 1 	n/a
Retail Sales Associate	3 / 2	2 : 1 	n/a

# Top Posted Job Titles

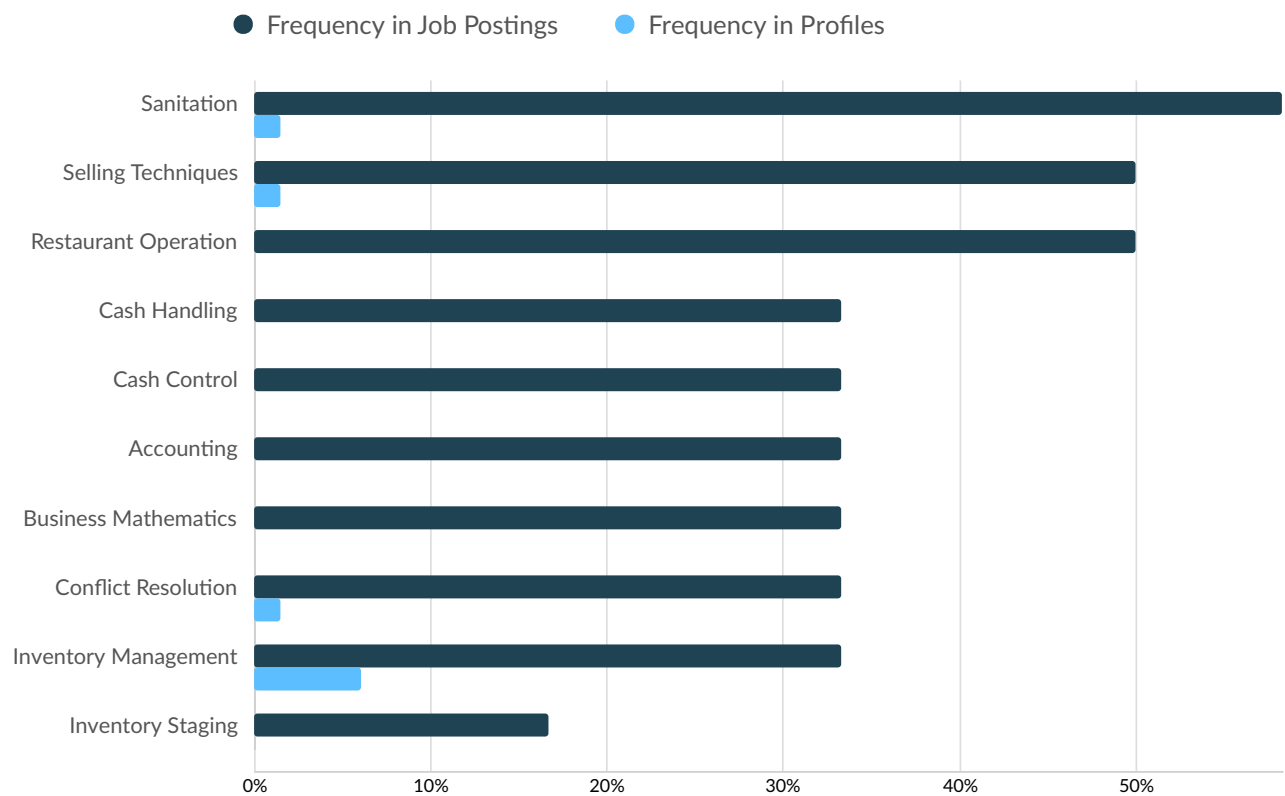
	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Key Supervisors	4 / 2	2 : 1 	n/a
General Managers	5 / 2	3 : 1 	n/a
MBA Candidates	2 / 2	1 : 1 	33 days
Pharmacy Sales Associates	2 / 1	2 : 1 	n/a
Directors of Warehousing	3 / 1	3 : 1 	n/a
Operations Management Trainees	2 / 1	2 : 1 	39 days
Cart Attendants	1 / 1	1 : 1 	n/a

# Top Industries

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Full-Service Restaurants	14 / 6	2 : 1 	n/a
Warehouse Clubs and Supercenters	5 / 3	2 : 1 	39 days
All Other General Merchandise Retailers	2 / 2	1 : 1 	33 days
Animal (except Poultry) Slaughtering	3 / 1	3 : 1 	n/a

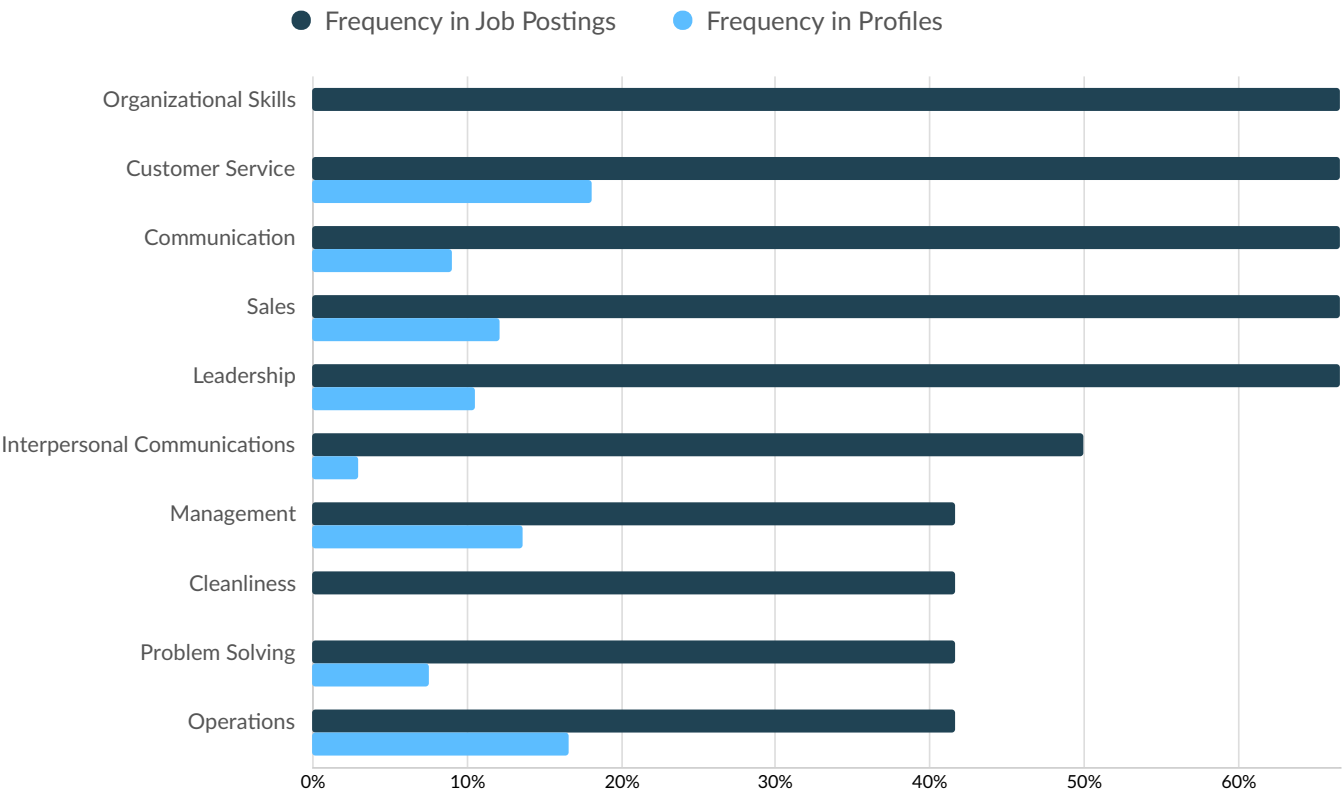


# Top Specialized Skills



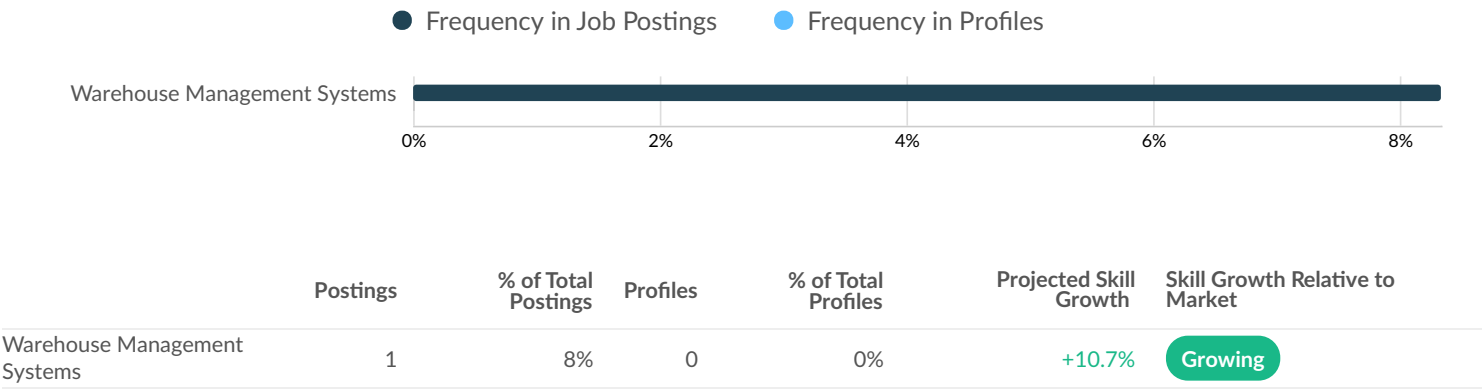
	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Sanitation	7	58%	1	2%	+9.5%	Growing
Selling Techniques	6	50%	1	2%	-1.2%	Lagging
Restaurant Operation	6	50%	0	0%	+28.0%	Rapidly Growing
Cash Handling	4	33%	0	0%	+8.9%	Growing
Cash Control	4	33%	0	0%	+25.1%	Rapidly Growing
Accounting	4	33%	0	0%	+24.0%	Rapidly Growing
Business Mathematics	4	33%	0	0%	+3.6%	Lagging
Conflict Resolution	4	33%	1	2%	+19.5%	Rapidly Growing
Inventory Management	4	33%	4	6%	+12.6%	Growing
Inventory Staging	2	17%	0	0%	+15.7%	Growing

# Top Common Skills



	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Organizational Skills	8	67%	0	0%	+14.3%	Growing
Customer Service	8	67%	12	18%	+5.2%	Stable
Communication	8	67%	6	9%	+3.6%	Lagging
Sales	8	67%	8	12%	+7.8%	Stable
Leadership	8	67%	7	11%	+8.5%	Stable
Interpersonal Communications	6	50%	2	3%	+12.5%	Growing
Management	5	42%	9	14%	+5.3%	Stable
Cleanliness	5	42%	0	0%	+11.1%	Growing
Problem Solving	5	42%	5	8%	+11.3%	Growing
Operations	5	42%	11	17%	+8.1%	Stable

# Top Software Skills



# Top Qualifications

		Postings with Qualification
Bachelor Of Science In Business		1

# Appendix A

## Top Posting Sources

Website	Postings on Website (Dec 2025)
indeed.com	10
careerarc.com	1
careercircle.com	1
dollargeneral.com	1
ultipro.com	1
walmart.com	1

# Appendix B

## Sample Postings

# Unclassified — Bob Evans Restaurants in Coldwater, MI (Dec 2025 - Active)

Carryout	
Link to Live Job Posting: <a href="http://www.indeed.com">www.indeed.com</a>	
Location: Coldwater, MI	O*NET: 35-3023.00
Company: Bob Evans Restaurants	Job Title: Unclassified
<p>Carryout 3.4 3.4 out of 5 stars Up to \$15.00 per hour depending on restaurant concept experience Early Close / No Late Nights Great Work / Life Balance Career Growth Excellent Benefits including 401(k) with</p> <p>Employer Match Our Purpose:</p> <p>We pride ourselves on serving high quality farm fresh food at Bob Evans! We are</p> <p>AMERICAS FARM FRESH!</p> <p>We work hard, pay attention to details (perfect plates, perfect bags), and provide our guests with the best, all-around family dining experience. We have immense pride in our culture and roots to our communities. Working at Bob Evans is about being part of something big we have a passion for taking care of each other and our guests while serving farm-fresh food at a great value. Our Founder, Bob Evans, was all about growing good...join us at Bob Evans and be an integral part of .... Where Good Grows.</p> <p>Carry Out Attendant Responsibilities:</p> <p>Greet all guests in a friendly, warm, and welcoming manner Understands and utilizes menu knowledge and situational selling techniques when placing orders for carryout guests Package food and beverage orders, condiments, and appropriate items promptly and accurately. Ensure items are prepared properly and on a timely basis, following the company standards Communicate professionally with guests to determine their needs and help them with the menu selections Wear a headset to communicate with managers and teammates to help expedite the guest experience Handle cash and credit transactions; accurately account for all receivables including cash, credit cards, coupons, and gift cards Practice safe food and beverage handling and always clean up Keep carry out area clean of debris and keep the general work area stocked and clean Safely handle food prep equipment such as beverage machines, salad cases, etc. Monitor the cleanliness, organization and stock levels of the bakery and retail areas Effectively handles guest complaints and involves the manager at the appropriate time Answer phone calls using company script per meal period in a fast and friendly manner Accurately input carry out orders into the computer system Assist in the expediting and delivery of meals to dine-in guests Assist in greeting guests and escorting guests to tables Assist in cashing guests out if the cashier is not available Assist with pre-bussing tables, rolling silverware or any other needed task May be asked to assist in other job categories as well All other duties as assigned To perform this job successfully, an individual must be able to perform each essential duty satisfactorily while possessing dependability and exceptional teamwork skills Bob Evans Restaurants, LLC is EEO compliant and participates in E-Verify.</p> <p>Why Choose Us:</p> <p>Competitive Compensation Health and Welfare Benefits 401(k) with Company Match Flexible Scheduling Opportunity for development and career growth</p> <p>Knowledge:</p> <p>Ability to identify and resolve issues as they arise Detailed oriented with the ability to multi-task Ability to prioritize, good organizational skills</p> <p>Education/Experience:</p>	

#### Education/ Experience.

0-2 years related experience Strong knowledge of commonly used concepts, practices, and procedures in a restaurant Relies on experience and judgment to plan and accomplish goals

#### Physical Requirements:

The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The physical demands described here are representative of those that must be regularly met by an employee to successfully perform the essential functions of this job. This list is not designed to contain a comprehensive listing of activities and the employer reserves the right to change or assign other duties to this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job. While performing the duties of this job you will regularly be required to: Stand for entire shift and walk for long periods of time without rest or sitting down Push, lift, carry and transfer up to 50 pounds Reach with hands Use hands to finger, handle, or feel objects, tools, or controls Bend and stoop Verbally communicate with others Use close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus Have ability to freely access all areas of restaurant including selling floor(s), stock area, and register area We continue to update our safety and sanitation procedures to follow the current CDC, local, and state guidelines. Our goal is to provide a safe environment for both our employees and guests.

#### Brand:

#### Bob Evans Restaurants Address:

361 North Willowbrook Rd Coldwater, MI - 49036

#### Property Description:

02035 -

#### Coldwater Property Number:

02035

General Managers — Bob Evans Restaurants in Coldwater, MI (Dec 2025 - Active)

General Manager	
Link to Live Job Posting: <a href="http://www.indeed.com">www.indeed.com</a>	
Location: Coldwater, MI	O*NET: 11-9051.00
Company: Bob Evans Restaurants	Job Title: General Managers
<p>General Manager 3.4 3.4 out of 5 stars Pay up to \$70,000 per year depending on experience and geographic location / local market demand Early Close / No Late Nights Great Work / Life Balance Career Growth Excellent Benefits including 401(k) with</p> <p>Employer Match Our Purpose:</p> <p>We pride ourselves on serving high quality farm fresh food at Bob Evans! We are</p> <p>AMERICAS FARM FRESH!</p> <p>We work hard, pay attention to details (perfect plates, perfect bags), and provide our guests with the best, all-around family dining experience. We have immense pride in our culture and roots to our communities. Working at Bob Evans is about being part of something big we have a passion for taking care of each other and our guests while serving farm-fresh food at a great value. Our Founder, Bob Evans, was all about growing good...join us at Bob Evans and be an integral part of .... Where Good Grows.</p> <p>General Manager Responsibilities:</p> <p>The position of General Manager is a fast-paced role that manages the daily operations and staff of the restaurant, including the execution of all Company policies, procedures, programs, and systems. The General Manager provides leadership, direction, training, and development to all direct reports. This role also contributes to the success of the restaurant by building sales, hitting goals, as well as driving restaurant profitability. Decisions are guided by established policies/procedures and the Director of Operations. Management responsibilities in accordance with the Companys policies and applicable laws Responsibilities include recruiting, interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees including termination of employees; addressing complaints and resolving problems Shapes culture of restaurant and works diligently to ensure a high level of employee engagement in the restaurant Coach and mentor team members to ensure employees success on the job and guest satisfaction. Model professional behavior while creating a warm, friendly, and hospitable atmosphere that encourages people to do their BEST Communicate sales performance and anticipated variances to the restaurant management team. Cascade corporate programs and initiatives to the management team and staff Occasionally assist team members with category job duties as needed Champion sales building activities and suggestive selling Maximize table turnover, sales per guest, and sales per hour Meet and greet guests; investigate and resolve food quality/service issues and satisfying the guest 100% Maintain efficient operations, appropriate cost controls, and profit management Ensure OSHA, local health and safety codes, and company safety and security policies are met. Enforce safe work behaviors to maintain a safe environment for both guests and crew members. Monitor daily activities to ensure quality food and cleanliness standards Control day-to-day operations - following cash control/security procedures, maintaining inventory, managing food and labor, reviewing financial reports and schedules, and taking appropriate actions P&amp;L management - Manage food cost, labor cost, carryout cost and other controllable items Control food costs by following recipes and portion control; as well as being responsible for weekly inventory process Manage labor costs by optimizing weekly schedules of employees, managers and key supervisors and monitoring daily schedules and sales performance through effective use of the companys labor scheduling tool Ensure proper use of restaurant equipment Responsible for maintaining facility and all company assets All other duties as assigned Bob Evans Restaurants, LLC is EEO compliant and participates in</p> <p>E-Verify Why Choose Us:</p>	



Competitive Compensation Health and Welfare Benefits 401(k) with Company Match Flexible Scheduling Opportunity for development and career growth

### Knowledge:

Excellent communication skills Strong interpersonal skills and conflict resolution abilities Strong planning and organization skills Dedication to providing exceptional guest service Excellent computer skills Strong analytical/problem solving skills Exceptional team building capability Basic business math and accounting skills Basic personal computer literacy Ability to manage multiple projects Ability to be a role model in employee appearance and presentation Available to work a variety of shifts and weekends

### Education/Experience:

High School diploma or equivalent Prior experience in a leadership role is required. A minimum of 4-6 years of prior experience in a family, fast-food, or casual dining restaurant is strongly preferred College and/or culinary schooling preferred For alcohol serving restaurants, Bob Evans follows all State mandated age requirements to serve alcohol which apply to our manager positions.

### Physical Requirements:

The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The physical demands described here are representative of those that must be regularly met by an employee to successfully perform the essential functions of this job. This list is not designed to contain a comprehensive listing of activities and the employer reserves the right to change or assign other duties to this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job. While performing the duties of this job you will regularly be required to: Stand for entire shift and walk for long periods of time without rest or sitting down Push, lift, carry and transfer up to 50 pounds Reach with hands Use hands to finger, handle, or feel objects, tools, or controls Bend and stoop Can taste and smell Verbally communicate with others Use close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus Have ability to freely access all areas of restaurant including selling floor(s), stock area, and register area We continue to update our safety and sanitation procedures to follow the current CDC, local, and state guidelines. Our goal is to provide a safe environment for both our employees and guests.

### Brand:

#### Bob Evans Restaurants Address:

361 North Willowbrook Rd Coldwater, MI - 49036

#### Property Description:

02035 -

#### Coldwater Property Number:

02035

# Pharmacy Sales Associates — Walmart in Coldwater, MI (Dec 2025 - Active)

Pharmacy Sales Associate	
Link to Live Job Posting: <a href="https://www.indeed.com">www.indeed.com</a>	
Location: Coldwater, MI	O*NET: 41-2031.00
Company: Walmart	Job Title: Pharmacy Sales Associates
<p>Hourly Wage:</p> <p>\$15 - \$28 per/hour •The actual hourly rate will equal or exceed the required minimum wage applicable to the job location. Additional compensation includes annual or quarterly performance incentives. Additional compensation in the form of premiums may be paid in amounts ranging from \$0.35 per hour to \$3.00 per hour in specific circumstances. Premiums may be based on schedule, facility, season, or specific work performed. Multiple premiums may apply if applicable criteria are met.</p> <p>Employment Type:</p> <p>Part-Time Available shifts: Mid-Shift, Closing Location Walmart Supercenter #1593 800 E</p> <p>CHICAGO ST, COLDWATER, MI, 49036, US</p> <p>Job Overview Pharmacy associates focus on the needs of our customers as they entrust us with their prescriptions and health needs. They are responsible for providing customer service in our store pharmacies. Benefits &amp; perks At Walmart, we offer competitive pay as well as performance-based incentive awards and other great benefits for a happier mind, body, and wallet. Health benefits include medical, vision and dental coverage. Financial benefits include 401(k), stock purchase and company-paid life insurance. Paid time off benefits include parental leave, family care leave, bereavement, jury duty, and voting. Other benefits include short-term and long-term disability, company discounts, Military Leave Pay, adoption and surrogacy expense reimbursement, and more. You will also receive PTO and/or PPTO that can be used for vacation, sick leave, holidays, or other purposes. The amount you receive depends on your job classification and length of employment. It will meet or exceed the requirements of paid sick leave laws, where applicable. For information about PTO, see Smart Guide page Live Better U is a Walmart-paid education benefit program for full-time and part-time associates in Walmart and Sam's Club facilities. Programs range from high school completion to bachelor's degrees, including English Language Learning and short-form certificates. Tuition, books, and fees are completely paid for by Walmart. Eligibility requirements apply to some benefits and may depend on your job classification and length of employment. Benefits are subject to change and may be subject to a specific plan or program terms. For information about benefits and eligibility, see One.</p> <p>Walmart.com. Walmart is committed to maintaining a drug-free workplace and has a no tolerance policy regarding the use of illegal drugs and alcohol on the job. This policy applies to all employees and aims to create a safe and productive work environment.</p>	

# Cart Attendants — Walmart in Coldwater, MI (Dec 2025 - Active)

Cart Attendant	
Link to Live Job Posting: <a href="https://www.indeed.com">www.indeed.com</a>	
Location: Coldwater, MI	O*NET: 41-2031.00
Company: Walmart	Job Title: Cart Attendants
<p>Cart Attendant 3.4 3.4 out of 5 stars</p> <p>Hourly Wage:</p> <p>\$15 - \$28 per/hour The actual hourly rate will equal or exceed the required minimum wage applicable to the job location. Additional compensation includes annual or quarterly performance incentives. Additional compensation in the form of premiums may be paid in amounts ranging from \$0.35 per hour to \$3.00 per hour in specific circumstances. Premiums may be based on schedule, facility, season, or specific work performed. Multiple premiums may apply if applicable criteria are met.</p> <p>Employment Type:</p> <p>Part-Time Available shifts: Mid-Shift, Closing Location Walmart Supercenter #1593 800 E</p> <p>CHICAGO ST, COLDWATER, MI, 49036, US</p> <p>Job Overview Cart Attendants ensure customers have a great first and last impression of our stores. They gather carts from the parking lot, operate equipment to move carts from the parking lot to inside the store, and maintain sanitation and cleanliness of the shopping carts. Requires a positive attitude in all weather conditions! Benefits &amp; perks At Walmart, we offer competitive pay as well as performance-based incentive awards and other great benefits for a happier mind, body, and wallet. Health benefits include medical, vision and dental coverage. Financial benefits include 401(k), stock purchase and company-paid life insurance. Paid time off benefits include parental leave, family care leave, bereavement, jury duty, and voting. Other benefits include short-term and long-term disability, company discounts, Military Leave Pay, adoption and surrogacy expense reimbursement, and more. You will also receive PTO and/or PPTO that can be used for vacation, sick leave, holidays, or other purposes. The amount you receive depends on your job classification and length of employment. It will meet or exceed the requirements of paid sick leave laws, where applicable. For information about PTO, see Smart Guide page Live Better U is a Walmart-paid education benefit program for full-time and part-time associates in Walmart and Sam's Club facilities. Programs range from high school completion to bachelor's degrees, including English Language Learning and short-form certificates. Tuition, books, and fees are completely paid for by Walmart. Eligibility requirements apply to some benefits and may depend on your job classification and length of employment. Benefits are subject to change and may be subject to a specific plan or program terms. For information about benefits and eligibility, see One.</p> <p>Walmart.com. Walmart is committed to maintaining a drug-free workplace and has a no tolerance policy regarding the use of illegal drugs and alcohol on the job. This policy applies to all employees and aims to create a safe and productive work environment.</p>	

# Key Supervisors — Bob Evans Restaurants in Coldwater, MI (Dec 2025 - Active)

Key Supervisor	
Link to Live Job Posting: <a href="http://www.indeed.com">www.indeed.com</a>	
Location: Coldwater, MI	O*NET: 11-9051.00
Company: Bob Evans Restaurants	Job Title: Key Supervisors
<p>Key Supervisor 3.4 3.4 out of 5 stars Up to \$22 per hour depending on experience and geographic location / local market demand Early Close / No late nights Great Work Life Balance Career Growth Opportunities Excellent Benefits including 401(k) with</p> <p>Employer Match Our Purpose:</p> <p>We pride ourselves on serving high quality farm fresh food at Bob Evans! We are</p> <p>AMERICAS FARM FRESH!</p> <p>We work hard, pay attention to details (perfect plates, perfect bags), and provide our guests with the best, all-around family dining experience. We have immense pride in our culture and roots to our communities. Working at Bob Evans is about being part of something big we have a passion for taking care of each other and our guests while serving farm-fresh food at a great value. Our Founder, Bob Evans, was all about growing good...join us at Bob Evans and be an integral part of .... Where Good Grows.</p> <p>Key Supervisor Responsibilities:</p> <p>The position of Key Supervisor is a fast-paced role that supports the daily operations and staff of the restaurant, including the execution of all Company policies, procedures, programs, and systems. This role contributes to the success of the restaurant by building sales, hitting goals, as well as driving restaurant profitability. Provides daily working supervision of team members during opening and closing shifts to ensure Company standards are maintained and continually improved Models professional behavior while creating a warm, friendly, and hospitable atmosphere that encourages team members to perform at their BEST Maximizing the financial success of the restaurant through productive and guest focused shifts Opens and/or closes the restaurant in accordance with Company policies and procedures Provide supervision support during shift not necessarily related to opening or closing the restaurant Effectively handles guests complaints resulting in highly satisfied guests All other duties as assigned Bob Evans Restaurants, LLC is EEO compliant and participates in</p> <p>E-Verify Why Choose Us:</p> <p>Competitive Compensation Health and Welfare Benefits 401(k) with Company Match Flexible Scheduling Opportunity for development and career growth</p> <p>Knowledge:</p> <p>Excellent communication skills Strong interpersonal skills and conflict resolution abilities Strong planning and organization skills Dedication to providing exceptional guest service Excellent computer skills Strong analytical/problem solving skills Exceptional team building capability Basic business math and accounting skills Basic personal computer literacy Ability to manage multiple projects Ability to be a role model in employee appearance and presentation Available to work a variety of shifts and weekends</p> <p>Education/Experience:</p> <p>High School diploma or equivalent Prior experience in a leadership role is required. A minimum of 1-2 years of prior experience in a family, fast-food, or casual dining restaurant is strongly preferred College and/or culinary schooling preferred</p>	

## Physical Requirements:

The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The physical demands described here are representative of those that must be regularly met by an employee to successfully perform the essential functions of this job. This list is not designed to contain a comprehensive listing of activities and the employer reserves the right to change or assign other duties to this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job. While performing the duties of this job you will regularly be required to: Stand for entire shift and walk for long periods of time without rest or sitting down Push, lift, carry and transfer up to 50 pounds Reach with hands Use hands to finger, handle, or feel objects, tools, or controls Bend and stoop Can taste and smell Verbally communicate with others Use close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus Have ability to freely access all areas of restaurant including selling floor(s), stock area, and register area We continue to update our safety and sanitation procedures to follow the current CDC, local, and state guidelines. Our goal is to provide a safe environment for both our employees and guests.

## Brand:

### Bob Evans Restaurants Address:

361 North Willowbrook Rd Coldwater, MI - 49036

### Property Description:

02035 -

### Coldwater Property Number:

02035

# Appendix C - Data Sources and Calculations

## Lightcast Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

# Job Posting Analytics

Lightcast Q4 2025 Data Set

December 2025  
Calhoun County



Michigan

# Parameters

Select Timeframe: Dec 2025 - Dec 2025

Occupations:

Results should include

Code	Description
11-9051	Food Service Managers
29-1141	Registered Nurses
31-1128	Home Health and Personal Care Aides
31-9092	Medical Assistants
35-3023	Fast Food and Counter Workers

Code	Description
37-2011	Janitors and Cleaners, Except Maids and Housekeeping Cleaners
41-1011	First-Line Supervisors of Retail Sales Workers
41-2031	Retail Salespersons
49-9071	Maintenance and Repair Workers, General
53-3032	Heavy and Tractor-Trailer Truck Drivers

Regions:

Code	Description
26025	Calhoun County, MI

Company:

Results should include

Description
Clean Team
Hogan
Border Foods
Dollar General
Bronson Healthcare

Description
Taco Bell
Oaklawn Hospital
Subway
Select Medical
Elara Caring

Minimum Experience Required: Any

Education Level: Any

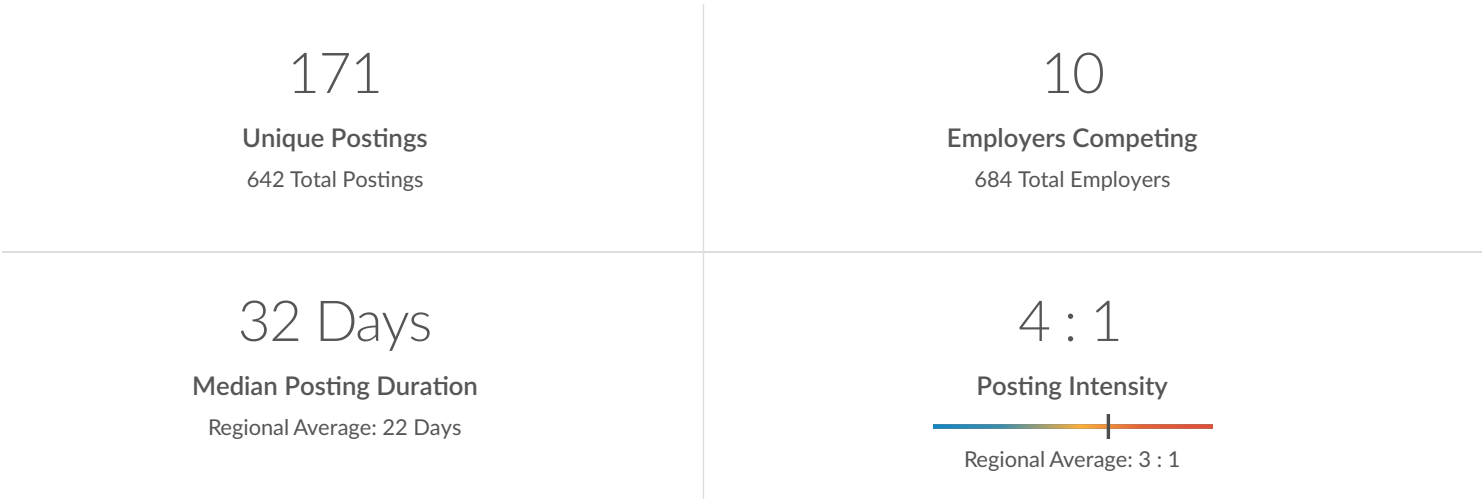
Job Type: Include Internships

Keyword Search:

Posting Type: Active Postings

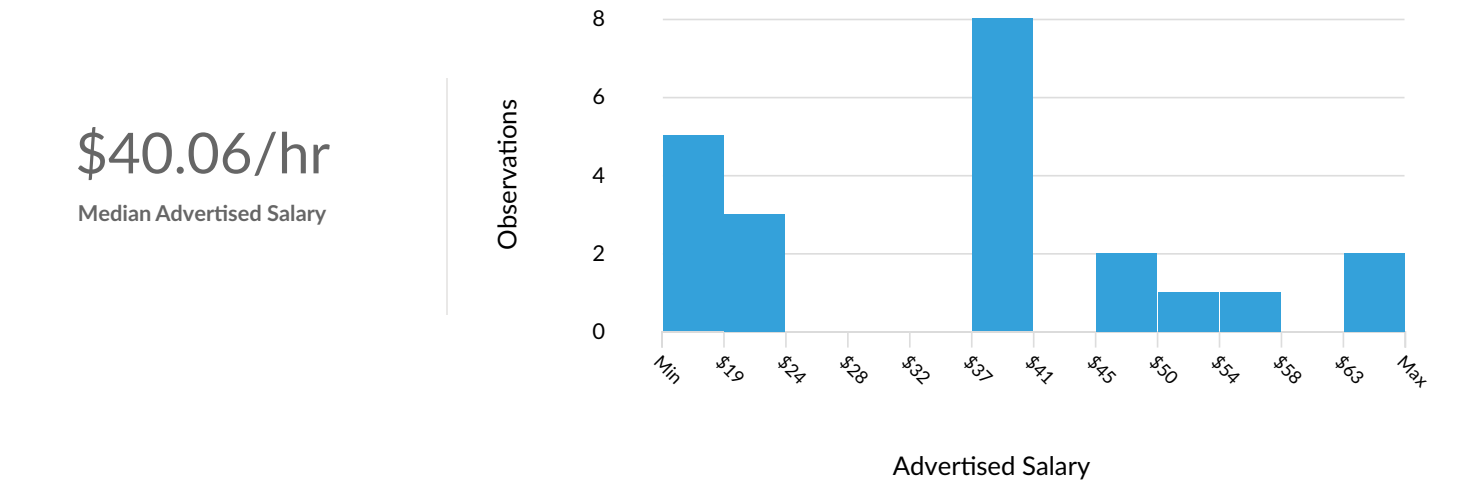


# Job Postings Overview



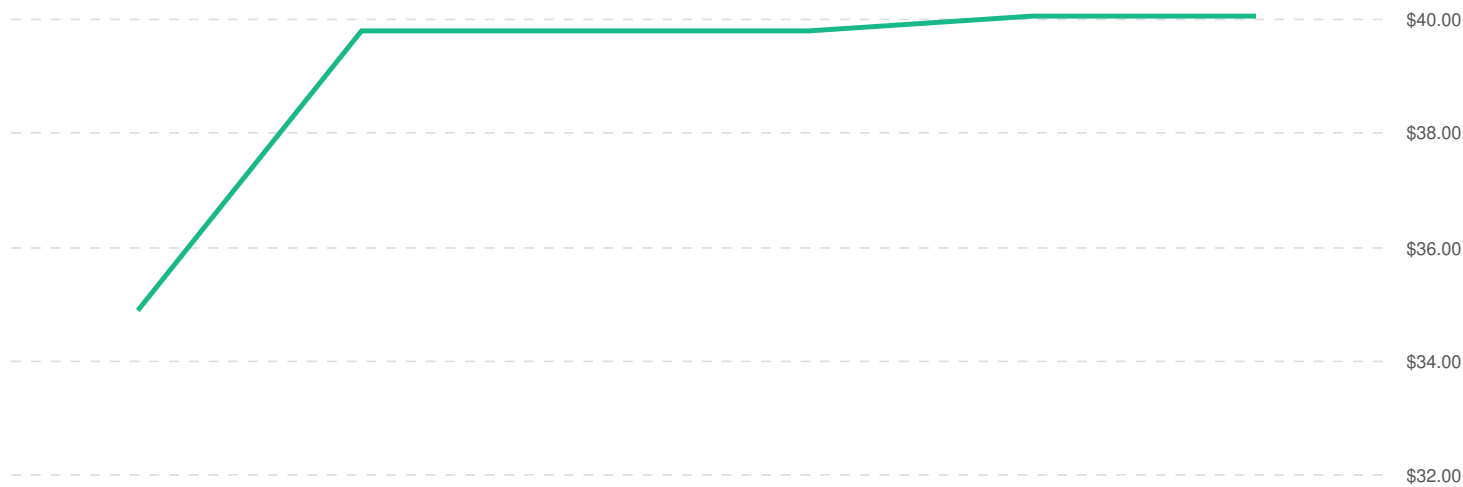
## Advertised Salary

There are 22 advertised salary observations (13% of the 171 matching postings).



# Advertised Salary Trend

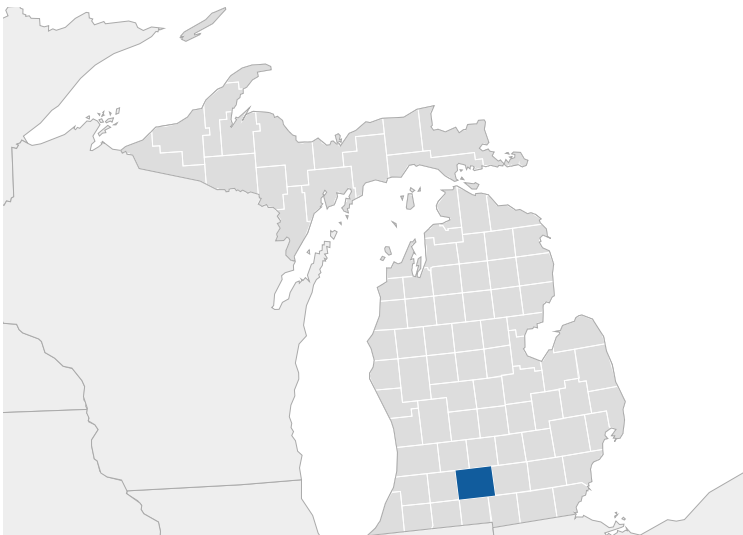
▲ 14.8% Jul 2025 – Dec 2025  
\$39.82 Median



54 Job Postings

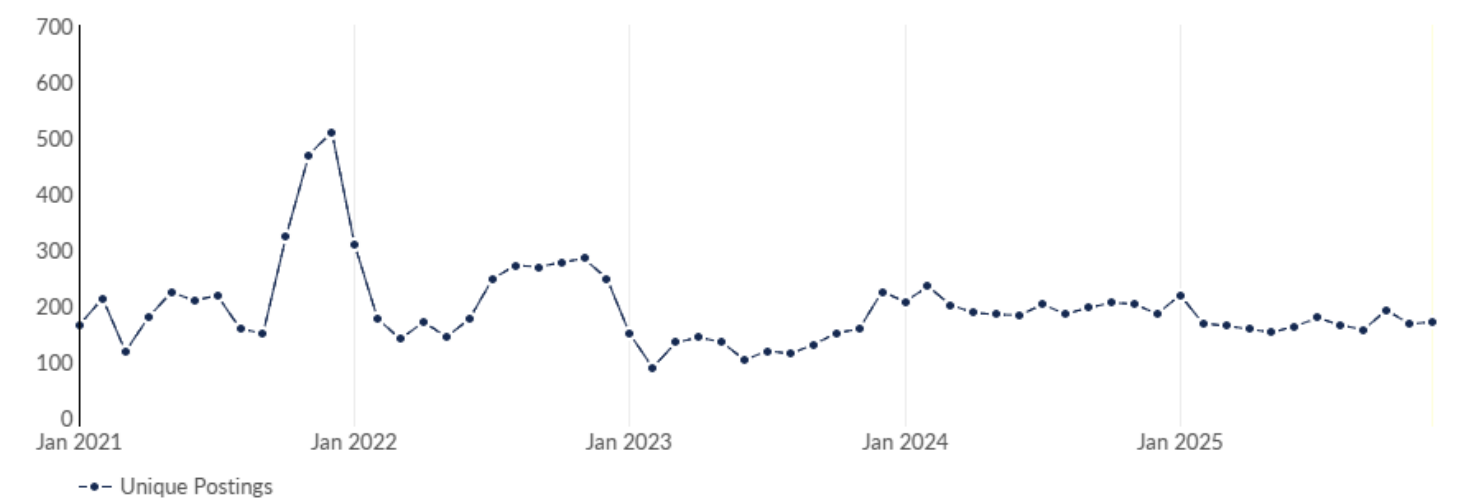


# Job Postings Regional Breakdown



County	Unique Postings (Dec 2025)
Calhoun County, MI	171

# Unique Postings Trend



Month	Unique Postings	Posting Intensity
Dec 2025	171	4 : 1
Nov 2025	167	4 : 1
Oct 2025	192	5 : 1
Sep 2025	157	5 : 1
Aug 2025	165	5 : 1
Jul 2025	178	4 : 1
Jun 2025	163	4 : 1
May 2025	152	4 : 1
Apr 2025	158	4 : 1
Mar 2025	164	4 : 1
Feb 2025	168	4 : 1
Jan 2025	219	5 : 1
Dec 2024	185	5 : 1
Nov 2024	203	4 : 1
Oct 2024	205	4 : 1
Sep 2024	196	4 : 1
Aug 2024	185	3 : 1
Jul 2024	202	3 : 1
Jun 2024	183	3 : 1
May 2024	184	3 : 1

Apr 2024	187	3 : 1
Mar 2024	201	3 : 1
Feb 2024	234	3 : 1
Jan 2024	207	3 : 1
Dec 2023	225	3 : 1
Nov 2023	158	4 : 1
Oct 2023	151	4 : 1
Sep 2023	130	4 : 1
Aug 2023	114	3 : 1
Jul 2023	119	3 : 1
Jun 2023	103	3 : 1
May 2023	135	3 : 1
Apr 2023	143	3 : 1
Mar 2023	134	3 : 1
Feb 2023	89	4 : 1
Jan 2023	149	3 : 1
Dec 2022	248	2 : 1
Nov 2022	284	2 : 1
Oct 2022	277	2 : 1
Sep 2022	269	2 : 1
Aug 2022	272	2 : 1
Jul 2022	247	2 : 1
Jun 2022	176	2 : 1
May 2022	144	3 : 1
Apr 2022	171	3 : 1
Mar 2022	140	2 : 1
Feb 2022	176	2 : 1
Jan 2022	308	2 : 1
Dec 2021	510	2 : 1
Nov 2021	469	2 : 1
Oct 2021	323	2 : 1

Sep 2021	150	2 : 1
Aug 2021	159	2 : 1
Jul 2021	218	2 : 1
Jun 2021	209	2 : 1
May 2021	224	2 : 1
Apr 2021	179	2 : 1
Mar 2021	118	2 : 1
Feb 2021	213	2 : 1
Jan 2021	166	2 : 1

## Education Breakdown

Education Level	Unique Postings	% of Total
No Education Listed	75	44%
High school or GED	24	14%
Associate's degree	57	33%
Bachelor's degree	30	18%
Master's degree	0	0%
Ph.D. or professional degree	0	0%





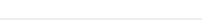
## Minimum Education Breakdown

Minimum Education Level	Unique Postings (minimum)	Unique Postings (max advertised)	% of Total (minimum)
High school or GED	24	0	14%
Associate's degree	55	2	32%
Bachelor's degree	17	13	10%
Master's degree	0	0	0%
Ph.D. or professional degree	0	0	0%








# Experience Breakdown

Minimum Experience	Unique Postings	% of Total
No Experience Listed	122	71%
0 - 1 Years	35	20%
2 - 3 Years	14	8%
4 - 6 Years	0	0%
7 - 9 Years	0	0%
10+ Years	0	0%








# Top Companies Posting

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Oaklawn Hospital	495 / 121	4 : 1 	42 days
Bronson Healthcare	23 / 15	2 : 1 	13 days
Hogan	18 / 8	2 : 1 	n/a
Subway	16 / 7	2 : 1 	46 days
Select Medical	15 / 7	2 : 1 	40 days
Dollar General	16 / 5	3 : 1 	11 days
Border Foods	4 / 3	1 : 1 	14 days
Taco Bell	45 / 3	15 : 1 	n/a
Clean Team	4 / 1	4 : 1 	n/a
Elara Caring	6 / 1	6 : 1 	n/a

# Top Cities Posting










City	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Marshall, MI	478 / 116	4 : 1 	42 days
Battle Creek, MI	146 / 46	3 : 1 	13 days
Albion, MI	9 / 3	3 : 1 	n/a
Tekonsha, MI	5 / 2	3 : 1 	n/a
Athens, MI	1 / 1	1 : 1 	14 days
East Leroy, MI	1 / 1	1 : 1 	7 days
Pennfield Charter Township, MI	1 / 1	1 : 1 	50 days

# Top Posted Occupations









	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Registered Nurses	325 / 91	4 : 1 	40 days
Medical Assistants	188 / 46	4 : 1 	32 days
Food Service Managers	65 / 13	5 : 1 	33 days
Heavy and Tractor-Trailer Truck Drivers	20 / 9	2 : 1 	n/a
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	9 / 5	2 : 1 	6 days
First-Line Supervisors of Retail Sales Workers	22 / 5	4 : 1 	11 days
Home Health and Personal Care Aides	13 / 2	7 : 1 	n/a












# Top Posted Occupations

Occupation (O*NET)	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Registered Nurses	318 / 88	4 : 1 	40 days
Medical Assistants	188 / 46	4 : 1 	32 days
Food Service Managers	65 / 13	5 : 1 	33 days
Heavy and Tractor-Trailer Truck Drivers	20 / 9	2 : 1 	n/a
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	9 / 5	2 : 1 	6 days
First-Line Supervisors of Retail Sales Workers	22 / 5	4 : 1 	11 days
Critical Care Nurses	7 / 3	2 : 1 	42 days
Home Health Aides	7 / 1	7 : 1 	n/a
Personal Care Aides	6 / 1	6 : 1 	n/a








# Top Posted Occupations

Occupation	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Registered Nurse	325 / 91	4 : 1 	40 days
Medical Assistant	188 / 46	4 : 1 	32 days
Restaurant / Food Service Manager	65 / 13	5 : 1 	33 days
Tractor-Trailer Truck Driver	20 / 9	2 : 1 	n/a
Janitor / Cleaner	9 / 5	2 : 1 	6 days
Retail Store Manager / Supervisor	22 / 5	4 : 1 	11 days
Caregiver / Personal Care Aide	6 / 1	6 : 1 	n/a
Home Health Aide	7 / 1	7 : 1 	n/a

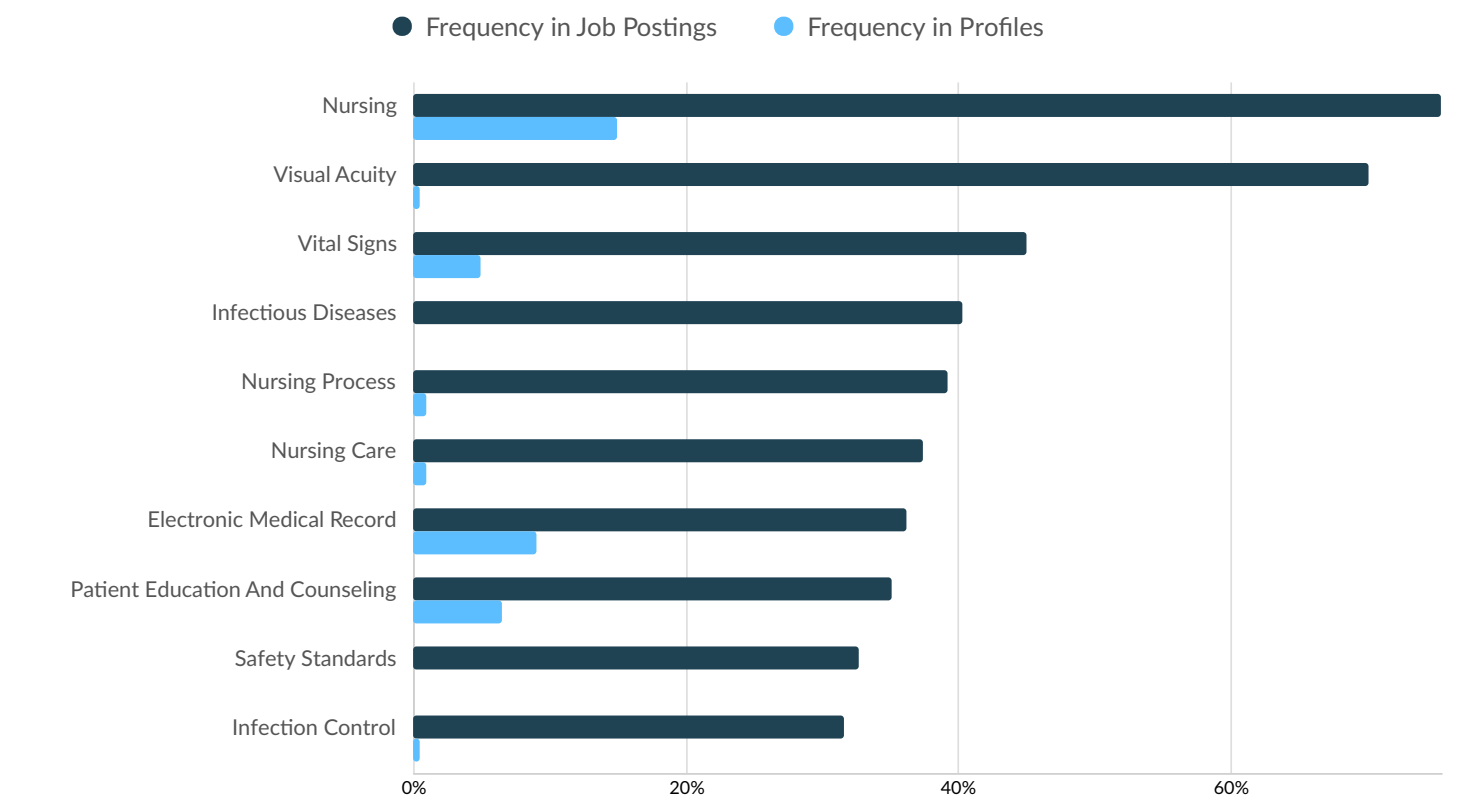
# Top Posted Job Titles

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Registered Nurses	110 / 28	4 : 1 	n/a
Requisition Sales Associates	101 / 24	4 : 1 	n/a
Emergency Services Registered Nurses	61 / 17	4 : 1 	n/a
Primary Care Medical Assistants	30 / 7	4 : 1 	n/a
CDL-A Truck Drivers	13 / 6	2 : 1 	n/a
Personal/Family Assistants	17 / 4	4 : 1 	n/a
Day Surgery Registered Nurses	21 / 4	5 : 1 	n/a
Environmental Services Technicians	5 / 4	1 : 1 	6 days
Managers	11 / 4	3 : 1 	n/a
Assistant General Managers	18 / 3	6 : 1 	7 days

# Top Industries

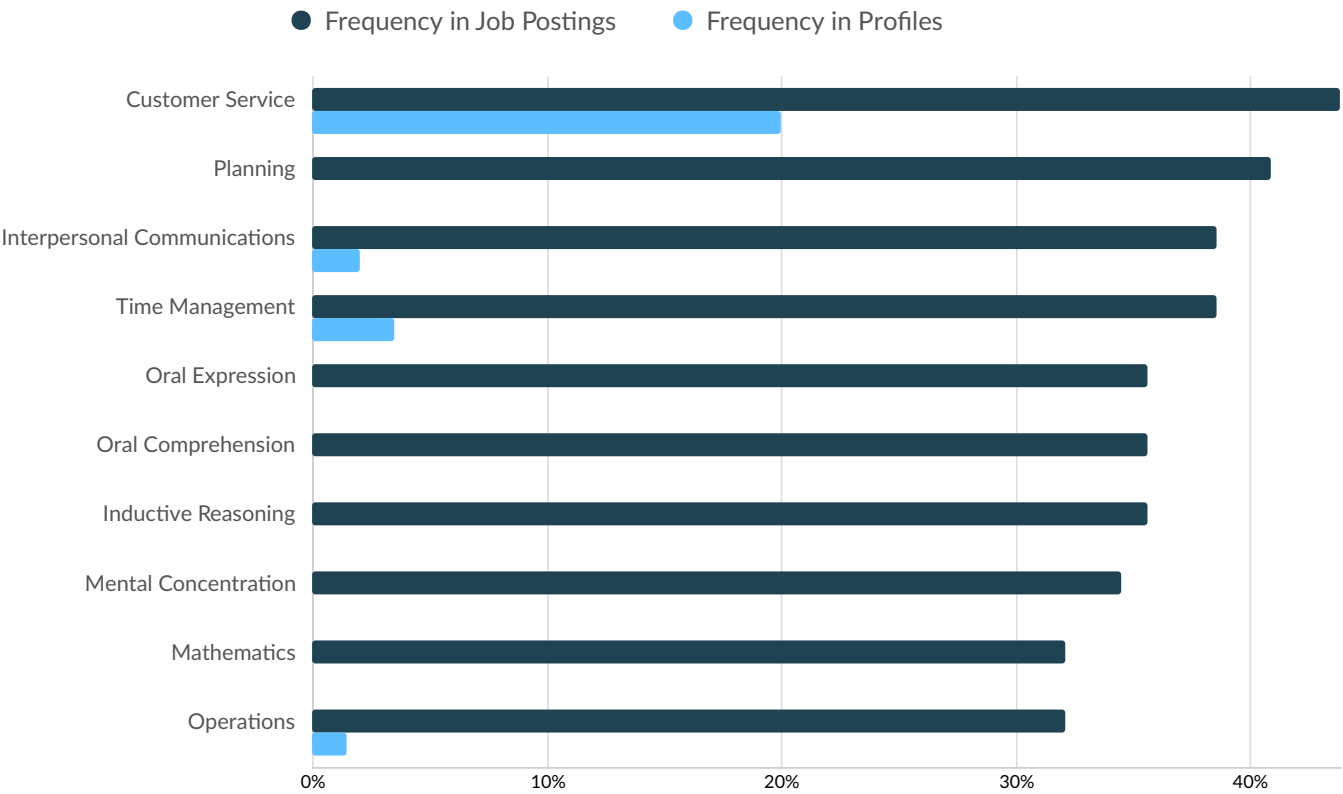
	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
General Medical and Surgical Hospitals	518 / 136	4 : 1 	13 days
Limited-Service Restaurants	65 / 13	5 : 1 	33 days
Footwear Manufacturing	18 / 8	2 : 1 	n/a
All Other Outpatient Care Centers	15 / 7	2 : 1 	40 days
All Other General Merchandise Retailers	16 / 5	3 : 1 	11 days
Janitorial Services	4 / 1	4 : 1 	n/a
Home Health Care Services	6 / 1	6 : 1 	n/a

# Top Specialized Skills



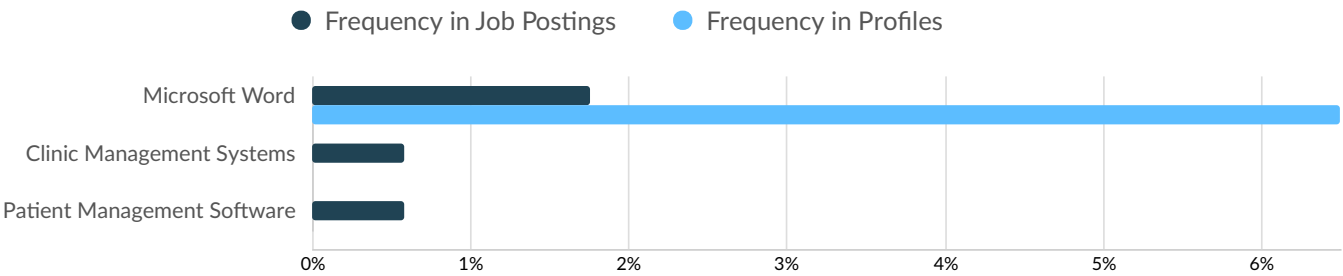
	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Nursing	129	75%	30	15%	+20.1%	Rapidly Growing
Visual Acuity	120	70%	1	1%	+18.9%	Growing
Vital Signs	77	45%	10	5%	+17.2%	Growing
Infectious Diseases	69	40%	0	0%	+9.2%	Growing
Nursing Process	67	39%	2	1%	+24.2%	Rapidly Growing
Nursing Care	64	37%	2	1%	+19.1%	Growing
Electronic Medical Record	62	36%	18	9%	+12.1%	Growing
Patient Education And Counseling	60	35%	13	7%	+11.6%	Growing
Safety Standards	56	33%	0	0%	+5.9%	Stable
Infection Control	54	32%	1	1%	+17.1%	Growing

# Top Common Skills



	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Customer Service	75	44%	40	20%	+5.2%	Stable
Planning	70	41%	0	0%	+10.9%	Growing
Interpersonal Communications	66	39%	4	2%	+12.5%	Growing
Time Management	66	39%	7	4%	+14.5%	Growing
Oral Expression	61	36%	0	0%	0.0%	
Oral Comprehension	61	36%	0	0%	0.0%	
Inductive Reasoning	61	36%	0	0%	+23.8%	Rapidly Growing
Mental Concentration	59	35%	0	0%	+12.7%	Growing
Mathematics	55	32%	0	0%	+20.2%	Rapidly Growing
Operations	55	32%	3	2%	+8.1%	Stable

# Top Software Skills



	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Microsoft Word	3	2%	13	7%	+7.2%	Stable
Clinic Management Systems	1	1%	0	0%	+9.6%	Growing
Patient Management Software	1	1%	0	0%	+18.5%	Growing

# Top Qualifications

	Postings with Qualification
Basic Life Support (BLS) Certification	132
American Red Cross (ARC) Certification	116
Registered Nurse (RN)	94
Basic Cardiac Life Support	49
Licensed Practical Nurse (LPN)	49
Certified Medical Assistant (CMA)	46
Advanced Cardiovascular Life Support (ACLS) Certification	41
Pediatric Advanced Life Support (PALS)	27
Trauma Nurse Core Course (TNCC)	23
Valid Driver's License	19

# Appendix A

## Top Posting Sources

Website	Postings on Website (Dec 2025)
peopleanswers.com	111
indeed.com	34
dejobs.org	11
myworkdayjobs.com	10
craigslist.org	7
tacobell.com	3
careerarc.com	2
dollargeneral.com	2
gr8jobs.net	2
kentwoodrecruiter.com	2
applicantpro.com	1
bloomfieldtownshiprecruiter.com	1
fortwaynerecruiter.com	1
portagerecruiter.com	1

# Appendix B

## Sample Postings

**Bronson Battle Creek Hospital Registered Nurse (RN) Birthplace, Labor Delivery (LD), Mother Baby (MB) and Antepartum Unit (APU)**

Link to Live Job Posting: [bronsonhg.wd1.myworkdayjobs.com](https://bronsonhg.wd1.myworkdayjobs.com)

<b>Location:</b> Battle Creek, MI	<b>O*NET:</b> 29-1141.00
<b>Company:</b> Bronson Healthcare	<b>Job Title:</b> Mother/Baby Postpartum Registered Nurses

Bronson Battle Creek Hospital Registered Nurse (RN) Birthplace, Labor Delivery (LD), Mother Baby (MB) and Antepartum Unit (APU) 3.5 3.5 out of 5 stars

## CURRENT BRONSON EMPLOYEES

- Please apply using the career worklet in Workday. This career site is for external applicants only. Love Where You Work! Team Bronson is compassionate, resilient and strong. We are driven by Positivity which inspires us to be our best and to go above and beyond for our patients, for one another, and for our community. If you're ready for a rewarding new career, join Team Bronson and be part of the experience. Location BBC Bronson Battle Creek Title Bronson Battle Creek Hospital Registered Nurse (RN) Birthplace, Labor Delivery (LD), Mother Baby (MB) and Antepartum Unit (APU) Join Our Team as an Inpatient RN at Bronson Battle Creek Birthplace! Are you ready to advance your nursing career in a supportive, patient-focused environment? Bronson Battle Creek Birthplace, located at Bronson Battle Creek Hospital is looking for compassionate and dedicated Registered Nurses (RNs) to join our team. Why Choose Bronson? We offer competitive benefits and incentives, including: Day 1 health benefits - no waiting period! Competitive pay Generous PTO accrual 403(b) retirement plan with employer matching Tuition reimbursement Wellness benefits Sign-on bonus up to \$20,000 for experienced RNs ( external candidates only) (based on hours/shift) Enhanced Night Shift Differential Pay About Bronson Battle Creek Birthplace At Bronson Battle Creek Birthplace, we are proud to deliver nearly 1,000 babies each year, serving as the region's trusted community hospital for birthing. Our team includes certified nurse midwives, obstetricians, family medicine providers, and pediatric clinicians who provide exceptional care for mothers and newborns.

We also offer:

A Transition Nursery for infants ( 35 weeks) requiring extra care Seamless coordination with Bronson Methodist Hospital for high-risk referrals and Level

### III NICU

care Support from lactation consultants and a perinatal mood disorder specialist 24/7 in-house anesthesia, obstetric, and pediatric clinician coverage Dedicated social workers, pharmacists, and staff development instructors Our units follow AWHONN staffing guidelines as closely as possible to ensure the highest quality of patient care. Be part of a team that makes a difference every day. ! This is a general posting for inpatient RN positions at Bronson Battle Creek Birthplace . Once you apply, a Talent Acquisition Specialist will connect with you within 48 hours to discuss your areas of interest and preferred hours. From there, your application will be forwarded to the appropriate hiring manager(s). Under general supervision and in accordance with the policies, procedures and guidelines established within the organization, the unit, and the Michigan Public Health Code, the registered nurse manages the care delivery for patients in the organization throughout the length of stay to achieve quality outcomes and timely discharge by the following: utilizing the nursing process of assessment, planning, diagnosing, implementation and evaluation; coordinating the care provided by other professionals; delegating selected acts, tasks or functions that fall within the scope of professional nursing practice and the abilities of patient care assistants and universal service assistants; providing selected aspects of physical care within the scope of professional nursing practice as appropriate given the patient's level of acuity and complexity of care required; and documenting and communicating during each tour of duty the patient's response to care provided, consumption of resources and anticipated needs. Employees providing direct patient care must demonstrate competencies specific to the



population served. Associate's degree in Nursing required Bachelor's degree in Nursing preferred, must obtain within 8 years of hire Licensed Registered Nurse in good standing for the state of Michigan As of December 29, 2013, any nurse hired by Bronson who does not hold a BSN (or higher nursing degree) will be given 8 years from date of hire date to obtain. If, after 8 years, the nurse has not met this requirement, employment will be terminated. BLS certification required by completion of core orientation Critical care or ALS as well as other certifications may be required for some RNs, unit specific Bronson South Haven Specific- Effective July 1, 2017 all new hires are expected to successfully obtain their BSN within 8 years of hire date.

### Bronson South Haven Specific:

#### Emergency Department:

SALT triage, ESI Triage, and NIH Stroke Scale to be completed within 90 days of hire date. Advanced Cardiac Life Support, Pediatric Advanced Life Support, and Trauma Nursing Core Course (TNCC only required for FT and part -time nurses) within 6 months of hire date.

#### Special Care Unit:

All nurses in department will need to have Pediatric Advance Life Support certification within 6 months of hire. RNs in Labor & Delivery and Mother/Baby/Antepartum at

### BMH & BBC

#### Specific:

The Electronic Fetal Monitoring Certification through PQF or NCC is required within 6 months of completing intermediate fetal monitoring Current driver's license in the state of Michigan and proof of insurance required for BAH Ability to read, interpret, and analyze data from various computer systems and equipment in order to set an appropriate plan of action Must be able to constantly communicate both verbally, in writing and electronically Work which produces high levels of mental/visual fatigue, e.g., interactive and repetitive or small detailed work requiring alertness and concentration for sustained periods of time, the operation of and full attention to a personal computer or CRT between 40 and 70 percent of the time. Involves regularly lifting of bulky or moderately heavy weights (i.e., up to 50 pounds), and occasionally assisting with heavier tasks or expending the equivalent effort in pushing, pulling, or otherwise handling material, equipment, and other objects.

#### Standards of Practice:

The registered nurse collects comprehensive data pertinent to the patients' health or the situation. o Assesses the patient's physical and developmental needs o Analyzes assessment data to identify appropriate patient needs o Documents nursing history and age appropriate physical/emotional needs/strengths for assigned patients o Reviews vital signs to assess condition of patient and detect deviations from normal. The registered nurse analyzes the assessment data to determine patient problems or issues o Uses the assessment data to identify patient problems o Confirms problems with patient and family when appropriate o Documents the expected outcomes and plan of care related to the problems through use of the clinical pathway and outcome teaching record The registered nurse identified expected outcomes for a plan individualized to the patient o Utilizes the patient/family input when defining outcomes. Incorporates the patient values, ethical and cultural considerations. o Coordinates discharge planning for outcomes not achieved utilizing the continuum of care available. The registered nurse develops a plan that prescribes interventions to attain expected outcomes. o Incorporates clinical pathways into the plan when appropriate o Develops individualized interventions with patient input when appropriate o Considers data from other members of the healthcare team when developing the plan of care The registered nurse implements the identified plan. o Implements appropriate interventions. o Administers prescribed medication and treatment in accordance with approved nursing techniques and policies. o Utilizes evidence-based interventions specific to the patients plan o Maintains awareness of comfort and safety needs of the patient. o Initiates a patient education plan according to the individualized needs of the patient, and coordinates the implementation of the plan. o Manages the care plan for patients by organizing and delegation patient care interventions to be implemented. Evaluates the effectiveness of care given by self and others. The registered nurse evaluates progress toward attainment of the expected outcomes o Evaluates the effectiveness of the planned interventions and the patient response toward achievement of the expected outcomes. o Documents the patient response toward

the expected outcomes.

## Standards of Professional Performance:

The registered nurse systematically evaluates the quality and effectiveness of nursing practice. o Participates in quality improvement activities o Uses the results of quality improvement activities to initiate changes in nursing practice. The registered nurse attains knowledge and competency that reflects current nursing practice. o Participates in ongoing educational activities related to appropriate knowledge and professional issues. o Maintains professional records that provide evidence of competency and continued ongoing educational activities. The registered nurse evaluates one's own nursing practice in relation to professional practice standards and guidelines, relevant statutes, rules and regulations. o Provides age appropriate care in a culturally and ethnically sensitive manner. o Participates in self-evaluation, identifying areas of strengths as well as areas benefiting from professional development. o Participates in systematic peer review as appropriate. The registered nurse interacts with and contributes to the professional development of peers and colleagues. o Shares knowledge and skills with peers and colleagues o Maintains compassionate and caring relationships with peers and colleagues o Contributes to a supportive and healthy work environment. The registered nurse collaborates with patient, family, and others in the conduct of nursing practice. o Partners with the multiple health disciplines to effect change and generate positive outcomes for the patient and family, based on the plan of care. The registered nurse integrates ethical provisions in all areas of practice. o Delivers care in a manner that preserves and protects patient autonomy, dignity, confidentiality and rights. o Demonstrates a commitment to connecting with self and others through relationship centered care giving. o Serves as a patient advocate The registered nurse integrates research finding into practice. o Uses research to improve the health of patients and the practice environment. o Participates in the various levels of research based on their level of education.

## Such activities may include:

identifying clinical problems, participating in data collection, participating in the research committee, sharing research activities/finding with others, conducting research, analyzing data and trends of nursing practice to develop changes in nursing practice and utilizes evidence based practice in the development of policies, procedures and standards of practice in patient care. The registered nurse considers factors related to safety, effectiveness, cost and impact on practice in the planning and delivery of nursing services. o Assigns or delegates tasks based on the needs and condition of the patient, potential for harm, complexity of the nursing activity, required problem solving and innovation, predictability of outcome, extent of patient interaction o Assists the patient and family in becoming informed consumers about the options, costs, risks and benefits of treatments and care. The registered nurse provides leadership in the professional practice setting and the profession. o Participated in nursing councils, hospital and unit based committees as appropriate. o Attends at least 50% of unit staff meetings o Works to create and maintain professional, healthy work environment when representing Bronson in all settings (local, regional or nationally) Responsibilities related to the Scrub RN o Interprets procedure card, assesses case cart for supplies prior to the scheduled procedure time. Identifies missing equipment and/or supplies and makes arrangements to acquire those supplies. o Applies knowledge of operative procedure and physician preferences by anticipating physicians' needs. o Observant of overt changes in patient's condition that indicates a problem has emerged. o Evaluates and updates case information, i.e., preference cards, broken or misplaced equipment, back-ordered supplies, and recommended changes in procedure. o Remains aware of the proper use of equipment and instruments, and discourages improper use and handling by co-workers & physicians. o Is observant of the changing needs of the operative field and the surgical team, anticipates potential needs, and takes appropriate actions. o Acts as the specialist and resource for circulators who may be unfamiliar with positioning devices, specialty equipment, and/or implants needed. o Assigned and responsible for after-hour call on a rotational basis. o Ability to perform scrub duties in multiple services; ie: neuro and ortho STII able to perform spinal fusions in both services.

## For HDU Department Only:

Additional on call requirements above and beyond regular scheduled hours

## For Bronson Lakeview Hospital and Bronson South Haven Hospital:

The RN is responsible for completing the Workday CBL -"Swing beds". This is an annual CBL that describes the difference in a swing bed patient versus an in-patient or observation patient. The RN will understand the documentation differences and the specific care required for each individual swing bed patient. Bronson South Haven Hospital and Bronson Lakeview Hospital employees who are approved to work in a Swing Bed Facility only: Employees may be expected to cover shifts at Bronson Lakeview Hospital and/or Bronson South Haven Hospital

depending on patient acuity and staffing needs. Shift 12 Hour Night Shift Time Type Full time Scheduled Weekly Hours 36 Cost Center 6830 OB Mother/Baby Unit (BBC) Agency Use Policy and Agency Submittal Disclaimer Bronson Healthcare Group and its affiliates ("Bronson") strictly prohibit the acceptance of unsolicited resumes from individual recruiters or third-party recruiting agencies ("Recruiters") in response to job postings or word of mouth. Unsolicited resumes sent to any employee of Bronson by Recruiters, without both a valid written agreement with Bronson and a direct written request from the Bronson Talent Acquisition Department for a specific job position, will be considered the property of Bronson. Furthermore, no fees will be owed or paid to Recruiters who submit resumes for unsolicited candidates, even if those candidates are hired. This policy applies regardless of whether the Recruiter has a pre-existing agreement with Bronson. Only candidates submitted through a specific written agreement with the Bronson Talent Acquisition Department for a named position are eligible for fee consideration.

# Cardiopulmonary Registered Nurses Team Leader — Bronson Healthcare in Battle Cr..

## Registered Nurse - PRN variable shift - GMU (Cardiopulmonary)

Link to Live Job Posting: [www.indeed.com](http://www.indeed.com)

Location: Battle Creek, MI

O\*NET: 29-1141.00

Company: Bronson Healthcare

Job Title: Cardiopulmonary Registered Nurses Team Leader

Registered Nurse - PRN variable shift - GMU (Cardiopulmonary) 3.5 3.5 out of 5 stars Battle Creek, MI Part-time Bronson Healthcare 154 reviews Part-time

### CURRENT BRONSON EMPLOYEES

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### Standards of Practice:

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## Such activities may include:

identifying clinical problems, participating in data collection, participating in the research committee, sharing research activities/finding with others, conducting research, analyzing data and trends of nursing practice to develop changes in nursing practice and utilizes evidence based practice in the development of policies, procedures and standards of practice in patient care. The registered nurse considers factors related to safety, effectiveness, cost and impact on practice in the planning and delivery of nursing services. o Assigns or delegates tasks based on the needs and condition of the patient, potential for harm, complexity of the nursing activity, required problem solving and innovation, predictability of outcome, extent of patient interaction o Assists the patient and family in becoming informed consumers about the options, costs, risks and benefits of treatments and care. The registered nurse provides leadership in the professional practice setting and the profession. o Participated in nursing councils, hospital and unit based committees as appropriate. o Attends at least 50% of unit staff meetings o Works to create and maintain professional, healthy work environment when representing Bronson in all settings (local, regional or nationally) Responsibilities related to the Scrub RN o Interprets procedure card, assesses case cart for supplies prior to the scheduled procedure time. Identifies missing equipment and/or supplies and makes arrangements to acquire those supplies. o Applies knowledge of operative procedure and physician preferences by anticipating physicians' needs. o Observant of overt changes in patient's condition that indicates a problem has emerged. o Evaluates and updates case information, i.e., preference cards, broken or misplaced equipment, back-ordered supplies, and recommended changes in procedure. o Remains aware of the proper use of equipment and instruments, and discourages improper use and handling by co-workers & physicians. o Is observant of the changing needs of the operative field and the surgical team, anticipates potential needs, and takes appropriate actions. o Acts as the specialist and resource for circulators who may be unfamiliar with positioning devices, specialty equipment, and/or implants needed. o Assigned and responsible for after-hour call on a rotational basis. o Ability to perform scrub duties in multiple services; ie: neuro and ortho STII able to perform spinal fusions in bother services. Shift Variable Time Type Part time Scheduled Weekly Hours 10 Cost Center 6420 General Medical Unit (BBC) Agency Use Policy and Agency Submittal Disclaimer Bronson Healthcare Group and its affiliates ("Bronson") strictly prohibit the acceptance of unsolicited resumes from

individual recruiters or third-party recruiting agencies ("Recruiters") in response to job postings or word of mouth. Unsolicited resumes sent to any employee of Bronson by Recruiters, without both a valid written agreement with Bronson and a direct written request from the Bronson Talent Acquisition Department for a specific job position, will be considered the property of Bronson. Furthermore, no fees will be owed or paid to Recruiters who submit resumes for unsolicited candidates, even if those candidates are hired. This policy applies regardless of whether the Recruiter has a pre-existing agreement with Bronson. Only candidates submitted through a specific written agreement with the Bronson Talent Acquisition Department for a named position are eligible for fee consideration.

## Bronson Battle Creek Hospital Registered Nurse (RN) Critical Care Unit Full-Time Day Shift

Link to Live Job Posting: [www.indeed.com](http://www.indeed.com)

Location: Battle Creek, MI

O\*NET: 29-1141.03

Company: Bronson Healthcare

Job Title: Critical Care Unit Registered Nurses

Return to selected search result Bronson Battle Creek Hospital Registered Nurse (RN) Critical Care Unit Full-Time Day Shift Apply locations  
Bronson Battle Creek time type Full time posted on Posted Today job requisition id

### JOB46550 CURRENT BRONSON EMPLOYEES

- Please apply using the career worklet in Workday. This career site is for external applicants only. Love Where You Work! Team Bronson is compassionate, resilient and strong. We are driven by Positivity which inspires us to be our best and to go above and beyond for our patients, for one another, and for our community. If you're ready for a rewarding new career, join Team Bronson and be part of the experience. Location BBC Bronson Battle Creek Title Bronson Battle Creek Hospital Registered Nurse (RN) Critical Care Unit Full-Time Day Shift

### Benefits and Incentives:

Day 1 health benefits, competitive pay, advancement opportunities, and more! Generous PTO accrual 403(b) matching Tuition reimbursement Wellness benefits The Bronson Battle Creek Critical Care Unit (CCU) is a 20-bed unit specializing in the care of patients with life-threatening conditions such as cardiogenic shock, heart failure, liver/renal failure, respiratory failure, neurological conditions, and sepsis. Our multidisciplinary approach and state-of-the-art equipment ensure that patients receive continuous, high-quality care. The Critical Care Unit also includes the Progressive Care Unit, which serves as an intermediary step between ICU and the med/surge floor. Under general supervision and in accordance with the policies, procedures and guidelines established within the organization, the unit, and the Michigan Public Health Code, the registered nurse manages the care delivery for patients in the organization throughout the length of stay to achieve quality outcomes and timely discharge by the following: utilizing the nursing process of assessment, planning, diagnosing, implementation and evaluation; coordinating the care provided by other professionals; delegating selected acts, tasks or functions that fall within the scope of professional nursing practice and the abilities of patient care assistants and universal service assistants; providing selected aspects of physical care within the scope of professional nursing practice as appropriate given the patient's level of acuity and complexity of care required; and documenting and communicating during each tour of duty the patient's response to care provided, consumption of resources and anticipated needs. Employees providing direct patient care must demonstrate competencies specific to the population served. Associate's degree in Nursing required Bachelor's degree in Nursing preferred, must obtain within 8 years of hire Licensed Registered Nurse in good standing for the state of Michigan As of December 29, 2013, any nurse hired by Bronson who does not hold a BSN (or higher nursing degree) will be given 8 years from date of hire date to obtain. If, after 8 years, the nurse has not met this requirement, employment will be terminated. BLS certification required by completion of core orientation Critical care or ALS as well as other certifications may be required for some RNs, unit specific Bronson South Haven Specific - Effective July 1, 2017 all new hires are expected to successfully obtain their BSN within 8 years of hire date.

### Bronson South Haven Specific :

### Emergency Department:

SALT triage, ESI Triage, and NIH Stroke Scale to be completed within 90 days of hire date. Advanced Cardiac Life Support, Pediatric Advanced Life Support, and Trauma Nursing Core Course (TNCC only required for FT and part -time nurses) within 6 months of hire date.

## Special Care Unit:

All nurses in department will need to have Pediatric Advance Life Support certification within 6 months of hire. RNs in Labor & Delivery and Mother/Baby/Antepartum at

## BMH & BBC

### Specific :

The Electronic Fetal Monitoring Certification through PQF or NCC is required within 6 months of completing intermediate fetal monitoring  
Current driver's license in the state of Michigan and proof of insurance required for BAH

- Ability to read, interpret, and analyze data from various computer systems and equipment in order to set an appropriate plan of action
- Must be able to constantly communicate both verbally, in writing and electronically Work which produces high levels of mental/visual fatigue, e.

g., interactive and repetitive or small detailed work requiring alertness and concentration for sustained periods of time, the operation of and full attention to a personal computer or CRT between 40 and 70 percent of the time. Involves regularly lifting of bulky or moderately heavy weights (i.e., up to 50 pounds), and occasionally assisting with heavier tasks or expending the equivalent effort in pushing, pulling, or otherwise handling material, equipment, and other objects.

### Standards of Practice:

- The registered nurse collects comprehensive data pertinent to the patients' health or the situation.
  - o Assesses the patient's physical and developmental needs
  - o Analyzes assessment data to identify appropriate patient needs
  - o Documents nursing history and age appropriate physical/emotional needs/strengths for assigned patients
  - o Reviews vital signs to assess condition of patient and detect deviations from normal.
- The registered nurse analyzes the assessment data to determine patient problems or issues
  - o Uses the assessment data to identify patient problems
  - o Confirms problems with patient and family when appropriate
  - o Documents the expected outcomes and plan of care related to the problems through use of the clinical pathway and outcome teaching record
- The registered nurse identified expected outcomes for a plan individualized to the patient
  - o Utilizes the patient/family input when defining outcomes. Incorporates the patient values, ethical and cultural considerations.
  - o Coordinates discharge planning for outcomes not achieved utilizing the continuum of care available.
- The registered nurse develops a plan that prescribes interventions to attain expected outcomes.
  - o Incorporates clinical pathways into the plan when appropriate
  - o Develops individualized interventions with patient input when appropriate
  - o Considers data from other members of the healthcare team when developing the plan of care
- The registered nurse implements the identified plan.
  - o Implements appropriate interventions.
  - o Administers prescribed medication and treatment in accordance with approved nursing techniques and polices.
  - o Utilizes evidence-based interventions specific to the patients plan
  - o Maintains awareness of comfort and safety needs of the patient.
  - o Initiates a patient education plan according to the individualized needs of the patient, and coordinates the implementation of the plan.
  - o Manages the care plan for patients by organizing and delegation patient care interventions to be implemented. Evaluates the effectiveness of care given by self and others.
- The registered nurse evaluates progress toward attainment of the expected outcomes
  - o Evaluates the effectiveness of the planned interventions and the patient response toward achievement of the expected outcomes.
- o Documents the patient response toward the expected outcomes.

### Standards of Professional Performance:

- The registered nurse systematically evaluates the quality and effectiveness of nursing practice.
  - o Participates in quality improvement activities
  - o Uses the results of quality improvement activities to initiate changes in nursing practice.
- The registered nurse attains knowledge and competency that reflects current nursing practice.
  - o Participates in ongoing educational activities related to appropriate knowledge and professional issues.
  - o Maintains professional records that provide evidence of



competency and continued ongoing educational activities.

- The registered nurse evaluates one's own nursing practice in relation to professional practice standards and guidelines, relevant statutes, rules and regulations.

o Provides age appropriate care in a culturally and ethnically sensitive manner. o Participates in self-evaluation, identifying areas of strengths as well as areas benefiting from professional development. o Participates in systematic peer review as appropriate.

- The registered nurse interacts with and contributes to the professional development of peers and colleagues. o Shares knowledge and skills with peers and colleagues o Maintains compassionate and caring relationships with peers and colleagues o Contributes to a supportive and healthy work environment.
- The registered nurse collaborates with patient, family, and others in the conduct of nursing practice. o Partners with the multiple health disciplines to effect change and generate positive outcomes for the patient and family, based on the plan of care.
- The registered nurse integrates ethical provisions in all areas of practice. o Delivers care in a manner that preserves and protects patient autonomy, dignity, confidentiality and rights. o Demonstrates a commitment to connecting with self and others through relationship centered care giving. o Serves as a patient advocate
- The registered nurse integrates research finding into practice.

o Uses research to improve the health of patients and the practice environment. o Participates in the various levels of research based on their level of education.

### Such activities may include:

identifying clinical problems, participating in data collection, participating in the research committee, sharing research activities/finding with others, conducting research, analyzing data and trends of nursing practice to develop changes in nursing practice and utilizes evidence based practice in the development of policies, procedures and standards of practice in patient care.

- The registered nurse considers factors related to safety, effectiveness, cost and impact on practice in the planning and delivery of nursing services.

o Assigns or delegates tasks based on the needs and condition of the patient, potential for harm, complexity of the nursing activity, required problem solving and innovation, predictability of outcome, extent of patient interaction o Assists the patient and family in becoming informed consumers about the options, costs, risks and benefits of treatments and care.

- The registered nurse provides leadership in the professional practice setting and the profession. o Participated in nursing councils, hospital and unit based committees as appropriate. o Attends at least 50% of unit staff meetings o Works to create and maintain professional, healthy work environment when representing Bronson in all settings (local, regional or nationally)
- Responsibilities related to the Scrub RN o Interprets procedure card, assesses case cart for supplies prior to the scheduled procedure time.

Identifies missing equipment and/or supplies and makes arrangements to acquire those supplies. o Applies knowledge of operative procedure and physician preferences by anticipating physicians' needs. o Observant of overt changes in patient's condition that indicates a problem has emerged. o Evaluates and updates case information, i.e., preference cards, broken or misplaced equipment, back-ordered supplies, and recommended changes in procedure. o Remains aware of the proper use of equipment and instruments, and discourages improper use and handling by co-workers & physicians. o Is observant of the changing needs of the operative field and the surgical team, anticipates potential needs, and takes appropriate actions. o Acts as the specialist and resource for circulators who may be unfamiliar with positioning devices, specialty equipment, and/or implants needed. o Assigned and responsible for after-hour call on a rotational basis. o Ability to perform scrub duties in multiple services; ie: neuro and ortho STII able to perform spinal fusions in both services.

### For HDU Department Only:

Additional on call requirements above and beyond regular scheduled hours

### For Bronson Lakeview Hospital and Bronson South Haven Hospital:

The RN is responsible for completing the Workday CBL - "Swing beds". This is an annual CBL that describes the difference in a swing bed patient versus an in-patient or observation patient. The RN will understand the documentation differences and the specific care required for each individual swing bed patient. Bronson South Haven Hospital and Bronson Lakeview Hospital employees who are approved to work in a Swing Bed Facility only: Employees may be expected to cover shifts at Bronson Lakeview Hospital and/or Bronson South Haven Hospital

depending on patient acuity and staffing needs. Shift 12 Hour Day Shift Time Type Full time Scheduled Weekly Hours 36 Cost Center Agency Use Policy and Agency Submittal Disclaimer Bronson Healthcare Group and its affiliates ("Bronson") strictly prohibit the acceptance of unsolicited resumes from individual recruiters or third-party recruiting agencies ("Recruiters") in response to job postings or word of mouth. Unsolicited resumes sent to any employee of Bronson by Recruiters, without both a valid written agreement with Bronson and a direct written request from the Bronson Talent Acquisition Department for a specific job position, will be considered the property of Bronson. Furthermore, no fees will be owed or paid to Recruiters who submit resumes for unsolicited candidates, even if those candidates are hired. This policy applies regardless of whether the Recruiter has a pre-existing agreement with Bronson. Only candidates submitted through a specific written agreement with the Bronson Talent Acquisition Department for a named position are eligible for fee consideration. Please take a moment to watch a brief video highlighting employment with Bronson!

CDL-A Truck Drivers — Hogan in Battle Creek, MI (Dec 2025 - Active)

CDL-A Truck Drivers No Touch Freight - \$1,570-\$1,630 Weekly

Link to Live Job Posting: [battlecreek.craigslist.org](https://battlecreek.craigslist.org)

Location: Battle Creek, MI	O*NET: 53-3032.00
Company: Hogan	Job Title: CDL-A Truck Drivers

CDL-A Truck Drivers

No Touch Freight

\$1,570

1,630 Weekly (Battle Creek, MI) Hogan Transports compensation: \$81,500

85,000 Annually employment type: Dedicated CDL-A Truck Drivers

Home Daily

Earn \$1,570

1,630 Weekly!

Pay & Benefits:

\$0.67

0.70 CPM, Based on Experience

Average Annual Pay of \$81,500

85,000 Driver Referral Program = Unlimited Earning Potential!

Vacation and Holiday Pay Medical, Dental, Vision, Life Insurance, 401(k)

Late-Model Trucks Paid Online Orientation Job Details:

Home Daily No Touch Freight/Drop & Hook Dedicated Account•

Dry Van Consistent Routes & Set Schedules Requirements:

Valid Class A CDL Minimum 6 months of recent tractor-trailer experience See where the road can take you when you drive for Hogan! Speak to a Dedicated Recruiter today: 866-776-1141 Hogan is family owned and operated with over 100 years of experience in the Transportation Industry. We continue a tradition of unparalleled, personalized service to clients and drivers. Hogan utilizes first-class equipment and advanced technology to help our drivers be successful. Drivers can expect a career embodied by safety, teamwork, professionalism, integrity, and the constant pursuit of excellence. Our nationwide network of dedicated opportunities allows drivers the opportunity to find predictable home time, competitive pay rates, and stable customer freight that best suits their needs. Our goal is to attract, recruit, and retain excellent employees that are passionately motivated to represent Hogan's core values. If this sounds like you, apply today to join the Hogan team!

Speak to a recruiter today for more details!

Principals only. Recruiters, please don't contact this job poster.

post id:

7905260533 ♥ [ ]

Lightcast

Lightcast Q4 2025 Data Set | lightcast.io

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Medical Assistant - OBGYN - Requisition #991328	
Link to Live Job Posting: <a href="https://mint.peopleanswers.com">mint.peopleanswers.com</a>	
Location: Marshall, MI	O*NET: 31-9092.00
Company: Oaklawn Hospital	Job Title: OB/GYN Medical Assistants

## MEDICAL ASSISTANT - OBGYN

### Job Summary:

Under direct supervision of a provider performs a variety of clinical and administrative tasks while striving to offer perfect care every time to patients. Clinical duties include greeting and escorting patients to the exam room, measuring and recording vitals, collecting, and recording medical and medication histories, preparing patients for examination/procedure, assisting the provider as directed and ensuring efficient clinic patient flow. Additional duties include specimen collection with accurate labeling and prescriptions as directed by the provider. Maintains equipment and supplies. Administrative duties include answering telephones, scheduling appointments, accurate patient registration, processing referrals and prior authorizations. Maintain focus on patient centered care and customer service.

### Essential Functions:

Consistently use an outward mindset and put forth exemplary effort in accomplishing his/her goals and objectives in a manner that helps others to achieve their goals and objectives. Obtains and records vital signs, height and weight, medical and medication history. Documents all medical information appropriate and accurately in the EMR. Sends records to Health Information Management, as needed. Prepares patients for examination/procedure and ensures patient flow. Assists provider and nursing staff as guided. Implement medical orders in a safe and proper manner. Collects specimens and properly labels, administer immunizations and medication via various routes (IM, SQ, Oral, Nasal), as directed by the provider. Maintains rooms, equipment and supplies to uphold standard precautions. Answers telephones ensuring to handle customer inquiries promptly and appropriately. Schedules appointments, process referrals and prior authorizations. Registers patients, ensuring accuracy, collection and scanning of proper documents, and all required registration steps are followed. Provides patient centered care and customer service.

### Minimum Qualifications:

Qualified candidate will have an active American Heart Association or American Red Cross Basic Cardiac Life Support (BLS) Certification within 90 days of hire and hold one of the following: Registered or Certified Medical Assistant or Licensed Practical Nurse in the State of Michigan or Commiserate combination of education and experience as deemed appropriate by Human Resources and ABR-OE Credential upon hire or Commiserate combination of education and experience as deemed appropriate by Human Resources and Registered or Certified Medical Assistant completion within 90 days.

### Knowledge, Skills & Abilities:

Experience in a medical office or similar setting required. Must possess interpersonal skills sufficient to deal effectively and courteously with a diverse group of patients, doctors, internal callers, and other healthcare personnel, while maintaining strict medical ethics. Successful completion of registration or certification in an accredited Medical Assistant program preferred. Demonstrated knowledge of medical assistant competencies, computers, and EHRs. Patient access knowledge preferred. PCMH experience is a plus.

### Working Conditions:

Potential travel to other offices aiding in relief and/or provider schedules. Potential exposure to blood/body fluids and contagious disease.

### Physical Requirements:

Constantly stand, walk, reach, see/visual acuity, handle/grasp/feel, talk/hear, taste/smell. Frequently sit, reach, push/pull, bend/twist, stoop/kneel/crouch. Lift/carry 1 to 50+ lbs. Marshall, 200 N. Madison, Marshall, MI 49068

# Appendix C - Data Sources and Calculations

## Lightcast Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

# Job Posting Analytics

Lightcast Q4 2025 Data Set

December 2025  
Kalamazoo County



Michigan

# Parameters

Select Timeframe: Dec 2025 - Dec 2025

Occupations:

Results should include

Code	Description
11-9199	Managers, All Other
15-1252	Software Developers
15-1299	Computer Occupations, All Other
17-3026	Industrial Engineering Technologists and Technicians
29-1141	Registered Nurses

Code	Description
29-2061	Licensed Practical and Licensed Vocational Nurses
29-2099	Health Technologists and Technicians, All Other
31-1131	Nursing Assistants
31-9092	Medical Assistants
43-6014	Secretaries and Administrative Assistants, Except Legal, Medical, and Executive

Regions:

Code	Description
26077	Kalamazoo County, MI

Company:

Results should include

Description
Pfizer
Ascension
Meijer
Bronson Healthcare
Corewell Health

Description
Capital One
Western Michigan University
Zoetis
Stryker
Kalamazoo County Government

Minimum Experience Required: Any

Education Level: Any

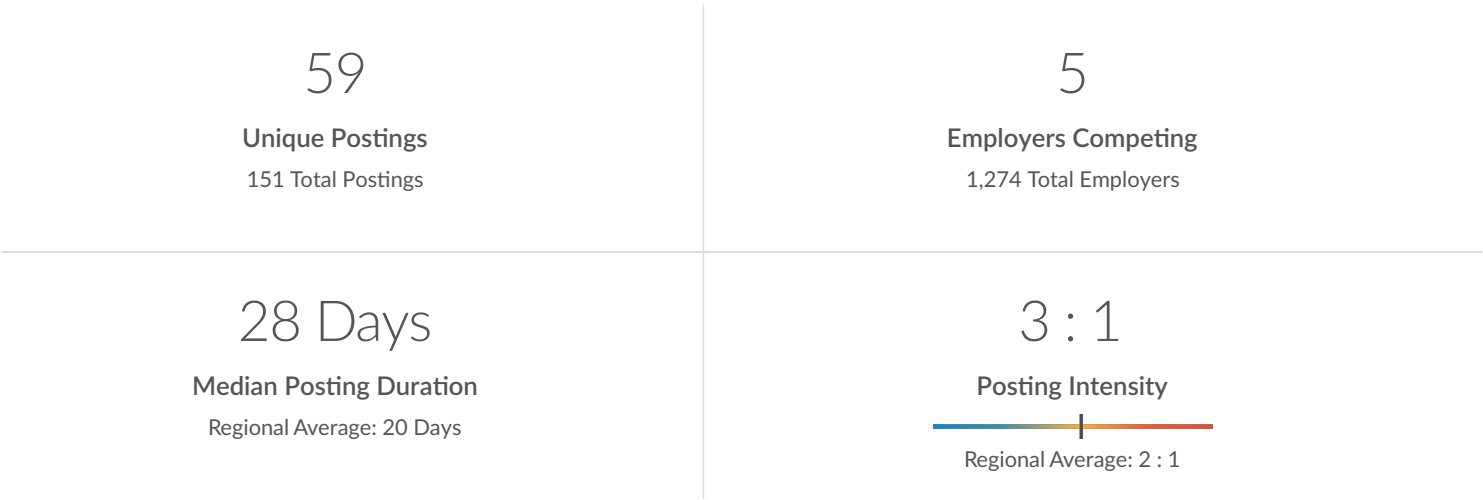
Job Type: Include Internships

Keyword Search:

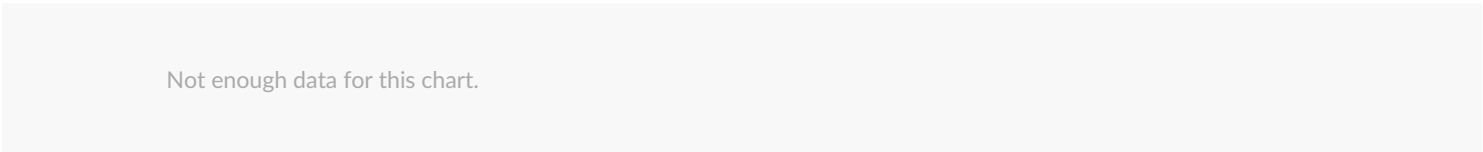
Posting Type: Active Postings



# Job Postings Overview



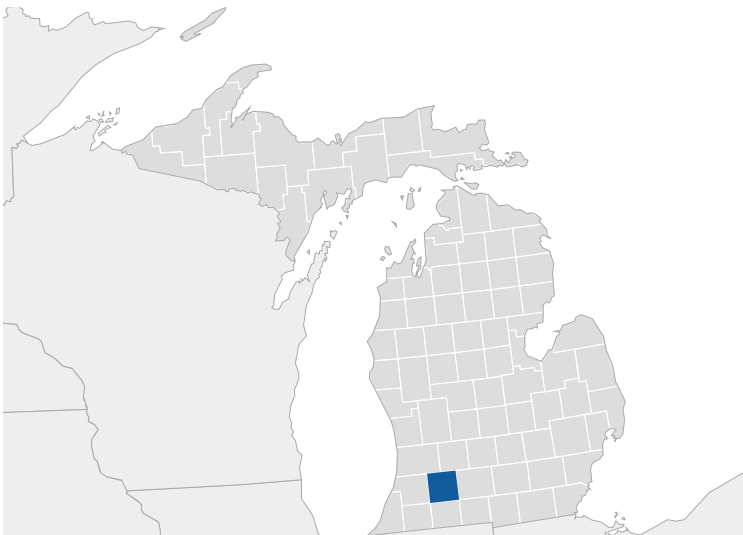
## Advertised Salary



# Advertised Salary Trend



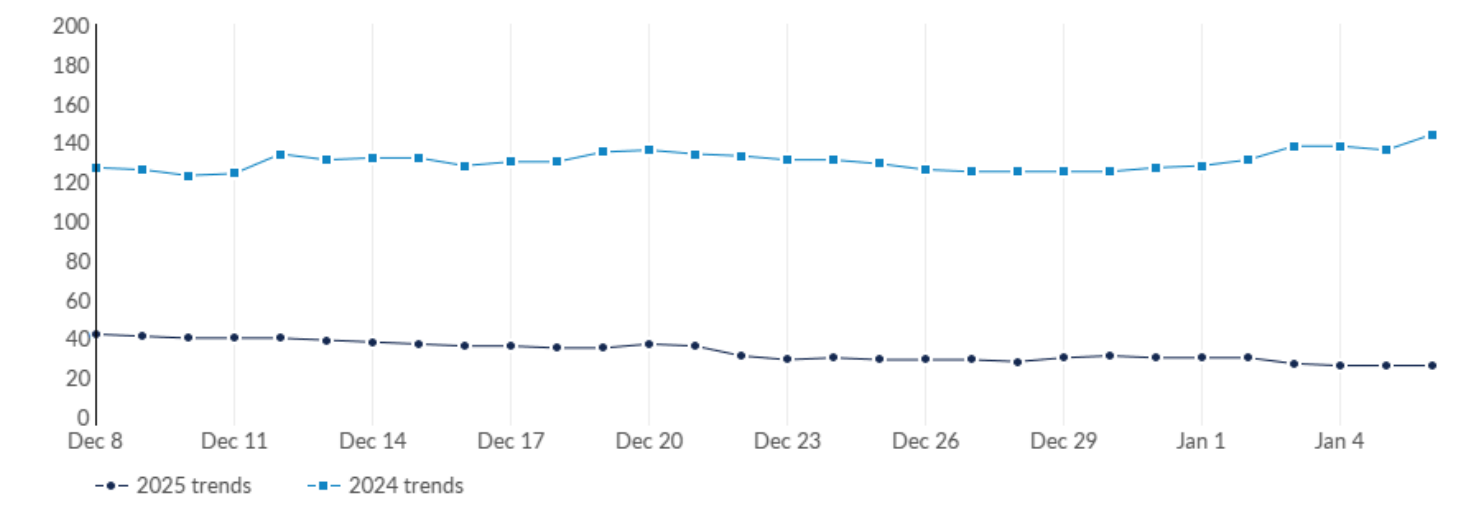
# Job Postings Regional Breakdown



County	Unique Postings (Dec 2025)
Kalamazoo County, MI	59

# Unique Postings Trend

This view displays the most recent 30 days of job postings activity to show near-term trends. It does not reflect your timeframe.



Day	Unique Postings	Last Year's Unique Postings	% Change
December 8, 2025	42	127	-66.9%
December 9, 2025	41	126	-67.5%
December 10, 2025	40	123	-67.5%
December 11, 2025	40	124	-67.7%
December 12, 2025	40	134	-70.1%
December 13, 2025	39	131	-70.2%
December 14, 2025	38	132	-71.2%
December 15, 2025	37	132	-72.0%
December 16, 2025	36	128	-71.9%
December 17, 2025	36	130	-72.3%
December 18, 2025	35	130	-73.1%
December 19, 2025	35	135	-74.1%
December 20, 2025	37	136	-72.8%
December 21, 2025	36	134	-73.1%
December 22, 2025	31	133	-76.7%
December 23, 2025	29	131	-77.9%
December 24, 2025	30	131	-77.1%
December 25, 2025	29	129	-77.5%

December 26, 2025	29	126	-77.0%
December 27, 2025	29	125	-76.8%
December 28, 2025	28	125	-77.6%
December 29, 2025	30	125	-76.0%
December 30, 2025	31	125	-75.2%
December 31, 2025	30	127	-76.4%
January 1, 2026	30	128	-76.6%
January 2, 2026	30	131	-77.1%
January 3, 2026	27	138	-80.4%
January 4, 2026	26	138	-81.2%
January 5, 2026	26	136	-80.9%
January 6, 2026	26	144	-81.9%

## Education Breakdown

Education Level	Unique Postings	% of Total
No Education Listed	5	8%
High school or GED	26	44%
Associate's degree	32	54%
Bachelor's degree	22	37%
Master's degree	10	17%
Ph.D. or professional degree	4	7%






# Minimum Education Breakdown

Minimum Education Level	Unique Postings (minimum)	Unique Postings (max advertised)	% of Total (minimum)
High school or GED	26	0	44%
Associate's degree	16	15	27%
Bachelor's degree	8	14	14%
Master's degree	4	4	7%
Ph.D. or professional degree	0	4	0%




# Experience Breakdown

Minimum Experience	Unique Postings	% of Total
No Experience Listed	36	61%
0 - 1 Years	8	14%
2 - 3 Years	8	14%
4 - 6 Years	3	5%
7 - 9 Years	3	5%
10+ Years	1	2%










# Top Companies Posting

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Bronson Healthcare	53 / 35	2 : 1 	29 days
Stryker	26 / 12	2 : 1 	22 days
Western Michigan University	60 / 7	9 : 1 	16 days
Zoetis	11 / 4	3 : 1 	n/a
Kalamazoo County Government	1 / 1	1 : 1 	n/a















# Top Cities Posting

City	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Kalamazoo, MI	134 / 53	3 : 1 	28 days
Portage, MI	16 / 5	3 : 1 	20 days
Richland, MI	1 / 1	1 : 1 	n/a

# Top Posted Occupations











	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Medical Assistants	22 / 17	1 : 1 	28 days
Registered Nurses	27 / 16	2 : 1 	30 days
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	61 / 8	8 : 1 	16 days
Health Technologists and Technicians, All Other	7 / 6	1 : 1 	13 days
Managers, All Other	21 / 5	4 : 1 	36 days
Computer Occupations, All Other	7 / 3	2 : 1 	20 days
Software Developers	2 / 2	1 : 1 	16 days
Licensed Practical and Licensed Vocational Nurses	2 / 1	2 : 1 	n/a
Nursing Assistants	2 / 1	2 : 1 	n/a

## Top Posted Occupations









Occupation (O*NET)	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Medical Assistants	22 / 17	1 : 1 	28 days
Registered Nurses	27 / 16	2 : 1 	30 days
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	61 / 8	8 : 1 	16 days
Patient Representatives	4 / 4	1 : 1 	29 days
Compliance Managers	11 / 3	4 : 1 	n/a
Software Developers	2 / 2	1 : 1 	16 days
Health Technologists and Technicians, All Other	3 / 2	2 : 1 	13 days
Managers, All Other	6 / 1	6 : 1 	36 days
Regulatory Affairs Managers	4 / 1	4 : 1 	n/a
Document Management Specialists	2 / 1	2 : 1 	20 days
Computer Systems Engineers/Architects	2 / 1	2 : 1 	47 days
Information Technology Project Managers	3 / 1	3 : 1 	n/a
Licensed Practical and Licensed Vocational Nurses	2 / 1	2 : 1 	n/a
Nursing Assistants	2 / 1	2 : 1 	n/a








# Top Posted Occupations

Occupation	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Medical Assistant	22 / 17	1 : 1 	28 days
Registered Nurse	27 / 16	2 : 1 	30 days
Office / Administrative Assistant	61 / 8	8 : 1 	16 days
Registrar / Patient Service Representative	4 / 4	1 : 1 	29 days
Compliance Manager	11 / 3	4 : 1 	n/a
Software Developer / Engineer	2 / 2	1 : 1 	16 days
Program Manager	6 / 1	6 : 1 	36 days
Nursing Assistant	2 / 1	2 : 1 	n/a
Emergency Room / Department Technician	2 / 1	2 : 1 	13 days
Health Technician / Technologist (Other)	1 / 1	1 : 1 	n/a

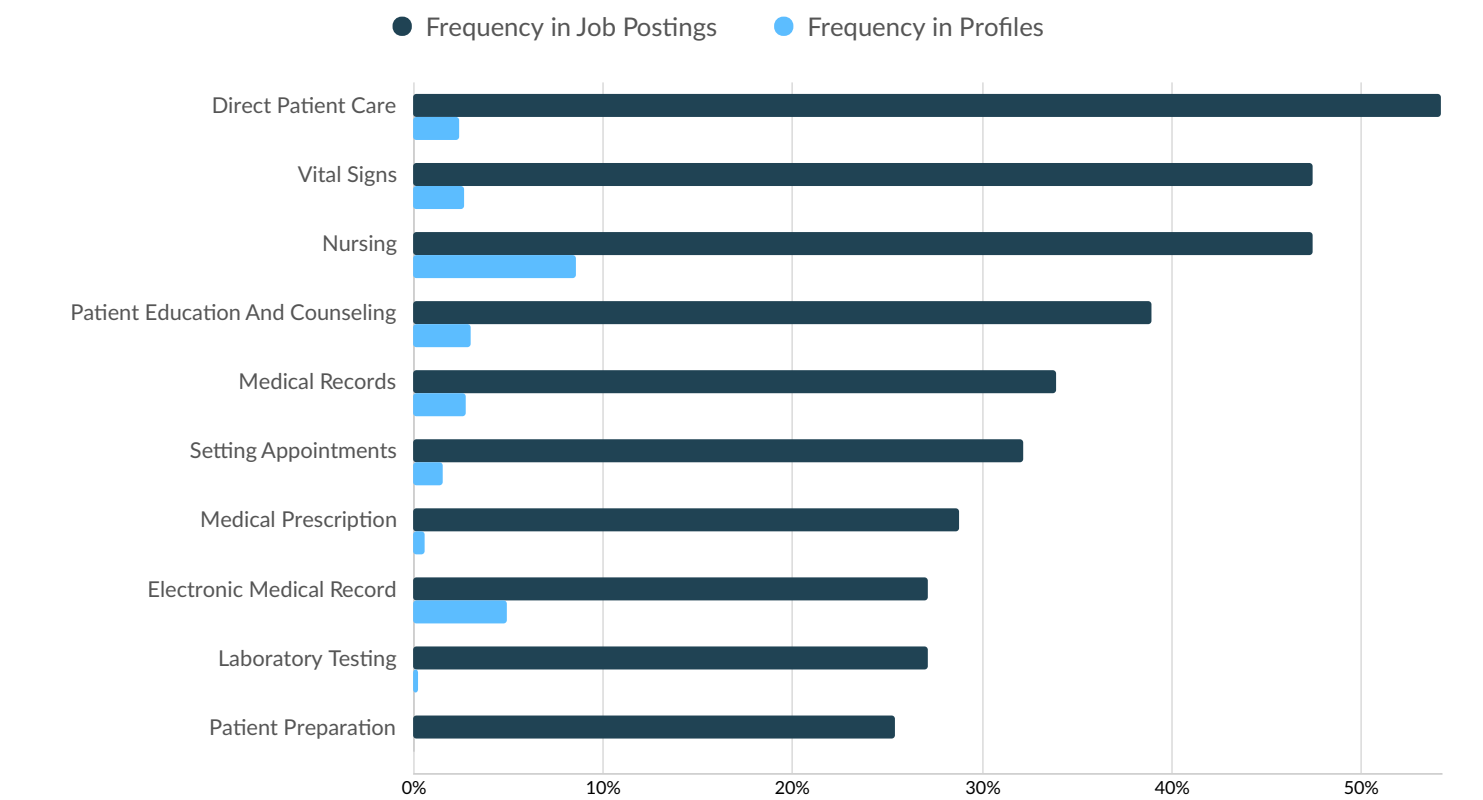
# Top Posted Job Titles

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Administrative Assistants	60 / 7	9 : 1 	16 days
Pediatric Registered Nurses	11 / 4	3 : 1 	n/a
Primary Care Providers	4 / 3	1 : 1 	39 days
Internal Medicine Specialists	4 / 3	1 : 1 	10 days
Medical Assistants	2 / 2	1 : 1 	n/a
Hospital Registered Nurses	2 / 2	1 : 1 	n/a
Registered Nurses	2 / 2	1 : 1 	9 days
Patient Representatives	2 / 2	1 : 1 	n/a
Clinical Assistants/Medical Assistants	1 / 1	1 : 1 	22 days
Machine Learning Operations Engineers	1 / 1	1 : 1 	n/a

# Top Industries

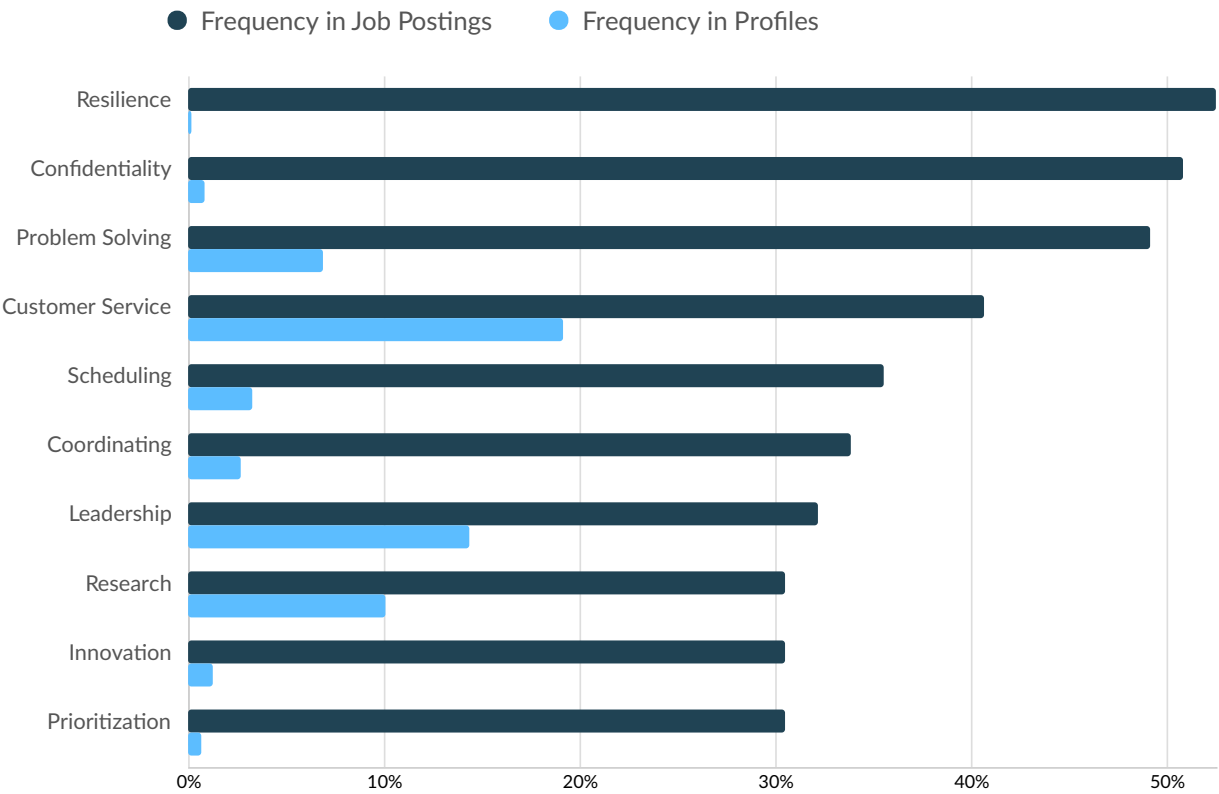
	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
General Medical and Surgical Hospitals	53 / 35	2 : 1 	29 days
Medical, Dental, and Hospital Equipment and Supplies Merchant Wholesalers	26 / 12	2 : 1 	22 days
Colleges, Universities, and Professional Schools	60 / 7	9 : 1 	16 days
Pharmaceutical Preparation Manufacturing	11 / 4	3 : 1 	n/a
Other General Government Support	1 / 1	1 : 1 	n/a

# Top Specialized Skills



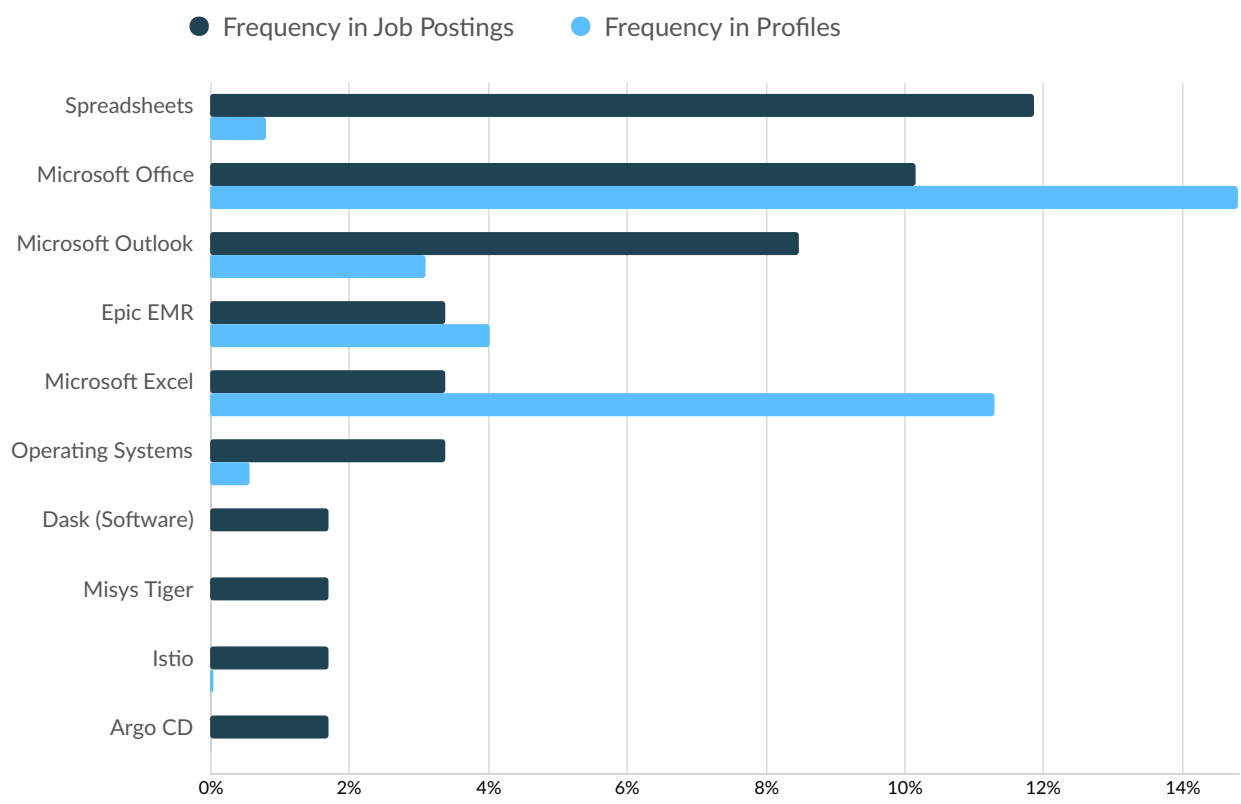
	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Direct Patient Care	32	54%	48	2%	+16.6%	Growing
Vital Signs	28	47%	53	3%	+17.2%	Growing
Nursing	28	47%	169	9%	+20.1%	Rapidly Growing
Patient Education And Counseling	23	39%	59	3%	+11.6%	Growing
Medical Records	20	34%	55	3%	+12.5%	Growing
Setting Appointments	19	32%	30	2%	+10.9%	Growing
Medical Prescription	17	29%	12	1%	+8.5%	Growing
Electronic Medical Record	16	27%	97	5%	+12.1%	Growing
Laboratory Testing	16	27%	5	0%	+14.4%	Growing
Patient Preparation	15	25%	0	0%	+15.8%	Growing

# Top Common Skills



	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Resilience	31	53%	3	0%	+12.7%	Growing
Confidentiality	30	51%	16	1%	0.0%	
Problem Solving	29	49%	136	7%	+11.3%	Growing
Customer Service	24	41%	376	19%	+5.2%	Stable
Scheduling	21	36%	65	3%	+16.4%	Growing
Coordinating	20	34%	53	3%	+14.7%	Growing
Leadership	19	32%	282	14%	+8.5%	Stable
Research	18	31%	199	10%	+17.2%	Growing
Innovation	18	31%	24	1%	+25.8%	Rapidly Growing
Prioritization	18	31%	13	1%	+20.5%	Rapidly Growing

# Top Software Skills



	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Spreadsheets	7	12%	16	1%	+22.2%	Rapidly Growing
Microsoft Office	6	10%	291	15%	+18.5%	Growing
Microsoft Outlook	5	8%	61	3%	+25.0%	Rapidly Growing
Epic EMR	2	3%	79	4%	+16.4%	Growing
Microsoft Excel	2	3%	222	11%	+17.7%	Growing
Operating Systems	2	3%	11	1%	+22.6%	Rapidly Growing
Dask (Software)	1	2%	0	0%	+29.9%	Rapidly Growing
Misys Tiger	1	2%	0	0%	+66.7%	Rapidly Growing
Istio	1	2%	1	0%	+8.2%	Stable
Argo CD	1	2%	0	0%	-4.2%	Lagging

# Top Qualifications

	Postings with Qualification
Registered Nurse (RN)	18
Registered Medical Assistant (RMA)	13
Certified Medical Assistant (CMA)	13
Basic Life Support (BLS) Certification	12
Certified Clinical Medical Assistant (CCMA)	12
Advanced Life Support	8
Certification In Electronic Fetal Monitoring (C-EFM)	4
Trauma Nurse Core Course (TNCC)	3
Certified Healthcare Access Associate (CHAA)	3
NIH Stroke Scale (NIHSS)	3

# Appendix A

## Top Posting Sources

Website	Postings on Website (Dec 2025)
myworkdayjobs.com	35
indeed.com	17
dejobs.org	5
stryker.com	5
wmujobs.org	5
diversityjobs.com	4
hercjobs.org	4
disabledperson.com	3
icims.com	3
powertofly.com	3
retirementjobs.com	3
scholarshipdb.net	3
mishawakarecruiter.com	1
tietalent.com	1

# Appendix B

## Sample Postings



BMH Patient Access Ambassador - Oshtemo - Full Time	
Link to Live Job Posting: <a href="http://www.indeed.com">www.indeed.com</a>	
Location: Kalamazoo, MI	O*NET: 29-2099.08
Company: Bronson Healthcare	Job Title: Patient Ambassadors
BMH Patient Access Ambassador•Oshtemo•Full Time 3.5 3.5 out of 5 stars	
<b>CURRENT BRONSON EMPLOYEES</b>	
<p>•Please apply using the career worklet in Workday. This career site is for external applicants only. Love Where You Work! Team Bronson is compassionate, resilient and strong. We are driven by Positivity which inspires us to be our best and to go above and beyond for our patients, for one another, and for our community. If you're ready for a rewarding new career, join Team Bronson and be part of the experience. Location BMH Bronson Methodist Hospital Title BMH Patient Access Ambassador•Oshtemo•Full Time A patient access ambassador is instrumental in ensuring a positive experience for patients using our self-service tablet check-in process. Customer service is a vital part of this role employees must continually create a positive environment for patients and family. An Ambassador would be expected to be interactive with patients with introducing new technology. Other responsibilities may include registering patients, gathering appropriate demographic and insurance information verification, scheduling appointments, providing patients with financial information, price estimates, and the collection and entry of payments. Current knowledge of billing and coding requirements and ability to apply these based on industry standards is required. Ability to resolve financial issues and negotiate payment arrangements. Representatives must fully understand the ramifications and impact of incomplete or inaccurate information to patient care and overall revenue cycle employees providing direct patient care must demonstrate competencies specific to population served</p>	
<b>Ambassador Responsibilities:</b>	
<p>This position may require standing &amp;/or walking for up to a consecutive 4-hour period, per day. Approachable, knowledgeable, and have strong interpersonal skills. Strong belief and excitement with utilizing new technology and tablet implementation A willingness to learn and remain competent in Welcome and patient check in workflows Ability to adapt to change and build rapport with staff &amp; patients easily High comfort level with technology Strong Customer service skills and good verbal communication Highschool or GED Must have excellent computer skills. Demonstrate the ability to identify opportunities for improvement. Required to cross train at all sites with tablet implementation and support as needed. Ability to maintain positive customer service Orient, train, and provides education for staff related to Welcome Tablets and workflows Act as a subject matter expert for the organization by providing guidance on Welcome Tablet features Facilitates the resolution of problematic situations and informs appropriate leadership of action taken. Competent in all registration workflows Daily duties include by not limited to: At the beginning of shift, bring up the welcome concierge application on the support workstation so you have it to troubleshoot issues if needed. Continuously monitor the kiosk concierge throughout the day to ensure all patients successfully check in. Stand near the entrance and warmly greet patients as they arrive to the building. Promoter should encourage patients to use the tablets in the arrival areas. Assist with wayfinding directions to patient appointments. Assist patients who have visual impairments to a desk. Assist patients with mobility issues to take the tablet with them to a chair or guide them to the desk area. Move the chair out of the way to offer additional space. The ambassador should also inform patients about the locations of other Welcome tablets in the building/locations for future visits. Stay near/available to the tablets even if there isn't someone actively using them. Only sit down at the support workstation if needed to assist a patient or if there is a very slow period in the day. Watch patients using the tablets and reach out to them if they are struggling. Ensure that they finish the entire workflow and complete the check-in. If a patient fails at the tablet, guide them over to the support workstation so you can complete the check-in. If possible, let them know what the issue was so they feel more encouraged to try the tablet again in the future.</p>	

## Helping patients use the tablet:

Ask the individual if they have an appointment that day or if they have a walk-in service. Patients can use the tablet for arrival if they meet the following criteria: They do not have a paper order. They can pay any applicable copays with a credit card.

## Here is an example script:

"Welcome to Bronson. What services are you arriving for today? I can assist you with using our tablets to check in for your visit." Assist patients with the check in process. Any additional questionnaires? Advise patients if they schedule and e-check in the arrival process is much quicker Add patient to patient flow, provide pager where applicable Review and link orders as applicable Direct patients to the appropriate waiting area for their visit. Extra responsibilities Ensure signage is clear and appropriate. Clean the tablets. Train new sites on standard work for tablet implementation The tablet(s) should be wiped down using CaviWipes in the following intervals: Once every hour for sites that have at 5 or more patients checking in per hour on the tablet. Twice per day at locations that have less than 5 patients check in per hour. Gloves must be used when using CaviWipes. Please ensure that the touchscreen, E-Signature pen, and tablet surface that patients regularly touch is cleaned thoroughly. Please use discretion when cleaning, often one CaviWipe can work for multiple tablets as long as it is still coating the surface. Please allow for at least a minute after cleaning a tablet to allow for the surface to dry before allowing a patient to use it. If you notice any discoloration or warping of the kiosk after wiping down the tablet please stop using CaviWipes and submit a ServiceNow ticket to the HL Prelude team immediately and we will review. Submit IT tickets immediately whenever the tablets are down, need or improvement is identified, or there is equipment failure. Identify opportunities for improvement in the patient flow and work with leadership to develop enhanced training tools Shift First Shift Time Type Full time Scheduled Weekly Hours 40 Cost Center 1201 Patient Access OP Registration (BHG) Agency Use Policy and Agency Submittal Disclaimer Bronson Healthcare Group and its affiliates ("Bronson") strictly prohibit the acceptance of unsolicited resumes from individual recruiters or third-party recruiting agencies ("Recruiters") in response to job postings or word of mouth. Unsolicited resumes sent to any employee of Bronson by Recruiters, without both a valid written agreement with Bronson and a direct written request from the Bronson Talent Acquisition Department for a specific job position, will be considered the property of Bronson. Furthermore, no fees will be owed or paid to Recruiters who submit resumes for unsolicited candidates, even if those candidates are hired. This policy applies regardless of whether the Recruiter has a pre-existing agreement with Bronson. Only candidates submitted through a specific written agreement with the Bronson Talent Acquisition Department for a named position are eligible for fee consideration.

Administrative Assistant II	
Link to Live Job Posting: <a href="http://www.wmujobs.org">www.wmujobs.org</a>	
Location: Kalamazoo, MI	O*NET: 43-6014.00
Company: Western Michigan University	Job Title: Administrative Assistants
<p>Administrative Assistant II  Please see Special Instructions for more details.External applicants should use the WMU - Application.Internal applicants should use the WMU - Internal Application.Position DetailsPosting SummaryCollege Oth Academic Affrs OperationsExecutive Area Provost &amp; VP Academic AffairsDepartment Faculty SenatePosting Detail InformationPosting Number S1416PJob Type Part Time, RegularPay Type NonexemptHourlyPay Grade DCampus Location WMU-Kalamazoo - Main CampusSalary Range Pay ismensurate with qualifications and experience,bined with an excellent benefits package.Number of Vacancies 1General Summary Provides administrative and budgetary support for the supervisor and the department in a lead capacity.Major Duties Uses word-processing and spreadsheet software to produce and editplex letters, memos, reports, statistical tables and other documents. Completes assignments that are broad in nature.Responds independently toplex questions regarding the department. Develops and explains departmental policies and procedures.Provides lead budgetary support, including monitoring, tracking, reconciliation, forecasting and rmending budget allocations. Prepares and analyzes budget reports.Has responsibility for office management. Coordinates office functions and oversees supplies.Develops and oversees a department process or program in coordination with the supervisor.Schedules appointments and coordinates meetings; makes travel arrangements.May supervise student employees.May update the content of the department's .Minimum Qualifications Post high school training or education.Three years' relevant experience.Proficiency with word-processing and spreadsheet software.Experience with using and querying databases and entering and tracking budget data.Desired Qualifications Experience providing guidance to student employees.Notary Public of Michigan or willingness to be appointed and serve.Special Instructions to Applicants External applicants should use the WMU - Application.Internal applicants should use the WMU - Internal Application.Additional Position Information This position is a fiscal year appointment (52 weeks), FTE 0.50; will be scheduled 20 hours per week.Staff Compensation System pay grades and rates are available at: <a href="#">wmichhrstafpensation</a>.Western Michigan University offers generous benefits to its employees including health, dental, vision, life and disability insurance, retirement, and tuition discount for the employee and tuition remission for eligible dependents. To access information about the specific benefits available for this position, go to: <a href="#">wmichhrenrollment-staff</a>.Physical requirements and working conditions Office or other indoor work with minimal physical demands such as occasionally lifting or moving materials less than 25 pounds.Work is generally performed in a well-lit, temperature-controlled indoor environment with occasional exposure to the outdoors or any number of elements.</p>	

Administrative Assistant, Emergency Medicine	
Link to Live Job Posting: <a href="https://search.retirementjobs.com">search.retirementjobs.com</a>	
Location: Kalamazoo, MI	O*NET: 43-6014.00
Company: Stryker	Job Title: Assistant Professors of Emergency Medicine
<p>Administrative Assistant, Emergency MedicineWMU Homer Stryker, M.D. School of MedicineKalamazoo, MI Overview Western Michigan University Homer Stryker M.D. School of Medicine (WMed) is seeking an Administrative Assistant in our Emergency Medicine Department. Overall provides experience in performing a variety of entry-level administrative duties for one or more specified departments. Exhibits a wide range of knowledge and skills of organizational policies and procedures. Demonstrates customer service principles and practices. Directly leads and supplies information to the general public, clients and customers. Ability to apply communication skills verbally and in writing to all inquiries. Effectively able to problem solve administrative problems and inquires. Proficient in grammar, composing, editing and proofreading various documents. Acquires knowledge to implement departmental administrative practices Responsibilities Answers and directs all incoming calls.Welcomes and directs visitors to the organization.Retrieves, sorts and distributes mail daily.Responsible for scheduling meetings upon request, develops meeting agendas, attends meetings, prepares, and distributes meeting minutes.Works on assignments which are routine in nature, requiring limited judgment.Consults with supervisor on difficult issues.Supports event planning for department, under direct supervision.Responsible for departmental communications.Maintains equipment and reports any malfunctions.Supports and assists with department interview and orientation process for new staff, residents and faculty; including scheduling of interviews, and creating specific orientation materials.Organizes and maintains required forms, training requirements and records for specified department, as required by accrediting agencies.Assists with maintaining portal pages, department documents, and updates digital signage.Organizes and maintains department files electronically and by paper.Availability to work occasional overtime on weekends or evenings to complete time sensitive projects.Acquires knowledge for new technology and policy/procedure revisions.All other duties as assigned. Qualifications</p>	
EDUCATION AND/OR EXPERIENCE	
<p>High school diploma or GED and a minimum of a year of administrative assistant or related experience.Knowledge and proficiency in word processing and file management using Microsoft Office and other software required by the department.Knowledge and proficiency in grammar and spelling skills.Ability to effectively communicate with others verbally and in writing.Knowledge of administrative and clerical procedures.Knowledge of customer service principles and practices.</p>	
OTHER SKILLS AND ABILITIES	
<p>Ability to operate automated standard office equipment such as multi-phone system, copier, computer, shredder, etc.Ability to meet assigned deadlines.Ability to interpret, comprehend, and transmit complicated and detailed instructions accurately.Ability to use various software programs to develop correspondence, documents, agendas, meeting materials, presentations, organizational charts, etc.Attention to detail.High degree of integrity to maintain absolute confidentiality in all matters related to department.Demonstrates the ability to recognize priorities in organization of work flow.Able to perform duties independently, with a minimal need for direct supervision.Guides and directs co-workers within department. About Western Michigan University Homer Stryker M.D. School of Medicine (WMed) We are committed to excellence and health equity through transformative medical education, high-quality, patient- and family-centered care, innovative research, and community partnerships within a welcoming, supportive, and engaging culture. Our vision is health equity for all in Southwest Michigan through innovation in the practice and study of medicine. The medical school is a collaboration of Western Michigan University and Kalamazoo's two teaching health systems, Beacon and Bronson Healthcare. The medical school is a private nonprofit corporation supported by private gifts, clinical revenues, research activities, tuition, and endowment income. WMed is the recipient of a \$100 million foundational gift and the Empowering Futures Gift, a philanthropic commitment of \$300 million to support the mission of the medical school. WMed contributes to the economic vitality of Southwest Michigan through the services we provide, as well as the creation of 1,600 new jobs, with an</p>	

estimated annual economic impact of \$353 million in Kalamazoo and Calhoun counties. WMed is fully accredited by the Liaison Committee on Medical Education and the Higher Learning Commission. The medical school offers a comprehensive, innovative four-year Doctor of Medicine degree program as well as a Master of Science degree program in Biomedical Sciences. We train physicians in 10 residencies and four fellowships accredited by the Accreditation Council for Graduate Medical Education. To support our educational mission, we have Joint Accreditation for interprofessional continuing education, which incorporates accreditation by the Accreditation Council for Continuing Medical Education. WMed Health is the clinical practice of the medical school with more than 300 providers offering comprehensive primary care and specialty services in several locations throughout the Kalamazoo and Battle Creek areas. Faculty in the Department of Pathology serve as the Office of the Medical Examiner for counties throughout Michigan and northern Indiana. The W.E. Upjohn M.D. Campus located in downtown Kalamazoo serves as the primary educational facility with student study and social spaces, team-based learning halls, faculty and administrative offices, a state-of-the-art Simulation Center accredited by the Society for Simulation in Healthcare, basic science research labs, as well as toxicology and forensic pathology labs. WMed builds upon Kalamazoo's century-long foundation of drug discovery and medical device development with a strategic investment in clinical, laboratory, community, and educational research. The Center for Immunobiology, Center for Clinical Research, Research Histology Lab, Innovation Center, and Human Research Protection Program contribute to the medical school's advancement of knowledge through innovation and discovery. Equal Employment Opportunity Employer in compliance with applicable State and Federal law.

Rehab Support Assistant- Medical Clerical Office Support- Kalamazoo and Oshtemo-Full Time

Link to Live Job Posting: [bronsonhg.wd1.myworkdayjobs.com](https://bronsonhg.wd1.myworkdayjobs.com)

Location: Kalamazoo, MI

O\*NET: 31-9092.00

Company: Bronson Healthcare

Job Title: Medical Support Assistants

Rehab Support Assistant

- Medical Clerical Office Support
- Kalamazoo and Oshtemo
- Full Time 3.

5 3.5 out of 5 stars

CURRENT BRONSON EMPLOYEES

- Please apply using the career worklet in Workday.

This career site is for external applicants only. Love Where You Work! Team Bronson is compassionate, resilient and strong. We are driven by Positivity which inspires us to be our best and to go above and beyond for our patients, for one another, and for our community. If you're ready for a rewarding new career, join Team Bronson and be part of the experience. Location BMH Bronson Methodist Hospital Title Rehab Support Assistant

- Medical Clerical Office Support
- Kalamazoo and Oshtemo
- Full Time Join Our Team at Bronson Hospital in Kalamazoo!

This role supports daily operations across two Bronson Rehabilitation locations. Shifts are scheduled at Bronson Rehabilitation Oshtemo on Mondays, Wednesdays, and Fridays, and at the Bronson John Street Rehabilitation office on Tuesdays and Thursdays.

Position:

Rehab Support Assistant Location:

Bronson Hospital Kalamazoo•

John St, Bronson Rehabilitation Oshtemo Department:


Physical Therapy Shift:

PRN Make a Difference in Patient Care! Bronson Rehabilitation Services is looking for a detail-oriented and friendly person to support our rehab team. In this role, you'll welcome patients, schedule appointments, check insurance, and help manage patient records. You'll also answer phones, collect payments, and help keep the office running smoothly.

What You'll Do:

As a Rehabilitation Support Assistant, you'll be an important part of our rehab team. Your main job is to help our patients have a smooth and positive experience from the moment they arrive.

You'll:

Lightcast

Lightcast Q4 2025 Data Set | lightcast.io

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Greet and check in patients Schedule and confirm appointments Verify insurance and help with authorizations Answer phones and take messages Collect payments (at some locations) Keep patient records organized and up to date Help manage supplies and keep the office running smoothly We're looking for someone who is: Friendly, professional, and organized Comfortable using computers and learning new systems Able to work well in a fast-paced environment Great at multitasking and paying attention to details Experienced in a medical or office setting (6-12 months preferred) A high school graduate (or GED) We also value candidates with: Experience in medical billing, including government programs Knowledge of medical terminology and coding (CPT, ICD-10) Familiarity with healthcare systems like Epic, Medic, or Misys Why Work at Bronson? A 2024 Forbes Best-In-State Employer Competitive salary Shift differential pay Comprehensive Wellness Program Rotating weekends Benefits start on Day 1 Work with a supportive and friendly team Opportunities to learn and grow in the healthcare field Be part of a hospital that values your hard work and dedication to keeping the community healthy At Bronson, we believe in teamwork, respect, and providing top-notch care. When you work with us, you're part of a trusted health system that values your work and supports your growth. You'll have the chance to make a difference in patients' lives every day—and be part of a positive, professional team that's committed to helping others. High school diploma or general education degree (GED) and 2-3 years general work experience (hospital preferred), or equivalent combination of education and experience required. 6-12 months of related experience Experience with third party billing (including county, state and federal) strongly preferred. Medical Terminology, CPT and ICD-10 coding strongly preferred. Previous computer experience including hospital-based programs (i.e. Epic/Medic/Misys/Tiger or other practice management system) preferred. Keyboarding and computer skills Accurate filing Professional communication Excellent customer service skills Light clerical duties as assigned. Math skills Basic office equipment Ability to maintain confidentiality of sensitive medical information. Concentrate and pay close attention to detail Ability to multi-task Ability to establish effective working relations with office staff and employees in a team Work which produces very high levels of mental/visual fatigue, e.g. CRT work between 70 and 90 percent of the time, and work involving extremely close tolerances and considerable hand/eye coordination for sustained periods of time. The job produces some physical demands. Typical of jobs that include regular walking, standing, stooping, bending, sitting, and some lifting of light weight objects. Schedules and coordinates patient appointments for multiple facilities and ancillary departments according to office/provider preferences and the needs of patients. Verifies insurance eligibility using on-line systems when available, or using phone Obtains authorization based on payer specific criteria Registers patients accurately and efficiently and confirms patient / guarantor/employer demographic and insurance information. Completes all required fields in electronic health record. Greets and checks in patients accurately and efficiently. Track receipt of signed treatment plans/progress notes Manages assigned workqueues in electronic health record. Answers telephones, takes messages, routes callers, and provides / relays information in a manner consistent with service standards. Maintains patient medical records according to current required standards. Obtains patient authorization for transfer of any / all private health information. Maintains patient confidentiality of data and information. Performs basic office duties such as sorting / distributing mail, copying, filing, faxing, typing, ordering/stocking supplies/linen, and completing forms, as needed. Provides and/or completes required patient forms Collects and enters payments, follows required balancing procedures (for sites that have payment process developed and enabled) Analyzes, interprets and enters physician orders Scans and indexes forms Follows established processes, protocols and workflows Maintains department infection control needs May need to cross train and provide coverage at other departments within Rehabilitation Services as needed. Shift Variable Time Type Full time Scheduled Weekly Hours 40 Cost Center 4100 Physical Therapy

- OP (BMH) Agency Use Policy and Agency Submittal Disclaimer Bronson Healthcare Group and its affiliates ("Bronson") strictly prohibit the acceptance of unsolicited resumes from individual recruiters or third-party recruiting agencies ("Recruiters") in response to job postings or word of mouth.

Unsolicited resumes sent to any employee of Bronson by Recruiters, without both a valid written agreement with Bronson and a direct written request from the Bronson Talent Acquisition Department for a specific job position, will be considered the property of Bronson. Furthermore, no fees will be owed or paid to Recruiters who submit resumes for unsolicited candidates, even if those candidates are hired. This policy applies regardless of whether the Recruiter has a pre-existing agreement with Bronson. Only candidates submitted through a specific written agreement with the Bronson Talent Acquisition Department for a named position are eligible for fee consideration.

Senior DevOps / MLOps Engineer	
Link to Live Job Posting: <a href="#">diversityjobs.com</a>	
Location: Kalamazoo, MI	O*NET: 15-1252.00
Company: Zoetis	Job Title: Machine Learning Operations Engineers
<p>Senior DevOps / MLOps Engineer Zoetis, Inc paid holidays United States, Michigan, Kalamazoo Dec 23, 2025 As the leader in animal health, Zoetis is looking to recruit a Senior DevOps/MLOps Engineer into its world-class Veterinary Medicine Research and Development (VMRD) organization to operationalize AI/ML, scientific modeling, and digital twin workloads. You'll build secure, scalable platforms and data pipelines across cloud and onprem/HPC, partnering closely with biologists and data scientists to translate scientific questions into reliable production systems.</p> <p>Essential Duties and Responsibilities:</p> <p>Build endtoend DevOps/MLOps foundations: CI/CD for code/data/models, containerization/orchestration, artifact/registry management, and secure configuration.Design and operate data engineering pipelines (batch/streaming) with data quality checks, lineage, schema contracts, and governance across lake/warehouse environments.Productionize scientific and digital twin workflows into services/APIs and lightweight UIs with reproducibility, versioning, auditability, and compliant deployment.Implement scalable training/inference (batch/realtime) with observability, SLIs/SLOs, runbooks, incident response, and automated rollback strategies.Run distributed/HPC jobs (including GPU) and optimize storage, throughput, and cost across onprem and cloud; collaborate with scientists on experiment design, data/compute needs, and validation. Required Experience/ Skills PhD in a quantitative field (computer science, ML, computational biology, applied math) or MS/BS with equivalent senior engineer level experience working in a scientific domain.6+ years building production systems; strong software engineering fundamentals.Expert in PythonStrong experience with a query language such as SQL, MapReduce, and/or CypherProficiency in one of: C++, Go, Rust, Java, or Scala.Docker, Kubernetes, CI/CD (e.g., GitHub Actions), secure artifact/container registries.Data pipeline orchestration (e.g., Databricks, Dagster, Kedro); streaming (Kafka or Redis); data modeling with SQL/NoSQL/graph.</p> <p>MLOps:</p> <p>experiment tracking and model versioning (e.g., MLflow), model serving and monitoring.Cloud (AWS/Azure/GCP) and onprem/HPC (e.g., Slurm) experience.Experience on multidisciplinary projects and teams, including scientists and software engineers, with excellent communication with scientific stakeholders. Additional Experience/ Skills APIs and scientific apps: FastAPI; minimal UIs (Streamlit/React); scientific computing (NumPy, Pandas, SciPy).</p> <p>DevOps/IaC:</p> <p>Terraform; GitOps (Argo CD/Flux); Helm/Kustomize; Docker/Kubernetes; secure registries and config.Data engineering: dbt and feature stores; Parquet/Delta; schema/lineage with Avro/Protobuf, OpenLineage, Great Expectations.</p> <p>Observability/SRE:</p> <p>Prometheus/Grafana; ELK/OpenSearch; OpenTelemetry; SLIs/SLOs and performance profiling/optimization.Distributed compute and resilience: Dask, Ray, Spark; HPC/Slurm; GPU scheduling; service mesh (Istio/Linkerd), API gateways, ingress; encryption/secrets/KMS, audit trails, backup/restore, DR. Job Type Fulltime, Remote (US).Work hours aligned to US Eastern through US Pacific time zones. The following base pay range reflects the anticipated base pay for this position if a selected candidate were to be located in (Colorado). Base pay may vary based on location and other factors.</p>	



### Base Pay Range:

\$105,000 - \$128,000 The following base pay range reflects the anticipated base pay for this position if a selected candidate were to be located in (California), (NJ Remote), (NY Remote), or (Washington). Base pay may vary based on location and other factors.

### Base Pay Range:

\$118,000 - \$145,000 [This position is eligible for short-term incentive compensation.] [The position is also eligible for long-term incentive.] We offer a competitive and comprehensive benefits package, which includes healthcare, dental coverage, and retirement savings benefits along with paid holidays, vacation and disability insurance. Full time Regular Colleague Any unsolicited resumes sent to Zoetis from a third party, such as an Agency recruiter, including unsolicited resumes sent to a Zoetis mailing address, fax machine or email address, directly to Zoetis employees, or to Zoetis resume database will be considered Zoetis property. Zoetis will NOT pay a fee for any placement resulting from the receipt of an unsolicited resume. Zoetis will consider any candidate for whom an Agency has submitted an unsolicited resume to have been referred by the Agency free of any charges or fees. This includes any Agency that is an approved/engaged vendor but does not have the appropriate approvals to be engaged on a search. Zoetis is committed to equal opportunity in the terms and conditions of employment for all employees and job applicants without regard to race, color, religion, sex, sexual orientation, age, gender identity or gender expression, national origin, disability or veteran status or any other protected classification. Disabled individuals are given an equal opportunity to use our online application system. We offer reasonable accommodations as an alternative if requested by an individual with a disability. Please contact Zoetis Colleague Services at [zoetiscolleagueservices@zoetis.com](mailto:zoetiscolleagueservices@zoetis.com) to request an accommodation. Zoetis also complies with all applicable national, state and local laws governing nondiscrimination in employment as well as employment eligibility verification requirements of the Immigration and Nationality Act. All applicants must possess or obtain authorization to work in the US for Zoetis. Zoetis retains sole and exclusive discretion to pursue sponsorship for the acquisition or maintenance of nonimmigrant status and employment eligibility, considering factors such as availability of qualified US workers. Individuals requiring sponsorship must disclose this fact. Please note that Zoetis seeks information related to job applications from candidates for jobs in the U.S.

solely via the following:

(1) our company website at [www.zoetis.com](http://www.zoetis.com).

[zoetis.com/careers](http://zoetis.com/careers) site, or (2) via email to/from addresses using only the Zoetis domain of "@zoetis.com". In addition, Zoetis does not use Google Hangout for any recruitment related activities. Any solicitation or request for information related to job applications with Zoetis via any other means and/or utilizing email addresses with any other domain should be disregarded. In addition, Zoetis will never ask candidates to make any type of personal financial investment related to gaining employment with Zoetis.

# Appendix C - Data Sources and Calculations

## Lightcast Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

# Job Posting Analytics

Lightcast Q4 2025 Data Set

December 2025  
St. Joseph County



Michigan

# Parameters

Select Timeframe: Dec 2025 - Dec 2025

Occupations:

Results should include

Code	Description
11-9051	Food Service Managers
29-1141	Registered Nurses
31-1128	Home Health and Personal Care Aides
35-3023	Fast Food and Counter Workers
37-2011	Janitors and Cleaners, Except Maids and Housekeeping Cleaners

Code	Description
41-1011	First-Line Supervisors of Retail Sales Workers
41-2011	Cashiers
41-2031	Retail Salespersons
49-9071	Maintenance and Repair Workers, General
51-9199	Production Workers, All Other

Regions:

Code	Description
26149	St. Joseph County, MI

Company:

Results should include

Description
Enviro-Clean Services
Birch Meadows Senior Care
Meijer
ADMIRAL
Border Foods

Description
Dollar General
Arby's
Taco Bell
State of Michigan
Compass Group

Minimum Experience Required: Any

Education Level: Any

Job Type: Include Internships

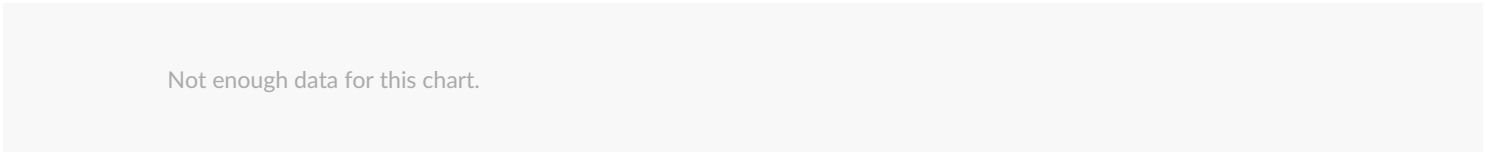
Keyword Search:

Posting Type: Active Postings

# Job Postings Overview

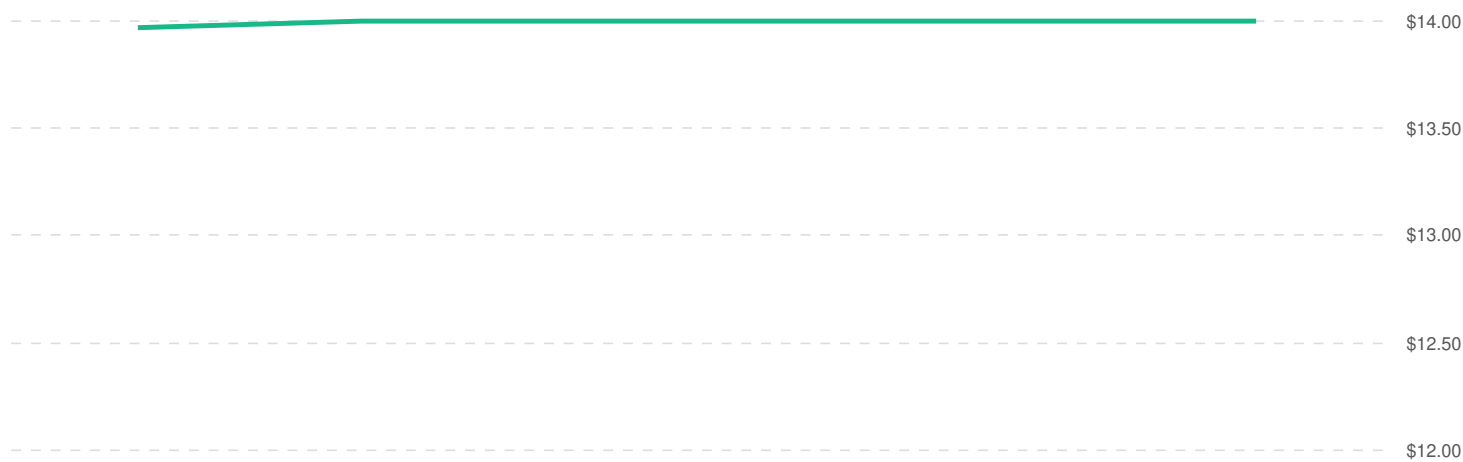


## Advertised Salary



# Advertised Salary Trend

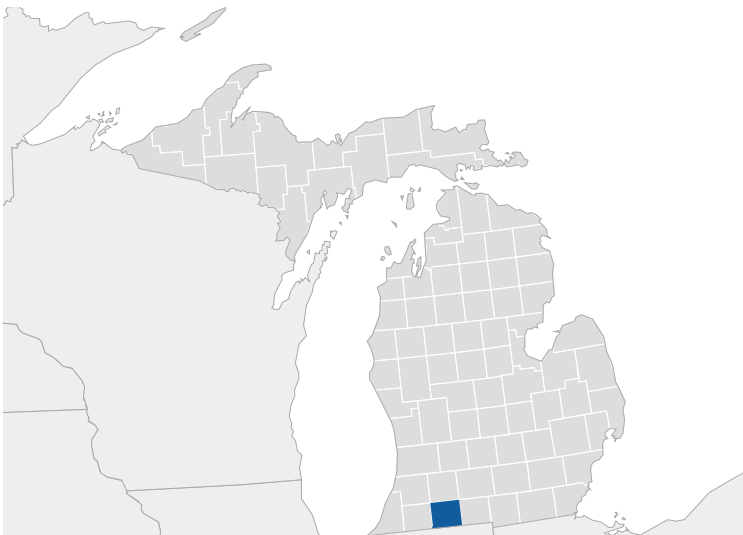
▲0.2% Jul 2025 – Dec 2025  
\$13.97 Median



5 Job Postings

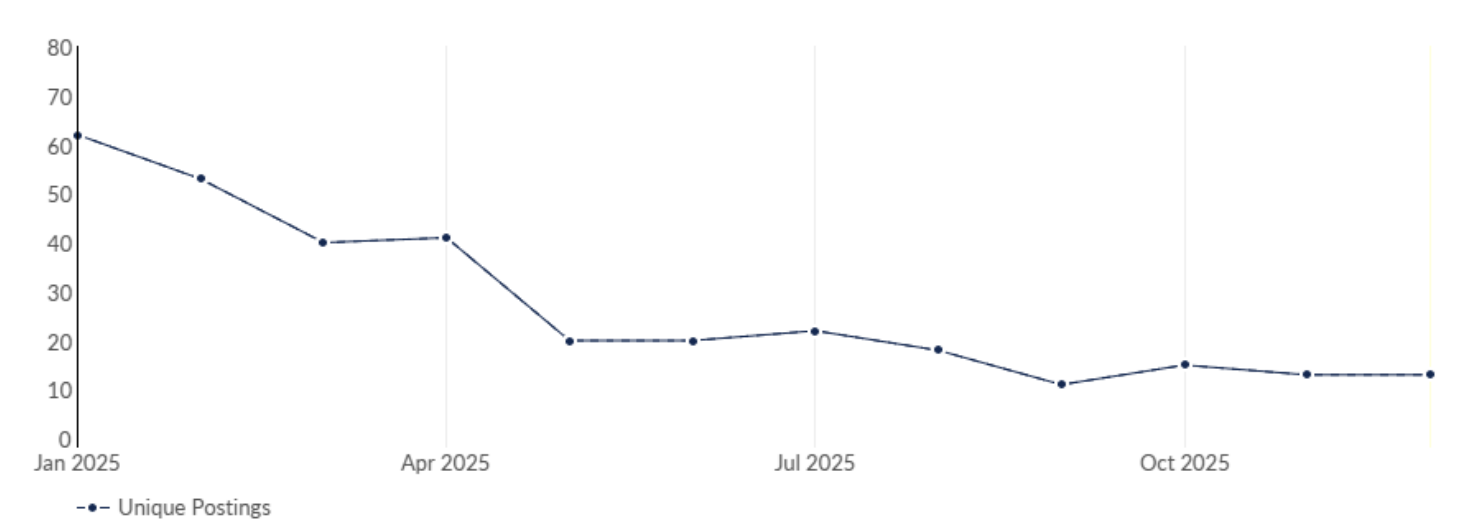


# Job Postings Regional Breakdown



County	Unique Postings (Dec 2025)
St. Joseph County, MI	13

# Unique Postings Trend



Month	Unique Postings	Posting Intensity
Dec 2025	13	3 : 1
Nov 2025	13	3 : 1
Oct 2025	15	3 : 1
Sep 2025	11	3 : 1
Aug 2025	18	3 : 1
Jul 2025	22	3 : 1
Jun 2025	20	2 : 1
May 2025	20	3 : 1
Apr 2025	41	3 : 1
Mar 2025	40	3 : 1
Feb 2025	53	4 : 1
Jan 2025	62	4 : 1



# Education Breakdown

Education Level	Unique Postings	% of Total
No Education Listed	4	31%
High school or GED	8	62%
Associate's degree	0	0%
Bachelor's degree	1	8%
Master's degree	0	0%
Ph.D. or professional degree	0	0%





# Minimum Education Breakdown

Minimum Education Level	Unique Postings (minimum)	Unique Postings (max advertised)	% of Total (minimum)
High school or GED	8	0	62%
Associate's degree	0	0	0%
Bachelor's degree	1	0	8%
Master's degree	0	0	0%
Ph.D. or professional degree	0	0	0%




# Experience Breakdown

Minimum Experience	Unique Postings	% of Total
No Experience Listed	4	31%
0 - 1 Years	7	54%
2 - 3 Years	1	8%
4 - 6 Years	1	8%
7 - 9 Years	0	0%
10+ Years	0	0%






# Top Companies Posting

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Dollar General	14 / 7	2 : 1 	8 days
Meijer	8 / 3	3 : 1 	10 days
Arby's	5 / 2	3 : 1 	n/a
Birch Meadows Senior Care	6 / 1	6 : 1 	n/a






# Top Cities Posting

City	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Three Rivers, MI	23 / 8	3 : 1 	8 days
Sturgis, MI	6 / 3	2 : 1 	n/a
Centreville, MI	4 / 2	2 : 1 	n/a






# Top Posted Occupations

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
First-Line Supervisors of Retail Sales Workers	14 / 7	2 : 1 	8 days
Food Service Managers	5 / 2	3 : 1 	n/a
Retail Salespersons	5 / 2	3 : 1 	10 days
Home Health and Personal Care Aides	6 / 1	6 : 1 	n/a
Cashiers	3 / 1	3 : 1 	n/a

## Top Posted Occupations

Occupation (O*NET)	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
First-Line Supervisors of Retail Sales Workers	14 / 7	2 : 1 	8 days
Food Service Managers	5 / 2	3 : 1 	n/a
Retail Salespersons	5 / 2	3 : 1 	10 days
Personal Care Aides	6 / 1	6 : 1 	n/a
Cashiers	3 / 1	3 : 1 	n/a




## Top Posted Occupations

Occupation	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Retail Store Manager / Supervisor	14 / 7	2 : 1 	8 days
Restaurant / Food Service Manager	5 / 2	3 : 1 	n/a
Retail Sales Associate	5 / 2	3 : 1 	10 days
Caregiver / Personal Care Aide	6 / 1	6 : 1 	n/a
Cashier	3 / 1	3 : 1 	n/a

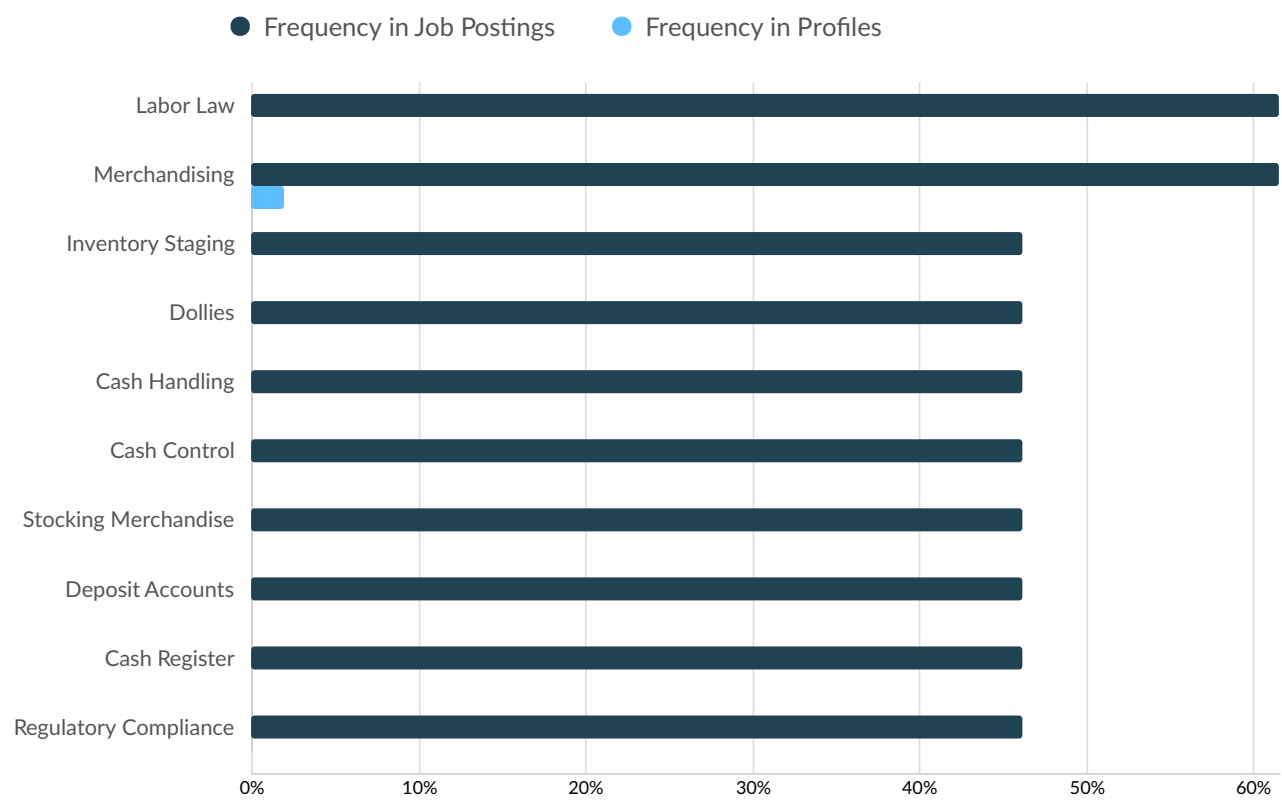
# Top Posted Job Titles

	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
Store Managers In Training	2 / 2	1 : 1 	8 days
Store Managers	5 / 2	3 : 1 	8 days
MBA Candidates	4 / 2	2 : 1 	n/a
Assistant Managers	4 / 1	4 : 1 	n/a
Caregivers	6 / 1	6 : 1 	n/a
Crew Members	1 / 1	1 : 1 	10 days
Retail District Managers	3 / 1	3 : 1 	n/a
Grocery Team Leaders	4 / 1	4 : 1 	n/a
Shift Managers	1 / 1	1 : 1 	n/a

# Top Industries

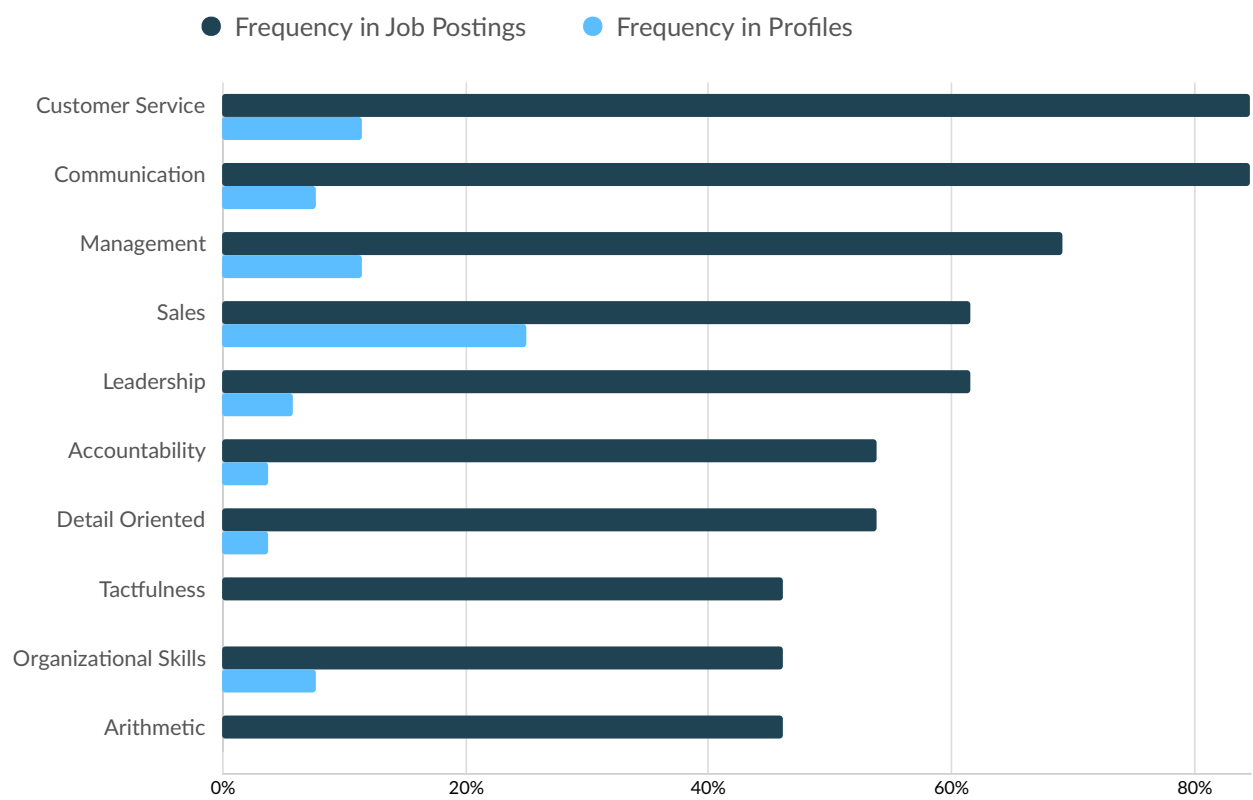
	Total/Unique (Dec 2025)	Posting Intensity	Median Posting Duration
All Other General Merchandise Retailers	14 / 7	2 : 1 	8 days
Department Stores	8 / 3	3 : 1 	10 days
Limited-Service Restaurants	5 / 2	3 : 1 	n/a

# Top Specialized Skills



	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Labor Law	8	62%	0	0%	+8.9%	Growing
Merchandising	8	62%	1	2%	+15.0%	Growing
Inventory Staging	6	46%	0	0%	+15.7%	Growing
Dollies	6	46%	0	0%	+16.7%	Growing
Cash Handling	6	46%	0	0%	+8.9%	Growing
Cash Control	6	46%	0	0%	+25.1%	Rapidly Growing
Stocking Merchandise	6	46%	0	0%	+18.0%	Growing
Deposit Accounts	6	46%	0	0%	+10.2%	Growing
Cash Register	6	46%	0	0%	+21.4%	Rapidly Growing
Regulatory Compliance	6	46%	0	0%	+18.6%	Growing

# Top Common Skills



	Postings	% of Total Postings	Profiles	% of Total Profiles	Projected Skill Growth	Skill Growth Relative to Market
Customer Service	11	85%	6	12%	+5.2%	Stable
Communication	11	85%	4	8%	+3.6%	Lagging
Management	9	69%	6	12%	+5.3%	Stable
Sales	8	62%	13	25%	+7.8%	Stable
Leadership	8	62%	3	6%	+8.5%	Stable
Accountability	7	54%	2	4%	+18.7%	Growing
Detail Oriented	7	54%	2	4%	+7.1%	Stable
Tactfulness	6	46%	0	0%	+13.9%	Growing
Organizational Skills	6	46%	4	8%	+14.3%	Growing
Arithmetic	6	46%	0	0%	+17.0%	Growing

# Top Software Skills

There is not enough data to display this section.

# Top Qualifications

	Postings with Qualification
ServSafe Certification	2
Valid Driver's License	2

# Appendix A

## Top Posting Sources

Website	Postings on Website (Dec 2025)
indeed.com	8
careerarc.com	4
diversityjobs.com	3
dollargeneral.com	3
arbys.com	2
myworkdayjobs.com	2



# Appendix B

## Sample Postings

Shift Managers — Arby's in Three Rivers, MI (Dec 2025 - Active)

Shift Manager	
Link to Live Job Posting: <a href="https://careers.arbys.com">careers.arbys.com</a>	
Location: Three Rivers, MI	O*NET: 11-9051.00
Company: Arby's	Job Title: Shift Managers
<div>COMPANY OVERVIEW</div> <p>Based in Northern Indiana, AES Restaurant Group, LLC is a proud franchisee of Arby's® operating restaurants across 229 locations in 17 states . We're guided by our values: The letters AES stand for more than just our name. They stand for what we truly believe - our "Attitude Equals Success". As with any goal we will set, our Attitude about achieving those goals can Equal our Success. We Offer Bonus Program Full Time &amp; Part Time Shifts Health Insurance Health Savings Account PTO Employee Rewards &amp; Recognition Program! What will you do? As a Shift Manager you will ensure outstanding service and guest satisfaction by overseeing restaurant operations and direction of team members during assigned shifts. As a Shift Manager you will have full accountability for restaurant operations during shifts when management is not present. Top 5 Job Responsibilities Ensure team members provide outstanding service to satisfy guests Assist management with training and coaching team members Utilizes AES systems to run a great restaurant on all shifts Implements restaurant controls, especially cash and inventory Sets and meets restaurant goals for service, operations and financial results AES is very goal oriented. As the Shift Manager you will work with the General and Assistant Manager to achieve high performance in areas such as, Restaurant Operations Guest Satisfaction Customer Service Speed of Service Quality Control Workplace Safety Utilizing all systems and tools, including the Systems Board, RTI Task Lists Following all government regulations, employment law, food safety and operations policies and implement all accounting controls Whether you're looking for a change in your career or taking the first step, AES is a goal oriented company where you can develop your skills. We look forward to hearing from you! If you're an ideal candidate you excel in these areas: Treating others with and communicating with respect Coaching and Developing others Emotional Resilience and Patience Leadership Working in a fast-paced environment and thinking on your feet Holding yourself to high standards of integrity and customer satisfaction P&amp;L Management Operations Management Restaurant Management Managing Food Cost &amp; Labor Cost At AES, our vision is to be our guests' favorite fast food destination. Requirements Must have a reliable vehicle and valid driver's license Must be ServSafe certified or capable of obtaining certification. Ability to work in warm and cold temperatures Ability to stand for 8-10 hours Ability to lift up to 50lbs Ability to climb ladders for general maintenance Ability to perform the following motions Bending Squatting Twisting Pulling Reaching EEO Statement AES is an Equal Opportunity employer. All persons shall have the opportunity to be considered for employment without regard to their race, color, religion, creed, national origin, ancestry, alienage or citizenship status, age, disability, gender (including pregnancy, childbirth and other related conditions), sexual orientation, genetic information / characteristics, veteran or military status, marital status or any other characteristic provided by applicable federal, state or local laws.</p> <div>ADAA AES</div> <p>will endeavor to make a reasonable accommodation / modification to the known physical or mental limitations of a qualified applicant with a disability to assist in the hiring process, unless the accommodation would impose an undue hardship on the operation of our business, in accordance with applicable federal, state and local law. E-Verify AES participates in E-Verify.</p> <div>Employer:</div> <div>AES Restaurants</div>	

STORE MANAGER CANDIDATE	
Link to Live Job Posting: <a href="https://www.indeed.com">www.indeed.com</a>	
Location: Centreville, MI	O*NET: 41-1011.00
Company: Dollar General	Job Title: MBA Candidates
<div>STORE MANAGER CANDIDATE 2.9 2.9</div> <div>out of 5 stars 370 Eleanor Drive, Centreville, MI 49032 Full-time Dollar General 42,112 reviews</div> <div>Full-time Work Where You Matter:</div> <div>At Dollar General, our mission is Serving Others! We value each and every one of our employees. Whether you are looking to launch a new career in one of our many convenient Store locations, Distribution Centers, Store Support Center or with our Private Fleet Team, we are proud to provide a wide range of career opportunities. We are not just a retail company; we are a company that values the unique strengths and perspectives that each individual brings. Your difference truly makes a difference at Dollar General. How would you like to Serve? Join the Dollar General Journey and see how your career can thrive.</div> <div>Company Overview:</div> <div>Dollar General Corporation has been delivering value to shoppers for more than 80 years. Dollar General helps shoppers Save time. Save money. Every day.® by offering products that are frequently used and replenished, such as food, snacks, health and beauty aids, cleaning supplies, basic apparel, housewares and seasonal items at everyday low prices in convenient neighborhood locations. Learn more about Dollar General at <a href="https://www.dollargeneral.com/about-us.html">www.dollargeneral.com/about-us.html</a>.</div> <div>Job Details:</div> <div>GENERAL SUMMARY</div> <div>The Store Manager Candidate supports the Store Manager in the effective implementation of all store processes including employee supervision, staffing, inventory management, stocking and receiving, paperwork, and store needs. This position is utilized to foster interactive development of an external candidate for the Store Manager role and is to be held for a limited period. DUTIES and</div> <div>ESSENTIAL JOB FUNCTIONS</div> <div>Assist in recruiting and staffing activities. Assist with store merchandising by facilitating and/or participating in staging, stocking and storage of merchandise; ensuring that merchandise is presented according to established practices and store manager direction; and properly utilizing merchandise fixtures, signing and pricing of merchandise. Assist in all aspects of inventory management (including proper execution of damages, markdowns, register scanning, paperwork and facility controls); prepare and conduct inventories. Follow prescribed ordering practices to ensure the meeting or exceeding of in-stock targets. Provide superior customer service leadership. Act as a role model by following company procedures and policies as outlined in the employee handbook, SOP manual and company communications. Participate in store opening and closing activities. Ensure the safe deposit of all company funds in the designated bank. Assist in ensuring the financial integrity of the store through strict cashier accountability, key control and adherence to company security practices and cash control procedures. Assist in the maintenance of clean, well-stocked stores; provide a safe environment for customers and employees. Operate store in store manager's absence. Review operating statements to identify business trends (including sales, labor, profitability, and inventory turn),</div>	

expense control opportunities, potential shrink, and errors. Complete all paperwork and documentation according to guidelines and deadlines.

## Qualifications:

### KNOWLEDGE and SKILLS:

Ability to read and interpret documents such as diagrams, safety rules, operating and maintenance instructions, and procedures manuals. Ability to perform mathematical calculations such as addition, subtraction, multiplication, division, and percentages. Knowledge of cash handling procedures including cashier accountability and deposit controls. Ability to learn and perform IBM cash register functions, including those necessary to generate reports. Knowledge of inventory management and merchandising practices. Knowledge of cash, facility and safety control policies and practices (deposits, store keys, SAFE and STARS programs, etc.) Knowledge of recruiting, interviewing, hiring, counseling, and termination practices including legal compliance and internal processes. Effective oral and written communication skills. Effective interpersonal skills. Effective organization skills with attention to detail. Ability to solve problems and deal with a variety of situations where limited standardization exists. Certain store locations may give preference to bilingual Spanish speakers. WORK EXPERIENCE and/or

### EDUCATION

High school diploma or equivalent strongly preferred. One year of experience in a retail environment preferred for external candidates

### COMPETENCIES

Aligns motives, values and beliefs with Dollar General values. Supports ownership by tapping into the potential of others. Acts as a liaison between the Store Support Center and store employees. Fosters cooperation and collaboration. Interacts tactfully yet directly with employees and maintains an open forum of exchange. Demonstrates responsiveness and sensitivity to customer needs. Applies basic principles of retail (i.e., ordering cycles, peak inventories, merchandise flow, etc.). Provides continuous attention to development of staff. Recruits, hires and trains qualified applicants to fulfill a store need. Ensures store compliance to federal labor laws and company policies and procedures.

WORKING CONDITIONS and

### PHYSICAL REQUIREMENTS

Frequent walking and standing. Frequent bending, stooping and kneeling to run check out station, stock merchandise and unload trucks. Frequent handling of merchandise and equipment such as hand-held scanners pricing guns, box cutters, merchandise containers and carts, two-wheel dollies, and U-boats (six-wheel carts). Frequent and proper lifting of up to 40 pounds; occasional lifting of up to 55 pounds. Occasional climbing (using ladder). Occasional driving/providing own transportation to make bank deposits, attend management meetings and to other Dollar General stores. Fast-paced environment; moderate noise level. Occasionally exposed to outside weather conditions.

### Note:

This position requires some travel with limited overnight stays Dollar General Corporation is an equal opportunity employer.

STORE MANAGER CANDIDATE in CENTERVILLE, MI	
Link to Live Job Posting: <a href="https://careers.dollargeneral.com">careers.dollargeneral.com</a>	
Location: Centreville, MI	O*NET: 41-1011.00
Company: Dollar General	Job Title: MBA Candidates
<p>Work Where You Matter At Dollar General, our mission is Serving Others! We value each and every one of our employees. Whether you are looking to launch a new career in one of our many convenient Store locations, Distribution Centers, Store Support Center or with our Private Fleet Team, we are proud to provide a wide range of career opportunities. We are not just a retail company; we are a company that values the unique strengths and perspectives that each individual brings. Your difference truly makes a difference at Dollar General. How would you like to Serve? Join the Dollar General Journey and see how your career can thrive. Company Overview Dollar General Corporation has been delivering value to shoppers for more than 80 years. Dollar General helps shoppers Save time. Save money. Every day.® by offering products that are frequently used and replenished, such as food, snacks, health and beauty aids, cleaning supplies, basic apparel, housewares and seasonal items at everyday low prices in convenient neighborhood locations. Learn more about Dollar General at <a href="https://www.dollargeneral.com/about-us.html">www.dollargeneral.com/about-us.html</a> . Job Details</p> <p>GENERAL SUMMARY</p> <p>The Store Manager Candidate supports the Store Manager in the effective implementation of all store processes including employee supervision, staffing, inventory management, stocking and receiving, paperwork, and store needs. This position is utilized to foster interactive development of an external candidate for the Store Manager role and is to be held for a limited period. DUTIES and</p> <p>ESSENTIAL JOB FUNCTIONS</p> <p>Assist in recruiting and staffing activities. Assist with store merchandising by facilitating and/or participating in staging, stocking and storage of merchandise; ensuring that merchandise is presented according to established practices and store manager direction; and properly utilizing merchandise fixtures, signing and pricing of merchandise. Assist in all aspects of inventory management (including proper execution of damages, markdowns, register scanning, paperwork and facility controls); prepare and conduct inventories. Follow prescribed ordering practices to ensure the meeting or exceeding of in-stock targets. Provide superior customer service leadership. Act as a role model by following company procedures and policies as outlined in the employee handbook, SOP manual and company communications. Participate in store opening and closing activities. Ensure the safe deposit of all company funds in the designated bank. Assist in ensuring the financial integrity of the store through strict cashier accountability, key control and adherence to company security practices and cash control procedures. Assist in the maintenance of clean, well-stocked stores; provide a safe environment for customers and employees. Operate store in store manager's absence. Review operating statements to identify business trends (including sales, labor, profitability, and inventory turn), expense control opportunities, potential shrink, and errors. Complete all paperwork and documentation according to guidelines and deadlines.</p> <p>Qualifications KNOWLEDGE and SKILLS:</p> <p>Ability to read and interpret documents such as diagrams, safety rules, operating and maintenance instructions, and procedures manuals. Ability to perform mathematical calculations such as addition, subtraction, multiplication, division, and percentages. Knowledge of cash handling procedures including cashier accountability and deposit controls. Ability to learn and perform IBM cash register functions, including those necessary to generate reports. Knowledge of inventory management and merchandising practices. Knowledge of cash, facility and safety control policies and practices (deposits, store keys, SAFE and STARS programs, etc.) Knowledge of recruiting, interviewing, hiring, counseling, and termination practices including legal compliance and internal processes. Effective oral and written communication skills. Effective interpersonal skills. Effective organization skills with attention to detail. Ability to solve problems and deal with a variety of situations</p>	

where limited standardization exists. Certain store locations may give preference to bilingual Spanish speakers. WORK EXPERIENCE and/or

## EDUCATION

High school diploma or equivalent strongly preferred. One year of experience in a retail environment preferred for external candidates

## COMPETENCIES

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WORKING CONDITIONS and

## PHYSICAL REQUIREMENTS

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### Note:

This position requires some travel with limited overnight stays Dollar General Corporation is an equal opportunity employer.

### Qualifications:

### KNOWLEDGE and SKILLS:

Ability to read and interpret documents such as diagrams, safety rules, operating and maintenance instructions, and procedures manuals. Ability to perform mathematical calculations such as addition, subtraction, multiplication, division, and percentages. Knowledge of cash handling procedures including cashier accountability and deposit controls. Ability to learn and perform IBM cash register functions, including those necessary to generate reports. Knowledge of inventory management and merchandising practices. Knowledge of cash, facility and safety control policies and practices (deposits, store keys, SAFE and STARS programs, etc.) Knowledge of recruiting, interviewing, hiring, counseling, and termination practices including legal compliance and internal processes. Effective oral and written communication skills. Effective interpersonal skills. Effective organization skills with attention to detail. Ability to solve problems and deal with a variety of situations where limited standardization exists. Certain store locations may give preference to bilingual Spanish speakers. WORK EXPERIENCE and/or

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WORKING CONDITIONS and

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Note:

This position requires some travel with limited overnight stays Dollar General Corporation is an equal opportunity employer.

Crew Members – Meijer in Three Rivers, MI (Dec 2025 - Dec 2025)

Inventory Crew Member-FT

Link to Live Job Posting: Posting is no longer active

Location: Three Rivers, MI

O\*NET: 41-2031.00

Company: Meijer

Job Title: Crew Members

Inventory Crew Member-FT Meijer parental leave United States, Michigan, Three Rivers Jan 06, 2026 As a family company, we serve people and communities. When you work at Meijer, you're provided with career and community opportunities centered around leadership, personal growth and development. Consider joining our family - take care of your career and your community! Meijer Rewards Weekly pay Scheduling flexibility Paid parental leave Paid education assistance Team member discount Development programs for advancement and career growth Please review the job profile below and apply today! This is a full-time job, with a 4-day work week. •Most Friday, Nights, Weekends & Major Holidays OFF! • The home stores for this position are located in the Kalamazoo, MI area. Must live near this location or willing to travel. This team ensures that physical inventories are done accurately and professionally in our retail units. Delivering reliable inventory counts helps our stores and our customers. What You'll be

Doing:

Working independently, responsible for physically counting merchandise in our stores, scanning the UPC and entering the count on a handheld computer. Deliver exceptional service to our customers; using communication skills to effectively interact with store team members. Accuracy and efficiency are extremely important in this job. Daily progress toward goals will be tracked and regular productive feedback provided. Exercising good judgement. Working with confidential information so discretion is very important. Participate in other auditing projects from time to time as opportunities arise. These audits keep company leadership up to date and informed on store conditions, execution, or other important measures. Other related duties as required. Travel is expected from store to store. There will be occasions of travel to different towns and states. Reliable transportation is a must. What You Bring with You (Qualifications): High school graduate or equivalent Knowledge of general business math and bookkeeping Six months to one year of job training and experience Strong mental and visual ability to perform counts Physical ability required for standing and walking at least 95% of the time Physical ability to frequently lift and/or move objects between 10 and 50 lbs. Ability to maintain confidentiality.

Store Managers — Dollar General in Three Rivers, MI (Dec 2025 - Dec 2025)

STORE MANAGER	
Link to Live Job Posting: Posting is no longer active	
Location: Three Rivers, MI	O*NET: 41-1011.00
Company: Dollar General	Job Title: Store Managers
<div>STORE MANAGER 2.9 2.9</div> <div>out of 5 stars 52462 N US Highway 131, Three Rivers, MI 49093 Full-time Dollar General 42,058 reviews</div> <div>Full-time Work Where You Matter:</div> <div>At Dollar General, our mission is Serving Others! We value each and every one of our employees. Whether you are looking to launch a new career in one of our many convenient Store locations, Distribution Centers, Store Support Center or with our Private Fleet Team, we are proud to provide a wide range of career opportunities. We are not just a retail company; we are a company that values the unique strengths and perspectives that each individual brings. Your difference truly makes a difference at Dollar General. How would you like to Serve? Join the Dollar General Journey and see how your career can thrive.</div> <div>Company Overview:</div> <div>Dollar General Corporation has been delivering value to shoppers for more than 80 years. Dollar General helps shoppers Save time. Save money. Every day.® by offering products that are frequently used and replenished, such as food, snacks, health and beauty aids, cleaning supplies, basic apparel, housewares and seasonal items at everyday low prices in convenient neighborhood locations. Learn more about Dollar General at <a href="http://www.dollargeneral.com/about-us.html">www.dollargeneral.com/about-us.html</a>.</div> <div>Job Details:</div> <div>GENERAL SUMMARY</div> <div>Responsible for the management of all employees in the effective planning and implementation of all store processes, including ordering, receiving, stocking, presentation, selling, staffing and support. DUTIES and</div> <div>ESSENTIAL JOB FUNCTIONS</div> <div>Recruit, select and retain qualified employees according to federal and state labor laws and company policies; ensure store is properly staffed. Provide proper training for employees; conduct performance evaluations; identify gaps for appropriate solutions and/or counseling, up to and including termination. Make recommendations regarding employee pay rate and advancement. Communicate performance, conduct and safety expectations regularly; coordinate meetings and events to encourage safety, security and policies. Ensure that the store is appropriately staffed and effectively opened and closed each day. Personally open the store a minimum of two times per week; personally close the store a minimum of two times per week. Evaluate operating statements to identify business trends (including sales, profitability, and turn), expense control opportunities, potential shrink, and errors. Order to ensure the meeting or exceeding of in-stock targets; review ordering plan, seasonal direction and inventory management issues on a weekly basis; follow up on Basic Stock Replenishment (BSR)/cycle counts. Facilitate the efficient staging, stocking and storage of merchandise by following defined company work processes. Ensure that all merchandise is presented according to established practices; utilize merchandise fixtures properly including presentation, product pricing and signage. Maintain accurate inventory levels by controlling damages, markdowns, scanning, paperwork, and facility controls. Ensure the financial integrity of the store through strict cashiers accountability, loss control, and adherence to stated company security practices and cash control.</div>	



integrity of the store through strict cashier accountability, key control, and adherence to stated company security practices and cash control procedures. Provide superior customer service leadership. Maintain a clean, well-organized store; facilitate a safe and secure working and shopping environment. Ensure that store is adequately equipped with tools necessary to perform required tasks. Follow company policies and procedures as outlined in the Standard Operating Procedures manual, Employee Handbook, and company communications; ensure employee compliance. Complete all paperwork and documentation according to guidelines and deadlines.

## Qualifications:

### KNOWLEDGE and SKILLS:

Ability to read and interpret documents such as diagrams, safety rules, operating and maintenance instructions, and procedures manuals. Ability to perform mathematical calculations such as addition, subtraction, multiplication, division, and percentages. Knowledge of cash handling procedures including cashier accountability and deposit control. Ability to perform IBM cash register functions to generate reports. Knowledge of inventory management and merchandising practices. Effective oral and written communication skills. Effective interpersonal skills. Knowledge of recruiting, interviewing, hiring, counseling and termination practices including legal compliance and internal processes. Knowledge of cash, facility and safety control policies and practices (deposits, store keys, SAFE program, etc.) Good organization skills with attention to detail. Ability to solve problems and deal with a variety of situations where limited standardization exists. Certain store locations may give preference to bilingual Spanish speakers. WORK EXPERIENCE and/or

### EDUCATION

High school diploma or equivalent strongly preferred. One year of management experience in a retail environment preferred.

### COMPETENCIES

Aligns motives, values and beliefs with Dollar General values. Supports ownership by tapping into the potential of others. Acts as a liaison between the corporate office and store employees. Fosters cooperation and collaboration. Interacts with staff tactfully yet directly and maintains an open forum of exchange. Demonstrates responsiveness and sensitivity to customer needs. Applies basic principles of retail (i.e., ordering cycles, peak inventories, merchandise flow, etc.). Provides continuous attention to development of staff. Recruits, hires and trains qualified applicants to fulfill a store need. Ensures store compliance to federal labor laws and company policies and procedures. WORKING CONDITIONS and

### PHYSICAL REQUIREMENTS

Frequent walking and standing. Frequent bending, stooping and kneeling to run check out station, stock merchandise and unload trucks. Frequent handling of merchandise and equipment such as hand-held scanner, pricing guns, box cutters, merchandise containers, two-wheel dollies, and U-boats (six-wheel carts). Frequent and proper lifting of up to 40 pounds; occasional lifting of up to 55 pounds. Occasional climbing (using ladder). Regularly driving/providing own transportation to make bank deposits and occasionally to attend management meetings and to other Dollar General stores. Fast-paced environment; moderate noise level. Occasionally exposed to outside weather conditions. Dollar General Corporation is an equal opportunity employer.

# Appendix C - Data Sources and Calculations

## Lightcast Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.