

## **Jobs in Hand County**

(As of 5-26-2023)

**South Dakota Soybean Plant** has an opening for a Meal Loadout Operator. This is a full-time position Monday – Friday 7am to 4pm.

This position requires loading of soy meal into trucks and train cars through coordination with other departments and plant personnel.

Qualifications include: High school diploma or equivalent, basic math skills, computer skills. Dependable, self-motivated, and able to work well with others is a must.

To apply: Go to their careers page at [sdsbp.com](http://sdsbp.com)

**South Dakota Soybean Plant** has an opening for an Electrical Technician. This is a full-time position with benefits. The Electrician will work onsite in Miller/St. Lawrence and be on-call 1 week per month. SDSP will pay for training, testing and licensing. A Journeyman's license is preferred.

Qualifications include: High School diploma or equivalent, 5 years electrical experience, frequently lift and carry 25-50 pounds.

To apply: Go to their careers page at [sdsbp.com](http://sdsbp.com)

**Kohlman, Bierschbach & Anderson, LLP** has an opening for an administrative assistant/bookkeeper.

Computer and typing skills are required. Salary based on education and experience.

Send resume to Emily Schaefers, Kohlman, Bierchbach & Anderson, LLP, PO Box 127, Miller, SD 57362 or email to [Emily.Schaefers@kbacpas.com](mailto:Emily.Schaefers@kbacpas.com)

**HAND COUNTY** is accepting applications for the position of clerk within the Director of Equalization, Zoning Administrator's office.

This is a full-time position which includes benefits, some provided and some voluntary.

The position requires a valid driver's license and residency. More detailed information can be found on the county's website; <https://hand.sdcounties.org/employment> or at the Assessor's office in the courthouse. This position will remain open until May 18<sup>th</sup>, 2023 with a hopeful start date of June 5<sup>th</sup>, 2023.

## **Miller School District Job Openings**

- JH/HS Special Education teacher 23-24 school year
- Drivers Education – Start Summer of 2023
- Assistant Volleyball Coach
- Head Girls Basketball Coach
- Assistant Girls Basketball Coach
- Head Boys Basketball Coach
- Assistant Boys Basketball Coach
- Sideline Cheer Coach
- Head Track Coach
- Assistant Track Coach
- Concession Stand Advisor
- Prom Advisor

The Miller School District is an equal-opportunity employer, in central South Dakota. The Miller School District is a class B school district with a student population (K-12) of approximately 424 students.

Apply to Mr. Norden, Superintendent, Miller School District #29-4,  
PO Box 257, Miller, SD 57362.

[Email Eric Norden](#)  
(605)-853-2614

## **DT-Trak Consulting**

**Classification:** Full-time/Non-Exempt  
Technology

**Department:** Information

**Reports to:** CIO

## **GENERAL SUMMARY**

This position assists with end-user hardware, software, and user systems on site and remotely; including computers, applications, user accounts, application licensing, endpoint cybersecurity, and secure disposal of hardware, printers, and mobile devices. This position also assists with the training of end-users. Training will include PC operating system use and education in protecting devices from cyber intrusion through viruses, malware, and email attacks. This position also works closely with network and server personnel, working with network infrastructure that interacts with end-user systems, assisting with server and network infrastructure and application work as needed. The individual in the position reports directly to the CIO.

## **MAJOR FUNCTIONS**

- Create and maintain operating system and software images for PCs and related hardware.

- Maintain all computers and technology in good working order and with needed supplies for printers and computers.
- Maintain the inventory of hardware and software assets, including secure disposal of obsolete hardware.
- Train end-users in specific application and systems use, including but not limited to operating systems, office applications, interfaces with mobile devices, and security policies relating to these systems.
- Train end-users in best practices for secure handling of data and protecting devices from intrusion by viruses, malware, phishing attacks, and other cyber threats.
- Assist in the maintenance of user accounts, including adding, archiving, and deleting users according to institutional policy; set up and maintain appropriate permissions to network resources and security functions.
- Assist in the development and implementation of security measures within the IT infrastructure of the company and government.
- Assist with the maintenance of current anti-virus and malware protection systems, including but not limited to appropriate patch levels for computer operating systems and applications.
- Assist in the development of policies and practices for documenting, assigning, and protecting campus hardware.
- Assist other staff with regular penetration testing, HIPPA compliance, compliance audits, and remediation of any vulnerabilities.
- Assist with backup and recovery of institutional data as directed by supervisor.
- Assist with the network, telephone system, audio/visual cabling, support, and other cross-training and appropriate position duties as assigned by the supervisor or designee.

## **QUALIFICATIONS**

- AA Degree or Bachelor's Degree in Information Systems is preferred
- Experience in the IT field experience preferred
- Certification or experience preferred in CompTIA (A+), CompTIA Security+, IT Customer Support, or IT Help Desk/End-user training.

- Proven experience in working with computer hardware, including assembly of computers, solving hardware problems, and recommending hardware solutions.
- Demonstrated knowledge of network infrastructure and how end-user hardware communicates through campus network systems.
- Experience with common end-user applications, including the ability to install, support, and help instruct users in the usage of applications
- Effective communication with colleagues, students, and outside vendors for troubleshooting, managing multiple priorities in a fast-paced environment, and training.
- Verifiable knowledge of current technology and best practices in the IT, cybersecurity, and higher education data systems field.
- Demonstrated effective written and oral communication with the ability to create clear documentation for projects and procedures to be understood by end users, customers, and vendors.
- Occasional work during night or weekend may be necessary.
- Ability to regularly lift, climb ladders, pull cable, and /or move up to 25 pounds; successfully pass a required background check; valid driver's license and ability to stand and sit at a desk during the course of the job.

## **APPLICATION**

Applicants must provide a cover letter, resume, and a minimum of three professional references that would speak to work experience. Review of applications will begin immediately and continue until the position is filled.

## **ADM-**

full time Customer Service Rep. This is a full-time non-exempt salary position at ADM Miller.

### **Essential Job Function:**

Role of this position is to assist management, merchandising, operations, & clients within the following roles:

- Inbound/outbound grain movement
- Weighing and grading grain samples
- Commodity accounting
- Grain settlement
- Client services

- Grain origination & contracting
- Risk management & commodity hedging
- Records retention
- Accounts payable
- Accounts receivable
- Support other facility staff members as needed/required
- Participation in safety programs
- Other duties as assigned

[https://sjobs.brassring.com/TGnewUI/Search/Home/Home?partnerid=25416&siteid=5998#jobDetails=3069110\\_5998](https://sjobs.brassring.com/TGnewUI/Search/Home/Home?partnerid=25416&siteid=5998#jobDetails=3069110_5998)

Or [Adm.com/careers](http://Adm.com/careers)

### **Avera Hand County Memorial Hospital and Avera Medical Group Miller**

They are looking to add a dedicated, caring individuals to their team. If you are interested, visit [Avera.org/careers](http://Avera.org/careers) for more information or to apply!

### **Dairy Queen- Miller-**

They are actively hiring anyone 14 or older. Full time, part time or anything in between. They offer many benefits including a college bonus program for high school students, cafeteria plan, retirement plan, vision insurance, Aflac and a FREE CAKE on your birthday!

For qualifying employees, they offer a group health insurance plan. Pay is DOQ/DOE

They have applications available to pick up or interested individuals may call Tiffany at 853-2399.

### **Hand in Hand Daycare**

Hand In Hand Daycare Is Hiring Childcare Provider Positions \$12.00 per hour for Full Time \$10.00 per hour for Part Time Inquiries, Contact: Clover Herdman, Director [hihdaycare123@gmail.com](mailto:hihdaycare123@gmail.com) 602 E. 5<sup>th</sup> St. Miller, SD 57362 (605) 853-3880

### **Kessler's Team Members**

Team Members- Experience to our customers by providing a clean & classy environment with products of superior quality & freshness. In addition, team members must be willing to provide Remarkable Service, which is displayed through a great attitude. Team members must be friendly, useful, disciplined, open-minded & trustworthy! Every team member must be able to fulfill the job responsibilities below. Details on specific position expectations will be reviewed during the interview phase. Go here: <https://careers.hireology.com/kesslers/184715/description>

## **Pipestone Farms-**

### **Swine Technician** – Full time or Part time –

- Entry level animal husbandry
- Ensure health and wellness of livestock
- Follow protocols to maximize production in gestation & farrowing barns for family farmers
- We WILL train

Full time position offers full individual health insurance, life insurance, short-term & long-term disability, dental/vision insurance, Matching 401K up to 6% as well as growth and bonus potential. Application found at [Career Site - Self Service \(adp.com\)](#)

PIPESTONE Management

## **Ranch Café**

Positions open at the Ranch Café. They are currently looking to hire a cook and waitress. For more information call (605)853-3441

## **Rustler Roost**

Education Center Director- Rustler Roost, Miller's after school program for K-6 is hiring for the Education Center Director. Requirements include; A CDA or quality to obtain it, experience in the childcare field, DSS training in the first 90 days, criminal background check, and abuse and neglect screening. Submit your cover letter, resume, and references to [millerrustlerroost@gmail.com](mailto:millerrustlerroost@gmail.com) or call 999-7683

## **Twin Valley Tire**

Twin Valley Tire in Miller is seeking a fulltime tire technician AND fulltime oil change technician with some mechanical experience. Computer knowledge and tire experience is helpful. They offer competitive wages and benefits. For more information call 605-853-2775. Resume may be mailed to 720 N Broadway Ave Miller SD 57362 or you can pick up an application at the store.