#### **FOR RENT**

HOUSES AND APART-MENTS: MCKENZIE AREA. www mckenziehomefinders.com 731-352-2255. A1219/44-TF

FOR RENT: MOBILE **HOME**, 2, 3 or 4 bedroom in Atwood Acres Mobile Home Park. 731-662-7402 or 731-707-2555. A1019/44-TF

FOR RENT: PRIME OF-FICE SPACE on Highland Drive next to Best Western Hotel in McKenzie. Call Steve Chadwick, Owner/ Agent 731-415-8740 or 731-641-0392. A7158/52-TF

#### **FOR LEASE**

QUALITY OFFICE SPACE FOR LEASE -From 430 Sq. Ft. to 3,000 Sq. Ft. Highway 79 Highland Mall, across from the post office. Call 731-352-2189. A5404/44-TF

FOR LEASE — COM-PLETELY FURNISHED BEAUTY SHOP, Suite #5, Highland Mall Business Park, across from Post Office, Highway 79, formerly Joyce's Coiffures, 731-352-2189. A5404/18-TF

FOR LEASE - COMMER-CIAL BUILDING available, 3,264 sq. ft., next to Maria's Mexican Restaurant at Cedar Street Plaza, intersection of Highways 79 and 22 in McKenzie. 731-352-2189, A5404/2-TF

#### **FOR SALE**

EAGLE BUILDINGS — NEW & USED PORTA-BLE BUILDINGS, Cabins, Carports & Garages. 314 Memorial Dr., Paris (731) 644-0090; 202 Memorial Dr., Paris (731) 641-2800; 17595 Highland Dr., McKenzie (731) 393-0277; 1409 Hwy 70 W, Camden (731) 279-4192; 15035 S. First St., Milan (731) 613-2166; 586 W. Church St., Lexington (731) 249-9184; 852 University St., Martin (731) 281-7117. eaglebuildingstn.com. A7655/50-TF

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**LEGAL ASSISTANT** 

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Send resume to

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#### **HELP WANTED: DRIVERS**

NEED YOUR CDL? WE DO CDL TRAINING, testing, Job placement. Company paid training available. Training at 119 EL Morgan Dr., Jackson, TN or 6711 Reese Road, Memphis, TN. Call 800-423-8820 or visit www. drive-train.org. (TnScan)

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NEED TO GET RID OF IT? Advertise it in the classifieds! Thousands of readers are looking at the classifieds every week. Advertise your service or product for only \$5 for 25 words, \$8 for 26-50 words, and 20 cents for each additional word over 50 each week. Call 731-352-3323 to get started! NC/27-TF

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JOE'S TREE SERVICE AND STUMP REMOV-AL: 60 ft. bucket truck, prune or take down grind stumps, clean up and haul off, insured, free estimates. 731-697-0023 or 731-513-1518. A7084/21-TF

**BOB'S TREE SERVICE:** TREE REMOVAL, stump grinding, tree topping, mulching, all types of yard work, storm damage cleanup. Insured. Call 731-571-5867. A6785/44-TF

YOUR LOW COST AD-**VERTISING SOLUTION!** One call & your 25 word ad will appear in 102 Tennessee newspapers for \$275/ wk or 27 West TN newspapers for \$100/wk. Call this newspaper's classified advertising dept, or go to www.tnpress.com/newspaper-networks. (TnScan)

## **ANTENNAS**

WE SELL, INSTALL, AND SERVICE outside antennas and accessories for local TV channels. Call or come by Beasley Antenna & Satellite, 3000 E. Wood St., Paris. 731-642-4077. Let me know if you need anything else, A269/34-TF

#### **AUCTIONS**

GET THE WORD OUT ABOUT YOUR NEXT AUCTION! Save Time & \$\$\$. One Call for All. Your ad can appear in this newspaper + 101 other TN newspapers. For more info, contact this newspaper's classified dept. or call Becky Moats 931-624-8916. (TnScan)

#### **HOME SERVICES**

PROTECT YOUR HOME FROM PESTS safely and affordably. Pest. rodent. termite and mosquito control. Call for a quote or inspection today 855-401-3104. (TnScan)







# NEED STAMPS? WE GOT 'EM!

# **ELP WANTED**

**POSITION: Director of Youth and Young Adult Ministries** Milan First United Methodist Church 2000 Jones Blvd., Milan, TN 38358 www.milanfirst.org • Phone (731) 686-7431



REPORTS TO: Pastor and Staff Parish Relationship Committee PERSONAL STANDARDS: Possess a deep level and loyalty for Jesus Christ and His Church and a thorough understanding of the mission of Christ's church.

## JOB SKILLS AND REQUIREMENTS:

- . Must be able to work as a team member to further the mission of FUMC. Milan.
- Possess the administrative skills necessary to perform his or her duties as well as the interpersonal skills for working with youth and young adults.
- · Experience in leading youth and young adult activities preferred.

GENERAL RESPONSIBILITIES: Work in coordination with the Pastor, Youth Team and church members to foster an environment for spiritual growth for youth and young adults, focused on developing authentic Christian discipleship.

# SPECIFIC RESPONSIBILITIES:

- · Plan, coordinate, implement and monitor education, mission, and fellowship programming for youth.
- Coordinate the Master Calendar for youth and young adult programs and work within that budget.

youth and young adults using a wide variety of media (church newsletter.

- Promote Lakeshore Methodist Assembly activities. Communicate clearly and often with staff, volunteers, church members,
- church website, mailings, email, phone tree, master calendar, etc.) Develop working relationships with area youth and young adult
- Develop relationships throughout area schools by participating in school activities such as ECA, sports events and other extracurricular
- Work with young adults to plan activities (such as Bible study, social
- events) to nurture their spiritual growth and church participation. Engage with young adults to foster and encourage their participation in church committees and leadership positions.
- Work with young adults to develop activities focused on building fellowship and unity among their members.
- Engage young adults in ways to reach out to young adults who are unchurched.
- As the budget allows and in consultation with the Pastor, attend workshops and conferences to stay informed about best practices in youth and young adult ministries.

If interested, please email your resume, including references to Rev. Ronnie Peck at ronnpeck@gmail.com.

# **JOB VACANCY**

**Human Resource Administrator** 

Northwest Tennessee Economic Development Council is now accepting applications for the position of Human Resource Administrator. The individual selected for the position will work out of the Central Office located at 231 South Wilson Street, Dresden, TN.

Essential Job Duties: Monitor and oversee all aspects of human resources within the Agency for all programs. Responsible for ensuring the onboarding and new hire process is complete through recruitment, completion of background checks, orientation, reporting, processing of benefits, etc. Responsible for performing responsible administrative duties including those of complex and detailed nature. Responsible for compliance in all special programs, Acts (Title VI/HIPAA), including but not limited to equal opportunity, Drug Policy, Health & Safety and Disability and ensure all staff are provided with required training annually. Responsible for set up and preparation of annual report information for the Agency and distribution of report to funding sources, program managers, staff, and to ensure Program Information Report is completed annually. Serve as administrative support to Board of Directors through bi-monthly monthly meetings and committee meetings as needed to ensure proper recordkeeping and provide notification and disseminate documents to board as required. Function with a high degree of understanding of the organization, programs and procedures and serve as administrative support to the Executive Director as needed. Ensure knowledge of HS performance standards and HS Act in area of human resource management to ensure compliance within the Head Start/Early Head Start program. Position may require some travel.

Qualifications: Bachelor's Degree from an accredited university in Business Administration or related field required. Prefer experience of 2-5 years in human resource management; Computer/Data entry roficient knowledge of Microsoft Office required. Candidate possess a valid Tennessee Driver license and liability insurance coverage

Knowledge, Skills and Abilities: Excellent Communication and interpersonal skills required; exceptional organizational skills, as well as the ability to multitask and work independently. Demonstrate the ability to prepare reports and construct business letters etc. Knowledge of advanced word processing, business writing and office systems, proficiency with MS Word, Excel, PowerPoint and Access, and ability to always preserve the confidentiality and integrity of the Human Resource Department.

Entry Level Salary: \$23.49 per hour • 76 hours Biweekly Position **Excellent Benefits Package** 

Applications may be downloaded from the Careers page of the website www.nwcommunityaction.org

Or you may call (731) 364-4825 to have an application mailed, faxed, or emailed to you for your convenience.

\* Applications must be submitted to: Northwest TN EDC Central Office, 231 S Wilson St., Dresden, TN 38225

Attn: Human Resource Department-Suite 210 Reference: Human Resource Administrator For your convenience, you can email to:

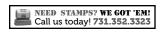
applications12579@nwtncap.org. Applications must be signed. Faxed applications are not accepted.

\*\*Applications for this specific position will be accepted until July 15, 2022 at NOON

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A4070/27-1

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# **ENTREPRENEURIAL** OPPORTUNITY AVAILABLE

A6260/25-3

The burned-out building, formerly Impressions, on 15 Broadway, is available for retail/economic development. All interested applicants must submit a bid and a business plan to Main Street, McKenzie, 2470 Cedar Street, McKenzie, TN 38201. The plan needs to include the architectural and design plans for the building, usage, and definite timeline. The winning applicant will pay a non-refundable deposit of \$2500 which will be credited toward the purchase of the building. If the winner of the bid is finished and open for business in six months from the date of winning the bid, the winning bidder's price for the building will be reduced by 50% and the building will be deeded to them. If the winning bidder finishes the renovation and opens for business after the 6 months, the full bid price of the building must be paid (minus the deposit) before they take ownership. After one year, if the building is not finished, the bidder forfeits the deposit, and the right to ownership. The building is located in the historic zoning district and all construction must receive a certificate of appropriateness from the Historical Committee in order to proceed. Deadline to receive applications is Friday, July 29, 2022, at 4 p.m.

The Winning applicant will be notified by Friday, August 12, 2022

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A3632/26-

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21822 Highway 22, McKenzie, Tenn. 38201 (731) 352-9950