

WAYNE COUNTY - JOB LEADS

November 27, 2017



Finger Lakes Works – Career Center

Telephone: (315) 946-7270

Fax: (315) 946-7271 & (315) 946-7709

**We are located in The Wayne County Health Services Building/Campus
Tobacco is not allowed on the premises**

We update The Finger Lakes Works job leads weekly on our Wayne County website.

Just go to: www.co.wayne.ny.us and click on Workforce Development.

For other Job Leads in the Finger Lakes check out: www.fingerlakesworks.com

EMPLOYERS CONTINUOUSLY ACCEPTING APPLICATIONS

Optimax Systems, Inc.

www.optimaxsi.com

6367 Dean Parkway, Ontario, NY 14519

jobs@optimaxsi.com

Fax: (585)265-0793

Lifetime Care Home Health Care and Hospice

www.lifetimecare.org

Tuition-free Home Health Aide training is available. Job and \$250 stipend after successful completion. Are you already a C.N.A. or Certified HHA? Complete our one day competency evaluation. A retention bonus of up to \$2,500 may be available (restrictions apply; inquire for details). We offer: competitive hourly rates, paid holidays, vacation and sick time, mileage reimbursement (.45/mile), medical and dental insurance, retirement plan, and paid holidays. Minimum qualifications: High school diploma/GED, reliable transportation and be willing to travel. Caregiving experience is helpful. Candidates must be available Monday-Friday from 8:00am-5:00pm to complete the 3 week training program (if already certified, must be available 8:30am-5:00pm on evaluation day).

Trusted Kiosk

careers@trustedkiosk.com

888-772-6501

A marketing company that promotes home delivery subscriptions of The Daily Messenger newspaper at local retail/grocery stores/ and festivals/events is seeking an individual that is 18 years of age, or older with a valid driver's license and reliable transportation. Must have the ability to deal with the public (sales experience is a plus but not necessary). Must have a desire to succeed and ability to work unsupervised. This position enjoys part time hours with full time pay, no telephone work, no door-to-door sales, professional sales training and support, and outstanding commissions

A*4TD

www.a4td.org

1-800-439-3307

Associates for Training & Development

Senior Community Service Employment Program (SCSEP)

The purpose of the SCSEP is to offer a "stepping stone" back into the workforce. SCSEP helps people find employment by providing paid training assignments and job search assistance.

To be eligible for this program:

- ✓ Be willing to participate in occupational skills training and receive job search assistance
- ✓ Be 55 or older
- ✓ Be currently unemployed
- ✓ Have a household income that does not exceed program requirements

Foster Grandparent Program

www.waynecap.org

(315)665-0131

Do you need some extra money? Become a volunteer. Volunteers needed in Seneca, Ontario, Wayne, and Yates Counties. Volunteers are compensated for their time and travel costs. Provide individual attention and unhurried help to children who have special needs. Sites include schools, daycares, and Head Start centers.

Randstad

www.randstadusa.com

Brittany.cahill@randstadusa.com

315-589-1931

While working, all employees are trained and mentored for success for the potential to get hired on full-time. At Randstad, we offer more than just a great job; our talent is eligible to receive benefits such as Medical, Vision, and Dental. Job requirements: must be willing to submit to background and drug test. High School diploma or equivalent required.

Crest Manor Living and Rehabilitation Center

6745 Pittsford-Palmyra Road, Fairport, NY 14450

Crest Manor Living & Rehabilitation Center is accepting applications for the following positions:

- **LPNs & RNs** – evening and night shifts
- **CNAs** – evening shift

We have competitive wages and benefits. Sign-on bonus.

Wayne-Finger Lakes Board of Cooperative Educational Services (BOCES)

www.wflboces.org

315-332-7291

315-332-7296

Serving 25 school districts within the four counties of Ontario, Wayne, Seneca and Yates.

Certified positions must complete on-line job application:

- **SCHOOL BUSINESS OFFICIAL**
- **FINANCE SYSTEMS SPECIALIST**
- **EDUCATION PROFESSIONS INSTRUCTOR**
- **SPECIAL EDUCATION INSTRUCTOR**
- **SHARED DATA COORDINATOR**
- **SPEECH-LANGUAGE PATHOLOGISTS**
- **STUDENT SERVICES SPECIALIST**
- **INSTRUCTIONAL PATHWAYS COORDINATORS**

Non-Certified Positions must complete both BOCES non-certified application and Civil Service application for non-certified positions:

- **HVAC SERVICE ENGINEER**
- **PAYROLL SPECIALISTS**
- **SCHOOL AIDES (FULL TIME & SUBSTITUTES)**
- **LABORERS (FULL TIME & SUBSTITUTES)**

Openings for its 2017 internal summer school program, which runs from July 10 – August 18 at our various special education site locations.

- **SPECIAL EDUCATION TEACHERS**
- **TEACHING ASSISTANTS**
- **SPEECH THERAPISTS**
- **SCHOOL PSYCHOLOGISTS**
- **SCHOOL SOCIAL WORKERS**
- **SCHOOL AIDES**
- **RNS AND LPNS**

WAYNE ARC

Continuously accepting applications for:

Direct Support Professional (F/T, P/T, Sub, Relief)
Production Worker (Sub/Relief)
Respite-Recreation Aide (Sub/Relief)
Substitute-Preschool Classroom-Roosevelt Children's Center

Find out more and apply on Wayne ARC website

www.waynearc.org

Newspaper delivery routes in Wayne County

(585)337-4289

Superior Truck Lines, Inc.

(315)597-5102

TRUCKING SCHOOL GRADUATE TRAINEES: Training is available for trucking school graduates that have their Class A license, but have no or limited experience. You can contact us directly to get details on how to apply and answer questions you may have about our program.

EXPERIENCED DRIVERS: *Revised pay scale for experienced drivers. *Annual wage potential of 60k Medical, Eye glass & Dental Health Plan. *All miles paid including empty or bobtail. *Paid Vacations, detention, layover, breakdown. *No touch Freight, Drop and Hook deliveries *Based out of your home. *Assigned to a truck, no slip seating. *Tuition payback program *Local positions also available. Terminal location Port Gibson, NY

As an applicant you will be subjected to all US DOT requirements which include, but is not limited to:

- Must have a valid Class A license and current DOT Physical.
- Will be required to take a road test.
- Will be required to take a Federal pre-employment drug screen.
- We will be considering all experience levels and history.

This is a solid opportunity for drivers to make a career choice to find a home in the trucking industry.

Please call, so we can discuss where you might fit in.

Relco Systems

www.relcosystems.com

Sam Miller @ (800)262-1020 extension 228

CDL A – Guaranteed mileage! Earn up to \$70K plus. You choose your home time. Hourly * Regional Dedicated Lane * Long Distance.

- Progressive pay based on experience with annual increases – changing jobs shouldn't mean starting over.
- Paid training & Dependability pay
- Safety Bonus Program & DOT Inspection Bonuses
- Huge Driver referral bonuses
- Generous benefits packages
- Family atmosphere

BBX Transportation

www.bbxtans.com

Sam Miller @ (888)480-1055 extension 228

CDL A – Guaranteed mileage! Regional dedicated – earn up to \$70K plus!

- Progressive pay scale that rewards drivers for their experience – with annual increases.
- Paid training
- Dependability pay
- Safety Bonus Program
- DOT Inspection Bonuses
- Huge driver referral bonuses
- Generous benefits packages
- Regional Lanes – out and back!
- Family atmosphere

DOUBLE DRIVERS – Earn up to \$80K plus!

“BACK TO WORK WARDROBE”

Wellspring Church
22 Teft Ave
Clifton Springs, NY

Wellspring Church, as part of a community outreach program and connected to Hearts of Gold Ministry has compiled a back to work wardrobe. It consists of suits, dresses, and shoes suitable for face to face job interviews to anyone in need!

Open every Tuesday from 10:00am-2:00pm
Call the church at (315) 548-6296
or
Donna at (315) 462-9620 for a different time!

FEATURED JOB LEADS

BERRY GLOBAL INC (BERRY PLASTICS) – MACEDON

NOW HIRING ON THEIR WEBSITE FOR THE FOLLOWING POSITIONS:

- Converting Trainee
- Extrusion Operator
- Facility Maintenance Mechanic
- Flexographic Printing Trainee
- Maintenance Electrician/Mechanic – Extrusion
- Maintenance Electrician/Mechanic – Printing
- Ink Technician
- Plate Mounter/Proofer

Visit <https://berryplastics.mua.hrdepartment.com/hr/ats/JobSearch/search> for more

EXPRESS MART

Grow with Express Mart

Now Hiring for: Sales Associate, Team Leader, and Management Positions
Apply at your local Express Mart or online at

www.expressmart.com/careers

JIMS MOBIL

LYONS

Looking for responsible, pleasant part-time cashier.

Apply in person at

9 NY-31, Lyons, NY 14489 (11/27/2017)

MICRO-TECH MACHINE – NEWARK

Hiring now!!

Title: CNC Operator

Minimum Experience: Experience with gauging required to check a part. Ability to interpret and understand drawings. Basic math skills. Basic problem solving skills. Experience with CNC machinery. Communication skills to perform professionally with co-workers. Setup experience is helpful but not necessary.

Email for application info: Attn: Human Resources at info@microtechmachine.com

Apply: In person, fax, or by mail.

Mail: Attention: Human Resources
Micro-Tech Machine, Inc.
301 Westshore Blvd.
Newark, NY 14513

Fax: 315-331-0142 Attention: Human Resources Personnel (10/13/17)

SODEXO – WAYNE COUNTY NURSING HOME – LYONS

Cook P/T || Food Service Worker P/T || General Maintenance Worker F/T || Environmental Service Attendant

To Apply for a Sodexo job:

**All Sodexo applications are electronic*

1. www.Sodexo.jobs

* You can also do a web search for “Sodexo Jobs”

2. Click on link (box on left side of page) to search jobs

3. Fill in steps 1 and 2, then click “GO”

4. To search for jobs at Wayne County Nursing Home:

* Type “14489” in search box at top center of page

Questions? Email Katherine.Hall@sodexo.com (11/27/2017)

BURGER KING

NEWARK

Shift Supervisor || Team Member – Regular || Team Member – Closing Shift || Team Member – Breakfast Shift

WILLIAMSON

Team Member || Shift Supervisor || Team Member – Breakfast Shift

Applications accepted online at: <http://www.snagajob.com/job-search/w-newark,+ny/q-burger+king>

(11/27/17)

PIZZA HUT – NEWARK NY

We've got great jobs for people just starting out in the workforce, looking for a flexible second job or staying in the workforce after retirement. If you want a fun, flexible job with an innovative company look no further than Pizza Hut.

GENERAL MANAGER - SALARY

Apply online today:

<https://jobs.pizzahut.com/job/newark/general-manager-salary/1671/5729817>

PRODUCTION

Apply online today:

<https://jobs.pizzahut.com/job/-/-/1671/5729831>

DRIVER

Apply online today:

<https://jobs.pizzahut.com/job/-/-/1671/5729930>

SERVER

Apply online today:

<https://jobs.pizzahut.com/job/-/-/1671/5729838>

SHIFT MANAGER

Apply online today:

<https://jobs.pizzahut.com/job/newark/shift-manager/1671/5729794>

CUSTOMER SERVICE

Apply online today:

<https://jobs.pizzahut.com/job/newark/customer-service/1671/5996393>

(11/27/2017)

BUYER - ADVANCED ATOMIZATION TECHNOLOGIES (AA TECH) – CLYDE NY

Obtains the best quality, service, and value for products and services through effective bidding, negotiation, and supplier management. Identifies manufacturing needs, identifies and selects suppliers, negotiates contracts, and arranges delivery. Purchases a high volume and variety of parts, equipment, services, and materials.

Apply in person Tuesdays: 7am-4pm at 124 Columbia St., Clyde NY OR email resumes to

jan.finch@advancedatomization.com.

For more information visit <http://parkercareers.ttcportals.com/jobs/2305533-buyer>

(11/27/2017)

WAYNE ARC –Apply ONLINE at <https://waynearc.applicantpro.com/jobs/>

- **1:1/1:2 Teacher Aide** – NEWARK - Roosevelt Children’s Center - Full Day Center Based Classroom – Part time
- **1:1/1:2 Teacher Aide** – NEWARK - Roosevelt Children’s Center - Half Day Center Based Classroom – Part time
- **1:1/1:2 Teacher Aide** – Full Day Hand in Hand – Two openings – NEWARK Roosevelt Childrens Center
- **Accounting Specialist** – NEWARK – Central Administration – Finance – Full time
- **Community Habilitation Provider** – NEWARK – Community Services Program – Part Time
- **Community Services Assistant Manager** – NEWARK – Community Services Program – Part Time
- **Cultural Competency and Health Literacy Operations Specialist** – NEWARK – Central Administration – Adult Rehab Services – Full Time
- **Day Care Aide** – NEWARK – Roosevelt Childrens Center - Part time
- **Direct Support Professionals** – NEWARK AND PALMYRA – Residential Services – Residential/IRA Support - Part time/full time/per diem/overnight/Weekend positions open. Full time evening and overnight floating positions also available.
- **Driver** – NEWARK - Day Services – Transportation – Part time and substitute positions open
- **Food Service Aide** – NEWARK – Key Industries – Food Service – Part time
- **Job Coach** – Specialized – NEWARK – Day Services – Key Industries – Full time
- **Preschool School Psychologist** – NEWARK – Roosevelt Children’s Center – Full time/part time/per diem/flexible hours
- **Preeschool Special Education Teacher** – Professional Substitute – NEWARK – Roosevelt Children’s Center – Sub/Relief
- **Preschool Teacher Aide** – NEWARK – Roosevelt Children’s Center – Part time
- **Professional Clinicians** – NEWARK – Clinic – Full time/Part time/ Sub/Relief
- **Psychologist (Ph.D)**– NEWARK – Clinic – Part time
- **Registered Nurse** – NEWARK - Residential Program – Residential Services – Nursing – Full time
- **Respite Recreation Aide/After School Program Aide/Event Driver** – NEWARK - Community Services Program – Full time
- **Respite Recreation Aide** – NEWARK – Community Services Program – Substitute/Relief
- **Service Coordinator/Case worker** – NEWARK – MSC – Full time
- **Production Worker** – NEWARK - Day Services – Key Industries – Substitute/Relief
- **Speech Therapist** – NEWARK – Clinic – Full Time
- **Substitute Preschool Classroom Aide** – NEWARK – Roosevelt Children’s Center – Substitute/Relief
- **Teacher Aide** – NEWARK – Roosevelt Children’s Center – Part time (11/13/2017)
- **ASSISTANT RESIDENCE MANAGER** – PALMYRA – Residential Services – William St. – Full time.
- **IT SPECIALIST** – NEWARK – 2 Full time positions – Central Admin – IT – Full Time
- **Staffing Specialist** – NEWARK – Recruiter – Central Admin – Human Resources – Full time

Updated 11/27/2017

Weekly Job Listings

Schools/Daycare/Education

PAL-MAC CENTRAL SCHOOL DISTRICT – Accepting applications for the following vacancies:

Buildings & Grounds || Internship || Monitors || Substitutes || Teacher Aides || Transportation/Bus Drivers

To Apply go to <http://www.palmaccsd.org/jobs.cfm> or contact the Human Resources office at (315) 597-3432 (10/27/17)

CLYDE-SAVANNAH CENTRAL SCHOOL DISTRICT – Has the following openings for the 2017-2018 school year:

Cleaner || Anticipated Long Term Sub || Technology Teacher || Substitute Bus Monitors

Teacher Assistants || ELA Teacher || ESL Teacher || Math Teacher || Speech and Language Pathologist

Spanish Teacher || Teacher Aides* || Library Media Specialist || Substitute Bus Drivers || Substitute Teachers

*Teacher Aide Pay is \$9.87 - 10.17 per hour WITH BENEFITS. Qualifications include experience working with children and a dedication to team work.

APPLICATION PROCEDURE: You must complete and submit a Wayne County Civil Service Application for apply for this position. **APPLICATION LINK:** <https://clydesavannahcsd.recruitfront.com/JobPosting?JID=305>

RED CREEK CENTRAL SCHOOL DISTRICT – hiring for the following positions:

ELA / Special Education Teacher Sub (Long Term) || ESOL Teacher (Part Time) || Phys Ed Teacher Sub (Long Term)

Substitute Teachers || UPK Teacher Sub (Long Term) || Lifeguard

To apply please visit <http://www.rccsd.org/jobs.cfm> (10/27/17)

NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT – Is seeking candidates for the following anticipated positions for the 2017-2018 school year:

****NEW** ANTICIPATED OPENINGS:**

Reading Teacher || Library Media Specialists || Living Environment Teacher || Special Education Teacher

Math Teacher || LTS School Psychologist || LTS TESOL Teacher || Grant Program Aides 2017-2018

Fitness Center attendants || Coordinator of Network and Technology Services

CONTINUAL RECRUITMENT:

Substitute Teachers. Substitute Teaching Assistants. Substitute RN. Bus Drivers. Cleaners. Substitute Bus Drivers. Food Service Workers. Monitors.

APPLY ONLINE - Please go to www.nrws.org and click on "Employment Information" for complete instructions on the application process. (10/27/17)

Medical/Health Care/Human Services

SODUS REHABILITATION AND NURSING CENTER - SODUS, NY

RN Supervisor

LPNs

CNAs

Cook

COTA

Sodus Rehabilitation & Nursing Center – Come join our team of caring professionals, dedicated nursing staff! We offer flexible schedules and are seeking all shifts! Offering a sign on bonus. Please contact Earon Learo – Director of Human Resources, (315) 483-9118 ext 133. elearo@sodusrehab.com (10/2/2017)

COMPANION CAREGIVERS – Happier at Home- Part time, flexible schedule. Very rewarding experience helping others! Driver's license and vehicle required, experience a plus. Apply online at www.happierathome.com. For questions, please call (585) 633-5555 (10/13/2017)

WAYNE COUNTY ACTION PROGRAM

Youth and Family Intervention Program - We are in need of a few good men and women to provide respite/skill building services for children and youth between the ages of 8 – 18 years old whom are emotionally, mentally, and/or behaviorally challenged, who may be at risk of out-of-home placement. The purpose of respite/skill building services is to preserve, strengthen, stabilize, and support the children and their families we serve as a unit. The Respite Program provides four levels of service: On-going Skill Building Services, Community Respite Services, Planned Overnight Services, and Extended Overnight Respite Services. We provide an hourly per diem rate and/or overnight rate, plus mileage reimbursement. Interested individuals can download the application on this page. For more information call 315-483-8080 or email sharon.clovis@waynecap.org

Youth and Family Intervention Program - seeking a per diem Facilitator. Individuals will be facilitators for Parent Enhancement Skills Workshops. Facilitators will receive initial and ongoing comprehensive training, continued support, and gain the ability to confidently facilitate and/or co-facilitate structured workshops in Wayne County.

Newark Head Start - seeking a Home Based Visitor to work 40 hours per week, 52 weeks per year. The hours are 7:15am – 3:45pm Monday through Friday, with a 1/2 hour lunch each day. <https://waynecap.org/opportunities/careers/job-desc-ehs-home-base-visitor-2017-00000002-2/>

Newark Head Start - seeking a a Custodian to work 40 hours per week 52 weeks per year. The hours are Monday through Thursday 1:30pm – 10pm and from 11am – 7:30pm Friday with a 1/2 hour lunch each day. <https://waynecap.org/opportunities/careers/job-desc-hs-custodian-2017-3/>

Newark Head Start - seeking an Aide to work 25 hours per week, 43 weeks per year 8:30am – 1:30pm Monday through Friday. <https://waynecap.org/wp-content/uploads/2012/10/Job-Desc-HS-Aide-Classroom-2015-10.doc>

Lyons UPK - Lyons UPK is seeking a Teacher to work 40 hours per week 44 weeks per year. The hours are 7am – 3:30pm Monday through Friday with a 1/2 hour lunch each day. <https://waynecap.org/opportunities/careers/job-desc-hs-and-upk-teacher-2017/>

Sodus Head Start - seeking a Home Base Specialist to work 37.5 hours per week, 52 weeks per year. The hours are 7:30 – 3:30pm Monday through Friday, with a 1/2 hour lunch each day. <https://waynecap.org/wp-content/uploads/2012/10/Job-Desc-EHS-Home-Based-Specialist-2017.doc>

The Success Center Transitional House - seeking a Transitional Specialist to work full time 3pm – 11pm Monday through Friday. Experience with case management working with mental health and/or substance abuse population preferred. Education minimum A.S. degree in Human Services or equivalent combination of education and work experience. Must be familiar with MS Office Suite of applications. Must be comfortable working independently as well as in a team environment. <https://waynecap.org/wp-content/uploads/2012/10/Transition-Specialist-2-4.doc>

The Retired and Senior Volunteer Program - seeking an RSVP Coordinator. Full Time, 35 hours per week, with benefits available. Candidate should be energetic, out-going and able to recruit, engage and support volunteers, age 55+ throughout Wayne, Ontario and Seneca counties. Duties include public speaking, organizational skills, ability and willingness to travel throughout 3 county region in own vehicle (mileage compensation provided).

*****If you are interested in a job at the Wayne County Action Program, Inc. please fill out an application and submit it along with 3 reference forms*****

Applications can be found at <https://waynecap.org/opportunities/careers/>

Mail it to:

Wayne County Action Program, Inc.
159 Montezuma St. Lyons, NY 14489
(Updated 11/27/2017)

UNIT ASSISTANT – DEMAY LIVING CENTER – NEWARK

As a Unit Assistant you are responsible for various clerical and administrative duties as assigned or required by unit workload. You will also serve as an informational resource for non-clinical information for patient/resident, visitors, physicians, and other RRHS personnel.

STATUS: Part Time / Per Diem

Apply online at: <https://careers.rochesterregional.org/job/-/4757/6281936> (11/20/2017)

CAREGIVERS WANTED – If you enjoy working with seniors, we want you! Join our team and become a Home Instead Senior Care CAREGiver, providing non-medical companion and home-helper services to seniors in your community. Training, support and flexible shifts provided. No medical degree necessary. Competitive pay rates. Join us for a job that nurtures the soul! Apply online www.homeinstead.com/706. For more information, call Brittany Ward: (315) 252-2354. Each Home Instead Senior Care franchise office is independently owned and operated. (10/13/2017)

DENTAL ASSISTANT – CANAL TOWN FAMILY DENTAL – PALMYRA

Looking for reliable, friendly, and flexible dental assistant to work in our growing practice. Mondays, Wednesdays, and some Tuesdays. One Friday a month is a possibility. Dental assisting experience required: 1 year.

View this listing and apply at Indeed.com at <https://www.indeed.com/cmp/Canal-Town-Family-Dental/jobs/Dental-Assistant-013f0ce7078cb1d5> (11/13/2017)

Agricultural

FULL TIME FARM HELP – SIMPELAAR FRUIT FARMS – LYONS

This job is all around farm help. We are a larger scale fruit farm with apples and peaches. We are looking for a right hand man who is capable of working 40+ hours a week, able to work with small and large equipment such as tractors, forklifts, pole saws, sprayers, and should be hands on in general. Need to be able to commute back and forth.

Apply online at <https://www.indeed.com/cmp/Simpelaar-Fruit-Farms/jobs/Farm-Help-f07acb2ef844f357>

(11/27/2017)

possess attention to detail skills and the ability to accurately maintain proper paperwork and logs. Ideal candidate must possess a clean Class 'A' Commercial Driver's license, Class B license may be considered.

Maintenance Technician - Functional knowledge of operational principles of mechanical, electrical, hydraulic, and pneumatic devices; skills in repairing or assisting in repairing all equipment and facilities on the farm; welding skills a plus; ability to accurately complete required documentation.

Night Maintenance & Security Attendant - It is the job of the Night Maintenance & Security Attendant to meet or exceed Kreher quality standards by assisting the technical and maintenance teams with minor maintenance and preventive maintenance activities, handling of basic-level, off hour alarm issues, and security of the production layer facilities.

Flex Team Associate - Mechanically inclined. Likes physical farm work, and being a productive member of a critical team on our farm. Paid OT available most weeks (1 1/2 time).

Egg Processor - Experience working in a food processing plant is a plus (but not required). Must be dependable, consistent and reliably show up for work on time, every time, as scheduled. Good dexterity, and ability to multitask in a fast paced environment is required

Electrical Technician - Functional knowledge of operational principles of mechanical, electrical, hydraulic, and pneumatic systems: skills in PLCs, troubleshooting and programming VFDs, experience with 120/208 single and 3 phase power circuits, 48-/277 single and 3 phase power circuits, control circuits of various voltages.

Case Line and Cooler - Accurately and systematically stack, record and manage product from carton to cooler. Must be customer focused, possess a strong work ethic with a high level of energy; ability to multi-task and be driven towards excellence; some weekend work required.

Poultry Care Attendant - Applicants should have a general knowledge of animal care standards. You must be a self-starter who is equally productive working independently or on a team. You must enjoy working and being around animals.

ANYONE APPLYING MUST NOT OWN BIRDS OR HAVE EXPOSURE TO BIRDS. We strive for a drug-free environment. To apply online: <http://krehers.workable.com> (Updated 11/27/17)

Skilled/Manufacturing/Labor

QUALITY MANAGER – ENPRO - PALMYRA

Functions as product line quality champion. Oversees quality system adherence, procedures, and tools to assure product and process compliance. Tasks focus on achieving customer satisfaction via product quality and delivery. Individual relies on extensive experience and judgement to plan and accomplish goals. May lead and direct the work of others and must have a wide degree of creativity and latitude.

Apply online at https://enpro-openhire.silkroad.com/epostings/index.cfm?fuseaction=app.dspjob&jobid=2634&company_id=16499&version=1&jobBoardId=1112
(11/27/2017)

ROBOT WELD OPERATOR – HOMESOURCING SOLUTIONS – MACEDON

A world-class provider of sheet metal products, assemblies and services is seeking the help of Robot Weld Operators for all shifts. 1st - 5am to 5pm, 2nd - 5pm to 5am, Rotating 3 days on 4 days off and vice versa.

Apply online at <https://www.indeed.com/cmp/Homesourcing-Solutions,-LLC/jobs/Robot-Weld-Operator-e92ccb0f6e53ee94> (11/27/2017)

SHIPPING AND RECEIVING CLERK – OLIVE WOOD BREWING & CRAFT CO. – MACEDON

Stock picking. Order packing and shipping. Inventory receiving and stocking. Must have good communication skills. Must be able to take specific instruction well. Must be able to abide closely to standard procedures and company practices. Must be able to lift up to 70lb. Must be able to maintain a clean and highly organized work environment. Must have a valid NY driver's license (use of personal vehicle not required). Must be quick, efficient and highly accurate in work duties. Must be able to work smart, safe responsibly. Must be punctual and dependable. Must be drug-free.

POSITIONS AVAILABLE:

We are seeking 1 full-time employee or 2 part-time employees for the following work periods:

* Monday through Saturday: 8:00am to 2:00pm

* Saturday or Sunday: 9am-2pm

(Daily work schedules may vary depending on workload)

ENTRY LEVEL CNC – THROUGH KELLY SERVICES – MARION

Kelly Services is currently seeking an Entry Level CNC Lathe Operators for one of our top manufacturing clients in Marion, NY. In this Temp-To-Hire role, you will be operating a CNC lathe and constantly learning. We are looking for eager candidates who want to further their CNC experience and knowledge. If you are willing to invest the time with us, you could even move from operating CNCs to programming CNCs within a few years. This could be your new career.

CNC operators and programmers are now in demand! Shifts available:

3rd, 11:00 PM - 7:00 AM, Mon-Fri / \$13.80 per hour (possibly more based on CNC experience). Training will likely take place on first shift. Please make sure you can work first shift for an undetermined amount of time before applying for second or third shift.

Register with Kelly and apply online at

https://kelly.secure.force.com/CandidateExperience/CandExpJobDetails?id=a7V800000004IAa&source=Indeed&utm_ca

SHOP FOREMAN/PRODUCTION SUPERVISOR – THROUGH ADECCO – LYONS

Position performs routine & extensive preventative Maintenance & repair procedures on building, & Mechanical equipment & utility systems. This position is also responsible for overseeing production & assisting in all stages of the process, while ensuring production procedures smoothly to provide a service that is on time & of good quality. Who will do this by utilizing workers, resources & working with general manager & president to determine production needs and have the ability to correct any problems as they arise.

Apply online at Indeed.com:

<https://www.indeed.com/viewjob?jk=f18f9a352f33f0f7&l=Wayne+County%2C+NY&tk=1bv1glse5mgpd3b&from=web&advn=996697793453503&sjdu=xah-p0zqUNF->

[Lefkxz6iySguEzJRGwmc6ktTvUBI2yPj_EPg1CzcBGf6wLHDWLBW75wrPE2h4dX3Ct3KI5eG0ruMpoMXfL83lamIC-F_8Jq3EIlld6sKRku1akNRdAMF1CQEbmbMvUv3eo5B5yRowVuRglEKa5-GVUHB_rZ-](https://www.indeed.com/viewjob?jk=f18f9a352f33f0f7&l=Wayne+County%2C+NY&tk=1bv1glse5mgpd3b&from=web&advn=996697793453503&sjdu=xah-p0zqUNF-Lefkxz6iySguEzJRGwmc6ktTvUBI2yPj_EPg1CzcBGf6wLHDWLBW75wrPE2h4dX3Ct3KI5eG0ruMpoMXfL83lamIC-F_8Jq3EIlld6sKRku1akNRdAMF1CQEbmbMvUv3eo5B5yRowVuRglEKa5-GVUHB_rZ-)

SHIPPING AND RECEIVING CLERK – THROUGH ADECCO – WOLCOTT

Full-time, Temporary, Contract

Immediate opening for a Shipping & Receiving Clerk!

TEMP-TO-PERM. Necessary Skills: Shipping finished product. Forklift Certification (we can provide the training).

Warehouse Management. Inventory Control. Receiving raw materials and MRO materials. Picking materials for further processing. Highly Organized. Microsoft Office efficient. Self Driven – Motivated. Team player. Experience: HS Diploma or GED, 2+ yrs in shipping and receiving, Previous forklift cert. is a HUGE plus! Must meet pre-hiring requirements.

Apply online at

<https://www.indeed.com/viewjob?jk=56715f43d2b2db6a&l=Wayne+County%2C+NY&tk=1bv1fvaf5mgpd9f&from=web>
(11/27/2017)

SOFTLINES PROCESSOR – GOODWILL – MACEDON

The Softline Processor is responsible for production in the apparel pod. This individual will price and tag products according to standard operating procedures. He/she will also provide excellent customer service and maintain a clean, neat and safe work environment. This position may also be cross-trained and responsible for duties outside of the apparel pod.

Apply online at https://secure.jobappnetwork.com/apply/c_gwfl/en/Softlines-Processor-job-Macedon-NY-US-1862002.html?src=indeed&dt=1117#s

(11/27/2017)

assembly and some custom box build products. HS Diploma/GED Required. Assembly experience and strong mechanical aptitude required. 14.00/hour

Apply on Indeed.com at <https://www.indeed.com/cmp/Homesourcing-Solutions,-LLC/jobs/Wire-Harness-Assembler-f504500a0eecb011> (11/13/2017)

GAS/ELECTRIC METER READER – SODUS

RESPONSIBILITIES AND JOB DUTIES: Adhere to all safety and quality control measures. Serve the customer, and exceed their expectations, as they are our first priority. Ensure that all jobs are completed in an efficient manner, according to agreements and client specifications. Operate personal and/or company vehicles and equipment in a safe and conscientious manner. Accurately read and record electric, gas and/or water meter data. Work is performed in residential, commercial and/or industrial settings. Each reader drives from one work area to another entering and exiting the vehicle frequently. Data is recorded on a small handheld computer. It is estimated that each unit weighs less than ten (10) pounds. Perform other duties as deemed necessary by the Team or Crew Leader.

REQUIREMENTS: Valid Driver's License. Reliable Personal Vehicle (Reimbursement of \$3.40/hr). High school diploma or equivalent preferred. Performs all work in a safe manner. Observes and follows all meter reading instructions. Excellent customer service and communication skills. Be available for overtime and Saturdays. Work in outdoor

MAINTENANCE TECHNICIAN – BM AND BW LLC – PALMYRA NY

Looking to hire immediately a full-time property maintenance technician who will grow with us, with at least one year experience and steady work history. Looking for someone with good character, honest, and hard working. Someone with mechanical or construction background, someone who can learn quickly on the job, and who is willing to acquire knowledge either hands on or with text books and other resources. **See more qualifications and apply on Indeed.com at <https://www.indeed.com/cmp/BM-AND-BW-LLC/jobs/Maintenance-Technician-ae40822d3cc1c0b0> (11/13/2017)**

Some Saturdays. Job responsibilities include working in a team environment. Repetitive bending, lifting, twisting, and turning. Lifting up to 50 lbs unassisted. Standing for an 8-hour shift. (10/20/2017)
Apply online at Indeed.com or register with Randstad: <https://www.randstadusa.com/>

MOTTS – HIRING MULTIPLE POSITIONS - WILLIAMSON

Group Lead Relief Line Operator – The Group Lead Relief Line Operator is responsible for complete operation of assigned relief stations and all other associated work.

Apple Buyer – Reporting to the Manager of Field Operations, this role will be responsible for the field purchases, blending, storage and movement of apples for the production of apple related products for the DPSG Williamson plant.

Electro Mechanical Technician PLC Maintenance – The PLC Maintenance Mechanic Technician performs project management duties, maintenance and repairs of all pneumatic machines and line equipment

Production Supervisor - The Production Supervisor manages and coordinates the activities of production personnel engaged in packaging beverage products for storage & shipment, including providing leadership, direction and facilitation on multiple high speed production lines.

For more information on each position and to apply online visit:

LABORER – SUPERIOR PLUS ENERGY – PALMYRA

Full time. Reporting directly to the Customer Service Center Manager (CSCM), the Laborer's primary responsibility is preparation and delivery of distillate and gasoline tanks, facility maintenance, and other industry useful tasks. Drive a company-supplied service truck to and from customer homes. Set and perform maintenance on gasoline and distillate skid tanks, hoses, nozzles, and pumps. Complete paperwork and record findings. Maintain Facility. Rebuild pumps, inventory, cross trained in other industry practices. **Education & Experience:** High School diploma/GED. Mechanical Aptitude. Class B or C CDL with Hazmat preferred, or ability to obtain. Ability to work in all weather conditions. Willingness to train and advance into other positions within the company. Excellent communication skills, physical fitness, willingness to continuously learn new technologies.

Apply online at:

https://www.appone.com/maininforeq.asp?Ad=559797&R_ID=1751360&Refer=https://www.indeed.com/&B_ID=91

QUALITY TECHNICIAN – ULTRALIFE – NEWARK

Provide quality assurance support and technical direction for manufacturing operations. Actively engage with product and manufacturing engineers, production operations, customer service, purchasing and other key personnel to implement and improve Ultralife's quality management system. The successful candidate will demonstrate the ability to collaborate in a hands-on manner with manufacturing operations and maintenance in troubleshooting, repair and improvements to the manufacturing process. Support risk analysis and control throughout product realization (i.e. from concept to finished goods); particularly in support of ISO 13485 requirements. Includes active participation of DFMEA and PFMEA activities, control plan development, authoring of manufacturing test/inspection procedures, and other activities requiring strong Excel skills. Collaborate with manufacturing engineers and use quality improvement tools/methods to resolve and prevent internal and external quality issues.

For more information and application please visit:

PROPANE SERVICE TECHNICIAN - MIGHTY FLAME - CLYDE, NY

We are seeking a hard-working and motivated person to join our team as a Propane Service/Installation Technician. Deliver, set and install propane tanks. Perform repairs and adjustments on propane equipment. Examine regulators, gas lines and appliance connections for possible defects or gas leaks. **Knowledge, Skills and Abilities:** DOT licensing; CDL-B with HazMat and air brakes endorsement. Must be able to work well in a team-oriented environment. Must be service-oriented. Must excel at problem resolution. Must be able to pass a pre-employment Drug Test and DOT Physical Exam. Must be a U.S. citizen or be authorized to work in the U.S. **Education and Experience Required:** High school diploma required, One to five years related experience, in the propane industry preferred

Mighty Flame offers competitive compensation including benefits for *Propane Service/Installation Technician : *
401(K) Retirement Plan including Employer Match
Paid Vacation and Holidays

WORKING JANITORIAL SUPERVISOR – BHI ENERGY – ONTARIO, NY

Minimum Experience: 2+ Required

Education: High School/GED

Job Description: Supervises custodial crew activities in an office/industrial setting. The supervisor will be assigned some janitorial tasks. Will perform minimal computer based work using MSWord & MExcel. Prefer some knowledge of the practices and materials used to perform custodial activities in commercial setting. Prefer some previous supervisory experience. (See link for more details)

The job duties require an employee to bend, reach, and stand for extended periods of time.

Must be able to pass general/specific training requirements, Fitness for Duty testing, Criminal history background check and other testing/training requirements Job Requirements BHI Energy is an Equal Opportunity Employer and provides a fair and equal employment opportunity for all employees and job applicants regardless of race, color, religion, national origin, gender, sexual orientation, age, marital status or disability. BHI Energy is a federal contractor that requests priority referrals of protected veterans

For more details and application go to:

https://hireable.com/job/working-janitorial-supervisor-at-bhi-energy-in-ontario-ny_75cac2ba0a565754ab3d82ad27ce2aba6f9aab2b (10/6/2017)

MCALPIN INDUSTRIES - WALWORTH

ROBOTIC WELDING OPERATOR – TEMP TO DIRECT- 1ST & 2ND SHIFT OPENING (WALWORTH FACILITY): Responsible for operating the robotic welding equipment. Must have HS diploma and 2 years experience in machine operation. Must be self motivated and basic welding experience a must.

MAINTENANCE MECHANIC – DIRECT HIRE – 2ND SHIFT (WALWORTH FACILITY): Responsible for mechanical repairs on all production and non-production equipment. Must have a HS Diploma and 5 years of related experience. Must have strong electrical experience trouble shooting CNC equipment. Must have PLC/Ladder Logic.

Please submit resume to mrecruiting@mcalspin-ind.com No phone calls or walk-ins please. For full list of job openings visit www.mcalpin-ind.com (Updated 11/13/17)

**PARKER HANNIFIN –
BUYER – CLYDE NY**

Obtains the best quality, service, and value for products and services through effective bidding, negotiation, and supplier management. Identifies manufacturing needs, identifies and selects suppliers, negotiates contracts, and arranges delivery. Purchases a high volume and variety of parts, equipment, services, and materials

CONTINUOUS PROCESS IMPROVEMENT SPECIALIST – MARION NY

Leads Continuous Improvement (CI) activities of diverse scope and complexity to improve the efficiency of systems and processes in the division and/or with suppliers and customers. Stimulates management thinking about CI and new initiatives; seeks out and pilots new tools; and demonstrates the successful application of new methodologies. Educates team members, suppliers, and customers about CI philosophies and methods.

Apply online and search more jobs at:

OPTIMAX - ONTARIO

Maintenance Technician - Responsible for maintaining all machinery for the fabrication of optics. Performs equipment maintenance and janitorial functions. Analyzes and solves technical maintenance problems. Pending approval of the Maintenance Manager, may arrange contracts for vendor services as relates to maintenance activities.

Precision Optics Manufacturing Technician - Optimax is looking for entry-level technicians with strong math aptitude, including algebra, geometry and arithmetic. New employees undergo instruction and training to ultimately operate precision lenses fabrication equipment independently such as generators, grinders, polishers and edgers, applying knowledge of layout and tooling techniques and procedures, shop mathematics, and properties of optical and abrasive materials.

Quality Assurance: Final Inspection Technician - The employee with this title assumes the responsibilities of the final inspection of precision optical lenses ensuring their specifications are met according to specific customer requirements and standards. The employee also mentors Opticians to assist them with the development of visual inspection skills and techniques.

Computer Programming Intern - Optimax is looking for an engineering intern with strong mathematical and engineering aptitude with experience in computer science or software programming in Python. Experience gained in the classroom and through personal application will be considered.

High School Intern - Eligible candidates are High School or General Equivalency Development students who have good communication skills, are curious, mature, and eager to learn more about science, optics, engineering and tooling. High School interns will be hired for the school year duration. This may be extended through the summer based on performance, commitment and demonstrated attitude.

Laser Grade Optics Technician - Produce laser grade surfaces to meet the product offerings of Optimax by using conventional optics fabrication techniques. Responsible for taking optics from start to finish; can include blank preparation, process development, tooling design/procurement, fabrication with complete final metrology. Work individually or on a team facing high-end challenging projects.

Aspheres Precision Optics Technician - This position is responsible for set - up and operation of multiple machine tool types to produce polished Aspheres optical components. Knowledge of CNC and conventional polishing methods. This position requires an employee that routinely demonstrates the ability to systematically solve problems and be effective in cause and effect analysis.

Laser Grade Optics Plano Technician, B-Shift - Produce plano surfaces to meet the product offerings of Optimax by performing conventional optics fabrication techniques. Responsible for taking plano surfaces/prisms from start to finish; can include blank preparation, process development, tooling design/ procurement, fabrication with complete final metrology. Work individually or on a team facing challenging projects.

Computer Numerical Control Machinist - Optimax is looking for a CNC Machinists with knowledge of 5 controllable axes machining with keen eye for detail and a results-driven approach This position is responsible for set-up and operation of machine tools both conventional and CNC machine. Solve problems relative to materials, tools, machine settings, product specifications and fabrication methods for production. Apply knowledge of mechanics, mathematics, material properties, blueprint layout, and machining procedures.

Optical Coating Maintenance Technician - Responsible for maintaining machinery and facility as related to the fabrication of optical coatings. Performs preventative maintenance and troubleshoots equipment problems. Works closely with the production team to minimize equipment down-time.

Requirements: Strong hands on electrical and mechanical aptitude. Must be a team player. Experience with equipment control and/or programmable logic controller (PLC) programming, HVAC and plumbing is a plus.

Education: HS diploma or GED is required. AS or BS desirable. Certifications in electricity/electrician is also desired.

Precision Optics Technician - Optimax is seeking entry level Precision Optics Technicians with strong math aptitude. Optimax our technicians learn the skills to fabricate precision optics for semiconductor, defense, medical and entertainment industries.

To Apply for any of these positions and for more information, go to <http://www.optimaxsi.com/careers/> (11/27/2017)

VINEGAR OPERATOR - GREEN PLAINS (FLEICSHMANN'S VINEGAR COMPANY) – NORTH ROSE

POSITION SUMMARY: To cut product to standard, sample products that are to be filled, fill drums and totes with product. Prepare COA paperwork and receive incoming raw materials and prepare and upkeep all SQF relevant paperwork.

POSITION QUALIFICATIONS

- Ability to correctly utilize relevant mathematical computations to cut vinegar to shipping standard.
- Writing/Reading-Ability to correctly fill out all paperwork relevant to the position.
- Speaking-Able to communicate and convey information effectively.
- Reading Comprehension-Understanding written sentences and paragraphs in work related documents.
- Time Management-Manage one's time.
- Active Listening-Ability to listen and follow directions.
- Detail Oriented-Ability to catch inconsistencies and correct errors.
- Ability to work alone.

SKILLS & ABILITIES

- Ability to use auto-titrator
- Ability to use forklift

Apply ONLINE at https://rew22.ultipro.com/GRE1021/Jobboard/JobDetails.aspx?_ID=*B696CFD65C173F80
(10/13/17)

SILGAN CONTAINERS – LYONS

Quality Assurance Inspector - Performs visual and dimensional inspections on molded and decorated product as well as performs machine audits and generates reports. Visual inspection of molded and decorated products including for tear lines, and color. Control dimensional inspections via monitoring of equipment controls and use of secondary equipment. QA test and tool equipment calibration. Performs weights and thickness calibration. Performs leak and other special tests. Computer file updates and general paperwork. General cleaning and maintenance of QA lab and equipment. Helps train new inspector packers and other QA inspectors. Marketing samples and information request procedure. Statistical process control procedures.

<https://silgancontainers.mua.hrdepartment.com/hr/ats/Posting/view/9173>

Can Line Mechanic - Services, performs equipment set up, operates, maintains, adjusts, changes-over and over hauls on the following: Palletizers, roto-feeders, mechanical conveying equipment and associated machinery. Performs related work assignments, tasks, checks and measurements. Requires supervisory assistance only in unusual quality or operating problems and has full responsibility for the quality of his product and line efficiency. Has the skill to properly diagnose mechanical and quality problem, determines the necessary repairs and restores defective equipment back to service with a minimum of delay. Effectively assists supervision to direct lower bracket support personal in the safe and proper operation of assigned jobs. Must have **basic** fabricating, welding and machining skills. Prepares and maintains reports, records, as they relate to production quality and maintenance. Maintains work area and equipment in a clean and orderly condition. Performs all duties with regard to safety for self and other employees, while exercising proper care and protection of company property. Must be familiar with the proper use of all hand tools and power tools related to packaging and packaging equipment. Must be able to use measuring instruments (caliper, micrometers, depth micrometers, etc)

<https://silgancontainers.mua.hrdepartment.com/hr/ats/Posting/view/9021>

Electrician – Industrial/Maintenance - Great opportunity for an electrician with industrial maintenance experience in a manufacturing environment, including: Installing, troubleshooting, repairing, modifying, and performing preventative maintenance, etc. on all electrical units, controls, components, and related wiring with adherence to all safety regulations. Moving and installing existing or new equipment and facilities. Performing work requiring extensive knowledge of electrical schematics, including electronic theory and principles. Maintaining inventory of electrical parts and motors, advising management of purchasing requirements. Operating mobile equipment, including forklift trucks, lifts, and booms to assist with all production work. This position is from 2pm to 10 pm Mon-Fri.

<https://silgancontainers.mua.hrdepartment.com/hr/ats/Posting/view/9111>

Production Supervisor/Manager Trainee - The Silgan Containers Management Trainee position and the Silgan Containers Production Management Development Program (PMDP) will train highly motivated & qualified individuals to assume Plant Supervisor or higher Management levels/positions within the organization. The position requires solid technical & mechanical aptitudes. The position will also require strong communication and Leadership skills. The Silgan Containers PMDP is designed for Management Trainees who are self-motivated individuals that work well with little to no supervision. The position is designed to assimilate both entry-level through mastery-level Management Trainees into the Silgan Manufacturing environment over time. While the position will not have any immediate subordinates, this candidate will be required to learn, understand, and positively impact 5 Key Plant Control Factors; Safety, Quality, Standard Operating Requirements, Employee Relations and Operational Excellence Tools.

<https://silgancontainers.mua.hrdepartment.com/hr/ats/Posting/view/9107>

(11/13/2017)

CNC MACHINISTS, SPRAY COATERS WANTED

Jrlon, Inc. - Palmyra, NY 14522

WANTED:

COMPRESSION MOLDER - Able to lift 50lb's

CNC MACHINE PROGRAMMERS - Able to setup and program CNC mills and/or lathes)

SPRAY COATERS – Large new contracts

1st SHIFT 7:30 AM – 4:00 PM or 2nd SHIFT 2:00 PM – 12:00 AM. Very competitive wages and benefits program.

Please send resumes or apply in person:

JRLON, INC.

4344 Fox Rd.

PO Box 244

Palmyra, NY 14522

Phone: 315-597-4067

Fax: 315-597-9781

Website: www.jrlon.com (10/20/2017)

Restaurant/Food Service

DOMINOS – NEWARK – NOW HIRING MULTIPLE POSITIONS

CUSTOMER SERVICE REP || DELIVERY DRIVER || ASSISTANT MANAGER || GENERAL MANAGER

Apply online at <https://jobs.dominos.com/dominos-careers/jobs#?lat=43.0467301&lng=-77.09525159999998&bounds=60.04549355513525,5.752334827250597,-49.196333937500015,-141.74516206250001&siteCategory=in-store> (11/27/2017)

NOW HIRING - KONSTANTINIOUS RESTAURANT AND BRICK OVEN SPORTS BAR – ONTARIO NY

Bartender || Dishwasher || Line Cook

Please contact Pro at 585-509-3829 to set up an interview or come in to fill out an application and have possible immediate interview at that time. (11/27/2017)

NOW HIRING – MCDONALDS – LYONS – APPLY ONLINE

Dept. Manager - <http://mcdonalds.jobs/lyons-ny/department-manager/48C133F4E7B14BBC8B96B83B3C9FC8C7/job/>

Shift Manager - <http://mcdonalds.jobs/lyons-ny/shift-manager/2EC4F4AE9FB34BC3BCBB283D27FC4ED5/job/>

Crew - <http://mcdonalds.jobs/lyons-ny/crew/32280C77355547FF8E9A5593A4A3C811/job/>

(9/25/17)

TIM HORTONS – Hiring Starting at \$10.75/Hour.

821 W. Union St

Newark

Apply now in restaurant or at www.workattims.com or at www.ninetyrock.com/cafes (10/16/2017)

PART TIME DELI CLERK – BOB’S SUPERMARKET – WOLCOTT NY Must be 18 years old. Customer Service skills are a must. High School Diploma or GED a must.

PART TIME STOCK CLERKS & CASHIERS – BOB’S SUPERMARKET – WOLCOTT NY – Nights and weekends are a must. Must be 16 years old. Must have valid working papers.

FULL TIME ASSISTANT STORE MANAGER – BOB’S SUPERMARKET – WOLCOTT NY – People skills are a must. Duties include but are not limited to: Cashier, stocking, customer service, back door receiving, and other Management Duties. High School Diploma/GED a MUST.

Applications for these positions are available at Customer Service Counter. No phone calls please. Bob’s Supermarket 12030 Park Lane, Wolcott NY 14590. (10/01/17)

Sales/Customer Service

PART TIME CALL CENTER REP – MIGHTY FLAME – CLYDE

We are seeking a motivated person who possesses a strong work ethic and has a positive winning attitude to fulfill our Part Time Call Center Rep position.

Hours: Monday: 7:00AM to 5:00PM **Job Duties:** Outbound Calling to Existing Accounts. Contributes to team effort by accomplishing related results as needed.

Skills/Qualifications: Entry Level Customer Service Experience. Effective verbal and written communication skills. A strong desire to succeed coupled with a high level of enthusiasm, professionalism and a positive attitude. Salary: \$12.00 /hour. High school or equivalent. Customer Service Experience: 1 year

Apply online at <https://www.indeed.com/cmp/Mighty-Flame/jobs/Call-Center-Representative-9361e115933490f3?sdu=QwrRXKrqZ3CNX5W->

[O9jEvRNq1xB3QzwrZTcNK04DwXk7gf2b6WQTn4BeYyWEkgMSYENnqC-n0ISDEf04cJaCrmqKM5HxIwL4kPHmjQIXm8](https://www.indeed.com/cmp/Mighty-Flame/jobs/Call-Center-Representative-9361e115933490f3?sdu=QwrRXKrqZ3CNX5W-O9jEvRNq1xB3QzwrZTcNK04DwXk7gf2b6WQTn4BeYyWEkgMSYENnqC-n0ISDEf04cJaCrmqKM5HxIwL4kPHmjQIXm8)

(11/27/2017)

CUSTOMER SERVICE REPRESENTATIVE – LINCARE – NEWARK

For more information and how to apply, visit <https://www.jobs.net/jobs/lincare/en-us/job/United-States/Customer-Service-Representative/J3Q68M616TYF2MFY20/?idpartenaire=10025>

(11/27/2017)

CUSTOMER SERVICE TRAINEE – ENPRO INDUSTRIES – PALMYRA NY

This position is accountable for providing quality service by handling inbound orders in a customer contact center.

Performs duties that require knowledge of company policies and procedures, including pricing, contract review, product specifications and applications, quote and order entry, returns and credit requests. **Apply online at** https://enpro-openhire.silkroad.com/epostings/index.cfm?fuseaction=app.dspjob&jobid=2807&company_id=16499&version=1&jobBoardId=1112

(11/13/2017)

CREDIT AND COLLECTIONS REP – HOMESOURCING SOLUTIONS LLC – MARION NY

Analyze credit data including finances, trade news, trade and bank references and make recommendations. Release orders from credit hold and collections. Reconcile receivables and keep the accounts clean as we co-mingle shipments.

Back-up the collections specialist as necessary. Work with customer service to keep the customer master file updated. **For more information and how to apply visit** <https://www.indeed.com/cmp/Homesourcing-Solutions,-LLC/jobs/Credit-Collection-Representative-04cc825454bff211>

(11/13/2017)

RECRUITING SPECIALIST – RELIANT COMMUNITY FEDERAL CREDIT UNION – SODUS

Responsibilities include but are not limited to the recruitment and placement of entry thru experienced level employees company wide, working with hiring managers to ensure immediate and future staffing needs are met, and serving as the primary liason between the candidates and the credit union throughout the recruitment and on-boarding process. Requires travel to branch and recruiting related events.

Apply online and see more requirements at Indeed.com at <https://www.indeed.com/cmp/Reliant-Community-Federal-Credit-Union/jobs/Recruiting-Specialist-e9f1f43c79ad5354>

(11/13/2017)

FASTRAC – NOW HIRING

Text **FASTRAC** to **58046** to receive great jobs near you!! Messaging & Data Rates may apply.

Up to 4 messages per month. Text **STOP** to **58046** to **Unsubscribe**. Text **HELP** to **58046** for **Customer Support**

OR apply online at

<https://my.peoplesmatter.com/mja/fastrac/JobApp/GetBusinessUnits>

(11/20/2017)

WATERLOO PREMIUM OUTLETS – PART TIME/SEASONAL/TEMPORARY POSITIONS – HIRING NOW

We encourage you to check out openings for retail positions at the Waterloo Premium Outlets. Check out these sites for more info/job openings:

<http://careers.simon.com/retailer-job-openings>

<https://www.indeed.com/jobs?q=waterloo+premium+outlets&sort=date>

(11/27/2017)

SALES ASSOCIATE – DOLLAR GENERAL – NEWARK

Part time – High School or equivalent required. Act as the point of contact for customers. Assist in setting and maintaining plan-o-grams and programs. Stock merchandise adequately. Perform other duties as necessary to maximize profitability, customer satisfaction, and teamwork, while protecting company assets.

Apply online at <https://www.indeed.com/cmp/Dollar-General/jobs/Sales-Associate-69bf97461d75ae83> (11/6/2017)

STORE MANAGER – DOLLAR GENERAL – WILLIAMSON

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

Apply online at <https://www.indeed.com/cmp/Dolar-General/jobs/Store-Manager-f705f8e95ad3c6da> (11/6/2017)

CUSTOMER SERVICE REPRESENTATIVE – SUPERIOR PLUS ENERGY – RED CREEK

Are you customer service oriented and enjoy a fast paced environment? Superior Plus Energy Services is currently seeking a highly motivated, customer focused, Customer Service Representative whose role is to answer incoming calls from customers, contact existing and future customers, educating and providing customers with information on our products and services, and professionally and efficiently handling complaints and working with customers to resolve in a positive manner. **Primary Responsibilities:** Professionally handle incoming requests and calls from customers while ensuring that issues are resolved accurately and promptly. Assist and support walk in customers at location. Contact customers to answer inquiries, resolve concerns and create new business. Process orders and complete forms/applications as required to fulfill customer requests Assist sales team with incoming requests and outbound notification for new services and products Support additional CSC needs and requirements as assigned. **Education and Experience:** High school diploma or equivalent, or equivalent experience. The ideal candidate will have 2 years of Customer Service experience in a high volume call center/customer service experience.

Apply online at:

https://www.appone.com/maininforeq.asp?Ad=559797&R_ID=1751349&Refer=https://www.indeed.com/&B_ID=91

(10/27/2017)

ASSISTANT STORE MANAGER – FAMILY DOLLAR – SODUS

General Summary:

As a Family Dollar Assistant Store Manager you will responsible for providing exceptional service to our customers. A key priority includes assisting the Store Manager in the daily operation of the store. Under the direction of the Store Manager, you will also be responsible for maintaining inventories, store appearance and completing daily paperwork.

Principal Duties & Responsibilities: Greets and assists customers in a positive, approachable manner. Answers questions and resolves customer inquiries and concerns. Maintains a presence in the store by providing excellent customer service. Ensures a clean, well-stocked store for customers. At the direction of the Store Manager, supervises, trains, and develops Store Team Members on Family Dollar operating practices and procedures. Assists in unloading all merchandise from delivery truck, organizes merchandise, and transfers merchandise from stockroom to store. Assists Store Manager in ordering merchandise and record keeping to include payroll, scheduling and cash register deposits and receipts. Supports Store Manager in loss prevention efforts. Assumes certain management responsibilities in absence of Store Manager. Follows all Company policies and procedures. **Position Requirements:** Prefer completion of high school or equivalent. Ability to read, interpret and explain to others operational directives (e.g., merchandise schematics, etc). Prefer store management experience in retail, grocery, or drug store environments. Ability to regularly lift up to 40 lbs. (and occasionally, up to 55 lbs.) from floor level to above shoulder height; must be able to meet demands of frequent walking, standing, stooping, kneeling, climbing, pushing, pulling, and repetitive lifting, with or without reasonable accommodation. Ability to work flexible, full-time schedule to include days, evenings, weekends and holidays.

Skills & Competencies: Customer Focus, Developing Potential, Results Driven, Strong Organizational Skills, Communication Skills Problem Solving/Decision Making, Job Knowledge and Relationship Management.

Apply online at: <https://familydollar.taleo.net/careersection/9/jobdetail.ftl?job=408620&src=JB-10960> (10/27/2017)

HEALTH CLUB MANAGER - ANYTIME FITNESS - MACEDON NY

Part-time. We are looking for an outgoing and energetic individual who can immediately engage with members on a first-name basis! Must be over the top customer service oriented. Must be able to multi-task throughout the day and prioritize accordingly. Computer experience experienced, Microsoft Word a plus as is Excel. Hours are M&W 12:30-5 and T&Th 12:30-7, most Saturdays required but can be flexible. This job has multiple responsibilities including selling memberships, discussing personal training benefits, handling billing issues, creating newsletters, helping to promote our club events through Facebook and in-club. It can be a very fun and rewarding job! We have great members!! If you have any personal training certificate, you could also do training outside of the club management. Call for more info 585-259-7599.

Apply online at Indeed.com: <https://www.indeed.com/cmp/Anytime-Fitness---Macedon-NY/jobs/Health-Club-Manager-38d6185218ee0e5d> (10/27/2017)

VISUAL ASSOCIATE – STAGE STORES (PEEBLES) - Newark

Description: To ensure execution of corporate visual and merchandising directives, review and understand all corporate directives, including weekly planners, monthly visual merchandising instructions, buyer updates, and quarterly floor plans. Must be knowledgeable of all visual elements and merchandise fixtures. Assist store management with special projects, floor moves, special events, corporate requests, and train associates on presentation standards. Implement all major floor moves in quarterly floor plans. Assist store team in maintaining flows and adjacencies throughout the quarter. Ensure strong impacts of all merchandise and vendor intensifications. Execute all Visual Merchandising Instructions Updates and Buyer Updates. Execute all seasonal or promotional sets and outposts. Assist store manager with implementing Weekly Management Planner and Weekly Cosmetics planner. Execute daily actionable items pertaining to Visual. Assist store team with processing new merchandise receipts. Ensure store team maintains presentation standards, including merchandising, wallscaping, signing, vendor impacts, and fixturing. Partner with store manager to train all associates on presentation standards. Maintain all visual elements (signs, mannequins, collateral, door signs, banners, etc.) throughout the store, including walls, tables, floors and windows. Ensure proper storage and organization of all visual elements when not in use. Assist store manager with sales event set-up during major promotional events. Participate in planning, set-up, and take-down of all special events. Partner with store manager to implement all Divisional Corporate requests. Maintain open lines of communication with Regional Presentation Coordinator. Ensure store manager is aware of all dialogues with the PC.

Skills Preferred: Excellent communication and interpersonal skills. Retail experience. Good display and merchandising skills.

Apply online at

https://wfa.kronostm.com/index.jsp?LOCATION_ID=51302044148&locale=en_US&applicationName=SpecialtyRetailersNo nReqExt&SEQ=postingLocationDetails&POSTING_ID=46224061934&source=ContactSources.IJB&SpecificSource=ContactSources.IJB.SpecificSources.Indeedcom (10/13/17)

LOWES – MACEDON

Head Cashier - The Head Cashier manages all checkout functions by processing sales transactions and refunds, monitoring cash drawer amounts, and maintaining checkout area. Also oversees coverage of registers and store supply usage, performs opening procedures, and provides excellent customer service by assisting customers and addressing issues.

Search jobs and apply online at <https://jobs.lowes.com/category/stores-jobs/1627/14938/1>
(11/27/2017)

HEP SALES –

Hep Sales is currently seeking Sales Associates to join our team.

The successful candidate will participate in the sales effort by serving customers in the retail store, checking the warehouse for product availability and location, and providing assistance to Store Manager and Assistant Manager in meeting budgets, goals, and targets. Hours may vary from week to week, and include weekend hours. No nights.

Qualifications/Experience:

- High school diploma or GED
- Heating, Electrical, and Plumbing knowledge (knowledge in at least one required)
- Work experience in sales, merchandising, and customer service very helpful
- Ability to stand for long periods of time, bending, and moderate lifting are required
- Excellent communication and customer service skills
- Team oriented
- Demonstrated strong work ethic

HEP Sales offers a competitive compensation and a comprehensive benefits package including:

*Medical, dental and vision benefits

*401K Retirement

*Paid Time Off

*Merchandise discount

*Opportunity for advancement

Apply online:

<http://www.hepsales.com/?q=careers> (10/2/2017)

Automotive/Drivers/Mechanic**NON EMERGENCY TRANSPORTATION DRIVERS – ATB TRANSPORTATION LLC – LYONS**

Immediate driving positions driving a non-emergency medical transportation company. Looking for skilled drivers with a clean license and at least 3 years driving experience to drive first shift. Must have a class E license or be able to obtain one. Driver abstract needed to start. Job Type: Part-time Salary: \$9.75 to \$10.00 /hour

Required experience: clean driving record: 3 years. Required license or certification: Class E

Apply online at <https://www.indeed.com/cmp/ATB-Transportation-LLC/jobs/Non-Emergency-Transportation-Driver-fec55c14739b04b6>

(11/27/2017)

HEP SALES – CDL Drivers Wanted

Canandaigua and Newark

Online Application

Send resume to jobs@hepsales.com (10/2/2017)

25 DRIVER TRAINEES NEEDED NOW! –

Earn \$1,000 per week! Paid CDL Training! Stevens Transport covers all costs!

1-877-209-1309

Drive4stevens.com (10/02/2017)

CDL B & DRIVERS – Immediate Openings, Home Nightly! CDL B drivers needed immediately for FT/PT Casual positions. Daily work includes On-Demand deliveries in Rochester, throughout New York State, and surrounding regions. Drivers must have minimum 2 years prior experience driving 24' or larger box trucks with manual transmission. Drivers must have clean license PLUS the ability to pass drug test and ICC DOT Physical, Knowledge of City and surrounding areas a must. Enhanced license and Hazmat Certification a plus. Benefits include vacation, OT, Performance Bonus, 401k, and holidays. Call (585) 436-8003 or email resume to info@instagain.com (10/6/2017)

Office/Administration/Secretarial

FRONT DESK RECEPTIONIST – WAYNE COUNTY LIFETIME CARE OFFICE

Full time. Accepts screens and routes incoming telephone inquiries and refers them to the appropriate department or individual in a courteous and professional manner. Obtains basic information. Assists customers and Customer Service Reps. Greets visitors. Accepts and routes deliveries of incoming mail and packages. Assures good customer relations and projects a positive corporate image.

Apply online -

https://re12.ultipro.com/EXC1006c/JobBoard/JobDetails.aspx?ID=*FB5B847B835A95BF&jbsrc=82EC032C-6E62-4037-B090-BE29BFF9F164 (11/13/2017)

MEDICAL SECRETARY/ASSISTANT – PRIVATE CARDIOLOGY OFFICE – NEWARK NY

Cardiology practice seeking full-time, experienced medical secretary. Duties include, but are not limited to: Managing patient phone calls and scheduling patient office visits and procedures. Entering patient information into electronic medical record. Contacting insurance companies to obtain prior authorizations as needed. Manage patient recalls. Cross-train to room & check out patients as needed. Other duties as assigned. Cross-training with medical assistant role required. Must have excellent customer service skills. Cardiology/Sub Specialty and EMR/EHR (Medent) experience preferred. Serious inquiries only. Interested candidates should submit their cover letter and resume along with salary requirements. Full-time. High school or equivalent. Medical Secretary Experience: 2 years

Apply online at Indeed.com:

https://www.indeed.com/cmp/Westfall-Cardiology/jobs/Medical-Secretary-Assistant-f9cfc8511ba03e8c?sjdu=Zzi_VW2ygsY1fzh3Ma9ZsE4ziT1NTXCwgFBhdjeTC3PUEZfIFbn6n854PMnQ1Nju-uSV2kDX0VYZXUISPNUHJQ (10/27/17)

WAYUGA PRINTING AND PUBLISHING – WOLCOTT & RED CREEK, NY

Advertising Sales Executive Wanted – Experience helpful but not necessary. Must be 18 years of age or older, clean driving record, ability to communicate effectively, and highly motivated.

Benefits include competitive pay, company vehicle, supportive work environment.

Send RESUME and COVER LETTER to:

Wayuga Community Newspaper

Attn: Sales Manager

P.O. Box 199

Red Creek, NY 13143

Office Receptionist – Wolcott Location

Part time position. Computer experience required. Basic math, typing, spelling and grammar skills. Must be reliable and self-motivated. Good phone & customer service skills. Accounting background helpful.

Send RESUME and REFERENCES to:

Wayuga Community Newspaper

Attn: Sales Manager

P.O. Box 199

Red Creek, NY 13143

OR email: resumes@wayuga.com

OR stop in to either our Wolcott or Red Creek offices for an application! (11/27/2017)

Out of County Jobs

GLK FOODS NOW HIRING FULL TIME POSITIONS – SHORTSVILLE, NY

- Warehouse/Forklift Operators - 1st shift
- Hourly Machine Operators – 1st & 2nd shifts
- Automated Equipment Mechanic – 1st & 2nd shifts
- Vat Room Associates – 1st & 2nd shifts

Veterans are encouraged to apply!

Contact: Director of Human Resources

Email: jcarlson@glkfoods.com

Please include your resume or stop by our Shortsville location and pick up an employment application.

11 Clark St. Shortsville, NY (10/6/2017)

PHOTOGRAPHER – SINCLAIR BROADCAST GROUP – ROCHESTER

Full time - WHAM/WUHF in Rochester, NY is looking for a creative and dedicated full-time News Photographer! We are seeking someone who can see beyond the lens and bring back compelling stories and a passion for Breaking News and creative live shots. The candidate should have two years of ENG experience with a network affiliate news organization. You will cover day to day general, in-depth features and investigative assignments. We are shooting full High-definition (HD) on media cards and editing on desktops and laptops. You should have strong editing skills in non-linear edit systems, possess excellent people skills, a strong work ethic, and a great attitude. A passion for story telling is absolutely essential in this position.

Please apply online by going to: <http://sbgi.net/sbgi-careers/>

Miscellaneous**HORSE BARN MANAGER - TRAINEE - CRACKER BOX PALACE – ALTON NY**

Full time. Potential live in horse barn manager position wanted for very busy horse and farm animal rescue. At least 5 years experience with caring for horses directly. Must be highly skilled in all aspects of horsemanship, possessing a solid working knowledge of basic medical treatments, equine nutritional needs, and equine behavioral management. Training horses a plus. Will be responsible for training other staff and volunteers hands-on tasks such as feeding, mucking out stalls, turning horses out to paddocks, wrapping legs, and assisting with veterinary treatments. Duties will include supervising employees, employee schedules, ordering supplies and equipment, and keeping detailed records. Also responsible for handling the scheduling of routine and emergency veterinary and farrier visits. Will be trained in large animal response for emergencies. Skill with basic tools and repair equipment, & experience with farm machinery/equipment a plus. This candidate must also have excellent interpersonal skills, as they are responsible for interacting professionally with volunteers, visitors, and groups on a regular basis. Respond with resume at Indeed.com.

LINK: <https://www.indeed.com/cmp/Cracker-Box-Palace/jobs/Horse-Barn-Manager-Trainee-fbab34aff12a064b>

(10/13/17)

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Wayne County Current Job Openings

Position	Last Filing Date
Lifeguard	11/1/2017
Assistant Social Services Attorney	Accepted Continuously
Substance Abuse Counselor	12/1/2017
Licensed Practical Nurse	Accepted Continuously
Nursing Assistant	Accepted Continuously
Nursing Assistant Substitute	Accepted Continuously
Registered Professional Nurse	Accepted Continuously
Staff Psychiatrist	Accepted Continuously
Staff Psychologist	Accepted Continuously
Supervising Nurse	Accepted Continuously

Wayne County Examination Schedule

Title	Exam Number	Last Filing Date	Exam Date
Audio Visual Telecommunications Technician	65-376 O.C	12/14/2017	1/20/2018
Community Mental Health Aide	65-999 O.C.	12/14/2017	1/20/2018
Personnel Clerk	60-812 O.C.	12/14/2017	1/20/2018
Services Assistant Department of Aging & Youth	61-872 O.C.	12/14/2017	1/20/2018
Correction Officer	65-209 O.C.	12/21/2017	2/3/2018
Public Safety Dispatcher Trainee	64-068 O.C.	11/30/2017	1/6/2018
Medical Director	T&E	Accepted Continuously	
Nursing Home Compliance Officer	62-824 O.C.	12/14/2017	1/20/2018
Library Manager	66-466 T&E	1/16/2018	
Nursing Assistant	2016-6	Accepted Continuously	
Staff Psychiatrist	2016-5	Accepted Continuously	

*** Candidates must have been legal residents of Wayne County for at least ONE month immediately preceding the date of the written test, unless otherwise noted on the examination announcements.**

The **WAYNE COUNTY HUMAN RESOURCES DEPARTMENT** would like to inform the public of employment opportunities in county government. The majority of county job openings include qualification by taking civil service examinations. The county encourages bi-lingual and minority applicants to participate in this process to diversify staff for the current and future needs of the county. Wayne County is an equal opportunity employer. Information, including examination dates and current openings, is available on the County of Wayne web site at www.co.wayne.ny.us, (click on; Human Resources) or by calling the Wayne County Human Resources Office, 26 Church Street, Lyons at 315-946-7483.

Job Search Websites

ABVI-Goodwill: www.ABVI-Goodwill.Jobs (click on the link)
Adecco: www.adeccousa.com
Berry Plastics: <http://jobs.berryplastics.com>
Citizen's Bank: www.citizensbank.com/careers
Clifton Springs Hospital & Clinic: www.cshosp.com
Concentrix: www.careers.concentrix.com
Coordinated Care Service, Inc.: www.ccsi.org/Employment/CurrentOpenings.aspx
Datrose: www.datrose.com/careers.htm
Delphi: www.delphi.appone.com/
Earn, Department of Labor initiative: www.earnworks.com
Eastview Mall Stores: <http://www.eastviewmall.com/Stores/MallJobs/>
Employment Store: www.employmentstore.com
ESL Federal Credit Union: www.esl.org
FedEx: www.fedex.com/us/careers
Health Career Positions & Assessments: www.rahec.myhealthcareer.org
Hillside: www.hillside.com/employment.aspx
Home Depot: www.careers.homedepot.com
Interim Health Care: www.careersbyweb.com
Lifetime Assistance: www.lifetimeassistance.org/employment.asp
Lifetime Care: www.lifetimecare.org
Marriott: www.marriott.com/careers
Monroe Muffler: <http://www.monro.com/corporate/corporate-careers>
NYS Department of Labor: www.labor.ny.gov
Optimax: www.optimaxsi.com
Paychex: www.paychex.com/careers
Reliant Community Credit Union: <https://www.reliantcu.com/#/career-opportunities>
RIT: www.rit.edu/employment_rit
Rochester Area Employment Network: www.rochesterareaemploymentnetwork.org
Rochester Regional Health System: www.rochesterregional.org/careers
Sears: www.searsholdings.com/careers
Services for Seniors: www.servicesforseniors.com/employment.html
Snag a Job: www.snagajob.com
St. Ann's: www.stannsjobs.com
Staples: www.staples.com/sbd/cre/resources/jobs
Strong Health: www.urmc.rochester.edu/careers
Sutherland: www.sutherlandglobal.com/careers_us.aspx
ThermoFisher: www.thermoscientific.com
Time Warner Cable: www.timewarnercable.com/en/residential.html
Unity Health: www.unityhealth.org
U of R/Strong Staffing: www.rochester.edu/working
USA Jobs: www.usajobs.gov
Via Health of Wayne: www.viahealth.org
Visiting Nurse Service: www.vnsnet.com/employment
Wal-Mart: www.careers.walmart.com
Wayne ARC: www.waynearc.org
Wayne County AmeriCorps: www.waynecap.org/Programs/Americorps/
Wegmans: www.wegmans.com
Western NY Jobs: www.wnyjobs.com
Federal: www.federaljobs.net/exams.htm
New York State: www.cs.ny.gov
NYS Courts: www.courts.state.ny.us/careers
Monroe County: www2.monroecounty.gov/hr-countyjobs.php
Ontario County: www.co.ontario.ny.us/humanresources
Seneca County: www.co.seneca.ny.us
Wayne County: www.co.wayne.ny.us
Yates County: www.yatescounty.org

November 2017

Be sure to call and register early; some sessions fill quickly!
 Finger Lakes Works Career Center, 1519 Nye Road, Lyons, NY 14489



Phone: (315) 946-7270



Email: lyons@labor.ny.gov

www.labor.ny.gov

www.co.wayne.ny.us

www.fingerlakesworks.com

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
30. Metrix 1:30 PM-3:30 PM	31. WFL BOCES TASC Prep 8:30 AM-11:30 AM ACCES-VR Information* 8:30 AM-12:30 PM	1. Jump Start Your Job Search Strategy 11:00 AM-Noon	2. Interviewing Workshop 10:00 AM-Noon Career Exploration and Training Options 2:30 PM-4:00 PM	3. WFL BOCES TASC Prep 8:30 AM-11:30 AM
6. Metrix 1:30 PM-3:30 PM	7. WFL BOCES TASC Prep 8:30 AM-11:30 AM ACCES-VR Information* 8:30 AM-12:30 PM	8. Making the Most of Your Job Fair Opportunity 11:00 AM-Noon Work Keys 9:00 AM-1:00 PM	9. Job Search Over 50 10:00 AM-Noon Resume 101+ 1:30 PM-3:30 PM	10. Office Closed
13.	14. WFL BOCES TASC Prep 8:30 AM-11:30 AM ACCES-VR Information* 8:30 AM-12:30 PM	15. Making the Most of Your Job Fair Opportunity 11:00 AM-Noon	16. Resume Review Workshop 10:00 AM-Noon <i>Wayne Co. Job Fair @ WFL BOCES</i> Career Exploration and Training Options 2:30 PM-4:00 PM	17. WFL BOCES TASC Prep 8:30 AM-11:30 AM Social Networking 1:00 PM-2:30 PM
20. Metrix 1:30 PM-3:30 PM	21. WFL BOCES TASC Prep 8:30 AM-11:30 AM ACCES-VR Information* 8:30 AM-12:30 PM	22. Jump Start Your Job Search Strategy 11:00 AM-Noon	23. Office Closed	24. Office Closed
27.	28. WFL BOCES TASC Prep 8:30 AM-11:30 AM ACCES-VR Information* 8:30 AM-12:30 PM	29. Jump Start Your Job Search Strategy 11:00 AM-Noon	30. Career Exploration and Training Options 2:30 PM-4:00 PM	Dec 1. WFL BOCES TASC Prep 8:30 AM-11:30 AM Job Corps Orientation and Application Interviews 11:30 AM-1:30 PM

A proud partner of the  **American Job Center** network

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WORKSHOP SUMMARIES

CAREER EXPLORATION AND TRAINING OPTIONS: This workshop was designed to help any customer considering a career change. We'll discuss how to choose a new career, how to find any training you may need, and how to pay for that training (hands on or in a classroom). There will also be information about employment training funds, including general eligibility requirements, the application process, and follow up expectations. A follow up appointment will be necessary to complete the process and to determine personal eligibility.

INTERVIEWING WORKSHOP: Being well prepared for a job interview will increase your chances of receiving a job offer. You will come across as self-confident and assured. Preparation in advance gives you an edge by eliminating fear of the unknown, reducing the element of surprise, increasing your self-confidence, and allowing you to focus on the interview itself. You must attend to gain access to InterviewStream (nysdol.interviewstream.com).

JOB SEARCH OVER 50: Mature workers face some unique challenges in the job search process. This workshop provides tools to help overcome these challenges and use maturity to your advantage.

JOBZONE: A JOB SEEKER'S TOOLBOX: JobZone includes many different tools for your job search; this workshop will describe many of the main functions available on jobzone.ny.gov, and walk you through how to use them.

JUMP START YOUR JOB SEARCH STRATEGY: Looking for a new job can be overwhelming. Jump Start Your Job Search will educate you about current tools available to help organize and conduct an effective job search; the basics of how and where to look for a job will be included. We will also acquaint you with the many resources available through our office to help you in your job search including funding streams for training, Work Keys Career Readiness Credential, Metrix, Prove It, and Career Navigator.

MAKING THE MOST OF YOUR JOB FAIR OPPORTUNITY: Planning to attend the Wayne County Job Fair on November 16th? Do you want to use your time efficiently, make a great first impression, and exude confidence? Attending this workshop will assist you in: preparing all of your materials and dress, focusing on target companies, strategically planning your schedule, optimizing your face time, and following up with employers.

METRIX: Register to get access to over 7,000 free online skills training courses and hundreds of skills assessments. Attend this workshop and receive a 180-day license to take as many online courses as you would like. You can see what classes are available online at metrixlearning.com/catalog-search.cfm; certain classes are available in English, Chinese, and Spanish. ***Limited Seating***

PERSONAL SKILLS FOR SUCCESS: Learn the basic skills necessary to help you stay employed in any job setting. Successful completion will earn you a Workforce Certificate of Completion for Soft Skills Training, as chosen by regional business and industry leaders. These skills are critical to quality employees: Self Awareness, Interpersonal and Work Communications, and Work Discipline.

RESUME 101*: Everyone should have a resume. Don't know where to start? Learn the important dos and don'ts of resume writing, when and why to use a chronological or functional resume, and how to turn your resume into a "sales brochure." Information about how to prepare cover letters will also be included.

RESUME REVIEW: RESUME PEER REVIEW: Bring a copy of your finished resume to be reviewed by your peers and our staff. You'll be amazed at all the positive suggestions you'll leave with! Report to the workshop with 1 paper copy of your resume. ***Limited Seating***

SOCIAL NETWORKING: Did you know that 80% of companies use social media to recruit? At our Social Networking Workshop you will learn how to take advantage of social networking sites such as LinkedIn, Facebook, and Twitter to help you in your job search. ***Limited Seating***

VETERANS' WORKSHOP: MOS CODES AND RESUMES: Gain an understanding of the process that you (as a veteran) can use to take your MOS and find suitable civilian occupations that may or may not need further training *and* conform your resume and your interview to land that job. We will cover the areas of career planning, resume writing, interview tactics (including STAR stories and how to use them), your advantages as veterans, and the labor market.

WORK KEYS: Employers want workers who can read, apply math, locate information, and demonstrate "soft" skills. WorkKeys tests reading, math and locating information; high scores can qualify you for a Career Readiness Credential. This credential will help show employers that you are a qualified candidate. Learn more at <http://www.act.org/workkeys/careerseekers>. Nervous test taker? **Key Train** is a program is used to prepare for taking WorkKeys. It focuses on the knowledge and abilities important for success in the workplace by measuring "soft" skills such as work habits, communication skills, workplace effectiveness, and business etiquette. The "Soft Skills Suite" helps improve skills critical for on-the-job success! **You must register in advance.**

ACCES-VR Information: Meet with a Vocational Rehabilitation Counselor from ACCES-VR to learn about benefits and services available to individuals with disabilities interested in achieving and maintaining employment independent living through training, education, rehabilitation, and career development. Please request an appointment by calling 315-789-0292.

Wayne County Job Fair @ Wayne Finger Lakes BOCES Conference Room, Drumlin Court, Newark, NY: It's the 21st year we've hosted this event! Come dressed for success and ready to interview (don't forget your resume)! There will be a list of participating employers available online.

Job Corps Orientation and Application Interviews: Job Corps, administered by the US Department of Labor, is a free career technical training program for 16-24-year-olds. Both high school graduates and non-graduates are invited to apply, as a student can obtain a NYS High School Equivalency or Diploma while training for a career. To check your eligibility, reserve your seat, and learn more about what to bring with you, call Admissions Counselor Reginald Walton at 585-454-5130. Learn more online at <http://www.jobcorps.gov/home.aspx>.

WFL BOCES TASC Prep: As of January 2014, New York State has replaced the GED exam with the Test Assessing Secondary Completion (TASC) exam. After successful completion of the examination you will earn a New York State High School Equivalency (HSE) Diploma.

December 2017

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Finger Lakes Works Career Center, 1519 Nye Road, Lyons, NY 14489



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METRIX: Register to get access to over 7,000 free online skills training courses and hundreds of skills assessments. Attend this workshop and receive a 180-day license to take as many online courses as you would like. You can see what classes are available online at metrixlearning.com/catalog-search.cfm; certain classes are available in English, Chinese, and Spanish. ***Limited Seating***

PERSONAL SKILLS FOR SUCCESS: Learn the basic skills necessary to help you stay employed in any job setting. Successful completion will earn you a Workforce Certificate of Completion for Soft Skills Training, as chosen by regional business and industry leaders. These skills are critical to quality employees: Self Awareness, Interpersonal and Work Communications, and Work Discipline.

RESUME 101+: Everyone should have a resume. Don't know where to start? Learn the important dos and don'ts of resume writing, when and why to use a chronological or functional resume, and how to turn your resume into a "sales brochure." Information about how to prepare cover letters will also be included.

RESUME REVIEW: RESUME PEER REVIEW: Bring a copy of your finished resume to be reviewed by your peers and our staff. You'll be amazed at all the positive suggestions you'll leave with! Report to the workshop with 1 paper copy of your resume. ***Limited Seating***

SOCIAL NETWORKING: Did you know that 80% of companies use social media to recruit? At our Social Networking Workshop you will learn how to take advantage of social networking sites such as LinkedIn, Facebook, and Twitter to help you in your job search. ***Limited Seating***

VETERANS' WORKSHOP: MOS CODES AND RESUMES: Gain an understanding of the process that you (as a veteran) can use to take your MOS and find suitable civilian occupations that may or may not need further training *and* conform your resume and your interview to land that job. We will cover the areas of career planning, resume writing, interview tactics (including STAR stories and how to use them), your advantages as veterans, and the labor market.

WORK KEYS: Employers want workers who can read, apply math, locate information, and demonstrate "soft" skills. WorkKeys tests reading, math and locating information; high scores can qualify you for a Career Readiness Credential. This credential will help show employers that you are a qualified candidate. Learn more at <http://www.act.org/workkeys/careerseekers>. Nervous test taker? **Key Train** is a program is used to prepare for taking WorkKeys. It focuses on the knowledge and abilities important for success in the workplace by measuring "soft" skills such as work habits, communication skills, workplace effectiveness, and business etiquette. The "Soft Skills Suite" helps improve skills critical for on-the-job success! **You must register in advance.**

ACCES-VR Information: Meet with a Vocational Rehabilitation Counselor from ACCES-VR to learn about benefits and services available to individuals with disabilities interested in achieving and maintaining employment independent living through training, education, rehabilitation, and career development. Please request an appointment by calling 315-789-0292.

Career Navigator (Held at): Career Navigator is a one week, interactive approach to proactively managing your job search activity. In this 5-day workshop you will develop a marketing plan, resumes and cover letters, and the confidence necessary to be a successful job seeker. You will also develop a new network of contacts to assist and support you along your journey. **You must register in advance. *5-Day Workshop***

Job Corps Orientation and Application Interviews: Job Corps, administered by the US Department of Labor, is a free career technical training program for 16-24-year-olds. Both high school graduates and non-graduates are invited to apply, as a student can obtain a NYS High School Equivalency or Diploma while training for a career. To check your eligibility, reserve your seat, and learn more about what to bring with you, call Admissions Counselor Reginald Walton at 585-454-5130. Learn more online at <http://www.jobcorps.gov/home.aspx>.

OSHA 10 Hour General Industry and Safety Training: W-FL BOCES has funding to provide free OSHA 10-Hour Industry Health and Safety Certifications for their HSE students. As a courtesy, classes that have seats available will welcome non-BOCES students, free of charge. Target audience: laborers, warehouse workers, manufacturing and health care professionals, foremen, job supervisors, and inspectors in general industry activities. ***To register, please contact Marc Gordon at 315-946-5709 at least 1 day before the first session. *Limited Seating* *4-Day Workshop***

WFL BOCES TASC Prep: As of January 2014, New York State has replaced the GED exam with the Test Assessing Secondary Completion (TASC) exam. After successful completion of the examination you will earn a New York State High School Equivalency (HSE) Diploma.