Yates County Workforce Development 417 Liberty Street, Suite 2021 Penn Yan, NY 14527 315-536-5140



Visit our website weekly for updated job leads! Updates available by noon on Mondays, www.yatescounty.org/wfdjobs

## Yates County Job Leads April 30, 2018

## **AUTOMOTIVE/DRIVERS**

#### Designated Drivers (Geneva and Watkins Glen, NY)

• We are looking for applicants that can work immediately. No special driver's license required for this job. We are an award-winning transportation service that has perfected the "our driver + customers vehicle" concept. We are looking for responsible drivers with clean driving records and knowledge of the Finger Lakes area. Knowledge of the local wineries is a plus but not necessary. We have a history of proven success and our aggressive marketing and promotion is providing plenty of work for our current work force. This opportunity is perfect for students, retirees, Uber and Lyft drivers and anyone who has flexible schedules. Some weekend work is required. Job requirements: Valid License, some weekend work is desired but not required, no DWI/DUI convictions, clean appearance, pass a background check, non- smoker, reliable. Please submit your resume along with a cover letter to be considered. Apply today and you could be working as early as tomorrow.

Craigslist post ID: 6566702352 4/20/18

#### Class A CDL Driver (Bath, NY)

NOW HIRING: Tractor Trailer driver class A, with tanker endorsement needed. Monday - Friday with occasional Saturday work. Please come in to fill out an application, have driver's license and current medical card with you. 5226 Bonny Hill Rd, Bath, NY 14810.

Craigslist post ID: 6563825484 4/17/18

#### CDL Drivers (Penn Yan, NY)

• We are currently looking for a Delivery Driver to serve as an integral part of our organization by delivering fuel locally to our customers. As a Delivery Driver, you will have access to a challenging career that gets you behind the wheel of trucks equipped with the latest technology to help ensure that fuel arrives to our customers safely, on-time and with ease. Responsibilities: Deliver fuel in a safe and efficient manner by following proper loading and unloading procedures, maintain the delivery truck which includes reviewing the maintenance record, performing inspections and reporting all vehicle conditions requiring attention for continued safe operation, provide superior customer service and strive to achieve zero driver related customer complaints, account for funds and inventory which includes operating a handheld terminal, maintaining a trip report and documenting meter and odometer readings and related information. Qualifications: Clean driving record with a valid Class A or B Commercial Driver's License with hazmat, tanker, and air brake endorsements as well as a valid Medical Examiner's Certificate allowing for operation in interstate commerce (or the ability to quickly obtain stated license, certificate and required endorsements), ability to lift and pull equipment that weighs 50 to 75 lbs., exceptional customer service skills, willingness to work outside in all weather conditions. To apply, please visit: https://nlx.jobsyn.org/1d60ade06efc4452ac4c06846e5e7970161

#### **Drivers (Penn Yan, NY)**

Looking for 1 to 2 part-time drivers and willing to cook. Flexible hours and weekends a must. Monthly bonuses. Must be 18 years old, valid driver's license and have your own vehicle. Stop in today for an application, fill one out at www.camspizzeria.com.

Workforce Development 4/30/18

#### Wine Tour Guide/Driver (Penn Yan, NY)

• Wine Tour Guide/Drivers Wanted. We are seeking super fun and friendly wine tour guide/drivers to show groups around the Finger Lakes wine country. About the positions: This is a great job for someone who is passionate about wine! Take customers to a range of wineries and sights as required. We may provide an itinerary to follow or the clients may have one of their own. We encourage all our drivers to help customers have the best experience possible on the wine trails. Knowledge of wine trails and being flexible for the clients is a must. Casual hours - weekends and weekdays (usually full days - with Saturday the most popular) most tours run between 10am and 5pm. Most customers will require pick up from

their lodging or homes around the Finger Lakes region. Group sizes vary from 2-11 people. We organize vehicle hire as required. Pay is around \$12-15 per hour plus tips, most tours are 6 hours. About the applicant: Our customer experience is very important to us and we require our drivers to be friendly, patient and a bit of fun! Knowledge of wine and the Finger Lakes wine region is highly desirable. We are looking for someone with a New York Class B or C License with passenger endorsement or Class E chauffeur license. Must have minimum of 1 year of experience driving passengers. Must have clean driving record. To apply for this role please tell us a bit about yourself and your experience. Please also let us know your usual availability (weekends, week days, any restrictions) and your home suburb. Requests for more information are welcome. Ridewithpals@gmail.com.

Workforce Development 4/23/18

## **CUSTOMER SERVICE/SALES**

#### Sales Associate (Penn Yan, NY)

Help wanted: Sales Associate in the Finger Lakes region. Requirements: Own vehicle needed, high school diploma required, sales experience preferred. Set your own hours. Full or part time. Description: Sales representative to cover the Finger Lakes area. Needs to be a self-starter with a motivated desire to sell. Good writing and communication skills. Must have professional appearance and conduct. Need basic computer knowledge. Other duties as assigned. Contact Rich at 315-694-2486.

#### Tasting Room Manager (Hammondsport, NY)

- Domaine LeSeurre Winery is currently seeking the right individual to become our Full-Time Tasting Room Manager with a passion for wine and the Finger Lakes Wine Region. Position Responsibilities:
  - Candidates who bring strong leadership, communication, motivation, and professionalism to the position, all the while handling the multi-tasking that comes with a fast-paced working environment that strives for excellence daily.
  - Oversee day to day operations of the tasting room. Conducting tastings, maintaining staff schedules, tasting sheets, inventory, wine supply orders, merchandise, on and off-site tastings (when necessary), safety and cleanliness of facility, and opening and closing responsibilities.
  - Provide superior customer services and maintain strong employee relations.
  - Staff development. Hiring, training, coaching, and supervising staff, ensuring their continual growth and development in our attempt to build a strong culture of hospitality and salesmanship (Max 5 part-time per year).
  - Market media production directed an increasing visibility and sales.
  - Organize and coordinate events.
  - Continual focus on creation of decor and display that will enhance the visual appeal and image of the facility.
  - Pioneer and develop a wine club and related events (to be started in 2018).
  - Manage social media accounts (Facebook, Instagram, Twitter, etc.).

**Professional Qualifications:** 

- Preferred 2 or more years of prior, relevant experience in a tasting room, retail, direct to consumer sales, restaurant, or hotel experience.
- Must be at least 21 years of age.
- High School Diploma or Equivalent required.
- Must hold a valid driver's license.
- Must be able to work a flexible schedule including Saturdays, Sundays, special events, holidays, and occasional evenings.

Craigslist post ID: 6572920985 4/27/18

- Professional demeanor and polished appearance.
- Must be able to lift 50 pounds.
- Organized and self-motivated.
- Positive attitude and energy.
- Strong work ethic.
- Passion for wine and the Finger Lakes Wine Region is a must.

#### Account Developer/Serving Specialist (Hammondsport, NY)

• The Brewery of Broken Dreams, located on Pleasant Valley Rd just outside the Village of Hammondsport, has an immediate part-time opening for an energetic, outgoing individual to help us expand our presence in the marketplace. The ideal individual will have a strong interest in marketing and sales, extensive knowledge of craft beer, is familiar with craft beverage sales, and has experience working in a craft beverage tasting room environment. This position will work to develop accounts with local retail establishments and provide support for these accounts as required. The position will also

be an integral part of our tasting room staff. Desired Skills: Previous craft beverage sales experience, Associate or Bachelor degree in a Sales and Marketing, Hospitality, or other related field, Cicerone Beer Server Certification, TIPS training, Previous tasting room experience. Salary: This is a part-time position, salary BOE. Contact: Please reply with a letter of interest and resume.

Craigslist post ID: 6570751755 4/24/18

#### Bakery Clerk/Retail Staff (Dundee, NY)

- Bakery Clerk/Retail- Responsible for taking orders, collecting payments, answering to customer inquiries, handling
  complaints, and assisting the baker with various tasks, like maintaining supplies and setting up retail bakery department.
  Emphasis on customer service orientation, excellent communication skills, being able to work in a standing position for
  hours and to lift heavy items, and good numeracy skills. Experience REQUIRED.
  - -Ability to multitask
  - -Ability to seamlessly switch tasks
  - -Strong interpersonal skills
  - -Safety-conscious
  - -Ability to operate scale and bread slicer
  - -Ability to work in a team environment
  - -Ability to use POS system

#### Electrical Sales/Warehouse (Geneva, NY)

• Shipping and receiving of electrical materials, inventory, wire spooling, retrieving products for the customer, with some counter sales, invoicing, ordering, taking phone orders, interaction with contractors necessary to provide customer service required to keep business sales and provide for a good customer experience. An appointment is needed, please respond with your phone number, part time days or full time.

Craigslist post ID: 6565825484 4/19/18

Craigslist post ID: 6569178677 4/23/18

Craigslist post ID: 6562426431 4/16/18

#### Winery Sales Associate and Key Holder/Supervisory Role (Geneva, NY)

• Belhurst Castle, a premier and famous destination in the Finger Lakes is looking to hire part time Winery Sales Associates & Key Holder/Supervisory Role for Belhurst Estate Winery & Gift Shop. Requirements: Previous winery and gift shop experience and customer service/sales experience is required and experience in a management or key holder or supervisory role is preferred. Interested candidates must work well with others and love being part of a growing team! Individuals must be able to provide guests with an outstanding, welcoming tasting experience as well as assist with general day-to-day responsibilities of the Wine & Gift Shop. This position will also be assisting and helping the Wine & Gift Shop Manager with certain tasks and will work closely with upper management. Belhurst requires potential employees to be flexible with their availability, able to re-prioritize at a moment's notice and be open to a variety of wine and gift shop jobs as needed. Availability on weekends and holidays are crucial. Must also be able to lift boxes of wine or inventory. Location Qualifications: Potential candidates must have reliable transportation to and from work. We're looking for a local candidate within a 20-30 minute drive. We want to hear from you! Please submit your resume with the best contact information to reach you.

Craigslist post ID: 6565800157 4/19/18

#### Winery Tasting Room Associate (Himrod, NY)

- Small production, estate winery seeks a tasting room associate for the 2018 Season (Est. Apr-Dec 7). Join a family owned, high quality producer of Finger Lakes wine. Candidates (21 yrs+) should have:
  - -A knowledge of & passion for local & international wines
  - -Interpersonal and customer service skills
  - -The ability to conduct wine tastings for groups of 4-8 people at a time
  - -The ability to lift a case of wine (42 lbs.)
  - -The ability to ring up & cash out customers (making change, calculating tax, etc.)
  - -The availability to work weekends (Fri/Sat/Sun) 11am-5:30/6pm
  - -A desire to work in a growing & thriving local industry!

#### Recruitment Advertisement Account Executive (Geneva, NY)

The Finger Lakes Times is seeking a dynamic account executive to maximize advertising sales revenue for our team across the recruitment category. You will be responsible for developing and managing ongoing business relationships while growing new business and leading our expansion into this dynamic category. Utilizing a combination of our daily newspaper, weekly publication, special sections and an array of customized digital products, you will make face-to-face sales calls daily to business owners, department heads and hiring managers throughout the Finger Lakes region. Through understanding their hiring needs you will present compelling solutions to achieve their business goals. Job Expectations:

- Manage and grow an existing account base
- Research, prospect new business, cold call, present, utilize sales tactics, close
- Meet with management weekly to develop monthly sales plans to achieve goals
- Become actively involved in the business community to gain referrals and build your brand
- Attend job fairs to obtain leads and market our assets
- Monitor competitive media and market trends
- Achieve monthly revenue goals

#### Requirements:

- Results oriented, self-motivated individual
- Minimum of 2-5 years of outside sales experience
- Demonstrated success in achieving sales targets
- Knowledge of the recruitment sector a plus
- Solid computer skills and knowledge of digital marketing a plus.
- Valid driver's license and reliable transportation

Job Type: Full-time. Required education: H.S. diploma, Associates or Bachelor Degree preferred. Finger Lakes Times. Please send resume and cover letter in confidence to: Mark Lukas, Ad Director- <a href="mailto:mlukas@fltimes.com">mlukas@fltimes.com</a> or mail to: 218 Genesee Street, Geneva, NY 14456.

Workforce Development 4/23/18

#### Sales Associate (Penn Yan, NY)

Now hiring summer staff for showroom. We are looking for outgoing, hardworking and upbeat individuals. Boating,
Watersports, Kayak and SUP knowledge is a plus but not required. Duties include working with customers for accessory
purchases, rental check in/out, restocking showroom and much more. Must be able to work weekends. Apply at
<a href="https://www.facebook.com/pg/MorganMarineNY/jobs/1935477746764430/?source=attached">https://www.facebook.com/pg/MorganMarineNY/jobs/1935477746764430/?source=attached</a> post homepage stream

Workforce Development 4/23/18

#### Automotive Greeter (Penn Yan, NY)

- We are a family owned and operated dealership and enjoy an outstanding reputation in the community. Friendly Chrysler Dodge Jeep Ram looks after its employees with extensive benefits. We invest in our employees and their growth at the store. https://sites.hireology.com/friendlychryslerdodgejeepram/. Responsibilities:
  - •Greet customers as they appear on the lot
  - •Answer initial questions from the customer
  - •Be the first and last impression of the dealership
  - Connect customers with sales representatives

#### Qualifications:

- •Friendly and customer service focused
- Reliable
- •Able to multi-task and work under pressure
- •Able to walk and stand for long periods of time as well as work outside
- •Valid Driver's license and able to drive both automatic and standard transmission vehicles
- One-year related experience and/or training; or equivalent combination of education and experience
- Ability to work hard with limited supervision
- •Must be able to manage in a fast-paced work environment
- •Knowledge of automobiles
- Positive attitude
- High volume mentality
- Must be able to pass pre-employment screens

#### What We Offer:

- •Clean and professional work environment
- •401(K)
- Paid vacation opportunity
- Mentorship opportunities
- Promote from within culture
- •Medical and Dental Insurance
- Education reimbursement

Indeed 4/30/18

#### Market Assistant (Penn Yan, NY)

• This position runs from April through December. It consists of attending the ladies' restroom on Saturdays as well as assisting in the information booth and filling in as a step on guide for tour buses. It also requires one additional day per week, either Thursday or Friday. On this day the responsibility would be to clean the buildings in preparation for our market day on Saturday. Apply at: <a href="https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&start=30&vjk=2fdc058c224ad49c">https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&start=30&vjk=2fdc058c224ad49c</a>

Indeed 4/9/18

#### Automotive Greeter (Penn Yan, NY)

• We are a family owned and operated dealership and enjoy an outstanding reputation in the community. Friendly Chrysler Dodge Jeep Ram looks after its employees with extensive benefits. We invest in our employees and their growth at the store. Responsibilities: Greet customers as they appear on the lot, answer initial questions from the customer, be the first and last impression of the dealership, connect customers with sales representatives. Qualifications: Friendly and customer service focused, reliable, able to multi-task and work under pressure, able to walk and stand for long periods of time as well as work outside, valid driver's license and able to drive both automatic and standard transmission vehicle, one year related experience and/or training; or equivalent combination of education and experience, ability to work hard with limited supervision, must be able to manage in a fast-paced work environment, knowledge of automobiles, positive attitude, high volume mentality, must be able to pass pre-employment screens. What We Offer: Clean and professional work environment, 401(K), paid vacation opportunity, mentorship opportunities, promote from within culture, medical and Dental Insurance, education reimbursement. Apply at <a href="https://sites.hireology.com/friendlychryslerdodgejeepram/">https://sites.hireology.com/friendlychryslerdodgejeepram/</a>.

Indeed 4/9/18

#### Sales Clerk (Penn Yan, NY)

• Immediate opening for a part time sales clerk. About 20 to 24 hours per week. Must be able to work until 6pm weekdays and be available to work some weekend hours. This position requires the ideal candidate to be outgoing and engage customers in the store. Pinckney Hardware provides a casual work environment focused on providing excellent customer service. Basic computer experience is helpful. Apply in person at 24 Main Street, Penn Yan, NY 14527.

Workforce Development 4/16/18

#### **Customer Service (Penn Yan, NY)**

• Penn Yan Express Stop is currently looking for someone for the opening shift on the weekends, 5am-9am. If you or someone you know is interested, stop in to get an application! Workforce Development 4/2/18

#### Retail (Penn Yan, NY)

• Retail business looking for reliable, motivated, hardworking individual for part time position with the potential for full time. Individual must have excellent customer service skills, be able to assemble furniture and set up office spaces. Other responsibilities will include cleaning, stocking merchandise, assisting customers, cash register operations, and other duties as assigned. Must have valid driver's license and able to lift at least 50lbs. Interested applicants should send resume to lisa.principio@dfa.state.ny.us or drop off in person at Workforce Development, 417 Liberty St.

Workforce Development 4/23/18

#### Team Member (Penn Yan, NY)

As a Team Member, it is essential that you be available, flexible, adaptable and service-oriented, as you must be able to fulfill all the following requirements: Maintain regular and predictable attendance. Work scheduled shifts and have the ability to work varied hours, days, nights, weekends and overtime as dictated by business needs. Take the initiative to support selling initiatives (GURA): Greet the Customer, uncover the Customers' needs, recommend products, ask for the sale. Team Members are required to perform a combination of the following duties during 95 percent of their day. Although the mix may vary from one day to another, our business and staffing model makes it essential that every Team Member be able to perform all of the following duties accurately, efficiently and safely on a regular basis and without advance notice: Operate cash register/computer following cash handling procedures as established by Tractor Supply Company, Recovery of merchandise, Participate in mandatory freight process, Complete Plan-o-gram procedures (merchandising, sets, and resets), Assemble merchandise, Perform janitorial duties, Execute price changes/markdowns, Operate Forklift (unless under the age of 18), Operate Cardboard Baler (unless under the age of 18), Assist customers with loading purchases, Complete all documentation associated with any of the above job duties. Team Members also may be required to perform other duties as assigned. No experience required. High school diploma or GED not required but is preferred. Apply at https://tractorsupply.jobs/jobs/search#/detail/80004

#### Health and Wellness Associate (Penn Yan, NY)

• The primary purpose of the Wellness Ambassador is to increase customer satisfaction, loyalty and utilization of pharmacy and clinical services by effectively promoting and selling services provided by Rite Aid inside and outside of assigned store. The Wellness Ambassador is also required to perform all tasks in a safe manner consistent with corporate policies

#### Sales Associate (Penn Yan, NY)

Dollar General is looking to hire a Sales Associate. The Sales Associate will act as the point of contact for customers, assist in setting and maintaining plan-o-grams and programs, stock merchandise adequately, and perform other duties as necessary to maximize profitability, customer satisfaction, and teamwork while protecting company assets. To see a list of essential functions and qualifications and to apply visit <a href="https://retail-dollargeneral.icims.com/jobs/85782/sales-associate-in-penn-yan%2c-ny/job?hub=12">https://retail-dollargeneral.icims.com/jobs/85782/sales-associate-in-penn-yan%2c-ny/job?hub=12</a>

## **EDUCATION/SCHOOLS**

#### K-6 Special Education Teacher (Dundee, NY)

Dundee Central School is currently seeking a K-6 Special Education Teacher to begin in the 2018-2019 school year. New York
State Certification is required. All employees must be fingerprinted through the NYS Education Department. An application
can be found on-line and should be sent by May 11, 2018 to: Laurie Hopkins-Halbert, Elementary Principal, Dundee Central
School, 55 Water Street, Dundee, NY 14837.

#### Special Education Teacher (Penn Yan, NY)

• Full-time position at the elementary level, effective September 1, 2018. Application deadline: 4/30/18. Submit an online application at: <a href="https://pennyan.recruitfront.com">https://pennyan.recruitfront.com</a>.

Dundee Observer 4/18/18

#### **Elementary Guidance-Long Term Sub (Dundee, NY)**

Dundee Central School is currently seeking a Long Term Substitute for an Elementary Guidance Counselor from August 1, 2018-November 30, 2018. New York State Certification is required. All employees must be fingerprinted through the NYS Education Department. An application can be found online and should be sent by May 1, 2018 to: Laurie Hopkins-Halbert, Elementary Principal, Dundee Central School, 55 Water Street, Dundee, NY 14837.

#### Ropes Program Educator (Penn Yan, NY)

• Camp Seneca Lake (JCC's Finger Lakes area Summer Camp) is hiring a creative and safety-conscious Ropes Program Educator. We are looking for a positive role model who enjoys the outdoors and creating daily programing for children ages 8-15. This will include facilitating the Low Ropes (challenge course), and High Ropes activities/elements for all campers on a rotating schedule, as well as maintaining all High Ropes, Low Ropes, Climbing Tower, and Bouldering elements. ACCT Level 1 preferred, but not required. This role will be supervisor to 2-3 full-time Ropes Specialists and 2-3 part-time Activity Counselors, as well as responsible for the general health and safety of their assigned campers. Camp runs from June 21-August 19, with additional trainings earlier in June. Working hours are on average 8:30am-9:00pm, and all staff receive on average one 24-hour day off each week. If you're looking for a great internship experience for academic credit, we will partner with you and your professors to create a meaningful program you will never forget! Competitive stipend and complimentary summer membership to all our JCC facilities! Apply at: <a href="https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&vjk=4700e275494cc4fb">https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&vjk=4700e275494cc4fb</a>
Indeed 4/9/18

#### Pool Program Area Educator (Penn Yan, NY)

Camp Seneca Lake (JCC's Finger Lakes area Summer Camp) is hiring creative and safety-conscious Pool Program Area Educator. We are looking for a positive role model who enjoys the outdoors and creating daily athletic programing for children ages 8-15. This position will be responsible for facilitating swim instruction for children of all ages daily, as well as managing the lifeguard schedule. This role will be supervisor to 2 full-time Pool Specialists and 6-7 part-time Activity Counselors, as well as responsible for the general health and safety of their assigned campers. Camp runs from June 21-August 19, with additional trainings earlier in June. Working hours are on average 8:30am-9:00pm, and all staff receive on average one 24-hour day off each week. If you're looking for a great internship experience for academic credit, we will partner with you and your professors to create a meaningful program you will never forget! Competitive stipend and complimentary summer membership to all our JCC facilities! Apply at:
 <a href="https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&vik=32140129227ea187">https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&vik=32140129227ea187</a>

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#### Summer Camp Staff (Penn Yan, NY)

• YMCA Camp Cory is looking for staff to help enrich the lives of children by giving them the best summer they're ever had! Come join our committed team of camp professionals. Positions require a week of staff training (June 15 – 22) and then 8 weeks of summer camp (June 24 – August 18). Click here to view our current list of openings: campcory.org/staff. Email me if you have questions – patrickf@rochesterymca.org.

Workforce Development 4/30/18

#### Teacher Assistants (Penn Yan, NY)

• Teacher Assistants needed at Rainbow Junction- Get paid to teach, work and play with infants, toddlers and pre-schoolers!

Required: high school diploma and 18 years of age or over. Experience and some ECE preferred. Must pass background check. Call 536-2703 or email andrearainbowj@gmail.com for details.

Workforce Development 4/25/18

#### Teacher Aides (Dundee, NY)

DUTIES AND QUALIFICATIONS: Applicants are expected to monitor behavior, attend to student comfort and safety and assist students on school grounds, in the school building and in transit on school vehicles (as needed), as well as helping teachers in the educational setting by assisting with routine classroom tasks and chores. Candidates must be in good physical condition, have good interpersonal and communication skills and be able to foster positive relationships with students and co-workers and be able to establish and maintain student respect and discipline. Candidates must successfully pass a physical performance test as a condition of hire. \$10.40/hr. Applicants wishing to be considered for this position must call the Business Office at (607) 243-5533 ext. 7703 or send an email to mlawson@dundeecs.org and request to be placed on the roster of applicants for consideration on or before the application deadline. Applications available at <a href="https://mycivilservice.yatescounty.org/jobopps">https://mycivilservice.yatescounty.org/jobopps</a>. Deadline 11/25/18.

#### Multiple Positions- Keuka College (Keuka Park, NY)

## **HEALTHCARE/HUMAN SERVICE**

#### Home Health Aid (Penn Yan, NY)

Home Health Aid needed with light housekeeping involved. Call 315-694-7555.

Chronicle Express 4/18/18

#### Caregivers (Penn Yan, NY)

- Comfort Keepers is in need of hiring compassionate and motivated individuals who are interested in becoming caregivers for the elderly. Comfort Keepers provides in-home companion care that helps seniors and disabled adults to remain safe in their community for as long as possible. Currently looking to hire in the Penn Yan, NY area! All Hours Needed! Eligibility requirements include:
  - -Must be 18 years or older
  - -Experience with elderly (personal or professional)
  - -Reliable and Trustworthy
  - -Valid Driver's License
  - -Reliable Vehicle
  - -Clean Background Check
  - -No certifications or medical background necessary!

Apply Online Today! <a href="https://ck476.ersp.biz/employment/index.cfm">https://ck476.ersp.biz/employment/index.cfm</a> or Send Resume & Cover Letter to

Briellewurth@comfortkeepers.com.

Craigslist post ID: 6575558455 4/30/18

#### Caregiver/HHA/CNA (Watkins Glen, NY)

 Visiting Angels is currently searching for experienced Caregivers to work in and around the Watkins Glen area. Full and Parttime positions are immediately available. We have day, evening, overnight and weekend shifts available. Continued Education Provided/Supportive Staff/Flexible Shifts/Personal One-on-One Care/Competitive Wages/401k program/Rewarding Career!! Work for a company with strong ethics that truly cares about you and the high-quality care we provide for our clients and their families. Our services include friendly companionship, light housekeeping, meal preparation, medication reminders, respite care for families, errands, shopping. We provide a custom care plan tailored to the needs of our clients. Applicants Must have a:

- Minimum of 6 months experience in caring for Seniors and/or Disabled Adults professionally or personally.
- Reliability and Professionalism are very important
- Must enjoy assisting in the needs of others.
- Dementia/Alzheimer's experience a plus
- CNA/HHA license a plus
- Must have a valid driver's license

References and background checks will be performed. We promote a drug-free environment. Apply Now Online: Visiting Angels - Arnot Mall - 3300 Chambers Rd. - Horseheads, New York 14845. Please submit an online application: <a href="https://www.visitingangels.com/horseheads">www.visitingangels.com/horseheads</a>. Under "Caring Careers" select employment and go to our online application.

Craigslist post ID: 6550510054 4/3/18

#### **Direct Support Professional (Geneva, NY)**

Direct Support Professionals: Lochland School is hiring for full time and part time staff to work with residents to ensure their safety and encourage independence in activities of daily living. Applicants will be required to possess a high school diploma or GED and a valid driver's license. Please contact Julie Chiccino at 315-789-5208, 1065 Lochland Rd., Geneva, or online applications available at our website at <a href="https://www.lochlandinc.org">www.lochlandinc.org</a>. \$300.00 Sign on Bonus after 6 months of successful employment.

#### Drug Store Pharmacy Technician (Penn Yan, NY)

• In accordance with state and federal regulations, assists the pharmacist, under direct supervision, in the practice of pharmacy. Assists the pharmacist in the performance of other Pharmacy Department duties in accordance with Company policies and procedures. Responsible for using pharmacy systems to obtain patient and drug information and process prescriptions. If PTCB certified, assists with and coaches pharmacy technicians in the operation of pharmacy systems and cashiers in the operation of the pharmacy cash registers. Models and delivers a distinctive and delightful customer experience. Customer Experience: Engages customers and patients by greeting them and offering assistance with products and services. Resolves customer issues and answers questions to ensure a positive customer experience. Models and shares customer service best practices with all team members to deliver a distinctive and delightful customer experience, including interpersonal habits (e.g., greeting, eye contact, courtesy, etc.) and Walgreens service traits (e.g., offering help proactively, identifying needs, servicing until satisfied, etc.). Develops strong relationships with most valuable customers. For a full list of responsibilities and qualifications or to apply, please visit

 $\underline{https://nlx.jobsyn.org/f98f5ec49beb41d38a8e3eb086912b42161}.$ 

OSOS 4/23/18

#### **Speech Therapist (Yates County)**

Provides physician ordered speech/language therapy services, which include assessment, planning, developing and implementing an individualized patient therapy plan. Coordinates speech/language therapy with the interdisciplinary team care plan. For a full list of responsibilities and requirements and to apply, visit:

 https://my.jobs/6ee4721427cf4ab1a6057088aece26a5161
 OSOS 4/30/18

#### Prevention Youth Counselor (Penn Yan, NY)

POSITION DESCRIPTION (General): The Prevention Youth Counselor will be held primarily responsible for the delivery of school-based and community education and counseling services in an individual or small or large group format, consistent with the program goals of the prevention program and standards of the Council and the NYS OASAS Prevention Guidelines; and for the planning, monitoring, case review, reporting, record documentation, and program and staff development functions in relation to Prevention Youth Services within the respective counties. POSITION QUALIFICATIONS: Minimum Education: Bachelor's Degree in counseling, psychology, social work, education, or Associates Degree in related field with a CASAC or CPP. Experience: Two years' previous experience in either alcohol/chemical dependency treatment or prevention counseling services with youth desirable. Clinical supervision experience and experience with records helpful. Professional Licensure/Certification: C.P.P. a plus. Other: Training in formal and informal prevention counseling theory and methodology, instructional methodology, technical knowledge of drugs and dependency, knowledge of human growth and development, adolescent psychology, ability to effectively communicate in oral and written form, knowledge of community resources, creativity, initiative, flexibility in style. Knowledge of federal laws of confidentiality. Ability to supervise; knowledge of crisis intervention. Ability to pass all NYS Justice Center background checks.

https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&vjk=0cee2c8a3f68e872

Indeed.com 4/30/18

#### Assistant Personal Care Aide (Penn Yan, NY)

Assistant Personal Care Aide wanted part time days, nights, and weekends for local Adult Care Home. Duties include
assisting residents with personal cares, meal service, and laundry. This position is very active and requires standing, walking,
bending, kneeling, and stooping the entire shift. Background check, personal references required. To apply, contact the
employer by mail, by fax, or by email: Deena Conley, 411 Clinton Street, Penn Yan, NY 14527: Fax: (315) 531-9088. Email:
ccmanor@rochester.twcbc.com.

#### **Experienced Personal Care Aide (Penn Yan, NY)**

Experienced Personal Care Aide wanted for local Adult Care Home. Must be willing to work all shifts and some weekends.
 Duties include personal cares, medication supervision, laundry, meal service; case management. This position is very active and requires standing, walking, bending, kneeling, and stooping the entire shift. Background check, personal references required. To apply, contact the employer by mail, by fax, or by email: Deena Conley, 411 Clinton Street, Penn Yan, NY 14527: Fax: (315) 531-9088. Email: ccmanor@rochester.twcbc.com.

#### **Multiple Positions- Pro Action of Steuben and Yates**

- Full Time Opportunities:
  - Accounting Specialist II
  - Employment Development Specialist
  - Early Childhood Education Teachers
  - •EHS Home Visitors- Corning
  - •Construction Laborer

#### Part Time Opportunities:

- •Floating Site Coordinator
- •Van Driver Senior Nutrition
- •Bus Driver Hornell

#### **Substitute Opportunities:**

- •Substitute Drivers Yates OFA Transportation
- •Substitute Van Drivers Senior Nutrition
- •Head Start Classroom Substitutes Wayland
- Head Start Classroom Substitutes Corning
- •Head Start Classroom Substitutes Addison
- •Head Start Classroom Substitutes Savona

For full descriptions and to apply for any of the positions listed above, please visit: <a href="http://proactioninc.org/job-opportunities/">http://proactioninc.org/job-opportunities/</a> Workforce Development 4/23/18

#### Finger Lakes Health- Multiple Positions (Penn Yan, NY)

- CNA LTC
- Certified Nurse Aide Training Program
- Cook II
- ED Crisis Evaluator
- EMT Basic- Cohocton
- Food Service- Nutritional Services Aide
- LPN Med Long Term Care- Bedside
- LPN Meds Acute- Bedside
- Nurse Manager- LTC
- Paramedic/ Critical Care EMT
- Radiology Tech II
- Registration Representative
- RN Bedside- Emergency Department
- RN Bedside- Unit II
- RN- Cardiac Rehab Nurse
- RN- Director Nursing- LTC
- Security Officer

For a more detailed description and to apply for any of the jobs listed above, please visit:

https://www.healthcaresource.com/fingerlakes/index.cfm?fuseaction=search.categoryList&template=dsp\_job\_categories.cfm

Workforce Development 4/30/18

#### Arc of Yates- Multiple Positions (Penn Yan, NY)

- Substitute Residential Direct Support Professional
- Residential Direct Support Professional
- Group Teacher- Keuka Lake School/Daycare
- Registered Nurse- Clinical Operations
- Substitute Classroom and Daycare Aide
- AR- Staff Accountant
- Classroom/Daycare Aide
- Direct Support Professional- Direct Care

For more details and to apply for any of the jobs listed above, please visit: <a href="http://www.arcofyates.org/Work-With-Us">http://www.arcofyates.org/Work-With-Us</a>

Workforce Development 4/30/18

#### Residential Assistant Manager (Penn Yan, NY)

Provides assistance and support to the Residential Manager in maintaining the general operations of the assigned Catholic Charities Community Services residential setting. In the absence of the Residential manager, provides for the supervision, assistance and instruction of all staff and individuals. For a full list of qualifications and duties and to apply, please visit <a href="https://www.cccsrochester.org/join-our-team/employment-opportunities/9-developmental-disabilities-services/181-res-asst-mgr-py">https://www.cccsrochester.org/join-our-team/employment-opportunities/9-developmental-disabilities-services/181-res-asst-mgr-py</a>
 Workforce Development 4/9/18

#### Direct Support Professional (Penn Yan, NY)

Catholic Charities Community Services is hiring Direct Support Professionals. The Direct Support Professional will provide support and instruction in activities necessary to promote and maintain independence and self- determination for individuals with intellectual/developmental disabilities receiving services living in a Catholic Charities Community Services residential setting. Qualifications: High school diploma or equivalent, one-year practical experience working with individuals with developmental disabilities preferred. Please apply at <a href="https://www.cccsrochester.org/join-our-team/employment-opportunities/9-developmental-disabilities-services/3-dd-dsp-res-py-lyons-sdd12-13">https://www.cccsrochester.org/join-our-team/employment-opportunities/9-developmental-disabilities-services/3-dd-dsp-res-py-lyons-sdd12-13</a>

## **HOSPITALITY/RESTAURANT**

#### Restaurant Summer Help (Dundee, NY)

• All positions available, Showboat Motel and Restaurant. Call 607-243-7434.

Dundee Observer 4/25/18

#### Kitchen Staff/Bartenders (Watkins Glen, NY)

Perfect job for the summer season. Need kitchen staff/bartenders. Oar House Waterfront Pub, Watkins Glen. 941-812-3395.

#### Kitchen and Bar Help (Wayne, NY)

Part-time kitchen and bar help wanted. Must be 18 years old, some experience preferred. Contact Arrowhead Creek Golf
Course at 607-292-3370.
 Dundee Observer 4/11/18

#### Bartenders/Line Cooks/Servers (Geneva, NY)

• The Cobblestone Restaurant is expanding and now has immediate openings for FT and PT positions for bartenders, line cooks and servers for day and evening shifts, weekends a must. Some experience required.

Craigslist post ID: 6574821406 4/30/18

#### **Short Order Cook/Food Prep (Dundee, NY)**

• Cooking experience REQUIRED. Grill, cook, and fry foods such as crab cakes, grilled veggies, chili and soups. Complete orders, placing food on plates and serving customers at tables or counters. Perform simple food preparation tasks such as making sandwiches, carving meats, and making salads. Plan work on orders so that items served together are finished at the same time. Take orders from customers and cook foods requiring short preparation times, according to customer requirements. Accept payments, and make change or write charge slips as necessary. Clean food preparation equipment,

work areas, and counters or tables. Order supplies and stock them on shelves. Work includes walking, standing for up to 4 hours without a break, repetitive grasping, repetitive hand and arm movements, occasional heavy lifting, bending, and reaching, along with continuous interaction with customers and co-workers in a fast-paced environment.

Craigslist post ID: 6569145036 4/23/18

#### Servers (Hammondsport, NY)

• We are looking for a competent Restaurant Server to take orders and deliver them to our guests maintaining and enhancing the quality of our customer service. You will work in close collaboration with colleagues and follow established health and safety standards. The goal is to accelerate our business development by providing customers with a memorable experience. Responsibilities: Prepare restaurant tables with special attention to sanitation and order, attend to customers upon entrance, present restaurant menus and help customers select food/beverages, take/serve orders and answer questions or make recommendations for other products, collaborate with other restaurant servers and kitchen/bar staff, deal with complaints or problems with a positive attitude, issue bills and accept payment, promote dedication from customers. Requirements: Proven restaurant serving or waitering experience, customer-oriented approach and patience, problem solving and decision-making skills, hands on experience in cashier duties, excellent people skills, responsible and trustworthy, attention to cleanliness and safety, high school diploma; food safety training will be considered a plus.

Craigslist post ID: 6566730217 4/20/18

#### **Head Bartender (Hammondsport, NY)**

• The Head Bartender oversees all bar operations as well as the bartenders to ensure that they provide good service to customers. Other responsibilities include maintaining an exceptional standard of professionalism, conduct and service in the bar, managing the budget and generating revenue to achieve profitability. Head bartenders are creative and experts with a variety of alcohols and cocktails and have an extensive knowledge of wines and specialty liquors. ROLES AND RESPONSIBILITIES: Administer purchasing and receiving procedures, analyze alcoholic beverage business, analyze service quality and customer satisfaction, conduct staff performance assessment, contribute to innovation process within own scope of work in the business unit, identify and establish internal and external stakeholder relationships, implement loss/risk prevention, lead team to implement change, manage and implement business continuity plans, manage compliance with food and beverage hygiene policies and procedures, manage cost and quality controls, manage crisis situations, manage customer service, manage food and beverage operations, manage site/outlet and equipment maintenance, manage training, prepare and serve cocktails and mocktails, prepare molecular mixology beverages, understand and analyze spirits, understand and master cocktail components.

Craigslist post ID: 6566723476 4/20/18

#### Sous Chef (Hammondsport, NY)

• We are looking to add a driven and creative sous chef to our kitchen staff. In this role, you will work directly under our executive chef and will have a large amount of responsibility in our kitchen, including managing all other kitchen staff and ensuring all prepared food meets quality standards. Sous Chef Duties and Responsibilities: Manage kitchen staff, including providing necessary direction and training, assist with the preparation and design of food and drink menus, make sure that all plates that leave the kitchen meet taste and design standards, ensure that the kitchen operates efficiently, effectively, and professionally, in accordance with our high quality standards, schedule employees to ensure that the kitchen is adequately staffed at all necessary times, take control to quickly resolve any issues or problems that arise in the kitchen, maintain kitchen inventory and order supplies, confirm compliance with all sanitation and health and safety standards, fill in for the executive chef when necessary. Sous Chef Requirements and Qualifications: Knowledge of food preparation and existing health and safety standards, ability to effectively manage, direct, and lead a large team, strong communication abilities, with employees, vendors, and customers, problem solving capabilities and willingness to thrive in a fast-paced and sometimes high-pressure environment, collaborative attitude with an emphasis on excellent customer service, time management strengths with the ability to multi-task, minimum of high school diploma. Candidates with culinary degrees will be given preference.

#### Line Cooks (Hammondsport, NY)

• We are looking for an experienced and hardworking line cook to join our company. Our line cook will be responsible for preparing and cooking appetizers, entrees, and desserts; ensuring the ingredients are fresh, that the work area is clean, and that the necessary equipment is readily available. You will need to be detail-oriented, and able to thrive in the fast-paced environment of our kitchen. Line Cook Duties and Responsibilities: Cooking the food as ordered, developing new recipes, seasoning food, boiling water for rice, pasta, and other foods, cutting or peeling fruits, vegetables, and meats, baking desserts or breads as needed, making sure food on the menu is available, making special dishes for customers with food allergies. Line Cook Requirements and Qualifications: Excelling in a variety of cooking styles, and techniques, knowledge of safety rules and regulations, experience as a line cook, culinary education.
Craigslist post ID: 6566706427 4/20/18

#### Pantry Cooks and Line Cooks (Geneva, NY)

Belhurst Castle, a premier and famous destination in the Finger Lakes is looking to hire full time or part time Pantry Cooks, Line Cooks for Edgar's Steakhouse and Line Cooks for Stonecutters Tavern, Belhurst Castle's two restaurants. Belhurst is offering competitive pay, training and advancement. Experience is preferred, but we will train the right candidates. Flexibility is required when it comes to working weekend shifts and holidays. Join our friendly and supportive work environment! Candidates will work as part of a team of talented and hardworking individuals! Become part of our family and see why so many of our associates have made Belhurst Castle their career. Contact us today - we can't wait to hear from you!

#### Restaurant Servers (Geneva, NY)

- Belhurst Castle, a premier and famous destination in the Finger Lakes is accepting applications for part-time Restaurant Servers for Edgar's Steakhouse, one of Belhurst's two restaurants. Interested individuals must be willing to work weekday and weekend shifts and be flexible. We're looking for someone who can deliver excellent customer service while presenting our menu and specials to customers. The Restaurant Server will be responsible for taking food and drink orders from customers, and then delivering those orders to the proper people in the kitchen or the bar. If you have a dedication to providing excellent service to customers, we want to hear from you! Responsibilities include but are not limited to:
  - Take customers' food and drink orders
  - Ensure that all orders are accurate and brought to each table in a timely manner
  - Suggest appetizers, meals and drink specials to customers based on the menu and special features
  - Work closely with restaurant management to immediately address all customer concerns and create a pleasant dining experience
  - Assist with setting tables and rearranging tables to accommodate larger parties

    Join our friendly and supportive work environment! Servers at Belhurst Castle can do very well earning \$20 or more per hour with tips. Become part of our family and see why so many of our associates have made Belhurst Castle their career.

    Contact us today we can't wait to hear from you!

    Craigslist post ID: 6565791750 4/19/18

#### Snug Harbor- All Positions (Hammondsport, NY)

Snug Harbor on Keuka Lake is opening in May for the 2018 season, newly remodeled and under new management! We are hiring for ALL positions, full and part time. We are looking for positive, reliable, honest, and hardworking people to join our team. Cooks, bartenders, and hosts should have at least 1-year experience. Servers with experience are preferred, although we will train the right candidate with no experience. Also hiring bussers and porters; no experience necessary. Please reply to this ad with your resume or a letter of interest.

#### Baker (Geneva, NY)

• Dunkin Donuts- Geneva, NY. Looking for a Part-Full Time Baker. Hours 3AM-11AM, Includes weekends. This is a fast-paced environment. Must be dependable, on time, fast paced worker. Open interviews on Tuesdays. Apply in person or online at careers.cafuamanagement.com (select NY, Geneva, 477 Hamilton St). May also email resume.

Craigslist post ID: 6554445598 4/7/18

#### Cooks/Kitchen Help (Hammondsport, NY)

We are seeking Cooks, and all kitchen help, to join our dedicated kitchen staff. You will assist in the preparation, cooking and presentation of meals in our professional kitchen. Responsibilities include: Preparing all served food, planning food production to coordinate with meal serving hours, memorizing and comprehending menu items, plate appearance and portions, following standard recipes and special diet orders, operating standard kitchen equipment safely and efficiently, adhering to all sanitation and food production codes, cleaning and maintaining kitchen equipment, utensils and appliances, knowledge of kitchen equipment and cooking techniques, strong attention to detail, ability to thrive in a fast-paced environment and ability to work well in teams a must!

#### Cook (Penn Yan, NY)

Skyline Trading Post is still looking for a cook to join our team! Flexible schedule! Our kitchen is open from 6am to 9pm so
we have lots of shifts available. Some restaurant experience preferred but not required. Stop by and fill out an application!
3103 Skyline Drive.

Craigslist post ID: 6552773260 4/5/18

#### Housekeeper (Penn Yan, NY)

- The Penn Yan Manor Nursing Home has an opening for a Part Time Evening Shift (11:30AM-8:00PM) Housekeeper:
  - •Applicants must be reliable, a team player and preferably have housekeeping or healthcare experience.
  - •Must be able to work every other weekend and occasionally work more hours as needed.

- Applicant must be able to successfully pass a New York State Department of Health Criminal History Background Check.
- •We offer Competitive Benefits such as: Paid Vacation & Personal Time, Shift Differential Pay, Paid Holidays, Employer Matching 401K, Life Insurance, Dental Insurance & Health Insurance. EOE.
- •Please respond to this ad with your resume or you can pick up an application in our business office, or print from our website: <a href="https://www.pennyanmanor.com">www.pennyanmanor.com</a> Indeed 4/9/18

#### Part Time Assistant Cook (Penn Yan, NY)

Part time Assistant Cook, 4:30-8:30 shift wanted for local Adult Care Home. Duties include serving meals and snacks, dishwashing, kitchen and dining room clean up. This position is very active and requires standing, walking, bending, kneeling, and stooping the entire shift. Background check and personal references required. To apply, contact the employer by mail, by fax, or by email: Deena Conley, 411 Clinton Street, Penn Yan, NY 14527: Fax: (315) 531-9088. Email: <a href="mailto:ccmanor@rochester.twcbc.com">ccmanor@rochester.twcbc.com</a>.

#### Cooks (Penn Yan, NY)

Full Time and Part Time Shifts Available. Salary: \$11.00 - \$13.00. Some experience preferred but not required. Duties:
 Cooks, depending on experience and skill level. Includes preparation of food, line cooking, cleaning. Top of the Lake
 Restaurant. Apply: <a href="mailto:carolyn.collier@labor.ny.gov">carolyn.collier@labor.ny.gov</a>.

#### Chef/Sous Chef (Penn Yan, NY)

• Full Time and Part Time Shifts Available Salary (\$30,000 to \$50,000 yearly, depending on experience and skill level) or hourly. Duties: Minimum 5 years' experience, food preparation, cooking at all stations, directing other workers, able to do inventory and ordering. Top of the Lake Restaurant. Apply: <a href="mailto:carolyn.collier@labor.ny.gov">carolyn.collier@labor.ny.gov</a>
OSOS 4/16/18

#### Servers (Penn Yan, NY)

\$8.20/hour plus tips (minimum \$10.40/hour). Must be 21 years old, some experience preferred Includes serving food and beverages. Able to use POS system and/or cash register. Able to do simple math. Fast paced. Top of the Lake Restaurant.
 Apply: <a href="mailto:carolyn.collier@labor.ny.gov">carolyn.collier@labor.ny.gov</a>

OSOS 4/16/18

#### Housekeeping/Cleaning/Janitorial (Keuka Park, NY)

Kelly Services has a FIRST SHIFT opening for a hard-working housekeeper/cleaner/janitor with one of our leading educational establishments in Penn Yan. \$10.40 per hour/Temp-To-Hire for the right candidate. FIRST SHIFT 6:00 AM-2:30 PM, Monday-Friday. Duties include cleaning common areas in the college such as: living rooms, lounges, hallways, stairwells, kitchens, uninhabited rooms (will not be occupied). IMMEDIATE PLACEMENT- HURRY IF INTERESTED.
 Requirements: cleaning experience is helpful, but not necessary. Background screening required before start. High School Diploma/GED. Must be physically able to stand on feet for entirety of working hours. Highlights: as a Kelly employee you will also receive great benefits, including: weekly pay with direct deposit or payroll card, excellent potential for long term growth with a company who is an advocate of promoting from within, optional medical and dental coverage, holiday pay and year-end service bonus. Apply at: <a href="https://my.jobs/c1a860e91e634f8aa012756c83278797161">https://my.jobs/c1a860e91e634f8aa012756c83278797161</a>

#### Dining Supervisor (Keuka Park, NY)

Dining Supervisor in Keuka Park, NY at AVI FOODSYSTEMS, INC. Job Description: Oversee front end production, follow opening procedures, including opening and handling cash drawers, comply with all policies and procedures, including but not limited to food and physical safety programs, communicate any issues of concern to management, follow all safety requirements at accounts, adhere to grooming and appearance standards, perform any other duties as specified by management. Job Requirements: Previous culinary/foodservice experience required, excellent customer service and communication skills, successful team leadership experience, moving, bending, stooping, lifting and standing on a frequent basis, ability to lift up to 15 pounds frequently; lift up to 30 pounds occasionally, experience with Microsoft Office Suite is necessary. Benefits: AVI offers a family culture and atmosphere, competitive compensation, health, dental, vision, and life insurance for full-time team members, 401(k) with generous company match, paid vacations and holidays, immense training and growth opportunities, discount program. We conduct pre-employment drug testing. Apply at: https://my.jobs/7fb6947002d64a9283f8bdab69d7fe8d161

#### Kitchen Staff (Hammondsport, NY)

• The Waterfront Restaurant is now hiring kitchen staff for this upcoming season! No experience necessary. Our Chef and dedicated kitchen crew will train! Competitive wages. Come join our team and be a part of our Waterfront family! Please apply in person or call for an interview. 607-868-3455.

Workforce Development 4/30/18

#### Housekeeping/Front Desk (Penn Yan, NY)

• Keuka Lakeside Inn, located on the water in Hammondsport, is a highly desired destination for many visitors to our area who return year after year. We offer comfortable and pristine accommodations for our guests and unmatched customer service. We are looking for the right individual who is not only trust worthy and pays attention to detail in a general housekeeping role, but can also support the front desk with guest check-in, reservations and response to general guest needs. Housekeeping will consist of general room cleaning between guests to include making beds, dusting and cleaning of bathrooms. Front desk support will process guests at check-in, provide them with information on local restaurants and attractions, answer the phone, take reservations and respond to guests needs that may come up. This is a part-time, seasonal position to start in May until the end of October. Schedule varies week to week depending on reservations and typically includes weekends. Starting wage is expected to be approximately \$11.00/hr. Questions and applications can be e-mailed to contact@keukalakesideinn.com.

Workforce Development 4/23/18

#### Fox Run Vineyards- Multiple Positions (Geneva, NY)

• We are looking for enthusiastic people to join our Tasting Room, Café, and Special Events Team! Make money, expand your knowledge, and be a part of the growing Finger Lakes wine industry! Email <a href="mailto:tastingroom@foxrunvineyards.com">tastingroom@foxrunvineyards.com</a>

Workforce Development 4/16/18

#### Servers/Bartenders/Runners (Penn Yan, NY)

Are you looking for a fun and upbeat work environment in a tight-knit family restaurant with great food and drinks? If so, then you're in luck! La Cocina is now accepting applications for part time servers, bartenders, and runner/bussers. We have days, evenings, and weekends available. Experience is preferred for serving/bartending positions but not required for food running and bussing. If you're interested, please stop by and pick up an application from us! We'd love to hear from you! 16 Maiden Lane, Penn Yan.

#### Hampton Inn- Multiple Positions (Penn Yan, NY)

- **Guest Service Agent-** The Guest Service Agent ensures a positive, lasting impression through attending to guests' needs, including, but not limited to, registration, checkout and cashiering.
- **Night Auditor-** The Night Auditor balances all hotel and banquet transactions daily and assists guests efficiently, courteously and professionally in all Front Desk related functions providing excellent guest service.
- House Attendant- As the House Attendant, you will be responsible for cleaning and maintaining all corridors, vending areas, elevators and landings and service areas on guest floors, ensuring that hotel cleanliness standards are met. In addition, you will assist Room Attendants by making sure that they have the linen and other supplies that they need.
- **Room Attendant-** Thoroughly clean, sanitize and maintain guest rooms and other assigned areas in a timely and organized manner to ensure guest satisfaction and rooms meet or exceed established standards.
- Assistant Maintenance Technician- Under the direction of the General Manager, the maintenance technician is responsible
  for maintaining all equipment, system and building components, including, but not limited to, mechanical and electrical
  systems, pumps, HVAC, refrigeration, plumbing, locks, furniture, paint, wall coverings, time and other work normally
  performed.
- Overnight Security- The Security Guard is responsible for the safety and security of the guest and employees, their property, and the property of the Hampton Inn Penn Yan.
   Apply in person at 110 Mace Street, Penn Yan, NY.
   Workforce Development 4/16/18

#### Banquet Set Up & Breakdown- Food Runner Position/General Laborer (Penn Yan, NY)

• Seasonal Position from mid-April to beginning of November. Position requires person to be able to lift 50 pounds. General set up of tables, chairs per event. Cleaning event space. Cleaning other property projects as needed. Restock of bar, flatware, glassware. Dishwashing. Venue is Indoor- Outdoor Space. Day of Event position requires restocking, dishwashing, food running and bussing tables- while looking presentable at all times. This is a fast-paced position. Rate of Pay: Starting at \$14.00 per hour- Part time- Days working are every Thursday, Friday & Saturday (occasional Sunday) Must have reliable transportation, look presentable at all times and be a team player. Email resume to <a href="mailto:opusfingerlakes@gmail.com">opusfingerlakes@gmail.com</a>.

Workforce Development 4/16/18

#### Banquet Server (Penn Yan, NY)

• Indoor-Outdoor venue. Wedding Season Begins May 4th-November 3<sup>rd</sup>. Must be able to work every Saturday and occasional Friday & Sunday. Shift is 2-11pm. Must have server experience, transportation and look presentable at all times. Starts at \$16.00 per hour. Email resume to <a href="mailto:opusfingerlakes@gmail.com">opusfingerlakes@gmail.com</a>. Workforce Development 4/16/18

#### Kitchen Help (Penn Yan, NY)

Assist in plating appetizers, salads, and dinner entrees, dishwashing, general set up and cleaning. 1 day a week with more hours available as needed (Saturday is day of service). Rate of pay: starting at \$16.00 per hour. Email resume to <a href="mailto:opusfingerlakes@gmail.com">opusfingerlakes@gmail.com</a>.
 Workforce Development 4/16/18

#### Finger Lakes Premier Properties- Multiple Positions (Penn Yan, NY)

- Maintenance Technician
- Residential Property Coordinator (Seasonal)
- Housekeeper (Best Western Hotel)
- Front Desk Attendant
- Part Time Summer Help
- Breakfast Attendant
- Human Resources Intern

To apply for any of the positions above, please visit <a href="http://flpplake.hrmdirect.com/employment/job-openings.php?search=true&dept=-1&city=-1&state=-1&cust\_sort1=-1">http://flpplake.hrmdirect.com/employment/job-openings.php?search=true&dept=-1&city=-1&state=-1&cust\_sort1=-1</a>

Workforce Development 4/23/18

## LABOR/AGRICULTURAL

#### **Gardener for Winery (Burdett, NY)**

Atwater Estates Vineyards & Winery seeks a part-time seasonal gardener. Knowledge of perennials, annuals, and shrubs
desires. Large cut flower gardens, perimeter pathways and numerous planted barrels requiring watering. No lawn mowing.
Flex hours, start immediately. Call or stop by. (607)546-8463.

Dundee Observer 4/18/18

#### General Contractor (Penn Yan, NY)

Keuka Housing Council, Inc. is seeking general construction contractors for a variety of home improvement projects.
 Minority and women owned contractors are urged to participate. Must be EPA certified, carry liability and workers comp insurance. Call Shawn Blauvelt at 315-536-8707 Ext 5 for more information.

Dundee Observer 4/4/18

#### Contractor Help (Penn Yan, NY)

Penn Yan contractor looking for help. Tool pouch and NYS driver's license needed. Transportation and tools supplied.
 Immediate position open. 315-246-2307.
 Chronicle Express 4/25/18

#### Horse Chores (Penn Yan, NY)

• Torrey Ridge Farm is looking for an experienced person to assist with young horses and foals, perform daily chores. Part time Monday-Friday mornings. Call Alison 315-759-1370. Chronicle Express 4/18/18

#### Maintenance Worker (Penn Yan, NY)

Maintenance worker for 13 apartments and 1 occupied commercial space. Must have basic maintenance skills. 24-7 on call.
 Call 585-526-6331 x7112 for details.

Chronicle Express 4/18/18

#### **General Warehouse Worker (Penn Yan, NY)**

• This is a perfect position for anyone with some farming background! Apply today! Assist with daily feed grinding, measuring and grinding of grain, bagging feed and seed. Assist with moving commodities and assisting with inventory management. Sanitation, cleaning, quality control and maintenance of mill equipment and facility. Customer service, loading bagged feed into customer's vehicles. Cooperatively working with other employees to ensure completion of the necessary work in a safe and timely manner. Expected working hours 7am-4pm unless certain jobs need to be done to meet a schedule, then employee may be expected to work as late as 5:30pm. Required skills: Ability to lift 50 and 80 lb bags and stack bags on pallets, safe fork lift, pallet jack, feeding cart and hand truck operation, HSD or GED, one year of fork lift, pay rate \$13-\$14/hr.
Chronicle Express 4/11/18

#### Crop Farm Help (Geneva, NY)

Crop farm help needed. Person with experience with large equipment on grain farm, also ability to do repairs. CDL-A truck license helpful, but will train if not. Geneva area. 585-233-0488.

#### Lawn-Mowing and Weed-Eating (Naples, NY)

Lawn mowing and weed eating needed for Italy Town Hall. Historic building, two small cemetaries.
 Email:Italytownclerk@gmail.com or mail letter of interest to 6060 Italy Valley Road, Naples, NY 14512 by April 10. Seasonal position paid annually.

Chronicle Express 4/4/18

#### Horse Farm Help (Penn Yan, NY)

Part-time, 8am-noon. Horse farm. Stall cleaning, feeding, turnouts. Looking for an ambitious worker with reliable transportation and some horse/large animal experience. Respond to this ad with your contact information and a brief description of experience. We are looking to hire immediately.
 Craigslist post ID: 6558962369 4/12/18

#### Maintenance Technician (Penn Yan, NY)

• MAINTENANCE TECHNICIAN - IMMEDIATE OPENING. Conifer has an immediate need for a Part-time Maintenance Technician at our apartment communities, Meadowside Apartments in Penn Yan, NY. Successful candidates will be responsible for the neat presentation, cleanliness and maintenance of the buildings including grounds and fixtures. Ability to multi-task with good communication skills to interact with residents, vendors and contractors important. Minimum of 1+ year prior maintenance experience in routine painting, plumbing, minor electrical wiring, carpentry, cleaning and other related maintenance activities using both hand and power tools desired. Must be available for on-call hours when assigned and snow removal is mandatory. Some overtime may be required. Ability to function both inside and outside in all types of weather is critical; must be able to lift to a maximum of 100 lbs. on occasion with frequent lifting and carrying up to 50 lbs. For more information and to apply: <a href="https://www.infinityhr.com/extranet/recruiting.aspx?id=0EB4AA97-B72F-4D18-AB99-AA9DF9E78778&src=Craigslist&rqid=04611B52-C8E2-407A-B058-52A9E46A4F50">https://www.infinityhr.com/extranet/recruiting.aspx?id=0EB4AA97-B72F-4D18-AB99-AA9DF9E78778&src=Craigslist&rqid=04611B52-C8E2-407A-B058-52A9E46A4F50</a>
Craigslist post ID: 6554443949 4/7/18

#### Animal Care (Penn Yan, NY)

Must love dogs! 10+ hrs. wk.; flexible hours; cleaning, feeding, playing with dogs; customer service. \$14/hour.

Craigslist post ID: 6553296158 4/6/18

#### Maintenance Worker (Dundee, NY)

The maintenance department at Glenora Wine Cellars is looking to hire a part time maintenance worker to set up and tear
down after weddings and functions. The individual will also be responsible for maintaining trees, shrubs, plants, planters
and flower beds. The individual will be required to work Saturdays and Sundays and must be willing and capable of physical
labor in all outdoor weather conditions.
 Craigslist post ID: 6551819606 4/4/18

#### Warehouse Worker (Penn Yan, NY)

- FEED MILL GENERAL WAREHOUSE WORKER
  - Assist with daily feed grinding, measuring and grinding of grain, bagging feed and seed.
  - Assist with moving commodities and assisting with inventory management
  - Sanitation, cleaning, quality control and maintenance of mill equipment and facility
  - Customer service, loading bagged feed into customers' vehicles
  - Cooperatively working with other employees to ensure completion of the necessary work in a safe and timely manner
  - Expected working hours 7AM 4PM unless certain jobs need to be done to meet a schedule, then employee may be expected to work as late as 5:30 PM
  - Overtime will be paid on hours exceeding 40 hours/week REOUIRED SKILLS
  - ability to lift 50 and 80 lb bags and stack bags on pallets
  - safe fork lift, pallet jack, feed cart and hand truck operation

#### **Boat Detailer (Hammondsport, NY)**

• Compound, Buff, Wax, Gelcoat. Part Time or Full Time Seasonal. Experience Required. Salary: \$11 - \$15/hour

Craigslist post ID: 6550840840 4/3/18

Craigslist post ID: 6551467980 4/4/18

#### **Boat Upholstery (Hammondsport, NY)**

Repairs, Seats, Covers, Snaps, Seams. Part Time or Full Time. Experience Required. Salary: \$15 - \$25/hour

Craigslist post ID: 6550836568 4/3/18

#### Marine Service Technician (Hammondsport, NY)

Keuka Watersports Inc. Diagnose and repair Yamaha Outboard and Volvo Stern Drive engines, and jet skis. Diagnose and
repair rental boats. Dealer prep new boats sold. Winterizing, shrink wrap storage, indoor storage. Hauling boats. How many
years of marine repair experience do you have? Have you completed the following level of education: High school or

equivalent? Do you have the following license or certification: Yamaha & Volvo Certification? Are you willing to undergo a background check, in accordance with local law/regulations? Job Type: Full-time. Salary: \$18.00 to \$30.00/hour.

Craigslist post ID: 6550795264 4/3/18

#### Dock Hand/Boat Cleaner (Penn Yan, NY)

Spend your summer at the lake. Duties will include cleaning boats, pumping gas, assisting with rental boats, grounds maintenance. Apply at <a href="https://www.facebook.com/pg/MorganMarineNY/jobs/873458009525598/?source=attached\_post\_homepage\_stream">https://www.facebook.com/pg/MorganMarineNY/jobs/873458009525598/?source=attached\_post\_homepage\_stream</a>
 Workforce Development 4/23/18

#### Cleaner (Dundee, NY)

DISTINGUISHING FEATURES OF THE CLASS: This is routine work requiring efficient performance of simple cleaning tasks under general supervision. The work of employees in this class involves only the thorough execution of tasks which follow a well-established routine. TYPICAL WORK ACTIVITIES: (Illustrative only) Dusts chairs, tables, desks and other furniture; Washes windows, walls, woodwork, water closets, tubs and bowls; Sweeps, mops, and washes floors; Gathers and disposes of refuse; Cleans and polishes furniture and brass. May act as crossing guard to assist elementary age children crossing school streets. FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACERISTICS: Some knowledge of cleaning methods, materials and equipment; ability to understand and follow simple oral and written directions; ability to get along well with others; ability to read and write; thoroughness; cleanliness; good physical condition. MINIMUM QUALIFICATIONS: None is required but some experience in building cleaning work is desirable. Please fill out an application and return to Yates County Civil Service, 417 Liberty St, Penn Yan, NY.

#### Meat Packer (Stanley, NY)

• We are looking to hire a new full time team member at Bostrom Farms for a meat packer position. Monday thru Friday no experience necessary. We are willing to train the right person. Must be able to lift 60lbs, be organized, and have attention to detail. Someone long term that wants to grow with us. Call us @ 585-526-2035 or better yet stop in and fill out an application!

Workforce Development 4/16/18

#### Appliance Service Technician (Penn Yan, NY)

• Pinckney Hardware is seeking applications for the position of applicant Service Technician trainee. The successful candidate will have a mechanical/repair background (technology education, BOCES training, trade school or previous work experience). Previous experience in plumbing or electrical work is helpful but not required. This position requires reading and understanding technical publications, service manuals, and electrical testing equipment. Basic skills are a must with additional training provided. Candidates with no appliance repair experience will be considered. Following training candidates must be self-motivated and able to work independently with minimal direct supervision. Also, a paid three week training program for appliance repair may be required at no cost to the candidate. A valid, clean driver's license is required and the successful candidate must be able to pass a background check and drug test. Apply in person at Pinckney Hardware, 24 Main Street, Penn Yan, NY.

Workforce Development 4/16/18

#### Connect-A-Service- Multiple Positions (Penn Yan, NY)

- Come join the Connect-A-Service, Inc. team. We are a longstanding Finger Lakes company, where customers since 1988 have enjoyed one stop shopping for so many of their needs! We are now seeking honest & reliable individuals for a variety of positions.
  - o **HANDYMAN** Assistant to foreman and able to carry out variety of jobs independently and as part of crew; knowledge of carpentry and plumbing helpful. Must have tools, clean driver's license, reliable vehicle.
  - HOUSEKEEPERS- Able to work independently & with others cleaning homes & cottages. Experience helpful but
    willing to train. Driver's license and reliable vehicle required. Flexible hours. Must be available weekends. Supplies
    and equipment provided.
  - o **LABORERS** Assist with yardwork, cleaning, cleanouts & debris removal, repairs, docks. Must be willing to learn. It would be helpful to have a clean driver's license, reliable vehicle and small tools.

Contact CONNECT-A-SERVICE, INC: 315-536-4733. 2772 Route 54A – Suite A, Penn Yan NY 14527.

Workforce Development 4/30/18

#### Laborer (Penn Yan, NY)

• DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the performance of routine manual work requiring physical endurance and a willingness to perform arduous tasks. Laborers usually work under continuing supervision, or their activities are subject to frequent inspection. Once a Laborer acquires a certain level of proficiency in ordinary laboring work an incumbent will undertake tasks somewhat more complex than an entry-level Laborer. Does related work as required. TYPICAL WORK ACTIVITIES: (Illustrative Only) Assists in the maintenance or construction of

streets, drainage and sewage systems by digging and backfilling trenches, and spreading asphalt, sand and gravel; Cleans streets of leaves and refuse, and participates in snow and ice removal and control; Uses hand tools such as shovels, scythes, forks and rakes in grounds maintenance and beautification work; Performs general clean-up work such as removing debris, raking leaves, cutting grass and weeds, shoveling snow, and assisting in collection of rubbish and litter from public lands and facilities; Sweeps and mops floors, stairs and halls, washes windows, sinks and performs related cleaning duties; Assists skilled workers in a variety of maintenance and repair tasks; May operate power driven tools and equipment such as saws, compressors, drills, mixers, pumps and mowers; May help to build and repair curbs, sidewalks, culverts and retaining walls; Performs other duties as assigned. FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Ability to lift heavy weights; Ability to follow oral and written instructions; Willingness to perform routine manual tasks; Willingness to work under all weather conditions; Physical endurance; Physical condition commensurate with the demands of the position. MINIMUM QUALIFICATIONS: a) None are required. SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Possession of valid NYS driver's license at time of application, and such license must be maintained in good standing throughout the tenure of employment in the position. PRE-EMPLOYMENT REQUIREMENTS: All Yates County employees will be subjected to a background check, Workers Compensation medical physical, E-Verify Employment Verification, possible drug testing and depending on the position, fingerprinting. Apply at:

https://mycivilservice.yatescounty.org/jobopps by 6/30/18. Workforce Development 4/25/18

## **OFFICE WORK/MANAGEMENT**

#### Office Assistant (Watkins Glen, NY)

The Office Assistant is the front-line representative for the Chamber of Commerce's Headquarter Visitor Center at 214 N. Franklin Street in Watkins Glen. This position's primary function is to interact with the visitors and Chamber members in providing information and guidance to enhance the visitor's stay and to be an information resource to the Chamber membership. This position is also responsible for office organization, administrative support to the president and CEO, and training and scheduling volunteers. The perfect candidate will be friendly, customer-focused, detail-oriented, a good team player, organized, skilled in Microsoft office products, computer-savvy, and have extensive knowledge of Schuyler County and the surrounding area. To apply, submit your cover letter and resume to: President and CEO Rebekah Carroll. rebekah@watkinsglenchamber.com, 214 N. Franklin Street, Watkins Glen, NY 14891. No phone calls, please.

Dundee Observer 4/25/18

#### Membership Coordinator (Penn Yan, NY)

Job Description: Snap Fitness is seeking an energetic Membership Coordinator to join our team. The right candidate will have a passion for fitness; desire to motivate others, and a fun upbeat attitude. This is an incredible full-time position and an opportunity for you to join one of the fastest growing and most exciting fitness companies in the country! Responsibilities: Membership & Personal Training Sales - Responsible for achieving sales goals established by leadership team. Club Management - Lead by example and motivate team members to bring their best every day. Service Excellence -Provide members with the best equipment, guidance, and value-added services to help them achieve results. Member Engagement/Involvement - Communicate with members regularly to keep them informed and engaged. Marketing Outreach - Organize and conduct events to build community awareness and drive new memberships. Facility Excellence -Ensure that facility's equipment and cleanliness/tidiness consistently meet company standards. Requirements: Strong communication skills, ability to manage and motivate team members, ability to work with clients from all walks of life, desire for longevity, previous sales experience is a plus. Applicant must be a fun and personable team player with a great sense of humor! Must be very coachable. Must be able to instruct others on the Snap Fitness training techniques to help clients achieve their fitness goals. At Snap Fitness, we like to promote from within. If you are ready to launch a career with real growth potential, then we encourage you to apply for this position! Apply at: https://www.indeed.com/viewjob?jk=46c0b4ccae31855d&from=tp-serp&tk=1caldh1g20g3u41n Indeed.com 4/9/18

#### Staff Accountant (Penn Yan, NY)

There is an opportunity with a terrific company for a full-time Staff Accountant. You'll be interested in this position if strong compensation, excellent benefits, and career advancement are priorities for you. Are you an ambitious, detail-oriented Staff Accountant? You could join a thriving, fast-paced company that recognizes talent and effort, through Robert Half Finance. The Staff Accountant will review general ledger accounts and prepare/adjust journal entries, perform account analysis and reconciliation, including bank statements and inter-company general ledger accounts, maintain the general ledger chart of accounts, process payroll, assist with initial internal control evaluations, and post monthly, quarterly and

yearly accruals. General Staff Accountants must possess attention to detail and solid communication abilities. Candidates must have a bachelor's degree in accounting or finance coupled with one plus years of experience. Strong technology skills are critical, particularly experience with Microsoft Excel. For immediate consideration, please contact Dana Rodak at (585) 232-6055 or <a href="mailto:pana.Rodak@roberthalf.com">pana.Rodak@roberthalf.com</a>. OSOS 4/30/18

#### Store Manager (Penn Yan, NY)

This position is responsible for managing all operational and team member aspects of a specialty retail farm and ranch store. Primary duties include driving sales and profit, building the team, building customer loyalty, and leading execution of company standards. This position is also responsible for promoting a safe and productive work environment for all Team Members, customers, and vendors, as well as training Team Members on the appropriate application of policies and procedures. For a full list of responsibilities and qualifications or to apply, please visit
 <a href="https://nlx.jobsyn.org/c6f6e4f1cdf44da8bae08dd770f185eb161">https://nlx.jobsyn.org/c6f6e4f1cdf44da8bae08dd770f185eb161</a>.

#### Teller (Penn Yan, NY)

Education requirement - A high school diploma or equivalent with an emphasis in a business or accounting curriculum.
 Skill(s): Moderate reading, writing, and grammar skills; proficient analytical and mathematics skills; proficient communicative and interpersonal relations skills; proficient eye-hand coordination; ability to operate various office machines; basic PC and keyboarding skills; ability to lift approximately fifty (50) lbs. of coin; visual and auditory skills.
 Responsible for providing quality customer service while performing a variety of duties to support the paying and receiving function of the branch office; coordinating work within the department, as well as with other departments; reporting pertinent information to the immediate supervisor; responding to inquiries or requests for information and referring where appropriate. For a list of essential duties and requirements, please visit <a href="http://www.BankwithLNB.com">http://www.BankwithLNB.com</a>.

#### Program Manager (Penn Yan, NY)

• Job Summary: The FLEDC is seeking a proactive, detailed oriented professional to assist in managing our current loan and tax incentive programs including maintaining and reporting on all documentation needed to comply with Company and State requirements. Primary responsibilities include but not limited to: Collecting and analyzing required annual company reports including current employment information, maintaining and updating all necessary documentation to Agency websites and State databases. The individual must have exceptional organizational skills and a strong attention to detail. Proficiency is MS Office, especially excel, is a must. This is a part-time, 10 hour per week, position. Interested applicants should send resume to info@fingerlakesedc.com. Position will remain open until filled. Workforce Development 4/25/18

#### Director of Marketing (Penn Yan, NY)

Responsible for planning, development and implementation of all the Organization's marketing strategies, marketing
communications, and public relations activities, both external and internal. Oversees development and implementation of
support materials and services for chapters in marketing, communications and public relations. Directs the efforts of the
marketing, communications and public relations staff and coordinates at the strategic and tactical levels with the other
functions of the Organization. Send resume and cover letter to Jessica Bacher, <a href="mailto:jessica@yatesny.com">jessica@yatesny.com</a>.

Workforce Development 4/16/18

## **SKILLED/MANUFACTURING**

#### Production (Penn Yan, NY)

#### Electrician/Electrician Helper (Penn Yan, NY)

• Immediate job opening for electrician or electrician helper. Experience in residential, commercial and industrial wiring installations a plus. Full or Part-time. Please call (315) 536-2120 or e-mail resume. Craigslist post ID: 6571269573 4/25/18

#### Summer Intern- R&D Technician (Dresden, NY)

 Perform experiments according to prescribed instruction to support scientists and engineers in the development and scaleup of new products as well as raw materials qualification, production support and customer support related projects.
 Responsibilities Related to the Job: Perform experiments as directed by scientists and engineers to include synthesis of metal oxide particles, wet and dry milling of metal oxide particles, drying and blending of metal oxide particles and chemical additives, making slurry and powder formulations and performance testing of the metal oxide particles and formulated slurry and powder, assist scientists and engineers in scale-up of new processes from laboratory bench scale to pilot plant and production scales, record experimental results in laboratory notebooks with high degree of accuracy, organization and cleanliness. Compile experimental results in Excel files in computer and send the files to scientists and engineers for analysis, document equipment operation conditions and test methods in laboratory notebooks, participate in technical discussions with scientists and engineers, interact daily with the R& D team and frequently with the Operations team. Social Responsibilities: Maintain compliance with Ferro's Code of Business Conduct, policies and procedures, management systems, and all applicable Environmental, Health, Safety other regulations, act according to the Ferro's Values & Behaviors. Required Qualifications and Knowledge: Experience and skills in laboratories or production is a plus, ability to work independently within a team environment, ability to document work in Laboratory notebooks, and in computer files, ability to use Excel and MS Word to report test results, a quick learner and goal-getter, bachelor's degree in science or engineering discipline or associates degree in science and at least 2 years of experience working in industry or academic laboratory. To apply, contact the employer on-line: <a href="https://nlx.jobsyn.org/aae81b827d434db189ac3b20ec0f0d18161">https://nlx.jobsyn.org/aae81b827d434db189ac3b20ec0f0d18161</a>. OSOS 4/30/18

#### **Quality Control Technician (Dresden, NY)**

The primary purpose of this position is to perform testing in the Quality Control Laboratory that require high degrees of accuracy and skills. The equipment and procedures performed in this position are ICP, XRF, XRD, HPLC, Wet Chemistry and CMP analysis. Responsibilities Related to the Job: Performs job duties in compliance with Environmental, Health and Safety policies and practices, performs sample preparation or dilutions with high degree of accuracy, performs testing of raw materials, in-process or finished goods samples based on documented specifications in a manner that assures high quality results, performs equipment calibrations and preventative maintenance as required to assure instrumentation is in top working order, performs equipment repairs and troubleshooting on equipment within their area and serves as the sites expert for that instrument, develops test methods or regressions for new product analysis as needed, reports and statistically evaluates data as required by control plans, performs MSAs and GR& R as required to meet customer requirements, supports Engineering, AT and R& D with special requests for analysis as necessary. Social Responsibilities: Maintain compliance with Ferro's Code of Business Conduct, policies and procedures, management systems, and all applicable Environmental, Health, Safety other regulations, act according to the Ferro's Values & Behaviors. Required Qualifications and Knowledge: Bachelor's degree in Science, Chemistry or Biology, minimum of 3 years' experience in working in a chemical laboratory, demonstrated ability to perform chemical testing using similar or relative equipment, must have knowledge of chemicals, safe handling, MSDS, Hazard Communication, OSHA / EPA and DEC requirements as they pertain to the chemical laboratory. To apply, contact the employer on-line:

https://nlx.jobsyn.org/b3316b07c2b441aea6fbe901a2936ff6161

OSOS 4/30/18

#### Assembly Worker (Penn Yan, NY)

Express Employment Professionals is currently looking for full time entry-level manufacturing workers for a client in Penn Yan. Previous assembly, welding, fabrication or electrical experience preferred. Associate must have strong attention to detail and be willing to work in a team. This is a temp-to-permanent position with a starting pay of \$12 an hour. This is a Monday-Friday position 6am-2:30pm. Interested candidates should contact Express Employment Professionals at (607) 936-0770 or apply online at <a href="www.expresspros.com/CorningNY">www.expresspros.com/CorningNY</a>. Express Employment Professionals- 11849 E Corning Rd Suite 101, Corning, NY 14830.

#### Quality Lab Technician (Penn Yan, NY)

• Remedy Intelligent Staffing is currently recruiting for full-time, direct-hire Quality Control Technicians. This position will work overnights, from 12am-6am one day, and 6pm-6am three days per week. Our client company is an ISO-certified manufacturer in Penn Yan. The primary function of this position is to perform testing in the Quality Control Main and Polishing Labs on raw materials, in-process materials and finished product as required by ISO procedures. Additional responsibilities: Performs testing of raw materials in accordance with raw materials specifications, performs in-process and finished goods testing based on ISO9000 control plans, performs equipment calibrations and maintenance as required to assure instrumentation is in top working order, reports in-process test data into NWA Quality Analyst SPC software and monitors for zone rule violations, reports raw material and finished goods data on job tickets and monitors for specification compliance, samples incoming raw materials as required, assists in maintenance of raw material and finished product retains, supports special testing requests for Engineering, R&D and AT as requested, updates training as required to maintain proficiency in Main and Polishing Lab test methods. Job Requirements: Associates Degree in Science related field preferred, minimum of 1-3 years of experience in working in a chemical laboratory, demonstrated ability to perform chemical testing using similar or relative equipment, able to work 12-hour shifts with the majority of that time being spent

standing or walking. This position will pay \$40K+ depending on experience, with 4% annual bonus potential based on overall company performance. Company benefits include company-contributed medical, dental and vision; company-paid life insurance; paid time off; company-paid short-term and long-term disability; EAP, paid holidays, Employee Stock Purchase Plan, 401K with company match, Tuition Reimbursement and Zurich Travel Assist. To be considered for this position, please apply with your resume and the name of the position you're applying for.

https://www.remedystaffing.com/jobs/detail/283770?rx\_source=CareerArc

Workforce Development 4/30/18

#### KanPak- Multiple Positions (Penn Yan, NY)

- Packer Downline- F/T- 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> shift
- Quality Control Auditor- Line- Future Opportunities
- Warehouse- Forklift Operator- Future Openings
- Machine Operator- All Shifts- Future Opportunities
- Maintenance Technician- 3<sup>rd</sup> Shift
- Material Planner/Scheduler

To apply for any of the jobs listed above, please visit: http://www.hirebridge.com/v3/jobs/list.aspx?cid=7799

Workforce Development 4/30/18

#### **Job Leads for Surrounding Counties**

Yates County Job Leads: <a href="https://www.yatescounty.org/wfdjobs">www.yatescounty.org/wfdjobs</a>

Ontario County Job Leads: http://www.co.ontario.ny.us/93/Workforce-Development

Seneca County Job Leads: <a href="http://www.co.seneca.ny.us/departments/dhs-administration/workforce-department/job-leads/">http://www.co.seneca.ny.us/departments/dhs-administration/workforce-department/job-leads/</a>
<a href="http://www.co.seneca.ny.us/departments/dhs-administration/workforce-department/job-leads/">http://www.co.seneca.ny.us/departments/dhs-administration/workforce-department/job-leads/</a>
<a href="http://www.co.seneca.ny.us/departments/dhs-administration/workforce-department/job-leads/">http://www.co.seneca.ny.us/departments/dhs-administration/workforce-department/job-leads/</a>
<a href="http://www.co.seneca.ny.us/workforce-development-workforce-department-job-seeker/">http://www.co.seneca.ny.us/workforce-development-workforce-department-job-seeker/</a>

## **May 2018**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		Exempt Meeting: 11am	2  HSE: 9am-12pm  Life Skills: 1:30pm – 3:30pm	3	4	5
6	7  HSE: 9am-12pm  JRT: 9:15am-12pm	8	9  HSE: 9am-12pm  Life Skills: 1:30pm – 3:30pm	10	11	12
13	14 HSE: 9am-12pm JRT: 9:15am-12pm	Jump Start: 1pm	16  HSE: 9am-12pm  Life Skills: 1:30pm – 3:30pm	17	18	19
20	21  HSE: 9am-12pm  JRT: 9:15am-12pm	22	23  HSE: 9am-12pm  Life Skills: 1:30pm – 3:30pm	24	25	26
27	28  HSE: 9am-12pm  JRT: 9:15am-12pm	29	30 HSE: 9am-12pm Life Skills: 1:30pm – 3:30pm	31		

#### \*Notes:

\*HSE: High School Equivalency

\*Monthly Exemption Meetings: Held every 1st Tuesday of the month at Workforce Development.



Workforce Development ● 417 Liberty St., Penn Yan, NY 14527 ● Ph.: (315)536-5140 & Fax: (315)531-3456

Career Planning Assistance Computers & High-Speed Internet Copy, Fax & Phone Services Book & Newspaper References Counselors Available for Assistance

# YATES COUNTY JOB FAIRS 2018

#### WHERE:

Yates Community Center 463 North Main Street Penn Yan, NY TIME: 11am-1pm

> JOB SEEKERS ARE ENCOURAGED TO

Register On Eventbrite

FOR ADDITIONAL INFORMATION FOLLOW YATES COUNTY WORKFORCE DEVELOPMENT ON



Businesses interested in participating contact: Lisa Principio 315-536-5140 lisa.principio@dfa.state.ny.us

Thursday, April 12th Tourism, Hospitality, Customer Service. Food Service. Housekeeping

Thursday, June 14th Human Service, Schools, Not for Profits, Public Sector, Healthcare

> Thursday, August 9th Manufacturing

Thursday, October 11th Entry Level, Food Service, Housekeeping, Retail, Direct Care





## Have an interview? Make sure that you show a great first impression and are dressed for success!!



WHERE: WORKFORCE DEVELOPMENT 417 LIBERTY ST. PENN YAN

WHEN: MONDAY-FRIDAY 9AM-4PM

WHAT: NEED SOMETHING TO WEAR TO YOUR INTERVIEW? WE MAY BE ABLE TO HELP AT NO COST

TO YOU!

Donations can be dropped off at the Workforce Development

Office located on the second floor of the County Building ,

417 Liberty Street, Penn Yan Monday-Friday 9am-4pm

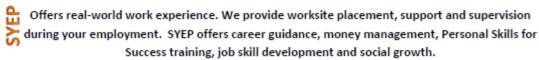






# Summer Youth Employment Program 2018 **SUMMER JOBS**





#### Participants are paid \$10.40 an hour

## Eligibility:

- 14-20 years old\*
- Currently receiving any of the following
  - Family Assistance
  - Medicaid
  - Food Stamps/SNAP

  - Supplemental Social Security
  - OR meet 200% federal income requirements





#### APPLICATIONS NOW AVAILABLE!

\*See your School Counselor,

\*Stop by the Workforce Development Office at 417 Liberty Street or \*Visit http://www.yatescounty.org/406/Youth-Services for a Summer Youth Application. Christine Yonge/Youth Counselor 315-536-5140, ext. 4

\*Ages 21-24 ASK about our WIOA Youth Program\*