

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

Yates County Job Leads July 30, 2018

AUTOMOTIVE/DRIVERS

CDL A Driver (Penn Yan, NY)

- Drive locally a tractor-trailer combination or a truck with a capacity of at least 26,000 pounds Gross Vehicle Weight (GVW). May be required to unload truck. Requires commercial drivers' license. Check vehicles to ensure that mechanical, safety, and emergency equipment is in good working order. Follow appropriate safety procedures for transporting dangerous goods. Inspect loads to ensure that cargo is secure. Maintain logs of working hours or of vehicle service or repair status, following applicable state and federal regulations. Secure cargo for transport, using ropes, blocks, chain, binders, or covers. Some weekend availability. To apply, email karen@longmilkhaulers.com. OSOS 7/16/18

Parts Plus Auto Parts Delivery Driver (Penn Yan, NY)

- We are looking for entry level, full time delivery drivers to deliver auto parts locally. We provide the vehicles. Our vehicles are passenger and light trucks... no special license class required. Some Saturdays required. Other tasks would be checking in and putting away parts and general cleaning when not delivering. Must be physically able to occasionally lift various products up to 70lbs such as cases of antifreeze and oil absorbent. Must be detail oriented for part picking accuracy. Must be polite and neat in appearance being you are in contact with our customers. A clean driver's license is desired. Background and Drug Screenings are required. Speak to the store manager for an application, apply on Indeed, or go to: <http://partsplusny.com/employment/position-descriptions> for more job information. Interviews will be setup later. Contact us at: Penn Yan Parts Plus – 315-536-7451. Indeed 7/30/18

Fleet Mechanic (Penn Yan, NY)

- Finger Lakes Transport, LLC is seeking a fleet mechanic for our growing operation. We are a leading name for taxi service, wine tours and special event transportation in the Finger Lakes region. Our fleet of 6-, 12-, 18-, and 20-passenger vehicles is constantly on the move providing clean, safe, and reliable transportation to residents and visitors. We are currently seeking candidates for part time employment to help maintain our fleet of vehicles. Finger Lakes Transport has a well-equipped shop. This position does NOT require the successful candidate to provide their own tools and equipment. We can offer the successful candidate a flexible schedule and pay commensurate with experience. Reports to the Operations Manager. Responsibilities: Performance of routine maintenance on taxi vehicles and passenger buses, prioritization of maintenance needs in accordance with safety and regulatory requirements, maintaining stock of supplies and chemicals, ordering and stocking parts as needed. Preferred Knowledge, Skills, and Experience: Excellent verbal and written communication skills ASE Certification Familiarity with USDOT and NYSDOT inspection requirements for for-hire, passenger carrying vehicles, 1-year experience working in an automotive service environment, current Class B (or higher) commercial driver license. Minimum Knowledge, Skills, and Experience: Current Class D (or higher) driver license, high school diploma (or equivalent), clean driving record that demonstrates a history of safe driving practices. Apply at: keukataxi.com/careers.

Workforce Development 7/23/18

School Bus Drivers (Yates County)

- The work involves responsibility for the operation of a school bus or mini-van on an assigned route. In addition, a School Bus Driver is expected to perform minor maintenance tasks on vehicles to which he or she is assigned as well as to ensure the safety and proper conduct of students boarding, riding and departing from the bus. The work is performed under the general supervision of the Head Bus Driver permitting considerable leeway in carrying out the details of the work. Does related work as required. For details or to apply, please visit: <https://mycivilservice.yatescounty.org/jobopps>.

Workforce Development 7/9/18

CUSTOMER SERVICE/SALES

Winery Tasting Room Associate (Pulteney, NY)

- Educate guests on our wines and sell wine. Wine knowledge and outgoing personality necessary. Call 607-868-7158.
Chronicle Express 7/25/18

Sales Associate (Penn Yan, NY)

- Help wanted: Sales Associate for the Finger Lakes Region. Own vehicle needed. High school diploma required. Sales experience preferred. Set your own hours. Full or part time. 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.
Chronicle Express 7/16/18

Tasting Room Team Member (Rock Stream, NY)

- Rock Stream Vineyards is seeking part-time/weekend tasting team member for a local winery on the west side of Seneca Lake. Looking for individual who is sales-oriented, positive, energetic and friendly. Winery experience is preferable. Responsibilities include serving wines, spirits, ports and beer samples, customer interaction, ringing up sales, and tasting room cleaning. Must be at least 21 years of age and able to lift at least 40 lbs. Expectations will be to become knowledgeable with products sold and customer service. Applicants should call ahead for an interview.

Craigslist post ID: 6656654726 7/29/18

Receptionist/Cashier (Penn Yan, NY)

- We are a family owned and operated dealership and enjoy an outstanding reputation in the community. We invest in our employees and their growth at the store. What We're Looking For: A full time receptionist/cashier. The hours will be 12-8:00 PM Monday thru Thursday, 8-5 PM Saturday. Qualifications: Admin/office experience, communication/customer service skills, organization, multi-line phone system experience, accounting/cashiering experience, ability to work in a fast paced, busy environment, flexible, punctual nature and ability to handle schedule flexibility, a professional appearance, ability to multi-task, high school diploma or equivalent, proficiency in Microsoft Word and Excel, dealership and/or recent retail receptionist experience, ability to work some evenings and weekends. Responsibilities: Greeting customers at the cashier window, answering customers' questions and providing information on procedures or policies, computing and recording transaction totals, counting money in cash drawers at the beginning of shifts to ensure that amounts are correct and that there is adequate change, as well as reconciling the cash drawer at the end of the shift, establishing or identifying prices of parts or service and tabulating bills using calculators, cash registers, or computers, issuing receipts, refunds, credits, or change due to customers, compiling and maintaining non-monetary reports and records, direct customers to the correct department, notify the appropriate person that a customer is waiting, and introduce the customer to a salesperson, work cooperatively with the sales team, communicate with callers and visitors in a professional, friendly, and efficient manner, type memos, correspondence, reports, and other documents, prepare sales and service gas tickets for the accounting department, handle customer complaints with integrity and poise. To apply, please visit:

<https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&vjk=024fb83b49212207>

Indeed 7/23/18

Clerk/Cashier (Dundee, NY)

- Job Summary: Responsible for handling the cash register and other tasks and duties as assigned. Has knowledge of laws and policies for tobacco, alcohol, and sales. Possesses great interpersonal skills, offers exceptional customer service and is a team player. Essential Duties and Responsibilities: Responsible for greeting customers and offering exceptional service in a fast-paced environment, follows and implements store policies and procedures, is certain to ID for tobacco and alcohol, stocks and maintains the tobacco shelves along with any other products in the store, maintains the cleanliness and quantity of the coffee and its surrounding area, assists in the preparation of pizza and serves to customers when requested, answers the store phone within the first couple of rings, maintains the cleanliness and appearance of the store including, but not limited to, the maintenance of the restrooms and wastebaskets, performs lot inspections including, but not limited to, monitoring for ice and holes, cleaning any debris off the premises, and emptying the wastebaskets by the gas pumps, responsible for changing the gas prices when assigned, accountable for the till count at the end of shifts, performs other duties as required. Must have a high school diploma or a GED. Experience Requirements: Previous retail experience a plus, but not necessary. Must have strong communication skills and able to work in a high-volume environment. Special Requirements: May be required to work holidays, weekends, overtime, or during hours other than those, which are considered as the normal work schedule, must maintain professional appearance and conduct in representing the department and the Company to management, employees, and the public. Physical Demands: Standing for extended periods of time, requires frequent bending and reaching, requires lifting 10-20 pounds of weight frequently and up to 50 pounds of weight on occasion, requires walking around the complex daily. To apply, please visit:

<https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&start=10&vjk=a039d0780e8a2491>

Indeed 7/23/18

Communications Consultant (Penn Yan, NY)

- The Retail Communications Consultant of The Wireless Centers shall be performing in an acceptable manner when the following have been accomplished:
 - Follow the necessary leadership of The Retail Store Manager, perform duties associated with the daily workload of the retail store employees and ensure that operational requirements, performance targets and sales expectation are met all while upholding the company's high standards of quality.
 - Participate in one on one consultation, formal training and training-on-the-job for all facets of TWC.
 - Train new and tenured employees in all facets of store operations daily, monitor progress of and critique performance of new hires to the store manager throughout initial 90-day probationary period.
 - Carry out the policies set by the Company, related to training and development, upkeep of stores essentials needs, performance targets, showroom readiness, performance targets / requirements, as well as personal dress code compliance and product / promotion knowledge standards.
 - Maintain and improve exemplary relations with current, potential and past customers, employees, suppliers, and subcontractors, on behalf of the company.
 - Identify and solve when applicable the problems that may negatively affect performance of sales employees.
 - Mentor sales employees when applicable with the goal of enhancing their sales performance and personal development.
 - Recruit, help retain and train top talent.
 - Account for all monetary funds generated by the retail store activities daily.
 - Responsibility for all money and inventory at the retail store during retail store hours.
 - Strictly comply to company policies associated with misappropriation of product and funds of TWC.
 - Participate in sales representative performance reviews as per company guidelines.
 - Communicate corporate Marketing Team promotional criteria to the retail store staff to help insure the success of the Retail Store Managers Sales Plan. To apply, please visit:
<https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&start=30&vjk=f23739dff585624a>

Indeed 7/23/18

Store Associates (Penn Yan, NY)

- We are hiring for our store located in Penn Yan, NY. Apply in person Sunday through Saturday from 9:00am - 8:00pm. ALDI, 204 Liberty Street, Penn Yan, NY 14527. \$12.70/hour. For consideration, please apply in person only. Get started now by downloading our Employment Application. Job Summary: Our Store Staff is the face of the ALDI shopping experience, and our most valuable asset. Their hard work makes it possible to uphold our company philosophy: Provide the highest quality products at the lowest possible prices. Their smiles and pleasant demeanors keep customers coming back time and time again. You'll be front and center working in many roles – everything from cashier to stocker – while providing outstanding customer service. You'll also assist Store Management by merchandising product, monitoring inventory, and keeping the store looking its best. It's an opportunity to get more out of your career and grow in an exciting environment. We have important requirements for all potential ALDI employees. You must be able to lift and stock merchandise up to 45 pounds. You must be able to multitask and communicate effectively with your fellow staff, while being open to new ideas. Excellent customer service skills and communication are a must, as well as a flexible schedule. We provide an extensive period of training that will give you the tools, skills, and confidence you need to excel at ALDI. You must be at least 18 years old and a high school diploma or equivalent is preferred. Are you up for the challenge? As a Store Associate with ALDI, you will be part of an established and growing organization with a great reputation for providing the highest quality food at the lowest possible prices. Our tight-knit family atmosphere can't be beat, and you will find that you will have plenty of team support as you grow into your role. You will receive 75 hours of paid training and mentoring over the first month of employment to ensure your success with us, and our promote-from-within policy means that you'll have plenty of opportunities to advance to Shift Manager and beyond. It's a career with constant challenges in a fast-paced environment. But that's why it's immensely rewarding. ALDI offers competitive wages and benefits, including:
 - Industry-leading Wages
 - Major Medical, Dental, Vision Insurance & Prescription Coverage for Eligible Employees
 - Generous Vacation Time & Paid Holidays for Eligible Employees
 - 401(k) Plan
 - Company Contribution to Retirement Savings Plan
 - Short- and Long-Term Disability Insurance for Eligible Employees
 - Life & Disability Insurance for Eligible Employees<https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&vjk=08e5e9ab56cbe378>

Indeed 7/16/18

Sales Associates (Penn Yan, NY)

- Carey's True Value is looking for self-starting, dedicated, hardworking individuals to provide excellent customer service, present hardware and home improvement solutions to all guests, generating sales, housekeeping, merchandising, signage, pricing, cash register operations (POS) and loss prevention in accordance with all company policies/procedures and store standards. This person will also be required to perform other store operational tasks as needed. Apply in person at The Birkett Mills Corporate Office, 163 Main Street, Penn Yan, NY. Workforce Development 7/23/18

Tasting Room Staff (Penn Yan, NY)

- We are in need of weekend help in the tasting room. If you or anyone you know maybe interested. Please contact us at info@vineyardviewwinery.com. Feel free to share with friends. Thank you. Workforce Development 7/9/18

Tasting Room Server (Branchport, NY)

- Hunt Country Vineyards is looking for energetic people with a passion for Finger Lakes wines to join our team at our tasting room in Branchport, NY near Keuka Lake. Candidates must have excellent communication and customer service skills, an outgoing and positive personality, and enjoy working with many different types of people. We strive to make the wine tasting experience fun, relaxed and informative so that our customers want to come back again and again. Our sales team is responsible for presenting the wines to customers in a friendly and informative manner, restocking wine displays which requires the ability to lift 40-pound cases of wine, working behind our tasting bar, helping with set up of special wine and food events, and more. We provide extensive training. Candidates must be able to work well in a team and must be able to work on weekends. Prior wine, restaurant, and/or hospitality experience preferred, but not required. MUST BE 21 OR OLDER TO APPLY. Applicant should email Jay@huntwines.com with a cover-letter and resume or stop in person to apply. Workforce Development 7/9/18

Shift Lead (Penn Yan, NY)

- Job Description: Opens and closes the store in the absence of store management, including all required systems start-ups, required cash handling, and ensuring the floor and stock room are ready for the business day. Responsible for opening back door of store for deliveries. Completes product returns, order voids, customer refunds, cash drops to the safe, and provides change as requested to cash registers. Models and delivers a distinctive and delightful customer experience. For a full list of responsibilities, qualifications, and how to apply, please visit: <https://nlx.jobsyn.org/bbdfd2ab0bcb4bb0bc852681a553ab18161> OSOS 7/30/18

TM Receiver (Penn Yan, NY)

- This position is responsible for maintaining inventory accuracy to keep inventory shortages at or below store goals and maximize stores sales by receiving and shipping freight within a timely manner. The Receiver is responsible for interacting with customers and team members, supporting selling initiatives, and performing assigned tasks, while providing legendary customer service. This position is also responsible for promoting a safe and productive work environment for all Team Members, customers, and vendors, as well as adhering to Tractor Supply Company safety training and guidelines. For a full list of responsibilities or to apply, please visit: <https://nlx.jobsyn.org/d1a7267a3d6a4109bd929681769358ab161> OSOS 7/30/18

Team Leader (Penn Yan, NY)

- This position is responsible for assisting the Store Manager and Assistant Store Manager with the execution of operational, sales, and merchandising objectives by providing outstanding customer service. 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 or to apply, please visit: <https://nlx.jobsyn.org/ad0f7392cb874ee3a442f9a24427e0d3161> OSOS 7/30/18

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> OSOS 7/30/18

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 <https://retail-dollargeneral.icims.com/jobs/85782/sales-associate-in-penn-yan%2c-ny/job?hub=12> OSOS 7/30/18

EDUCATION/SCHOOLS

Math Teacher (Penn Yan, NY)

- Penn Yan Central School District is hiring a Math Teacher. Full time position at the middle school level, effective September 1st, 2018. Application deadline: 8/9/18. Submit an online application at: <https://pennyan.recruitfront.com>. Chronicle Express 7/25/18

Long Term Sub- Elementary Math Intervention Teacher (Hammondsport, NY)

- This position will begin August 30, 2018 until further notice. Candidates must possess NYS certification in Childhood Education (1-6). Additional certification in Math (5-9) is preferred. Candidates should demonstrate a commitment to working in a collaborative environment with colleagues to collectively support the academic, social, and emotional needs of students. Applicants must apply online at <http://www.wnyric.org/application> and include a current resume, official transcripts, completed application, a copy of NYS certification(s), and letter of interest to Joe Koehler, Elementary Principal. This position will be open until filled. Chronicle Express 7/25/18

Hammondsport Central School Aticipated Openings (Hammondsport, NY)

- **P/T Food Service Worker Position:** 26-week probationary position, 10-month position, 3.5 hour/day, starting hourly rate of \$12.21
- **Substitute Positions in the following areas:**
 - **Instructional: Teacher and Teacher Assistant**
 - **Non-instructional: Teacher Aide, Cleaner, Bus Driver and Food Service**

Interested persons may obtain an application from the District website, www.hammondsportcsd.org. Completed applications, letter of interest, resume, credentials, and proof of NYSED fingerprint clearance may be mailed to Nancy Clark, District Clerk, Hammondsport Central School, 8272 Main Street, Hammondsport, NY 14840 or submitted directly to the District Office. Chronicle Express 7/25/18

Teaching Position (Penn Yan, NY)

- Teaching position at St. Michael School (PreK-5th Grade) Penn Yan, NY. Starting Fall 2018. Physical Education- part time. Contact: Tom Flood (315)536-6112. smpydcs@dor.org, Tom.Flood@dor.org. Chronicle Express 7/4/18

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 <https://mycivilservice.yatescounty.org/joboppo>. Deadline 11/25/18. Workforce Development 7/30/18

Multiple Positions- Keuka College (Keuka Park, NY)

- Keuka College has many openings, both faculty and staff & admin. To see these openings, visit https://keuka.peopleadmin.com/postings/search?utf8=%E2%9C%93&query=&query_v0_posted_at_date=&481%5B%5D=2&commit=Search Workforce Development 7/9/18

HEALTHCARE/HUMAN SERVICE

Employment and Temporary Assistance Supervisor (Watkins Glen, NY)

- Employment and Temporary Assistance Supervisor needed for Schuyler County Social Services Department. \$24.92 per hour, 35 hours per week. Applications accepted until position is filled. Review of applications to begin immediately. Competitive position- requires Civil Service examination to be taken at a later date. For information regarding qualifications for the position, go to www.schuylercounty.us or contact: Schuyler County Civil Service, 105 Ninth St., Unit 21, Watkins Glen, NY 14891. (607)535-8190. Dundee Observer 7/18/18

Pro Action- Multiple Positions (Penn Yan, NY)

- Pro Action's Head Start/Early Head Start Program has the following opportunities available working with children and families:
 - Resource Advocate- Yates County:** Recruit and enroll children/families in the Head Start Program. Support parent engagement in program activities, conduct home visits, assist families in obtaining needed resources and goal attainment. Assist with classroom activities as needed. Prefer Credential or Associate Degree in social work, human services or related field. This position is part time, 20 hours/week; based on the school year calendar.
 - Early Childhood Education Teachers- Steuben and Yates County Areas:** Help children develop a life-long joy of learning and attain skills to be Kindergarten ready. The classroom team implements curriculum that meets Head Start Early Learning Outcomes Framework and NYS Pre-K Foundation for the Common Core. NYS Certification in Early Childhood or Special Education- Birth to Grade 2 is preferred. Supervisory skills, organizational and time-management skills are beneficial. This is a full-time position, based on the school year calendar.All positions require a current driver's license meeting agency standards and consistent, reliable transportation. Please submit a letter of interest, resume, and copies of unofficial transcripts to: Human Resources, Pro Action of Steuben and Yates, Inc., 117 E. Steuben St., Bath, NY 14810 or email to Jobs@proactioninc.org. Chronicle Express 7/11/18

CNAs and LPNs (Penn Yan, NY)

- Penn Yan Manor Nursing Home is hiring for full or part time evening shift CNAs and part time night shift LPNs. Paid vacation and personal time, shift differential, paid holidays, employer matching 401K and life insurance, dental insurance and health insurance, tuition assistance, recognition bonus, competitive pay, EOE. Please send resume and/or application to: 655 N. Liberty Street, Penn Yan, NY 14527. Fill out an application at the business office or print application from the website: pennyanmanor.com. Chronicle Express 7/11/18

Personal Care Aide (Penn Yan, NY)

- Personal Care Aide for the Enriched Housing Program at St. Mark's Terrace Penn Yan. Duties include housekeeping, laundry, personal care, meal preparation and activities. Part-time, including rotating weekends and holidays. Training provided. No calls please. Applications available at 110 Chapel St., Penn Yan. Chronicle Express 7/11/18

Caregiver/PCA (Penn Yan, NY)

- If you are a caring, compassionate person, who likes to help people, we have the job for you. My adult son, is looking for someone to care for him, the care is very involved. You must be able to work a set schedule, fill in when needed, have reliable transportation and a driver's license, be responsible, reliable, and able to work weekends and holidays (if needed). If you are that person, please contact me for more information. We are located between Geneva and Penn Yan. Employment is with CCOR. Current Health Assessment and PPD are required. Craigslist post ID: 6635944922 7/6/18

Peer Specialist (Penn Yan, NY)

- Part time position in Yates County. The Peer Specialist provides peer support services to clients with serious mental illness and or substance abuse. Under the supervision of the Program Manager the Peer Specialist will function as a role model to peers; exhibiting competency in personal recovery and use of coping skills; serve as a consumer advocate, providing

consumer information and peer support for clients in outpatient and inpatient settings. The Peer Specialist performs a wide range of tasks to assist peers of all ages in regaining independence within the community and mastery over their own recovery process. Peer services are provided by non-clinical workers with lived experience with SUD who uses their knowledge to support the recovery goals and plan of individuals who are using drugs and/ or alcohol. Peer support services enhance treatment, are participant- centered and based on lived experience, providing services in various settings such as pre- admission (outreach and engagement) continuing care or in community services. Minimum Qualifications: Requirements include High School Diploma or GED, Completion of NY state-certified peer support specialist training through OMH or OASAS, Peer Support Specialist Certification. Must be eighteen years of age or older. Must have NY state driver license. English/Spanish a plus. Experience with E-Record preferred. The Finger Lakes Addictions Counseling & Referral Agency, Inc. (FLACRA) is a growing, not-for-profit substance abuse treatment provider with decades of experience and multiple program locations throughout the Finger Lakes Region. We are currently expanding services which include outpatient, residential, crisis center, vocational, housing and youth services. Excellent benefits package. Mail resume and cover letter to HR, 28 E. Main Street, Clifton Springs, NY 14432 or visit:

<https://nlx.jobsyn.org/e8b9c16b4292446cac6d41c16e83193161>

OSOS 7/23/18

RN (Yates and Schuyler Counties)

- This position is responsible for direct nursing care. The RN is responsible for the delivery of patient care. This involves the assessment of patient and family needs, and the development, implementation and evaluation of an appropriate plan of nursing care. This RN may also serve as the case manager, which involves the identification of appropriate services, supervision of home health aide staff and ongoing review and evaluation of the utilization of services. For a full list of responsibilities and requirements and to apply, please visit:

<https://nlx.jobsyn.org/030007cbc3634f9b91a0172417d509b2161>

OSOS 7/2/18

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 7/2/18

Direct Support Professional (Penn Yan, NY)

- 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. Requires High School Diploma or GED. A valid New York State Driver's License and access to a vehicle. To apply, please visit: www.cccsrochester.org

Workforce Development 7/18/18

Family Support Worker (Penn Yan, NY)

- The Family Support Worker will fulfill the home visiting function within the SHAPE program. The Family Support Worker carries a caseload that requires weekly visitation and crisis intervention in the client's home environment. This may include schools, homes, clinics and other related sites. He/she is responsible for assuring that the rules and recommendations of the Office of Children and Family Services, and the Agency as they are applicable to direct services and ASFA guidelines for children and families. To apply, please visit: www.catholiccharitiessteuben.org

Workforce Development 7/18/18

Child and Family Support Worker (Penn Yan, NY)

- The Child and Family Support Worker will fulfill the home visiting and skill building function within the SHAPE program. Carries a caseload that requires weekly visitation and crisis intervention in the client's home environment. This may include schools, homes, clinics and other related sites. He/she is responsible for assuring that the rules and recommendations of the Office of Children and Family Services, and the Agency as they are applicable to direct services and ASFA guidelines for children and families, are adequately and appropriately adhered to. To apply, please visit:

www.catholiccharitiessteuben.org.

Workforce Development 7/18/18

Multiple Positions- Pro Action of Steuben and Yates

Full Time Opportunities

- Infant/Toddler Teacher
- Head Start Director
- Aging Services Manager
- Clerk/Typist

- Early Childhood Education Teachers
- EHS Home Visitors- Corning

Part Time Opportunities:

- Resource Advocate in Yates County
- Site Coordinator: Senior Nutrition – Hornell

Substitute Opportunities:

- Substitute Drivers – Yates OFA Transportation
- Substitute Van Drivers – Senior Nutrition

For full descriptions and to apply for any of the positions listed above, please visit: <http://proactioninc.org/job-opportunities/>

Workforce Development 7/30/18

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

- Biomed Tech II
- Clinical Primary Therapist
- CNA LTC
- Certified Nurse Aide Training Program
- Cook II
- Dietetic Technician
- ED Crisis Evaluator
- Lab Site Supervisor- SSH
- LPN Med Long Term Care- Bedside
- LPN Meds Acute- Bedside
- Medic 55 Tech
- Nurse Manager- LTC
- Nutritional Services Aide
- Occupational Therapist
- Radiology Tech II
- RN Clinical Leader

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 7/30/18

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

- Substitute Residential Direct Support Professional- Direct Care
- Residential Direct Support Professional- Direct Care
- Direct Support Professional- Direct Care
- Job Coach
- CSS Direct Support Professional- Direct Care
- Vocational Counselor

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

Workforce Development 7/23/18

HOSPITALITY/RESTAURANT

Dishwashers (Geneva, NY)

- Belhurst Castle, a premier and famous destination in the Finger Lakes is looking to hire dishwashers. Interested candidates will be assisting with cleaning dishes for two restaurants and two ballrooms. Belhurst is offering competitive pay, a hiring bonus, training and advancement! Interested candidates must be dependable and like working as part of a team! Candidates must be willing to be flexible and work weekend shifts as well as holidays.

Craigslist post ID: 6640654411 7/11/18

Line Cook (Penn Yan, NY)

- Hiring Line Cook. Competitive Pay, Insurance, 401k available. Full time and part time position available. Apply at the Keuka Restaurant, 10 Main St, Penn Yan.

Craigslist post ID: 6639424373 7/10/18

Experienced Waitstaff (Penn Yan, NY)

- Skyline Trading Post is looking for experienced waitstaff! If you are hardworking, honest, have restaurant experience and like making money, then this is the job for you! Year-round employment, and flexible hours! Come join our team! Stop by 3103 Skyline Dr. in Penn Yan and fill out an application today! Craigslis post ID: 6639120063 7/9/18

Kitchen Staff (Watkins Glen, NY)

- Busy restaurant group in Watkins Glen now hiring for all kitchen positions. Come join our fun, teamwork oriented kitchen staff. Must be willing to work nights and weekends. Pay will be based on experience. Full time and part time positions available. Craigslis post ID: 6635522856 7/5/18

Baker (Keuka Park, NY)

- Job Description: Oversee the preparation and baking of bakery items and gourmet pastries ; Create various desserts for the dining location and catered events; Prepare other food items as directed by General Manager or Chef; Maintain proper cooking and holding temperatures of foods; Bake and decorates cakes; Set up product displays; Order, purchase, and stock bakery items; Maintain inventory and product cost controls; Ensure proper sanitations of kitchen area; Uses proper portioning; Answers customer questions accurately. Job Requirements: Previous baking experience and/or culinary education preferred; Must be customer-oriented, organized and detail oriented; Ability to occasionally lift 30 pounds; High standard of personal hygiene. 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. We conduct pre-employment drug testing. Apply at: <https://nlx.jobsyn.org/36afb5ef86184f63a290dc59eee438ac161> OSOS 7/30/18

Sous Chef (Keuka Park, NY)

- Job Description: Select and develop menus, recipes and other requests made by the client; listen and effectively respond to the needs of the client; continuously create and oversee new menu options; proactively identify opportunities to nurture client relationships and grow sales; provide outstanding customer service support; ensure that all kitchen equipment is clean and professional in appearance at all times; follow directions and implement instructions from the Executive Chef; pursue and complete directives with limited supervision. Job Requirements: Culinary Degree preferred; 2 years of experience; experience in a high-volume catering environment preferred; ability to build relationships by actively listening and responding to the client's needs; adaptable to changing business conditions; comfortable dealing with fast-paced environments. Benefits: AVI offers a family culture and atmosphere, competitive compensation, health, dental, vision, and life insurance for full-time team member, 401(k) with generous company match, paid vacations and holidays, immense training and growth opportunities, company-provided uniforms, discount program. We conduct pre-employment drug testing. Apply at: <https://nlx.jobsyn.org/2345bd7526474243b7de15adbcd6eec4161> OSOS 7/30/18

Dishwasher (Geneva, NY)

- The Red Dove Tavern is still looking for a part time dishwasher to join our family. Great second job or part time job for a high school or college student. Apply in person or call 315.781.2020 and ask for Dave or G. Workforce Development 7/20/18

Restaurant Staff (Geneva, NY)

- We need more help! Positions open for Bartenders, Servers, & Dishwashers. Our business is growing and we need help bringing the best possible experience to our customers. Excellent listening and verbal skills a must! We want team players committed to working and joining our family at Bella's! Email your resume to bellasgeneva@gmail.com! Workforce Development 7/18/18

Delivery Driver (Dundee, NY)

- Petersen's Pizza in Dundee is now hiring for delivery. Please stop in to fill out an application. Workforce Development 7/18/18

Housekeeper (Geneva, NY)

- Housekeeper wanted at Days Inn, 485 Hamilton Street, Geneva. Must be honest and reliable, must be able to lift 30 pounds and perform duties. Cleaning experience is a plus but not necessary. All shifts start in the mornings and end when your duties are completed. Weekends mandatory. Compensation discussed upon interview. Please come in to fill out an application IN PERSON. Workforce Development 7/16/18

Server/Assistant Ice Cream Maker (Penn Yan, NY)

- Due to a great season, we are looking for more help! We are looking to fill either 1 full time or 2 part time positions. Please PM for details. Apply at:
https://www.facebook.com/pg/SpottedDuckFLX/jobs/656549854713988/?source=attached_post_homepage_stream

Workforce Development 7/14/18

Team Member (Penn Yan, NY)

- We are looking for a reliable, hardworking team member to join the staff at Brock's Bowl. Must have restaurant experience and able to work any shift time. If interested, please stop in to Brock's and fill out an application.

Workforce Development 7/9/18

Kitchen Staff (Penn Yan, NY)

- TOP OF THE LAKE is hiring kitchen staff! Stop in to apply at 301 Lake Street!

Workforce Development 7/2/18

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.
- **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.

Workforce Development 7/30/18

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

- Part Time Summer Help- \$13/hour
- Maintenance Technician
- Operations Coordinator
- Maintenance Laborer (Part time)
- Owner Services Administrator
- Housekeeper (Best Western Hotel)
- Breakfast Attendant (Best Western Hotel)
- Night Auditor- Part Time

To apply for any of the positions above, please visit http://flpllake.hrmdirect.com/employment/job-openings.php?search=true&dept=-1&city=-1&state=-1&cust_sort1=-1

Workforce Development 7/30/18

LABOR/AGRICULTURAL

General Contractors (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 7/4/18

Deck Hand (Geneva, NY)

- The William Scandling Deck Hand, Part-time. Perform work as directed by the captain as requested. He/she assists in the upkeep of the exterior of the vessel and participate in vessel operations, emergency situations, safety issues and security measures, including the well-being of the passengers at all times while on duty. This is a part time, non-benefits-eligible seasonal (late spring-fall) positions. For more information, please visit our employment opportunities webpage:

http://www.hws.edu/offices/hr/employment/adm_2018_pt_Deck_Hand.aspx.

Dundee Observer 7/4/18

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

- Now hiring- Connect-A-Service, Inc. Come join our team! Part and full time positions available. Housekeeping, yard work, painters, handymen. Driver's License required. Experience helpful. Call or stop in- 315-536-4733. 2772 54A, Penn Yan.

www.connect-a-service.com. Email: connectaservice@gmail.com.

Chronicle Express 7/4/18

Marina Yard Help (Naples, NY)

- Work on the lake this summer enjoying beautiful views and a friendly team environment. Smith Boys Marine on Canandaigua Lake has a yard position to fill. Smith Boys sells, rents and services new and used boats. We are looking for reliable, energetic, detail oriented candidates to join our team. YARD HELP: Full time seasonal position helping move boats in the marina yard, cleaning and detailing boats, pumping gas and assisting with boat rentals. Must have reliable transportation. This is a seasonal position that lasts into November. If you would like to work on the lake this summer, stop in at 7099 State Route 21, Naples, NY 14512 to fill out an application or reply to this email with your resume/contact info.

Craigslist post ID: 6656360337 7/29/18

Truck Loader (Middlesex, NY)

- You work hard at night, sleep a while, then afternoons are yours. Dudley Poultry is accepting applications for NIGHT WORK loading trucks. \$13.00/hour. Seasonal overtime (spring and summer). Keep in shape. Work away from the hot summer weather. Weekly checks. Paid vacations, 3 paid personal days a year and 6 paid holidays a year. Paid medical insurance and life insurance. Insanely reduced prices for employees only on our already low wholesale prices on all products we sell! Wings, tenders, mozzarella sticks, sausage, bacon, pizza logs, steaks, pork chops, and of course, fresh chicken! We're looking for someone who has a good work ethic, is honest, cares about their job and has reliable transportation. If you've got that, you might get this job. You can download an application at www.dudleypoultry.com and send it in by email or fax or mail, reply here or apply in person M-F 8-5. Dudley Poultry, 910 Route 245, Middlesex, NY 14507.

Craigslist post ID: 6645091253 7/16/18

Carpenter (Watkins Glen, NY)

- Target Builders of the Watkins Glen area is looking for someone interested in carpentry/home building/remodeling. No experience necessary but is preferred. You will learn how to: use power tools & nail guns; install vinyl siding & roof shingles; load & unload lumber and all other types of building materials; painting & staining techniques, just to name a few. This is a full time position, year round. Hourly wage depends on experience. Work week is Monday through Friday 8:00 AM to 4:30 PM. No tools needed. Must be able to handle physical labor. Must be able to climb ladders and scaffolding. Must be dependable and have own transportation to different jobsites near Watkins Glen every day. Must be at least 18 years old, willing to learn, non-tobacco user. Must also be neat in appearance and able to work well with others. Please reply to this posting with your Name, phone number, and experience level.

Craigslist post ID: 6642715060 7/13/18

Maintenance Person (Penn Yan, NY)

- Maintenance duties would consist of weekly walk through of building and testing emergency lighting and clearing grounds of any litter, average an hour a week. Other duties response to tenant maintenance issues examples are: appliance not working, heating and cooling issues, replace light bulbs, faucet leaking, etc. Yearly cleaning of furnace filters and fans, replace batteries in smoke detectors, clean air handlers inspections with outside firms for fire alarm, village, elevator, etc. If a tenant moves out fix walls or damage inside the apartment. Responsible for taking calls from tenants when they have a maintenance issues. We hire outside for snow removal and mowing, Hours will vary weekly and monthly. Phone is provided. Location in Penn Yan, New York. Great employment for retired person. Call 585-526-6331 ext. 7112 for further details.

Craigslist post ID: 6640569851 7/11/18

Line Crew Member (Penn Yan, NY)

- Seneca Flight Operations is an FAR Part 135 charter carrier as well as operator of all aspects of the Penn Yan Airport per an Agreement with Yates County, New York. We have an opening for someone to join our team as a full time line crew member. The Line crew takes care of a myriad of maintenance tasks including fueling and cleaning our aircraft, cleaning and maintaining our hangar and building and maintaining airport grounds including mowing and snow plowing. Hours vary based on many factors including the needs of the fleet, weather and needs of transient air traffic. With that said, this is a full time 40 hours/week position. The starting rate of pay for this position is \$12 per hour which increases to \$13 per hour after a 90 day probationary period. Seneca Flight Operations is a division of Seneca Foods Corporation (NASDAQ: SENE), a \$1.5 Billion food processing company with 32 locations across the United States. Our employees enjoy a full benefit package including medical, dental, EAP, matching 401K after 1 year of service, a full pension fully paid for by the company and up to 4 weeks vacation as well as company holidays. To apply for this position, please reply via email. No phone calls please.

Craigslist post ID: 6634679295 7/4/18

Service Manager/Shop Foreman (Penn Yan, NY)

- General Requirements
 - Five or more years of engine/equipment diagnosis and repair with a track record of success. Preferably in one of the following industries: Agricultural equipment, motor vehicle industry, outdoor power equipment, recreational vehicles, construction equipment and machinery, small engine and accessories. Must possess a valid driver's license.

- Must be willing to work a normal 40 hours per week and longer hours as required to meet customer demands.
- Able to Lift and handle heavy loads up to 70 lbs. plus work outdoors and indoors in all weather...

Target Responsibilities:

- Monitor service technician monthly goals to maintain an appropriate level of professional service.
- Coach each service technician to improve their performance, safety and enhance their technical skills.
- Oversee the appearance and organization of the service department and the associated outside areas to communicate professionalism of the service technicians and commitment to the excellence of the dealership.
- Interact with customers to ensure a positive experience with the service department and the dealership.

Daily Duties and Responsibilities:

- Begin each workday with a positive attitude by encouraging each technician to meet their daily and weekly goals. Work to develop a sense of “team” in the service department and across other departments.
- Continue to refine service department processes to enhance the customers’ experience with the service department and the dealership.
- Update the service goals board on a daily basis and report results of daily activities to management.
- Stage service work and parts for technicians so they can reasonably achieve their daily goals.
- Ensure all work orders are filled out with required information.
- Follow-up on availability of parts ordered.
- Make sure each piece of equipment repaired has been inspected for other issues using appropriate Maintenance Inspection Checklist for that equipment. Make sure customer has been notified if additional service items have been discovered and consent has been given to the service department to complete additional work.
- Check to ensure all equipment repairs have been tested under difficult operating conditions and the problems stated on the work order have been properly repaired.
- Oversee warranty claims making sure that 100% of labor and parts are recovered.

Weekly Duties and Responsibilities:

- Meet with Management Team for departmental overviews of goals and objectives for the week. Discuss marketing and sales promotions and opportunities for the department as well as opportunities to exceed expectations.
- Update service reference materials—bulletins, manuals and publications.
- Evaluate tools and equipment to make sure they are in good working condition.

To apply, please visit: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&vjk=e3ea7576c0bd7bc4>

Indeed 7/30/18

Farmworker and Laborer (Dundee, NY)

- 4 Full-time Seasonal H2A Jobs available 08/29/2018-12/31/2018. Manually plant, cultivate, and harvest grapes. Use hand tools, such as shovels, trowels, pruning hooks, shears, and knives. Duties include tilling soil and applying fertilizers; transplanting, weeding, thinning, or pruning crops; applying pesticides; cleaning, packing, and loading harvested products. Construct trellises, repair fences and farm buildings, or participate in irrigation activities. Operate tractors, tractor-drawn machinery, and self-propelled machinery. Requirements: Must have 1 month of experience in described tasks. Employer will train. Exposure to extreme temperatures, repetitive movements, extensive sitting. Extensive pushing and pulling, extensive walking, and frequent stooping. Entire job duty description (ETA 790 and the Spanish translation) can be reviewed and provided to qualified applicants from the NYSDOL website at:

http://labor.ny.gov/careerservices/h2a_orders.shtm. To apply, contact Andrea Long at (607)243-7971.

OSOS 7/9/18

Farmworker and Laborer (Penn Yan, NY)

- 2 fulltime seasonal H-2A jobs available 8/28/18-11/27/18. This is a joint H-2A order with C&D Wager Inc., James A. Bedient and Gridley Vineyards. Perform any and all operations necessary to maintain and harvest on a tree fruit and grape farm. Must work in all weather conditions. Piece rates are in effect for grape pruning, grape tying, fruit tree pruning and apple harvest. Requirements: 3 months of experience. Employers will train. Random drug testing and criminal background checks can be performed post hire at employer expense. Exposure to extreme temperatures/repetitive movements/frequent stooping. Must be able to lift 80 pounds. Entire job duty description (ETA 790 and Spanish translation) should be reviewed and provided to qualified applicants from http://labor.ny.gov/careerservices/h2a_orders.shtm. Apply by mail, fax, or email: Roxanne Wager, 2673 Sand Hill Rd., Penn Yan, NY 14527. Fax: (315) 536-2744. Email: applewag@hotmail.com.

OSOS 7/2/18

Building Maintenance Person (Penn Yan, NY)

- Immediate opening for Building Maintenance Person in Penn Yan, NY. Basic duties for apartment building. Weekly and monthly hours vary. Great hourly rate. Contact 585-526-6331 ext. 7112 for details. Workforce Development 7/30/18

Labor (Geneva, NY)

- I am currently hiring for a solar farm in Geneva, NY. All you need is outdoor labor or construction experience such as remodeling homes, landscaping, masonry, or roofing! Please call me at 856-270-8979 and ask for Mike for details. If you do not get me on the phone immediately please leave a detailed message so I can get back with you!

Workforce Development 7/18/18

Retail Sales/Delivery and Yard (Penn Yan, NY)

- Well established, multi-faceted company now accepting applications for full and part time retail sales, delivery and yard personnel in its retail hardware and building supply divisions. Experience working in building trades desirable but not a requirement. Valid driver's license required. Apply in person at The Birkett Mills Corporate Office, 163 Main Street, Penn Yan, NY.

Workforce Development 7/17/18

Seedway- Multiple Positions (Hall, NY)

- **Product Development & Operations Support Assistant**
- **Summer Laborer**
- **Human Resources Coordinator**
- **Northern Corn & Soybean Specialist**
- **Conditioning Plant Operator**
- **Seed Lab Technician**
- **Warehouse Laborer/CDL Driver**
- **Customer Service Representative**

To apply for any of the positions listed above, please visit https://jobs.growmark.com/seedway/content/Search-by-Location-Seedway/?locale=en_US

Workforce Development 7/30/18

OFFICE WORK/MANAGEMENT

Transaction Specialist (Dundee, NY)

- ServU FCU has an exciting position available for a FT and a PT Transaction Specialist at our Dundee Branch Office. Required skills: Accurate data input, good computer skills, math skills, organization, good listening and communication skills. Email resume to HR@servucu.com, fax to 607-936-3154 Attn: HR.

Chronicle Express 7/18/18

Multi-Media Specialist (Penn Yan, NY)

- The Chronicle Express is currently accepting resumes for a multi-media specialist to join our advertising sales team. This enthusiastic, driven, detail oriented individual can educate and sell print and digital services and products to local business owners, help businesses establish marketing plans, and act as a small to medium size business consultant. Those with great communication skills and a love of technology are encouraged to apply. Must have: Self-motivation, ambition to succeed, excellent communication and organizational skills, strong computer skills, reliable transportation. Part time with potential to go to full time. Please send resume to: CandyScutt@Chronicle-Express.com.

Chronicle Express 7/11/18

Legal Assistant (Penn Yan, NY)

- Part-time secretary needed for Penn Yan law office concentrating in wills and estates, real estate, and business law. The ideal candidate is: energetic, detail oriented, computer literate, and has excellent communication skills. This position is 20-25 hours per week, and includes occasional work at employer's Canandaigua law office. Duties include: client contact, file and calendar management, drafting of correspondence, and preparation of assorted legal documentation. To apply, please visit: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&vjk=1531654a449d6f9c>

Indeed 7/30/18

Teller (Penn Yan, NY)

- Position is scheduled for 40 hours per week. Regularly scheduled hours will be Monday through Wednesday (8:00 am - 5:15pm), Thursday through Friday (8:30am-6:15pm), and Saturday (8:30 am - 1:15pm). Rotating Saturday schedule with time off during the week. Flexibility is needed to occasionally work more or different hours to cover for vacations and holidays. Purpose: The Teller is responsible for providing a variety of customer service functions involving various transactions and controlling a fund of cash. Work involves constant and direct contact with bank customers and requires the ability to communicate tactfully and provide excellent customer service. Essential Functions: The major duties of the job

that constitute the fundamental tasks and or responsibilities of the position. Employees must be able to perform the essential functions of the position with or without reasonable accommodations. For a full list of functions and qualifications or to apply, please visit: <https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&vjk=077d27d695c00d26>

Indeed 7/23/18

Administrative Assistant (Geneva, NY)

- Casella Waste Systems, Inc. [Nasdaq: CWST] is a regional solid waste, recycling and resource management services company that provides solid waste collection, transfer, disposal, recycling, and organics services. Casella operates facilities in 6 northeastern states, with just under 2000 employees, and annual revenues of approximately \$599 million. Casella Waste Systems, Inc. has opened a search for an Administrative Assistant to join our team located in Geneva, NY.

Responsibilities & Duties:

- Receiving visitors at the front desk by greeting, welcoming, directing and announcing them appropriately
- Answer, screen and forward incoming calls
- Responsible for making collections calls
- Receiving and sorting daily mail
- Other clerical duties

Education, Experience & Certifications:

- Proficiency with MS applications including Word, Excel, and Outlook

Qualifications & Skills:

- Strong organizational, interpersonal and time management skills
- Ability to prioritize effectively in a fast-paced environment
- Strong communication skills

Casella Attributes:

- Positive, team oriented attitude.
- Strong work ethic and self-sufficient
- Open to personal and professional training and development.

We offer excellent benefits including Medical, Dental, Vision, Disability Insurance, Life Insurance, Employee Stock Purchase Plan, and a 401(k) Plan. Apply at:

<https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&start=20&vjk=265687ab2deeb13d>

Indeed 7/9/18

Customer Relations Specialist (Penn Yan, NY)

- We are currently looking for a Customer Relations Specialist to play a pivotal role in helping to support excellent customer service, customer retention and new customer acquisition. As a Customer Relations Specialist, you will serve as a main point of contact for our customers by handling inbound and outbound sales and service related calls which involve resolving issues, determining customer needs, offering appropriate products and services, closing sales and maintaining accurate customer records. Responsibilities:

- Handle a high volume of incoming calls ensuring customer service quality, efficiency, and accuracy at all times
- Maintain an in-depth knowledge of Suburban Propane products and services, customer account and billing processes, new customer information, and various policies and procedures related to product delivery and service
- Utilize a proactive sales approach with every customer interaction to uncover additional sales and service opportunities
- Present a professional, confident and enthusiastic image to develop trusting relationships with all customers
- Effectively manage customer account data which includes setting up new accounts and maintaining related data

Why Suburban Propane? Suburban Propane takes pride in serving our employees and does so by offering competitive pay with incentive potential and a comprehensive benefits package including, but not limited to, medical, dental, vision, disability, life insurance, HSA and FSAs, paid vacation, personal and sick pay, tuition assistance, online learning opportunities and training, and a 401(k) with company match and immediate vesting. Qualifications:

- Minimum of 3 years of experience in a customer service role
- Minimum of a High School diploma or GED preferred
- Solid computer skills including Microsoft Office, data entry and the ability to run and analyze reports
- Ability to multi-task and prioritize assignments in a team environment

As part of our pre-employment hiring process background checks and drug screens are performed.

<https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&start=30&vjk=a1ce48c0f8425d39>

Indeed 7/2/18

Business Development Manager (Dresden, NY)

- Overview: The Business Development Manager drives business results by working collaboratively with the President to manage and implement strategies for business growth, and executing the objectives of the company in line with organizational goals for sustaining and growing both profit and revenue. Leads both Inside Sales and Manufacturer

Representatives to drive profitable sales expansion and enhances the company's strategic decisions by providing key market intelligence based on interactions with clients, prospects, and other market players. Key Elements: The position reports to the firm's President and will have close contact with the CEO: Complex and technical sales of both systems and consumables Strong business development background. Develops comprehensive business development plans that identify and prioritize the most attractive. opportunities to leverage current and emerging company business. North American travel and participation at industry trade shows. Drives acquisitions of new customers. Presenting to and negotiating with Engineers, Engineering Groups, and large OEMs. Establishes quotas and targets for the team; while managing team performance. Collaboration with the executive team and field associates. Work closely with Inside Sales and Marketing as well as Manufacturers Representatives. Strategic Agility, Driving Execution, Influencing, Change Management, Presentations. Minimum Requirements: Four Year Degree, Technical Discipline or MBA preferred. 10+ years of proven sales background. Familiarity and success in identifying, courting, and closing technical sales. Understanding of, and experience with working with Distributors. Understanding of, and experience with working with Manufacturer Representatives. Flexible & versatile - we are a small company with a lot of "hands on". To apply, contact the employer by email: ladler@abtex.com OSOS 7/16/18

Office Assistant (Watkins Glen, NY)

- The Arc of Schuyler is looking for an Office Assistant in Watkins Glen to join its team. This person provides administrative, secretarial, and reception support to various departments. The qualified candidate must have a high diploma and strong written and verbal communications. For more information, click on the link below. <https://arcofschuyler.applicantpro.com/jobs/615731-182021.html> Workforce Development 7/19/18

Clerical (Penn Yan, NY)

- Part Time, possibly becoming Full time, opening in Penn Yan estate paralegal office. The work involves responsibility for a variety of clerical and office tasks and proficient use of a computer- specifically MS Word and MS Excel. Applicants are expected to act and dress in a professional manner, and must be accurate, detail oriented, organized, and possess good public interpersonal skills. Confidentiality is essential. An aptitude for numbers is required. There is opportunity for professional growth. Each applicant must have a high school diploma or equivalent, and/or paid clerical experience. Knowledge of legal terminology helpful but not required. Send resume and cover letter when applying. Email inquiries to rachaelrobak@gmail.com. Workforce Development 7/11/18

County Administrator (Penn Yan, NY)

- The County Administrator oversees the daily operations of Yates County government, coordinating and guiding interdepartmental and interagency activities and projects, and representing the County in various community endeavors. The County Administrator performs duties conferred by local law upon a county chief operating officer or head of the administrative branch of County government. Specific responsibilities include development and implementation of county policies, negotiation of union contracts and labor issues, recruitment, supervision and evaluation of department heads, and general administration of County projects. The County Administrator is appointed by and is directly responsible to the Yates County Legislature. Application deadline is August 3rd. For a full list of qualifications and duties or to apply, please visit <https://mycivilservice.yatescounty.org/jobopps>. Workforce Development 7/9/18

Land Surveyor Assistant (Penn Yan, NY)

- Local Land Surveyor is in need of an assistant. Willing to train the right candidate! Applicants need a high school diploma or equivalent, driver's license, must be presentable in appearance and able to pass a drug test. Applicant will be responsible for moving equipment and will need to be able to walk long distances if necessary. Great opportunity to learn a trade! Wage will be based on experience. Resumes can be dropped off at Workforce Development (please include references), 417 Liberty St. Penn Yan or emailed to lisa.principio@dfa.state.ny.us. Workforce Development 7/9/18

SKILLED/MANUFACTURING

Packer (Penn Yan, NY)

- Silgan in Penn Yan, NY is now hiring! Remedy Staffing has entry-level packaging positions available. Need to be able to follow written instructions. It is a fantastic opportunity to grow within the company. An ideal candidate needs no experience but good work ethic. This is a great position for someone who is looking for a career! Need to be able to work weekends. Pay rate starts at \$11.30/hours. 12-hour shifts. Temp to hire. Great training program! Remedy Staffing is holding

open interviews every Tuesday at Yates Workforce Development from 1:30-3:30pm. Call for more details: 315-781-6200.

Chronicle Express 7/4/18

Forklift Operator (Penn Yan, NY)

- Express Employment Professionals in Corning NY is currently recruiting for a warehouse associate and forklift operators for a client in Penn Yan. Candidate will be responsible for handling general warehouse duties including forklift operations, pallet jacks pick and pack of orders, handling inventory, shipping and receiving. Good attention to detail is a must. Individual must have reliable transportation and good attendance. This is a temp-to-permanent position with a pay rate of \$12 an hour. Candidate must be willing to work a flexible schedule with the potential for overtime. Interested candidates should contact Express Employment at 607-936-0770. Express Employment Professionals, 11849 E Corning Rd, Suite 101, Corning, NY 14830. www.expresspros.com/corningny.
Craigslist post ID: 6653014755 7/29/18

Production (Himrod, NY)

- Riverwood Cabins is seeking Production workers/builders for their Himrod, NY location to start as soon as possible. They are looking for entry level to experienced builders. Competitive wage (\$13.50-15.50 per hour as a pre-bonus training rate) plus production bonuses paid weekly after 90 days of employment. There is also a signing bonus of \$1,000 to be given at 6 months employment. Preferred experience includes:
 - Carpentry experience (trim carpentry and finishing experience a PLUS)
 - Building/Construction experienceSkills required:
 - Clear communication which includes being able to adapt under pressure
 - Execution and time management skills
 - Must be willing to do what it takes to get the job done
 - Reliable and works as a team with othersJob duties also include upholding safety procedures & protocols. Compensation Package is determined by experience and expertise which ALSO includes:
 - 10 company paid holidays
 - Benefits offerings
 - Weekly production bonus (Bonus pool begins 30 days after employment)Come and build your career with our progressive company. We have a superb reputation and need REAL STARS to work with our customers & team members.
<https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&start=10&vjk=b8ae440985f2a8a5> Indeed 7/2/18

Engineering Supervisor (Penn Yan, NY)

- Oversee maintenance and upgrades of tangible Ferro property located at the Penn Yan facility, including all real property, building structures/systems, utilities, security system, and all equipment related to the manufacturing of products. For a full description and qualifications or to apply, please visit <https://nlx.jobsyn.org/398541a7804f4aba9e3560250427ff88161>.
OSOS 7/23/18

Quality Control Technician (Penn Yan, 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.

Apply at: <https://nlx.jobsyn.org/869c97f8e4d54a1083f7fceabbcf33f161>

OSOS 7/30/18

KanPak- Multiple Positions (Penn Yan, NY)

- **Packer - Downline- F/T- 1st, 2nd, 3rd shift**
- **Warehouse- Forklift Operator- 2nd shift**
- **Wastewater Treatment Operator- 3rd shift**
- **Maintenance Technician- 2nd shift**
- **Production Supervisor**
- **Housekeeper/Sanitation**

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

Workforce Development 7/30/18

Job Leads for Surrounding Counties

Yates County Job Leads: www.yatescounty.org/wfdjobs

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

Seneca County Job Leads: <http://www.co.seneca.ny.us/departments/dhs-administration/workforce-department/job-leads/>

Wayne County Job Leads: <http://web.co.wayne.ny.us/workforce-development/workforce-development-job-seeker/>

August 2018

August 2018: Yates County Workforce Development Calendar of Events

***Important Notice: This calendar is to be used for Temporary Cash Assistance applicants & recipient's activities. You may request copies at the WFD front-desk.**

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

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



Workforce Opportunities • Workplace Solutions

A proud partner of the  network

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!

CAREER CLOSET

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



Workforce Opportunities • Workplace Solutions
A proud partner of the American Job Center Network



Custodian

EMT-Basic & EMT- Paramedic

JOIN OUR TEAM

- Competitive Wages
- Vacation Accrual with 1st Paycheck
- Health Insurance
- Dental Insurance
- 401K with Employer Match
- 10 Paid Holidays
- Employer Paid Life Insurance
- Sick Leave Accrual
- Premium Pay for Hours Worked on a Holiday
- Health Saving Account (HSA)
- Uniforms Provided
- EAP Programs
- CME Recertification Program
- No Overtime Restrictions
- Predictable Schedule

APPLICATIONS AVAILABLE: FingerLakesAmbulance.com