



**ONTARIO COUNTY
FINGER LAKES WORKS
DEPT. OF WORKFORCE DEVELOPMENT
JOB LEADS: June 25th, 2018
Web Site: <http://www.co.ontario.ny.us/workforce>**

Quote of the week: " Failure is the condiment that gives success its' flavor."
~ Truman Capote

Ontario ARC's wide range of programs and services offers a variety of available positions, many of which provide the potential for a rewarding career in a compassionate, innovative working environment. Accepting applications for: **Barista; Café Attendant; Custodian; Day Hab Specialist; Driver; Direct Support Professional; Employment Specialist; Enclave Supervisor; Nurse Team Leader; Pathway to Employment Coordinator; Program Supervisor; & Vocational Assessment Specialist.** Apply online at:
<http://ontarioarc.applicantpro.com/internaljobs>

Aerial Cabling Technicians: Lantek Fiber Optic Service, Inc. is a growing leader in the fiber optic, telecommunication industry. We are a family owned and operated company that is dedicated to their customers, values it's employees, and offers competitive pay and benefits for the right candidate. The services we provide range from Aerial /Underground construction to fiber optic splicing. We are currently seeking skilled and motivated individuals for full time employment as Aerial Cabling Technicians - Fiber to the home/business. The candidate should be mechanically inclined, have a strong work ethic, have strong attention to detail and want to become a long-term member of the Lantek family. Experience preferred, but not necessary for this position. We are willing to train the right candidates. Functions and responsibilities: Installing single fiber drop pole & attaching to the house, Splicing fiber drop into a Network Interface Device, running 12/48/96 fiber cables, Work aloft and in close spaces up to 50ft in a bucket truck, ladder, or hand climb utility poles using gaffs; work outdoors and in inclement weather conditions; work in manholes. Must be able and willing to travel and work nights/weekends when the job requires. Maintain safe and secure work environment by

following standards and procedures; complying with legal regulations. Physical requirements: handling 50 pounds frequently and 100 pounds occasionally; Pushing, pulling, lifting, and bending; Manual dexterity in the performance of tasks. Climbing/gaffing poles. Drive a company vehicle; must have a clean driving record. Competitive benefits package! Apply via email to: **employment@lantekcom.com**

Assembly: JOB FAIR! EVERY Monday and Tuesday For GW LISK, 9am- 3pm. Kelly Services, 102 South Main Street, Newark, NY 14513. In this role, you will accurately and efficiently assemble or test a variety of valves or sensors to achieve customer quality and on-time delivery schedules. Temporary to Hire Jobs with a Company known for 60+ years of success, internal promotion and a stellar employee oriented culture. Outstanding benefits include profit sharing, Paid Time Off, Wellness Incentives, Health and Dental, 401(k). Salary Offers based on experience, 1st and 2nd Shift Available. Summer Employment is Also Available!

Carpenter: New Energy Works is looking for an experienced carpenter working with highly custom residential projects. A valid driver's license is required. Apply online at: **newenergyworks.com**

CNC Set-up/Operator: Ingleside Machine is a local company located in Farmington. We are a world class company that specializes in precision machined products, sheet metal fabrication, and assembly for military, medical, and other fields. We offer health benefits, dental benefits, short and long term disability, life insurance, 401K, holidays and paid time off. EOE RESPONSIBILITIES: Work from blueprint, specifications or written instructions, Load parts, operate controls, set offsets, set-up machines and editing of programs. Knowledge of Mastercam is beneficial. Performs deburring function and self-inspection on parts in-process and upon completion for conformance to requirements. EXPERIENCE/SKILLS REQUIRED: 2-5 years' experience. Knowledge of measurement instruments, blueprint reading, and shop mathematics. Apply online at: **www.inglesidemachine.com/careers**

Construction: Seeking dependable, skilled candidates completing all phases of construction in the Finger Lakes area. Must have valid NYS driver's license, reliable transportation, neat appearance, and a willingness to learn and take direction. Apply online at: **www.deltacmc.com**

Counter Sales Person: Well established local water system and water treatment company is seeking a full-time candidate to become part of our close-knit team. Minimum starting hourly wage \$14.00/hour. Hours: Monday-Friday, 7:30AM-4:00PM.

Benefits include 401K/Profit Sharing and health care. Requirements: Excellent Phone Skills. Basic Electrical and Plumbing Knowledge. Basic Computer Skills. Ability to lift and carry 75 lbs. High School Diploma or GED. Please contact Joe Testa, office phone 585-657-6140 or cell phone 585-737-6597, or email: joetesta1@yahoo.com

Data-Voice Technician: Lantek Communications, Inc. is a growing leader in the telecommunication industry. We are a family owned and operated company that is dedicated to their customers, values it's employees and offers competitive pay and benefits for the right candidate. Immediate openings!! Job specifications: Excellent teamwork ability and Excellent Customer Service skills, Understanding and installation of Cat5, Cat6 and fiber optics, Cabling testing and documentation (all media types), Adhere to safety guidelines and requirements, Build-out of MDF and IDF (racks, patch panels, wire managers, network electronics, etc.), Installation, maintenance, and troubleshooting of low voltage cable systems, Work with CAT 5e & 6 twisted pair, optical fiber, coax, etc. including perform all cable pulling, suspension, fireproofing, terminating, and testing in accordance with the National Electrical Code (NEC) and other local regulations. Perform all work in a neat and quality manner. Must have the ability to work nights and out of town as deemed necessary per project. Overtime Available. Proper use of all tools and equipment necessary to perform assigned tasks-including Drills, Cable Cutters, Saws, Hammer Drills, Knock-out punches etc. Must be able to stoop, kneel or crouch for long periods of time. Must be able to lift 50 pounds and carry 25 pounds consistently. One year experience preferred, will train. Salary based on experience. Valid NYS Driver License is required, pre-employment physical and drug test, security license verification. Competitive Benefits Package Offered! Please apply via email to: employment@lantekcom.com

Custodian: GW LISK is assisting with the advertising for this position at Finger Lakes Ambulance, located in Clifton Springs. Ensures the cleanliness of building and sanitation of employee areas. Participates in operations of the Finger Lakes Ambulance EMS, Inc. Garage as directed. Performs handyman duties as needed. The employee must frequently lift and/or move more than 50 pounds. Occasionally lifting and/or moving up to 125 pounds. The position regularly requires consistent movement, including but not limited to, climbing, squatting, balance on ladders, reaching, and grasping. Required: High school diploma or General Education Degree (GED). Valid New York State Driver's License - Meeting FLA Driver Motor Vehicle Record requirements. Apply online at: <http://www.gwlink.com/lisk-careers/>

Delivery Drivers: Openings for drivers! Full time, part time, variety of days and shifts available. Duties include delivering packages for FedEx throughout the area. Will be based out of the FedEx Farmington facility but will be employed by a contractor in the Canandaigua area. Deliveries occur Monday-Saturday. OT possible. CDL license NOT

required. Will be driving a minivan or 12-16 foot box truck. Will be following pre-set route and making dozens of stops. Lifting is required. Requirements include: clean NYS driver's license, DOT physical & drug screen (company paid), and road test. Please call Mike at: (585) 738-2433.

Driver; Non-emergency Medical Transport: Requirements: Current and valid NYS CDL Class C, B or A License with Passenger Endorsement per Article 19-A Regulations. NYS Drivers Abstract (Clean without any DWI's or Excessive Speeding). Must pass a Background Check. Must pass Drug/Alcohol Screening. Must pass DOT Physical. Job Responsibilities: Be on time and in a Clean Uniform daily. Transporting clients in a safe and professional manner. Communication with Dispatch in order to receive relevant data and instructions. Maintain a professional behavior and attitude towards clients, facilities and coworkers. Completion of Vehicle Checklist prior to and at end of daily vehicle usage to keep a safe and comfortable client transportation. Assist with transferring and balancing clients with door to door assistance. Capable of understanding directions and the ability to read and use maps/GPS accurately. Perform all duties on tablet promptly, accurately and completely. Fuel up vehicle prior to returning to base at end of shift daily. Starting hourly pay: \$13, ETO (earned time off), Holiday Paid Time Off (limited), Direct Deposit and Uniforms provided (including cleaning services). Apply via Craigslist: <https://fingerlakes.craigslist.org/trp/d/non-emergency-medical/6610946145.html>

Drivers: We are a company with a proven quality reputation and really care about our employees. Must have a Valid CDL-A class license with 2 years of verifiable experience to apply or 1 year of experience with a valid certificate from an accredited driving school. \$5000.00 sign on bonus!! Quarterly safety bonus!! Paid weekly. 100% no touch freight. Home on weekends!!!! Late model tractors. Benefits Package (Health Care, 401K with company match). Please stop in to our new location at 25 Pixley Industrial Park, Rochester, NY 14624, or contact Scott Walker at (585) 424-3660. Visit our website at: www.keylogisticsroc.com

Facilities Maintenance: Responsible for maintaining common areas in and around the facility with a focus on the production area. The objective is to have a facility that appears to be tidy, clean and organized every hour of the day and every day of the week. The appearance of the facility will be used to measure the performance of the maintenance technician. HS or equivalent required. Part time hours: Monday-Friday, 6am -10am. Submit resume to: greatjobs@xlionline.com

Food Service: Victor Thruway Travel Plaza is hiring! Restaurants include Tim Horton's, Villa Pizza, and Checkers. Multiple part time and full-time openings, including days,

evening, overnights, weekends and holidays. Open positions are Cashiers, Food Prep and Cleaners. Starting hourly wage is \$12.00 per hour. Complete an application in person at 7029 Aldridge Road, Victor. Interviews are given when you apply!

General Manager: Hotel position in Geneva. Responsible for the overall profitable management of the property including operations, marketing, overseeing all departments including front desk, which includes room rental, reservation management, employee staffing, training, record keeping, report preparation, guest relations, maintaining housekeeping departments ensuring clean rooms as well as property being well maintained. Apply online at: www.wyndhamhotels.com

General Laborer Galvanizing: Elderlee, Inc., 729 Cross Road, Oaks Corners. We are seeking an energetic, reliable candidate to fill the role of General Laborer in our Galvanizing facility. Positions are available on 1st, 2nd or 3rd shifts. This position consists of repetitive lifting up to 75lbs and continuous bending, Loading and unloading material on/off hooks, Able to use or able to learn how to use power tools like sanders to get zinc drippings off the finished products. We offer an attractive total compensation package, Life, Health and Dental insurance, union retirement package. Paid holidays and time off. Starting wage is \$12.00 hour. Apply by fax: 315-789-8104, Email: payrolldept@elderlee.com or in person.

Handyman: Handy is a nationwide home services platform that is looking for professional handymen! Handy operates in more than 25 cities and has been featured in sites like Forbes, NY Times, CNBC, and The Economist. Our app will connect you to customers instantly. Switch it on to see people near you who booked a handyman service. Claim the job. Arrive on time. Complete their service call. Get paid! Make money performing light handyman jobs: heavy lifting, carpentry, furniture assembly, tv mounting, plumbing, and electrical tasks. Complete transparency; see how much you earn per job before you claim it. Qualified Candidates need to be able to perform a variety of home improvement tasks independently, have all your own hand tools and power tools, and speak English and be authorized to work. Apply and register online at: Handy.com/apply

Healthcare: Geneva General/FL Health is accepting online application for: **Activities Supervisor; CNA Trainee; Cook II; Housekeeping Aide; HR Assistant; LPN; Medical Biller; Medical Office Assistant; Medical Technologist; Nutritional Services Aide; Paramedic; Patient Care Tech; Phlebotomist; Physical Therapist; PT Assistant; Radiology Tech; Registration Rep; RN; Secretary; Security Officer;** and more! For details and to apply online, visit: <http://www.flhealth.org> Visit us on **Wednesdays, 9 am – 5 pm**, for "Walk in Wednesdays". No appointment is necessary.

Line Cook: The Village Bakery & Café, Eastview Mall, Victor. Looking for an energetic and positive individual to join our team. Must have a strong passion for cooking and working with fresh ingredients. No fryer, and No late nights: must be available until 7:30 pm. Apply in person or online at: www.villagebakeries.com

Laborer: NVR Building Products is Hiring! 3 day weekends/3 weeks of vacation per year NVR is a fast-paced building products company manufacturing wall panels, roof trusses, stairs, and doors. We work 10 hour days, 6 am-4:30 pm, Mon-.Thurs. Benefits include: 3 weeks of vacation/year, 100% matching 401k up to \$1,000/yr., ESOP, 8 paid holidays, paid company picnic, Medical, etc. Our starting pay is \$13.40/hr, \$14.50 after successful completion of 90 days. If you are interested in applying, go to www.nvrinc.com, click on "careers", then "search opportunities", then "experienced professionals", and select NY. If you have any issues feel free to call us at 585-924-3258 or stop by the Plant at 1043 Hook Road in Farmington.

Lineman: Lantek Fiber Optic Service, Inc. is a growing leader in the fiber optic, telecommunication industry. We are a family owned and operated company that is dedicated to their customers, values it's employees and offers competitive pay and benefits for the right candidate. The services we provide range from Aerial/Underground construction to fiber optic splicing. We are currently seeking skilled and motivated individuals for full time employment as a Lineman in our Underground/Aerial Construction Division. The candidate should be mechanically inclined, have a strong work ethic, have strong attention to detail and want to become a long-term member of the Lantek family. **THIS POSITION REQUIRES OUT OF TOWN TRAVEL DURING THE WEEK (Hotel and Meal allowance provided).** Lineman Responsibilities: Ability to utilize ladders, crawl spaces, manholes and trenches to access various installations and construction points as required. Safely operate a bucket trucks, climb poles and utilize standard tools of the trade. Flexibility to work across all division (underground /aerial). Work outside in varying conditions. Work mandatory overtime as required. Lineman Required Skills: Possess a valid NYS Driver's license and a clean driving record. Commercial Driver's License is a plus. Proficient in new build, fiber installation and pole transfers. Knowledge in building strand, lashing, pole transfers, grounding as well as building and repairing aerial telecommunication lines. Ability to lift up to 100lbsClimb poles and work aloft up to 30'. Must be willing to work out of town and travel, and pass a pre-employment and random drug screening. Please apply via email to: employment@lantekcom.com

Maintenance: McDonald's, 6092 Route 96, Farmington. Seeking a quality individual to join our outstanding crew. Flexible schedule, friendly atmosphere, chance for advancement, free uniforms, and discounts to major stores. Please apply in person or online at: www.mylocalmcdonalds.com/farmington-mcdonalds

Maintenance Apprentice: Terphane, recently recognized as a Best Company to Work in NYS, is offering a great opportunity to earn a nationally recognized NYS Journeyman Certificate as an Electro-Mechanical Technician! This will require a combination of classroom and on the job training over a 4-year period. **Requirements:** Ability to commit to the long-term program, Ability to attend classes (2) nights per week, Self-motivated with a demonstrated work ethic, and Ability to modify work hours as needed. Starting pay rate is \$15.22 per hour with gradual increases every six months. Outstanding benefits including medical, dental, life insurance, matching 401(k), tuition reimbursement, attendance bonus reward program and more! Apply online at: <https://www.tredegear.com/careers/>

Bristol Harbour Village is seeking: **Seasonal Maintenance Technician** for Grounds Care: Valid NYS driver's license required. **Certified Lifeguard:** 16 yrs. or older, CPR and First Aid Certified & a valid Lifeguard Certificate required. Call (585) 396-2700 or stop in at 30 Golfside Circle, Canandaigua for an application. Email resumes to: Bhvaoffice@bhvainc.com

Night Auditor: Hampton Inn, 43 Lake Street, Geneva. Looking for a cheerful person to add a smile to our friendly front desk staff. Hours are Saturday & Sunday, 11pm – 7am. Responsibilities include answering phones, making reservations, and check guests in/out of hotel. The ideal candidate will be flexible and able to work holidays. Prior experience is not necessary. Please apply in person.

Package Handlers: United Parcel Service is now hiring part-time package handlers and part-time supervisor, 3am – 9am or 5pm – 10pm. For more information, visit website at: upsjobs.com, call (585) 359-8526, or email: Tdisano@ups.com

Production: Adecco is hiring for Pactiv in Canandaigua. We have multiple positions available on many different shifts and schedules. The position is working in production packaging foam and plastic food containers. We are looking for individuals who are interested in working as a team, learning, and being able to grow and be promoted in a short period of time. Raises are available after 30 days and again after 90days. There are three shifts available; Day, Evening, and Overnight. Days - \$11.00 an hour 7:30am-4pm. Evening- \$11.75 an hour 3:30pm- Midnight. Overnight- \$12.25 an hour 11:30pm - 8am. In addition to the three shifts, there are openings for; Full Time, Part time, Weekends. Full time - 40 hours a week (5 days). Part time- Based on your availability can be from 16hrs to 32 hours a week. Weekends- Can be any combination of Friday, Saturday, Sunday. If you are interested, please call 585-396-1990.

Production: Coastal Staffing is seeking Production Personnel in Bloomfield. First Shift, second shift and third shift available, Monday-Friday, 40 hours/week. Must be physically flexible, diligent and dependable. For a Very Fast Paced Food Sterile Environment. One year of acceptable related experience. Ability to reach, twist, bend, stand. Industrial Food Production Background helpful. Individual Transportation. Perfect Attendance a must. Drug Screening, Reference Check and Background Check. Contact Julia from Coastal Staffing at (585) 226-3575 or Email: julia@coastalstaffinginc.com

QA/QC Inspectors: Looking for motivated QA/QC Inspectors. We are a growing CNC machining company in Victor with great potential. We have CNC vertical/horizontal mills, multi-function lathes and swiss machines. POSSIBLE MANAGEMENT POSITION – DOE. Duties: Inspect incoming in house and supplier parts. First piece layout - 100% inspection. Perform audits – In process checks. Conduct capability studies for customers when required. Required skill set: Technical skills - GD&T. CMM experience a plus. Ability to read blue prints. Numerical aptitude and ability to accurately record data. Desired math skills: Algebra, Geometry and Trigonometry. Ability to communicate quality results to other departments and vendors. Must possess: High School Diploma or GED. 10 or more years inspection experience. Use of measurement tools and equipment. Ability to lift 30 - 50 lbs. Driver license and transportation. Pay based on experience. Please respond with resume and desired pay rate: resumes@hmicncmachining.com

Quality Inspection Technician: The position is responsible for verifying that our products meet the dimensional, cosmetic, and compositional characteristics specified by our customers and defines and documents product quality plans according to customer specifications and drawings. Responsibilities will include but not limited to: first piece, in process, final, assembly and receiving inspection. Develops, modifies, applies, and maintains quality standards and evaluation methods for products and processes. Should be familiar with gage calibration techniques and be capable of interpreting drawings that include Geometric Dimensioning and Tolerancing. Education Required: High school diploma or GED. Manufacturing background with a minimum of 2 years engineering experience. Bachelor or Associates degree in Quality Engineering, Mechanical or Industrial engineering or a related field preferred. NYS Journeyman Machinist or NIMS credentials preferred. ASQ Certification preferred. Wage dependent on experience. Submit resumes to: greatjobs@xlionline.com

Recycling/Warehouse Laborer: Tomra, 5329 Loomis Road, Farmington. Full time positions available, Monday-Friday, 5am to 3:30pm OR 1:30pm to 12 midnight. Opening bags of recyclable cans and placing on a conveyor belt. Please apply in person and bring your social security card and photo ID with you.

Residential Remodeler: Local, established Canandaigua company seeks individual for residential remodeling projects. Experience is preferred but not required. Will train individual that wants to make a commitment to this field. Reliable transportation to project site in necessary. Wage based on experience. Contact Ken at 585-394-8580.

Restaurant Staff: Immediate, full and part-time openings at Pudgie's Pizza, North Main Street, Canandaigua. Team Members needed. Please apply in person.

Restaurant Staff: Friendly's is hiring Cooks, Servers, Ice Cream Scoopers & Part-Time Managers! Join the company with the vision to make the world Friendly, One Scoop at a Time! Please apply at: <https://Jobs.friendlys.com> for our Geneva Restaurant located at 287 Hamilton Street, Geneva NY 14456. Then call: 315-789-0671 for interview between 2:00 pm and 5:00 pm. Ask to speak with the Manager on Duty.

Retail: Lowe's Canandaigua is hiring for: Customer Service, Facility Services, Installed Sales, Load Puller, Overnight Receiver/Stocker, and Sales Support. For details and online application, visit: <https://careers.lowes.com/>

Retail: Wegmans is hiring for the Canandaigua store: Pizza, Dairy, Prepared Foods, Bakery, Cashier, Organic Farm Maintenance. Apply online at: <https://jobs.wegmans.com/>

Retail: Walmart in Victor is hiring a full-time afternoon stocker (2pm-11pm). Apply online at: www.walmart.com/apply and contact Ashley in Personnel at (585) 398-6038, ext. 190 to set up an interview.

Splicing Technicians: Lantek Fiber Optic Service, Inc. is a growing leader in the fiber optic, telecommunication industry. We are a family owned and operated company that is dedicated to their customers, values it's employees and offers competitive pay and benefits for the right candidate. The services we provide range from Aerial/Underground construction to fiber optic splicing. We are currently seeking skilled and motivated individuals for full time employment as a Splicing Technician. The candidate should be mechanically inclined, have a strong work ethic, have strong attention to detail and want to become a long-term member of the Lantek family. Required technical skills/qualifications: Specialized in fiber tools (OTDR, Power Meter and Light Source, VFL, Fusion Splicer). Able to view and print traces. Advanced trouble shooting skills. Theory of telecom. Strong Knowledge of Fiber Optic construction and maintenance. Understand splice schematics. Functions and responsibilities: OSP Technician will be responsible for

splicing fiber, the installation and operation of Outside Plant (OSP) and Inside Plant Fiber Optic/Copper Networks as well as confirms accurate cable terminations on cross connect, patch panels and ONT's. Work aloft and in close spaces up to 50ft in a bucket truck, ladder, or climb utility poles; work outdoors and in inclement weather conditions; work in manholes. Must be able and willing to travel and work nights/weekends when the job requires. Maintain safe and secure work environment by following standards and procedures; complying with legal regulations. Physical requirements: handling 50 pounds frequently and 100 pounds occasionally. Pushing, pulling, lifting, and bending. Manual dexterity in the performance of tasks. Drive a company vehicle; must have a clean driver record. All candidates subject to pre-employment physical and drug screening. Please apply via email to: **employment@lantekcom.com**

Victor Central Schools Summer Support Staff Vacancies: **PART-TIME & SUBSTITUTE SPECIAL EDUCATION TEACHER AIDES** Part-time hourly Teacher Aides who will assist Special Education Teachers with students for up to 5.5 hours daily in an Extended School Year program. Program runs from July 9th through August 17th. Training in ABA is preferred, but not required. Interested applicants should apply in person at: Victor Schools, Human Resources, District Office, 953 High Street, Victor, NY. Inquiries may be made to Kris Hutt (585) 924-3252, Ext. 1417 or HuttK@victorschools.org .

Vineyard Assistant: Martini Vineyards is currently seeking a full time vineyard assistant. Our vineyard is located on the West side of Seneca Lake and is comprised of 80 acres of established vinifera vineyards with 15 acres of new plantings. We are looking for an energetic, outdoor loving individual to join our team. This is a full time/hourly position with benefits. The right candidate should have farming experience; viticulture and/or horticulture is preferred but not necessary. Duties include, but are not limited to, planting, pruning, harvesting, canopy and floor management, vine training and trellis maintenance as well as equipment and shop upkeep. Positive attitude, mechanical skills, Ability to adapt to unforeseen constraints of weather, labor and equipment, Ability to work a flexible schedule during critical times of the season, and a love for the outdoors is required. Must be able to walk 2-5 miles/day on uneven terrain, and able to work in various weather conditions. We are a family owned and operated vineyard in operation since 1973. Please send all inquiries/resumes to: Peter Martini, 1031 Anthony Road, Penn Yan, NY. Email: martinivms@gmail.com Phone: 315-382-2419.

Roseland Waterpark: 250 Eastern Blvd, Canandaigua. Accepting applications for: Lifeguards, Admissions, Games, Retail, F&B Cashiers, Cooks, Bussers/dishwashers, Janitorial, Park Maintenance/Night Maintenance, Chemical Maintenance, and Accounting. Please apply in person Monday-Friday, 1:30 – 4:00 pm, or online at: **www.roselandwaterpark.com**

Welder/Fabricator: Benemy Welding & Fabrication Inc., 8 Pleasant Avenue, Phelps. Looking for a full time Welder/Fabricator to join our growing team. Candidates should be Proficient with Mig and Tig Process, Blue Print Reading, Grinders, Drills and Basic Hand Tools, Shop Equipment such as Saws, Drill Presses, Sheer, Brake and Iron Worker. Hours are Mon-Fri 7am-3:30pm with potential of overtime as needed. Salary is based on Experience and Health Benefits are available. Interested candidates can email a Resume to: **Benemy.Jeremy@FLTG.net** or drop off in person.

YMCA, Canandaigua: Immediate openings! School Age Child Care Assistant in Bloomfield, Part Time Child Care Assistant, Assistant Youth Sports Coach, Personal Trainer, Group Exercise Instructor, Swim Instructors, Lifeguards, Full-time Wellness Director, and Full-time Membership/Marketing Director. For details and to apply, visit: <http://www.canandaigua-ymca.org/about-us/job-opportunities/>

**COME IN TO WORKFORCE DEVELOPMENT TO USE THE RESOURCE ROOM
FOR FURTHER JOB LEADS**

3010 County Complex Drive, Canandaigua, NY 14424

Telephone: (585) 396-4020

Hours: Monday thru Friday 8:00 - 5:00

A proud partner of the  American Job Center network

ONTARIO COUNTY
3019 County Complex Drive, Canandaigua, NY 14424 (585) 396-4465
[HTTP://WWW.CO.ONTARIO.NY.US/HUMANRESOURCES](http://www.co.ontario.ny.us/humanresources)
CURRENT EXAM INFORMATION

EXAMS SCHEDULED BY N.Y.S. CIVIL SERVICE

Exam Title

Last Filing Date

Exam Date

ANNOUNCED VACANCIES:

Client Transportation Driver (On-Call Substitute)
Corrections Officer, Part-Time
Food Site Aide, Part-Time
Project Manager
Substitute Bus Driver (Office for the Aging)

CONTINUOUS EXAMS (Clerical): These examinations will be conducted on the third Wednesday of every month with a last filing date of the first Wednesday of that month:

Typist/Office Specialist I Account Clerk-Typist/Finance Clerk 1

CONTINUOUS EXAMS (Health Related):

Community Mental Health Nurse	Nurse Practitioner	Occupational Therapist
Occupational Therapy Assistant	Physical Therapist	Physical Therapy Assistant
Psychiatrist	Public Health Nurse	

CONTINUOUS EXAMS (Computer Related): Upon approval of application, a Training & Experience Questionnaire must be completed. Applicants approved the first Friday of the month will be scheduled for Part I of the exam during the last week of that month:

Technical Specialist (Information Systems)

***** All examinations require a \$15.00 application fee. Check or money order only.
Payable to: Ontario County Department of Human Resources.**

Adecco

has immediate openings!

**Multiple manufacturing
positions available locally**

**Adecco will be accepting applications and
interviewing on**

Tuesday, July 3

10:00 am - 12:00 pm

at

**Ontario County
Workforce Development**

**3010 County Complex Drive,
Canandaigua**

PLEASE POST
PHELPS-CLIFTON SPRINGS CENTRAL SCHOOL
Clifton Springs, NY 14432
Jun 12, 2018

ANTICIPATED VACANCY
Effective September 1, 2018
1:1 Teacher Aide – 10 Month (K-12)
Salary and Benefits per Negotiated Agreement

“To Create a Community of Learners and Leaders who Demonstrate the 21st Century Skills Necessary to Compete and Thrive in a Global Society”

If you believe in this vision, please continue.

We SUPPORT your decision to read beyond this point if you have:

- High School Diploma or GED
- Civil Service approved as Teacher Aide
- Fingerprint Clearance

We feel OPTIMISTIC then that you could:

- Ability to monitor a student with special needs within the general education classroom
- Ability to implement specific interventions identified as a need on a student’s behavior intervention plan or IEP
- Ability to foster independent opportunities for students to socialize appropriately with peers
- Experience and understanding in implementing IEP goals as a member of a team
- Experience in working with different learning styles and learning needs
- Experience with the needs of students with disabilities (Autism, ADHD, sensory regulation) a plus
- Eagerness to learn and work with a variety of teachers and personnel

We feel you are an ACHIEVER and RESPECT your commitment to education therefore we would provide:

- Access to high quality professional learning opportunities
- Competitive compensation
- Medical and Dental Insurance
- Voluntary 403(b) Contribution
- Flexible Spending Account

Interested parties should apply on line by Friday, June 29, 2018 at:

<http://phelpscliftonsprings.recruitfront.com/JobOpportunities>

The Phelps-Clifton Springs Central School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities, employment, and admissions; and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Patti Larche, compliance officer/coordinator, at plarche@midlakes.org. Mrs. Larche can also be reached at 315-548-6475 or via mail at the District Office: 1495 State Route 488, Clifton Springs, New York, 14432. Inquiries concerning the application of the Phelps-Clifton Springs Central School District non-discrimination policies may also be referred to the U.S. Department of Education, Office for Civil Rights (OCR), 32 Old Slip, 26th Floor, New York, NY 10005, telephone (646) 428-3800 (voice) or (800) 877-8339 (TTY)

TEMPORARY CUSTODIAL POSITION



Essential Responsibilities:

- Possess working knowledge of general cleaning practices, procedures, supplies, and equipment
- Execute scheduled cleaning and special cleaning projects
- Make regular inspections of building and grounds for cleanliness and tidiness
- Participate in minor property maintenance, and repairs, including painting
- Perform other duties as assigned

General Responsibilities:

- Maintain high standards of customer service and enthusiasm
- Prioritize work under pressure and time constraints
- Possess professional, friendly, and courteous demeanor
- Proficient in computing applications, including MS Office

Employment Standards:

- High school diploma or equivalent required
- Experience in industrial or commercial cleaning preferred
- Ability to lift 50 pounds unassisted
- Ability to perform medium to heavy physical labor, including standing for long periods
- Ability to work independently with limited supervision

***Come
join our
professional
and
friendly
team***



The Suites at Laker Landing

Flexible Work Schedule Available

- Temporary hourly (20 -40 hours per week); June 1st—Sep 30th (we can offer flexibility on this)
- No weekend or evening hours
- Apply online at FLCC.edu/jobs or stop into the Housing Office



Interested in becoming a Certified Nursing Assistant?

Is this training program for you?



What is a CNA? Prepare to become a Certified Nursing Assistant (CNA) by completing FLCC'S program and taking the New York State Exam. **Our student's passing rate on the State Exam is the highest in the state!!!** Our program includes classroom training in the principles and practices of patient care in the role of a Nursing Assistant, as well as, clinical experience in an assisted living setting.

Orientation Dates for C.N.A. Training:

- ***July 12, 2018 – Clifton Springs Hospital***
- ***September 6, 2018 – DeMay Living Center, Newark***
- ***October 12, 2018 – Clifton Springs Hospital***
- ***First Wednesday of every month at FLCC's Main Campus Room 1436***

2018 Class Dates:

- ***July 9, 2018 – FLCC's Canandaigua Campus – Thompson Health***
- ***July 16, 2018 – Clifton Springs Hospital and Clinical***
- ***September 20, 2018 – Clifton Springs Hospital and Clinical***
- ***October 22, 2018 – FLCC's Canandaigua Campus – Thompson Health***
- ***November 5, 2018 – DeMay Living Center (Instructional held at FLCC'S Geneva Campus)***
- ***December 17, 2018 – Clifton Springs Hospital and Clinical***

***Call to speak to our staff about enrolling: 585-785-1660 or email:
ce@flcc.edu***

It is a great way to start a career in healthcare!!!

***FLCC's Certified Nursing Assistant Program is a
New York State approved course!***

Calendar of Events - FL Works Geneva

June 2018

Monday	Tuesday	Wednesday	Thursday	Friday
				1
4 Career Club (Canandaigua) 9 - 11 am Basic Computer Skills 10am (Canandaigua)	5 <u>Open Recruitment</u> Ontario ARC 9 – 11 am	6	7 Training Options 2:30 - 3:30 pm	8
11 Career Club (Canandaigua) 9 - 11 am	12 Metrix E-Learning 3 - 4 pm WorkKeys (at FL WIB) 9am - 1 pm	13 Cover & Job Search Letters 9 - 10:30 am	14	15
18 Career Club (Canandaigua) 9 - 11 am	19 Resumes 101 9:00 – 10:30 am	20 Navigating the Civil Service System 1:30 – 3:00 pm	21 Training Options 2:30 - 3:30 pm	22
25 Career Club (Canandaigua) 9 - 11 am Effective Interviewing Techniques 9:00 – 10:30am	26 WorkKeys (at FL WIB) 9am - 1 pm	27 LinkedIn & Social Media 9:00 – 10:30 am	28 Job Search Over 50 2 - 3:30 pm	29

Please call ahead of time to reserve a space for workshops!


Geneva Career Center
70 Elizabeth Blackwell St.
Geneva, NY 14456
Phone: 315-789-1771
Email: geneva@labor.ny.gov

Health Care Information:

Mondays:	Your Care, 9am – Noon United, Noon – 3pm
Tues. & Wed:	Fidelis, 9 am – Noon
Fridays:	Your Care, 9am – Noon

Calendar of Events - FL Works Geneva

July 2018

Monday	Tuesday	Wednesday	Thursday	Friday
<p>2 Career Club (Canandaigua) 9 - 11 am</p> <p>Basic Computer Skills 10 am (Canandaigua)</p>	<p>3 <u>Open Recruitment</u> Ontario ARC 9 – 11 am</p> <p>Jumpstart Your Job Search 2 - 3 pm</p>	<p>4</p>  <p>Happy 4th of July!</p> <p>Closed in observance of Independence Day</p>	<p>5</p> <p>Training Options 2:30 - 3:30 pm</p>	<p>6</p>
<p>9 Career Club (Canandaigua) 9 - 11 am</p> <p>Jumpstart Your Job Search 2 - 3 pm</p>	<p>10</p> <p>Metrix E-Learning 2 - 3 pm</p>	<p>11</p> <p>Cover & Job Search Letters 9 - 10:30 am</p> <p>Jumpstart Your Job Search 2 pm (Waterloo)</p>	<p>12</p>	<p>13</p>
<p>16 Career Club (Canandaigua) 9 - 11 am</p> <p>Jumpstart Your Job Search 1 pm (Penn Yan)</p>	<p>17 Resumes 101 9:00 – 10:30 am</p> <p>Jumpstart Your Job Search 2 - 3 pm</p>	<p>18</p> <p>Navigating the Civil Service System 1:30 – 3:00 pm</p>	<p>19</p>	<p>20</p>
<p>23 Career Club (Canandaigua) 9 - 11 am</p>	<p>24 Effective Interviewing Techniques 9:00 – 10:30 am</p> <p>Jumpstart Your Job Search 2:30 pm</p> <p>WorkKeys (at FL WIB) 9 am - 1 pm</p>	<p>25</p> <p>LinkedIn & Social Media 1:30 – 3 pm</p>	<p>26</p> <p>Training Options 2:30 - 3:30 pm</p>	<p>27</p>
<p>30 Career Club (Canandaigua) 9 - 11 am</p> <p>Job Search Over 50 2 - 3:30 pm</p>	<p>31 Personal Skills for Success 9 am – 12 pm</p> <p>Jumpstart Your Job Search 2 - 3 pm</p>			

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WORKSHOP DESCRIPTIONS

Career Club at Ontario County Complex - Canandaigua - Join others who are looking for work at this weekly job club. Get job leads and find out what businesses are looking for when they hire. This is an excellent opportunity to network with others, get insights, and support in your job search. Learn about available resources. (2 hrs)

Cover & Job Search Letters - This instructional workshop will focus on how to write a Cover Letter (Yes, you do need one!). Other Job Search Letters that will be covered include: Thank You Letters, Follow-up Letters, Networking Letters, and Letters of Appreciation. (1.5 hrs)

Effective Networking - You're looking for work and people ask you "What do you do?" HOW do you respond? This workshop helps you craft your own professional introduction to network in a variety of situations. Learn how to discuss your unique skills and strengths to efficiently communicate with confidence. (1.5 hrs)

Resumes 101 - During this informational session, you will learn what revisions are necessary to create an effective, up-to-date resume. Learn how to highlight your accomplishments, past experiences, skills, abilities, qualifications and personal characteristics so a potential employer can easily see the assets you would bring to the business. (1.5 hrs)

Effective Interviewing Techniques - You got the interview, now what do you do? Register for this workshop! Learn what employers really want to know and what questions you should be able to answer before going into an interview. Learn the importance of making a good first impression and techniques regarding, appearance, body language, preparation, and attitude. (1.5 hrs)

Advanced Interviewing: Beyond the Basics - Tell me about yourself? What are your salary expectations? This interactive workshop provides the opportunity to: receive feedback on your interviewing skills, network, and reduce those interview jitters. Come prepared to answer interview questions. ***Prior attendance at the Interviewing Techniques workshop is required*** (2 hrs)

Job Search Over 50 - Mature workers face some unique challenges in the job search process. This workshop provides tools to help overcome challenges and use maturity to your advantage. (1.5 hrs)

Jump Start Your Job Search - This workshop introduces you to an overview of services available at the Career Center. Learn about opportunities to enhance your job search including: Metrix on-line learning tool with over 7000 courses, WorkKeys Career Readiness Credential, On the Job training, obtaining funding for training, Career Navigator a professional level Job search course and other workshops on resume writing, interviewing, civil service, cover letters, training options, and social media. (45 mins)

Metrix E-Learning - If you are interested in upgrading your computer skills and would like to take online courses at your own pace, Metrix may be for you. Metrix is a self-directed online learning program you can access anywhere with high-speed internet. (1 hrs)

Navigating the Civil Service System - Explore job opportunities within the civil service system—working for the city, county, state, or federal governments. Learn how to use the websites and what to look for on civil service listings. (1.5 hrs)

Personal Skills for Success - Learn how to improve your personal skills that employers look for when hiring and promoting. This half-day workshop will teach you how Self Awareness, Interpersonal and Work Communications, Work Discipline, and Working in Teams can help give you an edge over other interview candidates and get noticed by the employer! In addition, you will receive a Workforce Certificate of Completion for Soft Skills training which is recognized by local businesses. (3 hrs)

Social Media - Online networking can be one of your most valuable resources when job-searching. Take advantage of this opportunity to learn more about how to get the most out of LinkedIn, Facebook, and Twitter to build your professional network. Learn how to get recommendations, research employers, display your expertise, and get noticed. (1.5 hrs)

Training Options - Finger Lakes Works may have funds available to help people who need training either to change careers or to enhance skills necessary for advancement to a better job. Our "Training Options" workshop is an orientation that provides info on what is needed to access these funds available under the Workforce Innovation and Opportunity Act. (1 hrs)

WorkKeys - Employers want workers who can read, apply math, locate information, and demonstrate "soft" skills. WorkKeys assesses reading, math and locating information, which qualify you for a Career Readiness Credential. This credential will assist you in showing employers you are a qualified candidate. (4 hrs)

June 2018 Calendar of Events

Ontario County Workforce Development
3010 County Complex Drive
Canandaigua, NY 14424
585-396-4020

Monday	Tuesday	Wednesday	Thursday	Friday
<p>May 28 Closed</p> 	<p>May 29</p>	<p>May 30</p>	<p>May 31</p>	<p>1</p>
<p>4 ** Computer Skills Workshop: 10 am – 12 pm Career Club: 9 – 11 am</p>	<p>5 Adecco: 10 am – 12 pm</p>	<p>6 ACCES VR: 1:30–2:30 pm</p>	<p>7</p>	<p>8</p>
<p>11 Career Club: 9 – 11 am</p>	<p>12 FedEx Ground: 10 am – 12 pm</p>	<p>13</p>	<p>14</p>	<p>15</p>
<p>18 Career Club: 9 – 11 am</p>	<p>19 Remedy Staffing: 10 am – 12 pm</p>	<p>20 ACCES VR: 1:30–2:30 pm</p>	<p>21</p>	<p>22</p>
<p>25 Career Club: 9 – 11 am</p>	<p>26</p>	<p>27</p>	<p>28</p>	<p>29</p>

ACCESS-VR ORIENTATION: Assist individuals with disabilities to achieve and maintain employment & to support independent living through training, education, rehabilitation, & career development. To learn more, please attend an informal orientation session on 2nd floor, Room 4. Phone: (315) 789-0191

CAREER CLUB: Join us every Monday at 9:00am on 2nd floor, Room 8 for informal networking and support as you search for your new job opportunity.

**** COMPUTER SKILLS WORKSHOP:** This workshop covers basic computer skills. Please call (585) 396-4020 to reserve a spot, as space is limited.

July 2018

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 Canandaigua, NY 14424
 585-396-4020

Monday	Tuesday	Wednesday	Thursday	Friday
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