

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

Yates County Job Leads June 25, 2018

AUTOMOTIVE/DRIVERS

Substitute Bus Operator (Penn Yan, NY)

- Primary duties and responsibilities: Drives bus or other revenue service vehicle to transport passengers over specified routes to local points according to a time schedule. Will assist passengers with boarding and alighting the vehicle. Complies with all local and state traffic regulations. Job type: Part time. Salary: \$12.50/hour. License: Commercial Driver License with Passenger Endorsement. Apply on website www.yatestransitservice.com. Click on "work with us". If any questions, contact Ame Wright: (315)536-7447 x244. Dundee Observer 6/4/18

CDL Driver (Penn Yan, NY)

- Suburban Propane, a nationwide provider of propane and related services has the following opening in their Penn Yan, NY location: CDL Driver (Job ID 2030). Qualifications include a HS Diploma or equivalent, Class B CDL w/ hazmat and tanker endorsements, clean driving record. Strong team player with excellent customer service skills, propane delivery experience preferred, flexible schedule with after-hours call-outs, heavy lifting required. For additional information, please visit our website at: www.suburbanpropane.jobs. Click Career Opportunities and search for job opening ID 2030.

Chronicle Express 6/13/18

Mechanic/CDL Driver (Penn Yan, NY)

- Some weeks, drive to Syracuse one day and perhaps Rochester another. The rest of the week you might run after parts, or mow the lawn, or replace brakes, or change oil or fix a roll up door or take a truck in to be inspected...You're in charge of ordering parts, DEF and oil, and you're back up for the plant mechanic. You discuss with drivers what needs to be fixed on their trucks and see that it's done. You'll be responsible for 6 company owned trucks, 4 leased trucks, three passenger vehicles, a tractor and lawn mower. This job is for someone who likes variety! You'll think through problems and feel that great sense of accomplishment and satisfaction you get when you figure things out using your mechanical ability. You discuss your plan with your boss but you won't be micromanaged and will be respected. You'll be welcomed by customers all over Upstate NY as they get to know you as a member of our small family company. Basic truck maintenance and CDL required. When driving, you'll deliver meat and other food items to restaurants and grocery stores in Upstate NY for Dudley Poultry Company. You'll be home evenings. You will be busier in summer but it's a full time, year-round position so you aren't going to starve during the winter. Hours are during the day M-F, and Saturday morning. Home nights and weekends. Hourly pay based on experience plus paid vacation, portion paid of an excellent medical plan, paid personal days, paid life insurance, clothing allowance, and employee discounts on all the food we sell...now that's a plus! Chicken, steak, pork chops, ham, mozzarella sticks, chicken tenders, pizza logs, oh boy! Hundreds of products all pennies over cost for employees only! Craigslist post ID: 6623758685 6/22/18

Automotive Parts Manager (Geneva, NY)

- President's Award Winning Friendly Ford in Geneva, NY is accepting resumes to hire an experienced Parts Manager. Business is booming and we need to fill this position now. We are seeking an energetic, multi-tasking, organized, personable, hard-working person. Parts Counter Manager with a verifiable Ford track record, great people skills and high CSI. We want a candidate who is computer literate and well-versed in inventory control, customer relations, wholesaling, budgets and clean record-keeping. Our benefits include: Pay plan commensurate with experience & demographics. Salary - Commissions – Bonuses. We are ranked number one by our customers in sales, customer satisfaction, service & parts. Interviews with our Service Manager are by appointment only - Submit your resume today! Submit your resume confidentially to this job posting. You MUST include a cover letter with Salary Requirements and contact information, including your email address and phone number. Friendly Ford 1077 Routes 5&20, Geneva, NY 14456.

Craigslist post ID: 6611697772 6/8/18

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 6/11/18

Class A Truck Driver (Penn Yan, NY)

- Class A driver needed for delivering paving materials to projects and mobilizing equipment. M-F & sometimes Saturday. Email collinspaving1971@gmail.com or call 315-536-4193 for more information. OSOS 6/4/18

Asphalt Paving Machine Operator (Penn Yan, NY)

- Adjust machine settings or material flow. * Indicate low spots for workers to add material. * Control paving machines. \$19/hour; M-F & sometimes Saturday. Email collinspaving1971@gmail.com or call 315-536-4193 for more information. OSOS 6/4/18

Asphalt Raker/Lute (Penn Yan, NY)

- Work days - Monday - Friday, some Saturdays. * Signal equipment operators to facilitate alignment, movement, or adjustment of machinery, equipment, or materials. * Dig ditches or trenches, backfill excavations, or compact and level earth to grade specifications, using picks, shovels, pneumatic tampers, or rakes. Email collinspaving1971@gmail.com or call 315-536-4193 for more information. OSOS 6/4/18

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 6/4/18

Part-Time Delivery Driver (Dundee, NY)

- 10:00am-2:30pm on Wednesdays. Must be able to lift 10-15 lbs. Must have own car. \$12/hr plus paid mileage. Contact George at The Observer, (607)243-7600. Workforce Development 6/18/18

CUSTOMER SERVICE/SALES

Multi-Media Specialist (Penn Yan, NY)

- The Chronicle-Express is currently accepting resumés for a MULTI-MEDIA SPECIALIST to join our ADVERTISING SALES TEAM. This enthusiastic, driven, detail oriented individual can create marketing and sales materials, educate and sell 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 6/20/18

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 6/13/18

Winery Tasting Room (Dundee, NY)

- Glenora Wine Cellars' busy Tasting Room & Retail Shop seeks friendly, hardworking seasonal staff to join our team. Interested individuals must have an enthusiasm for wine, a passion for taking great care of our guests, an upbeat, team player mentality, and availability to work Saturdays & Sundays on a regular basis. The ability to stand for several hours at a

time, walk up and down stairs, and to lift and carry up to 40lbs. is required. Job duties include offering wine tastings, selling wine, assisting guests, providing educational tours, running the cash register, stocking, cleaning, packaging wine to be shipped, and other related work. Up to 40 hours per week available starting in late spring. Glenora Wine Cellars is open daily, offering wine tastings and guided cellar tours. If you would like to be a part of Glenora's Retail Shop Team, please apply in person at the winery, 5435 State Route 14, Dundee, NY 14837. Craigslist post ID: 6626225975 6/25/18

Gift Shop Sales Associate (Geneva, NY)

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

Craigslist post ID: 6624163230 6/22/18

Tasting Room Associate (Hammondsport, NY)

- Domaine LeSeurre Winery is looking for a hard-working, positive and friendly individual to join our winery. Essential duties and responsibilities include, but are not limited to serving wine and educating tasting room guests. Care and attention to customer service carries through all aspects of the work. All team members work together to maintain general up-keep of tasting room, including stocking wines, cleaning, and supporting the retail duties. Celine & Sebastien Leseurre, owners & winemakers, work hard to make every experience for our guests exceptional. There is a great opportunity to learn about wine in this position. An interest in wine is essential, but previous experience is not. The ideal candidates will have knowledge of the Finger Lakes region. Part-time job opportunities, with potential to continue year-round. Some weekends including holidays. Applicants should be 21 years old or older. Must be able to stand on your feet for long periods and safely lift 40lb cases of wine. Neat, professional appearance is a must. Please apply by responding via email (no calls or drop ins, please) with a resume and letter of interest.

Craigslist post ID: 6623359556 6/21/18

Part Time Tasting Room Associate (Hammondsport, NY)

- We are looking for an individual to join our team in providing an engaging experience for our guests in the Tasting Room. We are looking for an enthusiastic, positive, and friendly person who enjoys talking with people and loves working with the public. Wine knowledge is desirable, but not crucial provided there is a willingness to learn about wine and how it is made, and about vineyard practices and grape varieties. Job Responsibilities: Serve wines to customers on weekends and possibly at times weekdays during peak season summer and early fall months, educate customers about the vineyards, winemaking, and local attractions, help customers with purchases, operate the Point of Sale (POS) system, maintain clean tasting room and stock shelves, answer phone calls and take messages, work long hours on holiday weekends, work collaboratively with senior Tasting Room staff. Personal Capabilities Required: Excellent communication skills, maturity to deal with challenging situations, able to stand for long periods of time, able to lift 40 lbs., must be 21 or older. Remuneration will be determined according to experience. For inquiries about position, please include resume and introduction of yourself and send an email to address associated with this listing, or call us at: 607-868-4100. Keuka Lake Vineyards, 8882 County Route 76, Hammondsport, NY 14840. www.klvineyards.com.

Craigslist post ID: 6605847629 6/2/18

Sales Associate (Penn Yan, NY)

- The Sales Associate provides excellent customer service, follows company policies and procedures and sells products to individuals at Byrne Dairy retail stores. Job Responsibilities:
 - Ensuring customer loyalty by providing exceptional customer service, responding to customers questions and resolving their problems and needs in a friendly, accurate and timely manner.
 - Using suggestive selling techniques.
 - Following company policy and procedure and all laws governing alcohol beverage and tobacco sales.
 - Following all company safety and security policies, looking for and eliminating safety hazards.
 - Operating cash register and all point-of-sale equipment efficiently.
 - Handling cash in accordance with company policies.
 - Cleaning grocery shelves, parking lots, restrooms, store interior and store exterior.
 - Stocking products on shelves, in coolers and freezers.
 - Preparing food products (pizza, subs, sandwiches, salads, soft and hard ice cream products).

- Reporting to work on time and when needed adjusting to changes in work schedule. As a Sales Associate, you must be the type of motivated and positive individual who enjoys rolling up your sleeves and doing whatever it takes to get the job done. It is also important that you display excellent customer-service skills.
- Ability to read and interpret documents such as policies and procedures
- Ability to lift up to 40lbs
- Ability to stoop, kneel or crouch when stocking and cleaning shelves
- Point-of-sales experience, a plus

Apply at: <https://www.indeed.com/jobs?q&l=penn%20yan%2C%20ny&start=20&vjk=8494684f61124b94> Indeed 6/25/18

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 6/11/18

Sales Representative (Penn Yan, NY)

- Milton CAT is looking for entrepreneurial independent-minded sales leaders to effectively run their own business and join our rapidly growing team. We are looking to invest in and develop the right candidate to drive business (sales and rentals) of light and heavy construction and agricultural equipment within a defined territory. This field position involves being on the road every day, setting up meetings, prospecting job sites, executing business conversations on critical issues and closing business with valued customers and prospects. If you have a passion for agricultural and heavy equipment and for the opportunity to sell an iconic brand of the highest quality and best supported products in the industry, we look forward to hearing from you. Minimum Educational Requirements: Associates Degree in business administration, communications or related field required. Equivalent education and relevant work experience may be considered in lieu of an associate's degree. Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and ability required: 2+ years' experience in field sales, strong construction and agriculture background and sales experience with proven success in prospecting and developing a territory, excellent negotiation skills, strong entrepreneurial drive and work ethic, competitive nature, driven to succeed, hate to lose, passion for heavy equipment and agriculture, solid leadership qualities (examples of initiative), strong QUESTIONING techniques that drive business conversations (Discovery/PAIN), ability to work flexible hours to meet customer needs, must have and maintain a clean driving record, travel throughout the Milton CAT territory and outside of the Milton CAT territory as needed. This job description is not intended to be all-inclusive. Your supervisor may request and assign similar duties. Apply online at:

https://re22.ultipro.com/SOU1021/JobBoard/JobDetails.aspx?_ID=*3FDCA09151427828.

OSOS 6/11/18

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 6/4/18

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 6/4/18

Customer Account Representative (Penn Yan, NY)

- The role of Customer Account Representative can mean different things at different places. Around here, it signifies that you are on the move. If you like sitting behind a desk, watching the clock, then this isn't the role for you. But if you're just as likely to break a sweat as you are to smash a sales goal, then apply today. We're seeking driven individuals capable of managing different accounts while treating each customer as though they were your only one. Of course, you also help ensure customer accounts stay up to date and adhere to company standards. The bottom line is that you are seeking more than a job. You are seeking a career. That's what being a Customer Account Representative at Rent-A-Center is all about. Must be at least 19 years of age, high school diploma or GED, valid state driver's license and good driving record. We offer a comprehensive and competitive benefits package that includes everything from health insurance to a 401(k) and generous paid time off. For a full description or to apply, please visit:
<https://nlx.jobsyn.org/e5dd4af07d3b4c1b834be55bcb8014e9161> OSOS 5/29/18

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 6/18/18

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 5/29/18

EDUCATION/SCHOOLS

PYCSD- Multiple Positions (Penn Yan, NY)

- **Music Teacher (Vocal)** - full-time position at the middle school level, effective September 1, 2018. Application deadline: 7/8/18. Submit an online application at: <https://pennyann.recruitfront.com>
- **Coaching Positions (Fall 2018)** - Submit a letter of interest to Tobin Tansey, Director of Athletics, Penn Yan Academy, 305 Court Street, Penn Yan, NY 14527
 - **Assistant Modified Football**
 - **Modified Boys Soccer**
 - **Modified Boys & Girls Cross Country**Chronicle Express 6/20/18

Building Substitute (Penn Yan, NY)

- One position available at each school for the 2018-19 school year. Teacher certification required. Guaranteed up to 175 days of work during the school year. \$100/day. To apply, submit an online application at <https://pennyann.recruitfront.com/>. Dundee Observer 6/13/18

Cook Manager (Odessa, NY)

- Odessa-Montour CSD has a Cook Manager vacancy for the 2018-2019 school year. Applications available at www.omschools.org or www.schuylercounty.us. Forward application and resume by 6/30/18 to: Schuylers County Civil Service, 105 Ninth St., Unit 21, Watkins Glen, NY 14891. All employees must be fingerprinted through the NYS Education

Department. There is a \$99 processing fee for fingerprinting. Applications: www.omschools.org or www.olasjobs.com.

Online applications preferred.

Dundee Observer 5/30/18

School Social Worker (Odessa, NY)

- Odessa-Montour CSD has a School Social Worker vacancy for the 2018-2019 school year. Appropriate NYS Certification required. Send letter of interest, application (teacher-admin), resume, evidence of NYS certification, transcripts, and three current letters of reference by June 30, 2018 to: Chris Wood, Superintendent, 300 College avenue, Odessa, NY 14869.

Applications: www.omschools.org or www.olasjobs.com.

Dundee Observer 5/30/18

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/jobopps>. Deadline 11/25/18.

Workforce Development 5/29/18

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 6/11/18

HEALTHCARE/HUMAN SERVICE

Caregivers (Penn Yan, NY)

- Comfort Keepers is in need of hiring compassionate and motivated individuals who are interested in becoming caregivers for the elderly. Comfort Keepers provides in-home companion care that helps seniors and disabled adults to remain safe in their community for as long as possible. Currently looking to hire in the Penn Yan, NY area! All Hours Needed! Eligibility requirements include:

-Must be 18 years or older

-Experience with elderly (personal or professional)

-Reliable and Trustworthy

-Valid Driver's License

-Reliable Vehicle

-Clean Background Check

-No certifications or medical background necessary!

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

janetcartwright@comfortkeepers.com.

Craigslist post ID: 6622331269 6/20/18

Family Educator (Penn Yan, NY)

- Part Time With Potential to Work Full Time. Child and Family Resources' Parent support team is inviting applicants for a Family Educator opening for work in Ontario and Yates Counties. The primary focus is on assisting families who are currently involved in the Child Protective System with keeping families intact or reunifying parents with children who have been placed in alternative care. Family Educators provide parent education skills, life skill support, home visiting and supervised visitation services. Prior experience in home visiting and work with Child Protective Services is beneficial. Seeking applicants possessing strength-based and empowerment skills. Applicants must have reliable transportation and be willing to work a flexible schedule as time is based on parent and child availability due to work and school. Must be willing to work evenings needed. Part time position with potential to work into full-time 37.5 hours per week. AAS in family studies/human services minimum. BA or BSW preferred. Pay range \$12 to \$15 per hour depending on education and experience.

Indeed 6/25/18

Aging Services Manager (Penn Yan, NY)

- Pro Action of Steuben and Yates, Inc. is seeking applicants for the position of Aging Services Manager to direct and provide oversight of Pro Action's Aging Services, including: Yates County Office for the Aging and Yates NY Connects. Essential Duties and Responsibilities: Monitor programs; follow contractual agreements, funding requirements, laws, and regulations; developing services for seniors according to State and Federal sponsor requirements; be actively involved on federal, state, and community boards, committees and associations; oversee community education including presentations and other outreach to promote programs. Responsible for preparing applications for funding and researching funding opportunities to develop, expand, or sustain programming. Act as the liaison between Pro Action and the New York State Office for the Aging and be responsible for overseeing the preparation of statistical, financial and programmatic reports. Qualifications: A Bachelor degree in Human Services or a related field and five years of related work experience in program development, senior services, community development or working with seniors is required, along with one year of supervisory experience. An equivalent combination of education and experience acceptable to Pro Action will be considered. To Apply: Interested applicants, please send a letter of interest, resume, and completed employment application to: Human Resources, Pro Action of Steuben and Yates, Inc., 117 E. Steuben St., Bath, NY 14810 or email to: jobs@proactioninc.org. OSOS 6/25/18

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 6/11/18

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 5/29/18

Assistant Personal Care Aide (Penn Yan, NY)

- Assistant Personal Care Aide wanted part time days, nights, and weekends for local Adult Care Home. Duties include assisting residents with personal care, meal service, and laundry. This position is very active and requires standing, walking, bending, kneeling, and stooping the entire shift. Background check, personal references required. To apply, contact the employer by mail, by fax, or by email: Deena Conley, 411 Clinton Street, Penn Yan, NY 14527: Fax: (315) 531-9088. Email: cmanor@rochester.twcbc.com. OSOS 5/29/18

Experienced Personal Care Aide (Penn Yan, NY)

- Experienced Personal Care Aide wanted for local Adult Care Home. Must be willing to work all shifts and some weekends. Duties include personal care, medication supervision, laundry, meal service; case management. This position is very active and requires standing, walking, bending, kneeling, and stooping the entire shift. Background check, personal references required. To apply, contact the employer by mail, by fax, or by email: Deena Conley, 411 Clinton Street, Penn Yan, NY 14527: Fax: (315) 531-9088. Email: cmanor@rochester.twcbc.com. OSOS 5/29/18

Caregiver (Penn Yan, NY)

- In need of a caring, hard-working person to help a very busy family take care of their Mom. Must have excellent work ethic. No heavy lifting but must be able to transfer from chair to wheelchair to bed. Cooking her meals, toileting, showers, laundry and light housekeeping a must! Also need to be able to check blood sugar, administer insulin shots and give daily meds. We will train. For application or questions please call 315-719-3948 and ask for Deb. Workforce Development 6/18/18

Multiple Positions- Pro Action of Steuben and Yates

- **Full Time Opportunities:**
 - Aging Services Manager
 - Clerk/Typist
 - Receptionist
 - Early Childhood Education Teachers

- NOEP Coordinator
- EHS Home Visitors- Corning

Part Time Opportunities:

- Bus Driver – 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 6/25/18

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

- CNA LTC
- Certified Nurse Aide Training Program
- Cook II
- ED Crisis Evaluator
- EMT Basic
- LPN Med Long Term Care- Bedside
- LPN Meds Acute- Bedside
- Nurse Manager- LTC
- Nutritional Services Aide
- Radiology Tech II
- Registration Representative
- RN Bedside- Inpatient Mental Health
- RN Bedside- Med/Surg Acute
- RN- Cardiac Rehab Nurse
- 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 6/25/18

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

- Substitute Residential Direct Support Professional
- Residential Direct Support Professional
- Group Teacher- Keuka Lake School/Daycare
- Registered Nurse- Clinical Operations
- Direct Support Professional- Direct Care
- Temporary Classroom/Daycare Aide
- Instructor
- Vocational Compliance Coordinator
- CSS Direct Support Professional- Direct Care

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

Workforce Development 6/25/18

HOSPITALITY/RESTAURANT

Housekeepers (Watkins Glen, NY)

- Idl wilde Inn in Watkins Glen is looking to hire housekeepers for our busy summer season and beyond. Call 607-535-3081.

Dundee Observer 6/6/18

Restaurant- Multiple Positions (Himrod, NY)

- Hiring Line Cooks, Night Manager, Bartenders. Seeking seasonal help for small Hotel and Restaurant on Seneca Lake. 20 minutes from either Watkins or Geneva. 10 minutes from Penn Yan. Above average pay for experienced applicants. Consistent schedule, 30-40 hrs./week in a family atmosphere. Employees must have their own, reliable transportation.

Craigslist post ID: 6624773084 6/23/18

Tasting Room/Wedding Staff (Dundee, NY)

- Starkey's Lookout is seeking applicants for tasting room staff and wedding staff for our busy summer and fall seasons. Must be 18 to apply and willing to work weekends. Apply in person or visit our website for an application.

Craigslist post ID: 6624761891 6/23/18

Restaurant- All Positions (Hammondsport, NY)

- We are looking for hardworking, honest, reliable, and friendly people to join our team. Cooks and bartenders should have at least 1-year experience, but we will train the right candidate. Servers with experience are preferred, although we will train the right candidate with no experience. Bussers and dishwashers; no experience necessary. Competitive pay. Please reply to this ad to apply.

Craigslist post ID: 6618106607 6/15/18

Cooks and Dishwashers (Geneva, NY)

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

Craigslist post ID: 6615829573 6/13/18

Sous Chef and Line Cooks (Keuka Lake)

- I am looking for a sous chef to join my team. I am also looking for line cooks. I am looking to fill these positions ASAP. Please contact me to set up an interview. Positions can be full or part time. Contact me at 607-644-0707.

Craigslist post ID: 6613793044 6/11/18

Waiters/Waitresses (Himrod, NY)

- Server wanted for regular weekend breakfast and dinner shifts and some weekday mornings. Presentable, professional and maturity preferred. Small resort on Seneca Lake half way between Geneva and Watkins Glen. Hiring immediately.

Craigslist post ID: 6610340083 6/7/18

Assistant Cook (Penn Yan, NY)

- We are seeking an Assistant Cook for our Summer Camp program. Candidate must have experience in food service, catering or cooking for large groups. The ideal candidate will have experience working with children, youth and/or individuals with disabilities. Any candidate offered a position will need to successfully complete a comprehensive background check as well. Hourly rate is \$11.75/hour. This is a seasonal position beginning on or approximately June 19 to August 10. This position is Monday through Friday, with a negotiable schedule - hours ranging from 30 to 40 hours per week. Our workplaces is an alcohol-free, drug-free and tobacco-free workplace. Please apply with a resume.

Craigslist post ID: 6608769977 6/5/18

Restaurant Positions (Geneva, NY)

- Friendly's is hiring Cooks, Servers, Ice Cream Scoopers & Part-Time MGRs! Join the company with the vision to make the world Friendly, One Scoop at a Time! Do you want to be part of a team whose mission is to Create Great Memories by bringing Family and Friends together? Year after year, we strive to be the best Friendly's we can be, because we owe it to our guests, consumers and to our team. We are friendly people! Our team is filled with great people who are optimistic, fun and always act with integrity. Be one of those Friendly people who are making a difference in the business and the communities we serve on a daily basis. Our Business: We are poised for growth, and we know that the best is yet to come for us. As an Employer of Choice, we offer a wealth of opportunities for career growth within a high-performing and rewarding environment. We are proud to be an equal opportunity employer, and welcome applications from all qualified candidates. Please apply at <https://Jobs.friendlys.com> for our Geneva Restaurant located at 287 Hamilton Street, Geneva NY 14456 or ANY of our other locations in Rochester and Syracuse! And call: 315-789-0671 for interview between 2:00 pm and 5:00 pm. Ask to speak with the Manager on Duty.

Craigslist post ID: 6604921568 6/1/18

Dish Machine Operator (Dresden, NY)

- Responsible for dish machine operation, cleaning and maintenance work as needed. Work is scheduled nights and weekends. Apply in person at the Dresden Hotel - Wednesday thru Saturday between 3 and 5pm.

Craigslist post ID: 6604417475 5/31/18

Overnight Laundry Attendant (Geneva, NY)

- Belhurst Castle, a premier and famous destination in the Finger Lakes is accepting applications for part time Overnight Laundry Attendants. We are currently seeking experienced and driven candidates! Part time positions are available with the hours of 11 pm - 7 am. Interested individuals must be willing to work flexible hours including weekends and holidays. Must

have reliable transportation to and from work and be able to walk flights of stairs. Interested candidates that have little to no experience in hotel laundry should still apply! We're willing to train and work with the right candidates! This position is performance based - we're looking for individuals who will do exceptional work and want to grow their careers at Belhurst Castle. We offer a competitive hourly wage plus bonus! Join our friendly and supportive work environment! Become part of our family and see why so many of our associates have made Belhurst Castle their career. Contact us today - we can't wait to hear from you! Responsibilities include but are not limited to: Ensure that all hotel laundry is completed in a timely manner. This includes laundry from the hotels, restaurants, spa/salon, etc. Wash, dry, fold and organize laundry for the various departments at Belhurst Castle. Work as part of a team of laundry attendants to make sure all laundry is cleaned and washed to an appropriate degree.

Craigslist post ID: 6603421553 5/30/18

Housekeeping (Geneva, NY)

- Belhurst Castle, a premier and famous destination in the Finger Lakes is accepting applications for part-time Housekeeping Cleaners. We are currently seeking experienced and driven candidates! Interested individuals must be willing to work flexible hours including weekends and holidays. Must have reliable transportation to and from work and be able to walk flights of stairs. Interested candidates that have little to no experience in housekeeping should still apply! We're willing to train and work with the right candidates! This position is performance based - we're looking for individuals who will do exceptional work and want to grow their careers at Belhurst Castle. We offer a competitive hourly wage plus bonus! Join our friendly and supportive work environment! Become part of our family and see why so many of our associates have made Belhurst Castle their career. Contact us today - we can't wait to hear from you! Responsibilities include but are not limited to: Ensure that all assigned guestrooms are cleaned and that each room meets the hotel's cleanliness standards. Tasks like vacuuming, cleaning, sanitizing, making beds, cleaning showers/bathrooms, checking all fixtures, equipment and room conditions (television, radio, lights, heating/cooling, furniture, wallpaper, etc.) for proper operation, settings and maintenance. Work as part of a team of housekeeping cleaners to make sure all 47 hotel rooms are cleaned to the highest degree.

Craigslist post ID: 6603417209 5/30/18

Housekeeper (Penn Yan, NY)

- The Salvation Army has an exciting part-time opportunity to work at Long Point Camp & Retreat Center, located on beautiful Seneca Lake in Penn Yan, NY. We are seeking a Housekeeper to assist with maintaining the cleanliness of the camp, lodge, lakeside, and other areas as scheduled/needed. This position is scheduled to work Monday through Friday, 8:00am-1:00pm for a total of 25 hours/week. The Salvation Army offers a truly excellent benefits package to eligible part-time employees, including: Generous time off every year that includes paid holidays, vacation time, and sick time, employer funded Pension Plan (company contributions begin after 1 year of employment), Sprint and Verizon Wireless Discounts, eligibility for supplemental insurance plans, including Short Term Disability, AFLAC, and Voluntary Term Life. Responsibilities: Assist the Camp Administrator in daily tasks as needed and directed, cleaning of all lakeside, lodge, and other areas as needed or scheduled, quarterly cleanings for all locations noted above, must maintain cleaning check-lists for submission to Camp Administrator, report all maintenance needs to Camp Administrator for repairs. Qualifications: High School Diploma or equivalent required, working knowledge of cleaning materials and equipment and able to learn acceptable cleaning methods, ability to communicate effectively in writing and orally. To apply, please visit: <https://nlx.jobsyn.org/5975f7a55eb54a5bb233ad8fa08f14c7161>

OSOS 6/4/18

Part Time Assistant Cook (Penn Yan, NY)

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

OSOS 5/29/18

Housekeeping/Cleaning/Janitorial (Keuka Park, NY)

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

growth with a company who is an advocate of promoting from within, optional medical and dental coverage, holiday pay and year-end service bonus. Apply at: <https://my.jobs/c1a860e91e634f8aa012756c83278797161> OSOS 6/18/18

Cook (Penn Yan, NY)

- The Wagner Restaurant is looking for a full/part time cook with experience and can work in a fast-paced environment. Stop down for an application. Workforce Development 6/25/18

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.
- **Overnight Security**- The Security Guard is responsible for the safety and security of the guest and employees, their property, and the property of the Hampton Inn Penn Yan.
- **Breakfast Attendant**- Prepares and serves Hot on the House Breakfast for guest following company policies and procedures.

Apply in person at 110 Mace Street, Penn Yan, NY.

Workforce Development 6/25/18

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

- Part Time Summer Help- \$13/hour
- Housekeeper (Best Western Hotel)
- Front Desk Attendant
- Maintenance Technician
- Breakfast Attendant
- Operations Coordinator
- Maintenance Laborer (Part time)

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

Workforce Development 6/25/18

LABOR/AGRICULTURAL

Laborer/Water Assistant (Prattsburgh, NY)

- The Prattsburgh Water Department is accepting applications for the position of part time laborer/water assistant. The position is as needed with no minimum schedule. Please call 607-522-3730 for more information or stop in at 19 North Main Street to fill out an application. Chronicle Express 6/13/18

Housekeeper/Handy Persons (Penn Yan, NY)

- Now hiring housekeepers and handy persons. Apply at Connect-A-Service, Inc., 2772 Route 54A, Penn Yan or call 315-536-4733. Chronicle Express 6/13/18

Housekeeper (Keuka Park, NY)

- Looking for a housekeeper to join our team in Keuka Park. Interested candidates please apply at <http://sodexo.balancetrak.com>. Search requisition #2018-08534. Chronicle Express 6/6/18

Laborer (Montour Falls, NY)

- Must have valid driver's license. 40 hour work week. Occasional overtime and weekend work required. Apply in person at 91 Havana Glen Rd., Montour Falls. No phone calls. Dundee Observer 6/6/18

Warehouse (Dundee, NY)

- Warehouse position, full time. Six day work week. Duties include assisting customers, loading and unloading trucks, yard maintenance and fulfilling warehouse duties as needed. Must possess valid NYS driver's license. Full benefits package. Applications available at Knapp & Schlappi Lumber, both Dundee and Penn Yan locations. Dundee Observer 5/30/18

General Maintenance (Watkins Glen, NY)

- Join our exciting team at Lakeside Resort for another great summer. Possibility for full year employment. Competitive hourly rate commensurate with experience. Inquire in person Monday-Friday 8 AM - 12 PM. Property maintenance and general tasks. We have a little bit of everything here - and we're willing to teach you if you're willing to learn!

Craigslist post ID: 6624713338 6/23/18

Winery Laborer (Hammondsport, NY)

- Domaine LeSeurre Winery is looking for a PART TIME hard-working, positive and friendly individual to join our winery. Experience in duties is preferred. Must be physically able to lift 50lbs, stand for long periods of time, lifts and bend and Work in various weather conditions. Duties include: plowing snow, cleaning, ground maintenance, construction projects, painting, cutting trees, driving tractors and bottling/labeling wine. Part Time, 1 to 4 days a week. Please apply by responding via email (no calls or drop-ins, please).

Craigslist post ID: 6623362437 6/21/18

Laborer (Penn Yan, NY)

- Currently accepting applications for par time position in our manufacturing plant. Please apply in person at Roto Salt, 118 Monell Street, Penn Yan, NY 14527. Please bring two forms of Identification with you.

Craigslist post ID: 6620906572 6/19/18

Commercial Cleaners (Geneva, NY)

- Looking for full time commercial cleaners to work overnights--starting ASAP! Be part of a great team with an AWESOME supervisor! Training will be provided. Duties include; sweeping, mopping, restocking supplies, following a checklist, and sanitizing. Looking for cleaners who take pride in their work, have excellent time management and pay attention to details. Driver's License is required for Geneva location.

Craigslist post ID: 6601942197 5/29/18

Seedway- Multiple Positions (Hall, NY)

- **Product Development & Operations Support Assistant**
- **Summer Laborer**
- **Human Resources Coordinator**
- **Northern Corn & Soybean Specialist**

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 6/25/18

Vineyard Assistant (Penn Yan, NY)

- 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, farming experience preferred, 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, love for the outdoors, ability to walk 2-5 miles/day on uneven terrain, ability to work in various weather conditions, a sense of humor. 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.

Workforce Development 6/22/18

Skilled Laborer (Penn Yan, NY)

- City Hill Excavating is currently hiring for skilled laborer positions. If you are looking for a competitive paying job with benefits and a position with the opportunity to advance your skills in the excavation industry, this position is for you. Applicants must be experienced with a grade laser, installation of Storm Sewer, Sanitary Sewer, water distribution, concrete and asphalt preparation, and all tasks associated with site development. (Operating experience is a Bonus!) Employee benefits: Health insurance including dental and vision, 401k retirement account, paid holidays, paid vacation. Apply at https://www.facebook.com/pg/CityHillConstruction/jobs/1757985474288073/?source=attached_post_homepage_stream

Workforce Development 6/11/18

Water System Operator/Wastewater Maintainer (Jerusalem, NY)

- WATER SYSTEM OPERATOR/WASTEWATER MAINTAINER (PROVISIONAL FULL-TIME): Town of Jerusalem seeks qualified applicants for this union position. Minimum qualifications: Graduation from high school or possession of a high school equivalency diploma and either: (a) Two (2) years of experience in a semi-skilled profession; or (b) Two (2) years of experience in water distribution and wastewater collection. In addition, applicant must possess a valid New York State driver's license, and have some computer knowledge and complete NYS DOH certification within one year of appointment.

Position requires weekend on call availability and preference will be given to Town of Jerusalem residents. Salary \$16.00 per hour with Medical and Dental benefits. Applications are available and must be submitted to Yates County Personnel Dept., 417 Liberty St., Penn Yan, NY 14527, online at www.yatescounty.org or call (315) 536-5112 for further information. Deadline for applying is Tuesday, July 31, 2018.

Workforce Development 6/25/18

Service Technician (Penn Yan, NY)

- Complete all jobs assigned promptly and professionally, keep cost to the customer at a minimum and profitability of the dealership in mind. Treat all customers and coworkers with the courtesy and respect they deserve. Complete all work tasks assigned as safely and efficiently as possible. Ensure the service work performed completed the work order. Complete all required paperwork or computer/database entries for job assigned, making all necessary remarks legible on the work order, warranty parts, return parts, etc. Inspect overall condition of each vessel and trailer, reporting any safety concerns or recommended additional service items to the Service Director. Strictly comply with all company policies regarding safety, use of tools, equipment and vehicles. Performs other related duties as assigned. 5-6 days a week, weekends a MUST during summer season. High school diploma or equivalent preferred. Some experience preferred, boat experience a plus. Skills needed: Essential mechanical and technical skills, knowledge of marine parts and components, computer literate, good health and temperament and physical mobility. Pick up an application and submit in person, by mail (#2 Route 54 East Lake Rd., Penn Yan), or by fax (315)-536-8277.

Workforce Development 6/4/18

Rigger (Penn Yan, NY)

- Perform rigging work in an orderly, quality and cost-effective manner. Maintain a clean and safe work area and follow safety rules and regulations at all times. Complete all service/repairs from work orders and return completed orders to service. Update service manager on additional charges and time requirements as it is identified. Properly tag all warranty parts. Ability to follow all company policies and procedures. Be able to work independently, self-motivated, and process driven. Performs other related duties as assigned. 5-6 days with weekends a MUST during summer. 5 days in off-season. Experience: Use of hand tools and mechanically inclined. Skills needed: Mechanical ability with hand tools, computer literate helpful, communication and organization, flexibility. Pick up an application and submit in person, by mail (#2 Route 54 East Lake Rd., Penn Yan), or by fax (315)-536-8277.

Workforce Development 6/4/18

Dock Hand/Boat Cleaner (Penn Yan, NY)

- Spend your summer at the lake. Duties will include cleaning boats, pumping gas, assisting with rental boats, grounds maintenance. Apply at

https://www.facebook.com/pg/MorganMarineNY/jobs/873458009525598/?source=attached_post_homepage_stream

Workforce Development 5/29/18

Laborer (Penn Yan, NY)

- **DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for the performance of routine manual work requiring physical endurance and a willingness to perform arduous tasks. Laborers usually work under continuing supervision, or their activities are subject to frequent inspection. Once a Laborer acquires a certain level of proficiency in ordinary laboring work an incumbent will undertake tasks somewhat more complex than an entry-level Laborer. Does related work as required. **TYPICAL WORK ACTIVITIES:** (Illustrative Only) Assists in the maintenance or construction of streets, drainage and sewage systems by digging and backfilling trenches, and spreading asphalt, sand and gravel; Cleans streets of leaves and refuse, and participates in snow and ice removal and control; Uses hand tools such as shovels, scythes, forks and rakes in grounds maintenance and beautification work; Performs general clean-up work such as removing debris, raking leaves, cutting grass and weeds, shoveling snow, and assisting in collection of rubbish and litter from public lands and facilities; Sweeps and mops floors, stairs and halls, washes windows, sinks and performs related cleaning duties; Assists skilled workers in a variety of maintenance and repair tasks; May operate power driven tools and equipment such as saws, compressors, drills, mixers, pumps and mowers; May help to build and repair curbs, sidewalks, culverts and retaining walls; Performs other duties as assigned. **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:** Ability to lift heavy weights; Ability to follow oral and written instructions; Willingness to perform routine manual tasks; Willingness to work under all weather conditions; Physical endurance; Physical condition commensurate with the demands of the position. **MINIMUM QUALIFICATIONS:** a) None are required. **SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:** Possession of valid NYS driver's license at time of application, and such license must be maintained in good standing throughout the tenure of employment in the position. **PRE-EMPLOYMENT REQUIREMENTS:** All Yates County employees will be subjected to a background check, Workers Compensation medical physical, E-Verify Employment Verification, possible drug testing and depending on the position, fingerprinting. Apply at: <https://mycivilservice.yatescounty.org/jobopps> by 6/30/18.

Workforce Development 5/29/18

OFFICE WORK/MANAGEMENT

Law Office Assistant (Penn Yan, NY)

- Must possess strong spelling, grammar, and interpersonal skills and be attentive to details. Please send resume or letter of intent to Box #593, c/o The Chronicle Express, 138 Main Street, Penn Yan, NY 14527. Chronicle Express 6/20/18

Assistant Manager (Penn Yan, NY)

- Once Again Shoppe is seeking applicants for Assistant Manager. Part time, approximately 18 hours per week. Retail experience desired; must be able to communicate with management, employees, volunteers, and customers. Must be able to lift 20 lbs. and climb stairs. Must have basic computer skills. High school diploma required. For information, call Barbara Pringle at 315-536-3620. Stop by the store at 100 East Elm St., Penn Yan for an application. Chronicle Express 6/6/18

Property Manager (Penn Yan, NY)

- NEW OPPORTUNITY for a full-time Community Manager, to manage and oversee our 80-unit apartment community at Meadowside Apartments, in Penn Yan, NY. Successful candidates should have previous site management experience in affordable housing. Must be a self-starter who works well independently; is proactive and reliable and enjoys making a positive difference in the lives of the residents. Ability to multi-task projects with excellent time-management and organizational skills essential. Excellent business skills needed including attention to detail in reporting and budgeting, ability to motivate and manage the on-site team, maintain positive attitude and resident relations, while having sound business and management practices. Excellent communication and customer service skills to interact with team, residents, vendors, and visitors a must. Prior accounting experience (budgets, payables/receivables) is preferred. Join our dynamic Conifer Realty Team today -- Conifer Realty is a nationally ranked, full-service real estate company specializing in the development, construction, management and ownership of nearly 15,000 units of high-quality, affordable housing communities throughout four states. We are a professional, service-oriented organization with excellent benefits that include 401(k), medical, dental, life, short and long-term disability insurances and a competitive salary commensurate with experience. To apply: <https://www.infinityhr.com/extranet/recruiting.aspx?id=0EB4AA97-B72F-4D18-AB99-AA9DF9E78778&src=Craigslist&rqid=0B613234-3AB4-498D-8E33-345F0525A861> Craigslist post ID: 6604859145 6/1/18

Secretary (Geneva, NY)

- Finger Lakes Health is currently seeking a Full Time Secretary for our fast-paced Cardiology office. Previous medical office experience is required. The candidate must have prior experience with appointment scheduling, registration, insurance, and billing. Exceptional interpersonal and organizational skills and a strong commitment to customer service are also required. Other: Demonstrated ability to handle confidential information with discretion and ability to deal with the public in a professional and courteous manner. Ability to meet deadlines, manage multiple priorities and enhance the spirit of teamwork through effective role modeling. Excellent interpersonal, communication and organization skills. Computer literacy. The ideal candidate will have experience with Microsoft Office products and electronic medical records. Finger Lakes Health offers generous compensation, comprehensive healthcare plans, retirement benefits, and tuition reimbursement to both full and part time employees. Finger Lakes Health. . .We are healthcare with heart! For consideration, please apply on-line at www.flhealth.org. Craigslist post ID: 6603428331 5/30/18

Teller (Penn Yan, NY)

- Education requirement - A high school diploma or equivalent with an emphasis in a business or accounting curriculum. Skill(s): Moderate reading, writing, and grammar skills; proficient analytical and mathematics skills; proficient communicative and interpersonal relations skills; proficient eye-hand coordination; ability to operate various office machines; basic PC and keyboarding skills; ability to lift approximately fifty (50) lbs. of coin; visual and auditory skills. Responsible for providing quality customer service while performing a variety of duties to support the paying and receiving function of the branch office; coordinating work within the department, as well as with other departments; reporting pertinent information to the immediate supervisor; responding to inquiries or requests for information and referring where appropriate. For a list of essential duties and requirements, please visit <http://www.BankwithLNB.com>. OSOS 6/4/18

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, 417 Liberty St. Penn Yan or emailed to lisa.principio@dfa.state.ny.us. Workforce Development 5/25/18

SKILLED/MANUFACTURING

Production (Penn Yan, NY)

- Remedy Staffing is now hiring for Silgan Plastics. Packaging, inspection, and production. Great work environment, \$11.30/hr to start. Call 315-781-6200. Chronicle Express 6/13/18

Production/Packer (Dundee, NY)

- Fast paced, high production, organic food handling (dried foods), retail packaging facility. Seeking self-motivated "team player(s)" for production based, full time, entry level position(s). Day Shift Position(s) Available, 8 to 10hrs/day, Mon-Fri, anywhere from 5am to 5pm. Current positions qualify for (up to) an additional \$2.00/hour performance based bonus potential. No specific work experience required. Will receive training upon hire. Descriptions: Standing Positions, Manual Scale Operation, Semi-Automated Scale Operation, Legible/Accurate Documentation Required, Baseline Performance Requirements, Reliable Attendance is A MUST! Craigslist post ID: 6617772202 6/15/18

Production (Penn Yan, NY)

- We currently have openings for Inspector Packer Positions in Penn Yan NY. We have 12-hour night shift positions available. Night shift 8pm-8am Pay Starting at \$11.75 an hour. Work weekends every other month, one week you will work 3 days the next week you will work 4 days. Positions are Temp-to-hire. \$100 Perfect attendance bonus per month. The job entails inspecting and packaging plastic bottles and containers into boxes. Will require you to be on your feet for 12 hours a day lifting from 15-35 pounds. Call or text Anthony at (585) 412-8532. Craigslist post ID: 6610476032 6/7/18

KanPak- Multiple Positions (Penn Yan, NY)

- **Packer - Downline- F/T- 1st, 2nd, 3rd shift**
- **Warehouse- Forklift Operator- 2nd shift**
- **Planner/Material Scheduler**
- **Wastewater Treatment Operator- 3rd shift**
- **Maintenance Technician- 2nd, 3rd shift**

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

Workforce Development 6/25/18

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/>

June 2018

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

***Notes:**

*HSE: High School Equivalency

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



Workforce Development • 417 Liberty St., Penn Yan, NY 14527 • Ph.: (315)536-5140 & Fax: (315)531-3456
Career Planning Assistance Computers & High-Speed Internet Copy, Fax & Phone Services Book & Newspaper References Counselors Available for Assistance

YATES COUNTY JOB FAIRS 2018

WHERE:

Yates Community Center
463 North Main Street
Penn Yan, NY

TIME:

11am-1pm

JOB SEEKERS ARE
ENCOURAGED TO

Register On [Eventbrite](#)

FOR ADDITIONAL
INFORMATION FOLLOW
YATES COUNTY
WORKFORCE
DEVELOPMENT ON



Businesses interested in
participating contact:

Lisa Principio
315-536-5140

lisa.principio@dfa.state.ny.us

Thursday, April 12th

Tourism, Hospitality,
Customer Service, Food Service,
Housekeeping

Thursday, June 14th

Human Service, Schools, Not for
Profits, Public Sector, Healthcare

Thursday, August 9th

Manufacturing

Thursday, October 11th

Entry Level, Food Service,
Housekeeping, Retail, Direct Care



Workforce Opportunities • Workplace Solutions

A proud partner of the [AmericanJobCenter](#) 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