

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

Yates County Job Leads April 29, 2019

AUTOMOTIVE/DRIVERS

CDL Bus Drivers (Penn Yan, NY)

- Keuka Taxi is hiring! We are seeking applicants for our CDL Bus Driver positions. Successful CDL drivers can earn \$120-\$280 per day! Visit www.keukataxi.com/careers to learn more. Facebook 4/26/19

Auto Detailer (Stanley, NY)

- Remedy Intelligent Staffing has a great opportunity for those with auto detailing experience in the Stanley, NY area. The right applicant will have experience detailing vehicles inside and outside. \$11.50/hr. 6:30am - 3:00pm Wed. – Sun. Some computer skills. Be able to read and write English. Valid driver license preferred. Dependable transportation. No HSD/GED required. Apply Today! www.remedystaff.com 315-781-6200 Workforce Development 4/25/19

CDL Driver (Penn Yan, NY)

Suburban Propane has an opening for a CDL Driver. No prior propane experience is required. Responsibilities: Deliver fuel in a safe and efficient manner. Maintain the delivery truck which includes reviewing the maintenance record, performing inspections and reporting all vehicle conditions requiring attention for continued safe operation. Provide superior customer service. Account for funds and inventory with a user-friendly handheld terminal. Qualifications: Clean driving record with a valid Class A or B Commercial Driver's License. Ability to obtain (in a specified amount of time) HAZMAT, tanker and air brake endorsements as well as a valid Medical Examiner's Certificate allowing for operation in interstate commerce (if you do not already have stated certificate and endorsements). Ability to lift and pull equipment that weighs 50 to 75 lbs. For more information and to apply go to: <https://nlx.jobsyn.org/b54484f461ea4618b663c260292f3f65161> OSOS 4/12/19

Shed Delivery Driver (Himrod, NY)

- A Woodtex Shed Delivery Specialist delivers our storage sheds from our factory to our customer's home and installs the shed in their yard. Don't bother applying if you prefer the same routine day in and day out. In this role, you'll be going to new places every day and meeting some of the finest folks in the world - our customers! Our drivers use a special piece of equipment called a 'mule' to position the shed into place in the customer's yard. In this role your time will be split approximately: 50% driving, 50% moving and leveling the shed into the customers predetermined destination (typically their backyard). Your dispatcher will schedule all of your runs, get the proper permits and escorts and associated DOT paperwork. Requirements: Valid CDL A. Must pass criminal background check and drug screening. Skills/Experience: Ability to load/unload and transport materials and products. Experience with pre-trip and post-trip vehicle inspections. Manage a flexible work schedule. Be reliable - have a history of being dependable. Great verbal communication skills. Salary: Shed delivery rate \$14.00/hr local deliveries + weekly bonus. Other driving opportunities available as well. To apply go to: <https://www.indeed.com/jobs?q&l=Finger%20Lakes%2C%20NY&fromage=last&start=50&vjk=84ba7cb46803023a>

Indeed 4/6/19

CUSTOMER SERVICE/SALES

Inside Sales (Penn Yan, NY)

- H.E.P. Sales in Penn Yan, NY is currently seeking a full-time Inside Sales/Customer Service Associate. Heating, electrical, plumbing, and lumber experience is a must. This person will be expected to provide exceptional customer service to our customers which includes contractors and residential clients. Retail sales and customer service experience required; hands on home building/repair/remodel experience is preferred. Contractors and do-it-yourselfers welcome to apply. We offer a "normal" work schedule and stable employment. Benefits include: Monthly Bonus; Paid Time Off and Holidays; Medical, Dental, and Vision Insurance; 401(k); Materials Discount. Experience: Retail sales: 2 years (Preferred). Heating, electrical, or plumbing: 2 years (Preferred). To apply go to:
<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&fromage=last&start=20&vjk=e4af12438df62a99>

Indeed 4/29/19

Customer Service (Penn Yan, NY)

- Windmill business looking for honest, dependable, and personable customer service help. Need a self-motivated person to deliver friendly and knowledgeable service. Candidate must possess: Customer service skills. Valid driver's license. Ability to lift 30#. Excellent communication skills, friendly, and customer service oriented. The ability to work independently and manage their time effectively. Customer service experience, honesty, integrity, professional. Operate POS cash register. Stocking shelves. Maintaining a clean and attractive store. Saturdays through October plus Memorial Day, July 4th, and Labor Day. Please respond with related experience/resume.
Craigslist post id: 6874988383 4/25/19

Team Member (Penn Yan, NY)

- Tractor Supply Company has an opening for Team Member. This position is responsible for interacting with customers and team members, supporting selling initiatives and performing assigned tasks, while providing legendary customer service. As a Team Member, it is essential that you be available, flexible, adaptable and service-oriented, as you must be able to fulfill all of 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): **G**reet the Customer, **U**ncover the Customers' needs, **R**ecommend products, **A**sk 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. Operate Cardboard Baler. 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. For a complete list of qualifications & responsibilities please go to:
<https://www.indeed.com/jobs?q&l=Finger%20Lakes%2C%20NY&start=30&vjk=1f71018cf5308d46>

Indeed 4/17/19

Tasting Room Associate (Keuka Park, NY)

- A local Winery has an opening for Tasting Room Associate. Duties include: Greet customers; provide information about the winery and our tasting room; provide samples of the wine and information about our products; encourage customers to buy our product and assist with selection; complete transactions. Cleaning of facility, other outdoor and indoor tasks, labeling wine during slower times will also be required. Must be able to carry on a conversation with customers; have experience with or be willing to learn about wine to provide accurate information to our customers. Must be a minimum of 18 years old. Must be willing to work weekends. Job is part-time and seasonal with responsibilities starting in early May and ending in early November. To apply go to:
<https://www.indeed.com/jobs?q&l=Finger%20Lakes%2C%20NY&start=30&vjk=ba1c2ea3470cc4be>

Indeed 4/14/19

Salesperson (Penn Yan, NY)

- Penn Yan retail business seeks full-time inside sales person. Computer experience and knowledge of building materials is a plus. Must be willing to work weekends. Benefits include health insurance and 401(k). EOE. Please submit resume to Knapp & Schlappi Lumber Co., 273 Lake St., Penn Yan, NY 14527.
Chronicle Express 4/17/19

Parts Sales Pro (Hall, NY)

- LandPro Equipment has an opening for Parts Sales Pro. Responsible for selling, receiving, and delivery of parts and accessories. In addition, performs in-store customer service, overall organizational promotion, and stocking duties. Responsibilities: Promotes and sells products and/or services to meet customer needs. Supplies Service Technicians with parts as required. Assists with preparing and maintaining merchandise displays. Verifies receipting-in of shipments and assists with placing Machine Down and Stock Orders in their proper inventory locations. Assists in keeping parts department clean and orderly. Follows up on shortages and expedites issues by reporting to the manager. Assists in maintaining all departmental tools, equipment, and vehicles are in good working order. Requirements: Experience, Education, Skills and Knowledge: Basic data entry/keyboarding skills. Basic parts and machinery knowledge. Ability to use the John Deere Parts Catalog computer application. Ability to work in a team environment. Ability to lift items weighing up to 75 lbs. High School diploma or equivalent experience. Fork lift license preferred. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&fromage=last&start=20&vjk=be2be789b7eeab1>

Indeed 4/11/19

Winery Sales Associate (Hammondsport, NY)

- Dr. Konstantin Frank Winery is seeking a Winery Sales Associates. We're looking for enthusiastic, service-oriented individuals for a variety of positions in our Retail Department. Full and part-time positions available. Must be available to work weekends, holidays and occasional evenings. This is a part time, temporary position. \$12.00 - \$13.00 per hour. For a complete list of duties, responsibilities and experience, please visit: <https://www.indeed.com/l-Finger-Lakes,-NY-jobs.html?vjk=b75f0a3b5a0811e6>

Indeed 4/1/19

Assistant Store Manager (Penn Yan, NY)

- Dollar General has an opening for an Assistant Store Manager. Duties and Essential Job Functions: Provide superior customer service leadership; greet and assist customers and operate cash register and scanner to itemize the customer's purchase. Open and close the store a minimum of two days per week. Assist Store Manager with scheduling employees, providing adequate training for employees, conducting safety meetings, and ensuring employee compliance with company policies and procedures. Follow company work processes to manage merchandise, including receiving, unpacking, stocking, restocking and rotating merchandise on shelves and building merchandise displays. Assist in maintaining accurate inventory levels by controlling damages, markdowns, scanning, paperwork, and facility controls. Assist in implementation and maintenance of planograms; ensure merchandise is presented according to established practices and Store Manager direction. Assist in ensuring financial integrity of the store through strict cashier accountability, key control, adherences to company security practices and cash control procedures; authorize and sign for refunds and overrides, count register tills, and deposit money in bank. + Assist with management of the store in the Store Manager's absence. Work Experience and /or Education: High school diploma or equivalent strongly preferred. One year of experience in a retail environment and six months supervisory experience preferred. For complete details and to apply go to:

<https://nlx.jobsyn.org/59fae61a5fbe49658e3a126c3388c80b161>

OSOS 4/2/19

Lead Sales Associate (Dundee, NY)

- Dollar General is seeking a Lead Sales Associate. General Summary: Function as a Cashier and/or Stocker and act in a lead capacity in the absence of the Store Manager or Assistant Store Manager. Assist in setting and maintaining plan-o-grams and programs. Provide exemplary customer service. Perform other duties as necessary to maximize profitability, customer satisfaction, and teamwork, while protecting company assets and reducing losses. For complete details please visit: Website: <https://nlx.jobsyn.org/ef154979d28142f690b0345c494d69e0161>

OSOS 4/2/19

Sales Associate (Dundee, NY)

- Dollar General has an opening for Sales Associate. The Sales Associate acts as a point of contact for our customers. The duties of the Sales Associate include assisting customers in locating and purchasing merchandise, operating the cash register, stocking merchandise, recovering merchandise, cleaning the store, and performing other duties as assigned by the Store Manager to maximize store profitability and customer satisfaction while protecting company assets. For complete details and to apply go to: Website: <https://nlx.jobsyn.org/3e273ae44f9e4cf7a94b9adb883dae29161>

OSOS 4/2/19

EDUCATION/SCHOOLS

Teachers (Hammondsport, NY)

- The Hammondsport Central School District is accepting applications for the following anticipated vacancies for the 2019-20 school year at the Glenn Curtis Elementary School: Elementary Classroom Teacher(s); Elementary Special Education Teacher(s). Candidates must possess appropriate NYS certification in Childhood Education (PK-2 and/or 1-6) and/or Students with Disabilities (PK-2 and/or 1-6 based on the position(s) one is applying for. Dual certification is preferred. Additional certification in literacy is also preferred. Candidate must demonstrate a commitment to working in a highly collaborative and positive team environment that puts the students first at all times to collectively support the academic, social and emotional needs of all children. Applicants must apply online at <http://www.wnyric.org/application> and include a current resume, official transcripts, completed application, a copy of NYS certification (s) and letter of interest to Joe Koehler, Elementary Principal. The application deadline for these openings is May 15, 2019. Facebook 4/18/19

Direct Support Professional (Geneva, NY)

- Lochland School, Inc. is accepting applications for Direct Support Professional. Job Description: Assist Developmentally Disabled adults with activities of daily living, dressing, bathing, grooming, meal preparation and transportation to various activities in the community. Rate of Pay: \$11.51 per hour. Work days per week: Wednesday – Sunday. <https://protect2.fireeye.com/url?k=e75d6008-bb786c6b-e75f993d-0cc47aa88e08-496780b1e48077c7&u=http://www.lochlandinc.org/>; Email Julie at jhiccino@lochlandinc.org; Telephone: 315-789-5208 Workforce Development 4/1/19

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 4/29/19

HEALTHCARE/HUMAN SERVICE

Onboarding and Training Coordinator (Penn Yan, NY)

- Do you like talking with and helping people every day? Would you describe yourself as a good listener and a multi-tasker? If so, you could be a great fit as our On-boarding and Training Coordinator! As an Onboarding and Training Coordinator, you will play an important role — from creating a welcoming environment to sharing valuable information and resources, which are vital to a new employee’s successful orientation to the company. This position is especially key in making sure that necessary paperwork is processed accordingly. In addition, this position will work closely with department supervisors and management to prepare, facilitate, monitor, and identify continuing education and trainings for staff. The Onboarding and Training Coordinator is a vital part of Finger Lakes Community Health – one of the fastest growing health centers in New York State. With eight health centers, serving over 28,000 patients, we provide primary care, dental and behavioral health services. Being a good communicator is an important skill needed to be successful in this position. If you are interested and have the following qualifications, we encourage you to apply. Let’s talk! Qualifications: Bachelor’s degree or equivalent experience in a similar role. Prior experience is a plus, but not required. Excellent customer service and problem solving skills. Outstanding organizational skills and attention to detail. Strong interpersonal skills and the ability to build relationships with personnel, patients, and community partners. Proven ability to handle confidential information with discretion. The ability to work flexible hours -- some evenings are required. To apply go to: https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=6f8dee95-d655-4f42-9e85-3f06a2818542&cclid=19000101_000001&jobId=292424&source=FB&lang=en_US&fbclid=IwAR1gI8Ucznj62EDmNggMijhg2DvaHbdfLAowDcx4Y21olr62-p2HpRlfS0&selectedMenuKey=CurrentOpenings. Facebook 4/24/19

Home Care Aide (Penn Yan, NY)

- All American Home Care has a part-time opening for Home Care Aide. No experience is necessary. Must have New York State Driver's License and reliable transportation. What you'll do: Personal Care; Helping Client in and out of bed; Assisting to the bathroom; Changing undergarments or adult incontinence products; Bathing; Dressing; Shopping; Cooking;

Housekeeping; Providing transportation to and from doctors' appointments. Physical Requirements: Must be able to perform physical activities that require moving ones whole body, such as climbing, lifting, balancing, walking, bending and pushing. Activities often require considerable use of the arms and legs. To avoid injury, attendant must not have any weight restrictions. Compliance Requirements: Must have a current negative PPD reading within the past 365 days. Must have a current Health Assessment/Employment Physical within the past 365 days. Must have proof of immunization for Measles, Mumps, Rubella. For further information please go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&fromage=last&start=10&vjk=0059652b5bcb07f1>

Indeed 4/18/19

Direct Support Professional-Residential (Penn Yan, NY)

- Catholic Charities has full-time, part-time and relief per diem positions available. Primary Functions: Provide support and instruction in activities necessary to promote and maintain independence and self-determination for individuals with intellectual developmental disabilities receiving services living in a Catholic Charities Community Services residential setting. Qualifications: High School diploma or equivalent. One year of practical experience working with individuals with developmental disabilities preferred. For a complete list of specific duties and to apply go to:

<https://www.cccsrochester.org/>.

OSOS 4/16/19

Direct Support Professional-Community (Penn Yan, NY)

- Catholic Charities has positions available for Direct Support Professional-Community. Primary Functions: Provide support and instruction in activities necessary to promote and maintain independence and self-determination for individuals with intellectual developmental disabilities receiving services through the CCCS-DSP Community Support Program. Qualifications: High School Diploma or equivalent. One year of practical experience working with individuals with developmental disabilities preferred. For a complete list of specific duties and to apply go to:

<https://www.cccsrochester.org/>

OSOS 4/16/19

Access Associate (Penn Yan, NY)

- Finger Lakes Medical Associates is seeking a Per Diem Access Associate. You will be responsible for many administrative support duties, such as greeting patients, performing check-in and check-out procedures and processing payments. This position requires a warm and inviting disposition, as you will be the first point of contact for our patients and their families. Attributes: 2 year degree or equivalent combination of education and work experience required. Intermediate computer skills. Excellent customer service and communication skills. Bilingual preferred. Responsibilities: Customer Service. Manage incoming calls while providing necessary information. Greeting patients, providing direction as needed and scheduling patient appointments. Registration & Verification. Complete the registration process for patients as defined by departmental policy; verify insurance eligibility/coverage and obtain necessary precertification/authorization when applicable. Billing & Payments. Collect and process payments when applicable. To apply go to:

<https://nlx.jobsyn.org/41171ff96cdd4268802ad16d08b8ed19161>

OSOS 4/5/19

RN Community Assessment (Dundee, NY)

- Lifetime Care has a full time opening for RD Community Assessments. This position is responsible for patient home health care assessments. This involves the assessment of patient and family needs, and the development, implementation and evaluation of an appropriate plan of care. This incumbent may also serve as the case manager, which involves the identification of appropriate services, supervision, and ongoing review and evaluation of the utilization of services. Essential Responsibilities/Accountabilities: Identifies and prioritizes health problems based on assessments. Develops, implements and evaluates intervention plans based on identified needs in collaboration with the attending physician and other health team members. Manages and coordinates patient care in a manner which ensures the efficient and effective delivery of appropriate home care services and community support. Assesses the need for aide services, establishes the aide activity sheet, supervises and evaluates the aide in the performance of his/her patient care duties. Communicates all changes in patient status and/or service needs to the appropriate health team member and ensures appropriate action is taken in a timely manner. Facilitates the development and implementation of patient discharge plans. Practices according to agency and community standards. Regular and reliable attendance is expected and required. Performs other functions as assigned by management. Minimum Qualifications: Graduate of an accredited school of nursing and valid NYS registered nursing license required. A minimum of two years recent acute care experience preferred. Willingness to be trained or experience in Uniform Assessment System required. Knowledge of community resources preferred. Must demonstrate solid interpersonal, organizational and time management skills. Basic computer skills are necessary. Must

have ability to travel. Education required: Associates or better in Assoc. Nursing; Bachelors or better in Bach Nursing. RN or better in Nursing. To apply, <https://nlx.jobsyn.org/9ea6d0af8a5e42baae4119c4f2562bef161> OSOS 3/27/19

Pharmacy Manager (Penn Yan, NY)

- Engages customers and patients by greeting them and offering assistance with products and services. Resolves customer issues in a timely manner and answers questions to ensure a positive customer experience. Models and shares customer service best practices with all team members to deliver a distinctive and delightful customer experience, including interpersonal habits (e.g., greeting, eye contact, courtesy, etc.) and Walgreens service traits (e.g., offering help proactively, identifying needs, servicing until satisfied, etc.). Develops strong relationships with most valuable customers by anticipating customer needs and proactively offering services. Leads efforts to enhance customer experience by increasing focus on healthcare services (e.g. patient consultation, medication management, drug therapy reviews, and perform retail, clinical, or wellness services such as immunizations, flu shots, and diabetes awareness) thereby promoting the shift of the pharmacy role from transactional to interpersonal. Counsels patients and answers their questions regarding usage of medicine, side effects, interactions, contraindications, patient information privacy, generics, less expensive medicines, over-the-counter products, and refers to medical provider as needed to ensure medication is taken correctly, health needs addressed, and satisfaction with service. Performs pharmacist tasks including compounding, drug therapy reviews, verification, and medication management. For complete details and to apply go to: <https://nlx.jobsyn.org/63f7d9473e1c4d53a5e7da0c4cff93af161> OSOS 3/21/19

Multiple Positions- Pro Action of Steuben and Yates

Substitute Opportunities

- Substitute Drivers

Full Time Opportunities

- Receptionist Positions at Steuben County Community Services
- Registrar – Child Care Aware
- Home Visitor – Chemung & Schuyler Counties
- Home Visitors – Steuben County

Part Time Opportunities:

- Head Start Family Resource Advocate
- Senior Service America Program Employment Opportunities
- Site Coordinator – Senior Nutrition, Hornell

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

Workforce Development 4/29/19

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

- Activities Director – Homestead
- Administrative Assistant – Site Admin - SSH
- BioMed Tech II – SSH
- Clerk/Receptionist – SSH
- CNA LTC - Homestead
- CNA or Certified Nurse Aide Training Program – Homestead
- Cook II - SSH
- ED Crisis Evaluator - SSH
- EMT-Basic - SSH
- EMT Basic- Cohocton
- Graduate Practical Nurse-GPN – Homestead
- Housekeeping Aide - SSH
- Housekeeping Aide Laundry - SSH
- HR Generalist – SSH
- LMHC Licensed Mental Health Counselor – Outpatient Social Worker - SSH
- LMSW Social Work–Outpatient Counselor - SSH
- LPN Med Long Term Care – Homestead
- LPN, Physician Practice – FLH Medical

- LPN, Pre-Emption Family Medicine – FLH Medical
- Mechanic II – SSH
- Medical Secretary, Physician Practice – FLH Medical
- Medical Secretary, Pre-Emption Family Medicine – FLH Medical
- Medical Technologist – SSH
- Nursing Assistant/Unit Clerk - SSH
- Phlebotomist - SSH
- Radiology Tech – SSH
- RN Clinical Leader - Homestead
- RN Bedside–Unit I - Homestead
- RN Bedside - Emergency Dept. – SSH
- RN – Bedside – Med/Surg Acute -SSH
- RN Long Term Care Clinical Leader- Homestead
- RN Nursing Supervisor, Life Care Medical Associates, FLH Medical
- Security Officer – SSH

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

https://www.healthcaresource.com/fingerlakes/index.cfm?fuseaction=search.categoryList&template=dsp_job_categories.cfm

Workforce Development 4/29/19

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

- Classroom/Day Care Aide – Full time \$11.10 per hour
- Community Support Services – Direct Support Professionals \$11.75 per hour
- Custodian – Part time \$11.10 per hour
- Direct Support Professionals – Days Full time \$11.10 - \$12.50 per hour
- Educational Associate – DRIVE Program @ Keuka College
- Preschool General Education Teacher – Keuka Lake School
- Residential Direct Support Professional - Evenings & Weekends in Penn Yan & Dundee \$12.50 per hour
- Substitute Direct Support Professionals for all programs \$11.10 per hour
- Vocational Counselor - \$12.50 per hour

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

Workforce Development 4/29/19

HOSPITALITY/RESTAURANT

Multiple Positions (Penn Yan, NY)

- Mark's Pizzeria is now hiring for all positions! Starting at \$10.75 per hour. For more information and to apply go to <https://www.markspizzeria.com/employment> or stop in 203A Lake St., Penn Yan, NY. 315-536-4498

Workforce Development 4/29/19

Breakfast Attendant (Penn Yan, NY)

- Finger Lakes Premier Properties has an opening for Breakfast Attendant. This position is primarily responsible for the breakfast bar located in the main lobby of the Best Western PLUS. Responsible for providing high quality services for guests at the hotel ensuring the breakfast bar is well stocked and maintained during the breakfast hours. Responsible for recommending improvements to ensure efficient departmental operations are in place to support service excellence. Works collaboratively with all employees, suppliers and customers of Best Western Plus. At all times, provide exceptional customer service to guests and colleagues. Essential Duties & Responsibilities: Maintains and fills breakfast items as needed. Keep breakfast area clean and garbage dumped. Breaks down breakfast and restocks as needed. Does all dishes and clean kitchen for the following day. Reports to Front Desk any breakfast items that will be needed before order arrives. Puts food order

away weekly. Cleans all public areas (pool, exercise room, lobby, stairwells, hallways, etc.) Job Requirements: Excellent customer service skills. Ability to work a flexible work schedule. To apply go to:
<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1556291247234&rs=1&fromage=last&vjk=9227784a2793555b>
Indeed 4/27/19

Crew Person (Penn Yan, NY)

- McDonald's is looking for hard working, enthusiastic individuals who want to be a part of a winning team. Come join our day working team. Must be available for weekends. You want to be challenged and have fun. We think we can fit you in. For job openings, give us a try. Must be 16 years or older. Starting wage \$12.75 per hour. As a Crew Person, you may be responsible for: Greeting customers with a smile. Taking accurate food orders. Preparing all of McDonald's World Famous food. Partnering with other Crew and Managers to meet target goals during your shift. Restaurant Cleanliness. Ensuring items are well stocked. This job posting contains some general information about what it is like to work in a McDonald's restaurant, but is not a complete job description. People who work in a McDonald's restaurant perform a number of different tasks every day, and this posting does not list all of the essential functions of the job. For more information and to apply go to:
<https://www.indeed.com/l-Finger-Lakes,-NY-jobs.html?vjk=822b01838678f6b8>
Indeed 4/26/19

Cooks/Prep Chefs (Hammondsport, NY)

- We are looking for candidates to join our culinary staff. Summer Internships and full-time positions available. We are hiring Cooks and Prep Cooks. Our applicant must have a strong desire to work hard and to the best of their ability. They must take pride in their work and always strive for the best. We are an extremely fast-paced and very busy restaurant. Experience in the business is not necessary as long as you have a willingness to learn and know all the basics. You will learn all areas of our kitchen: grill, saute, fry and prep. Teamwork is a must. We consider our employees as part of one big family. You will be expected to work weekends and nights. Salary is negotiable and is based on position and experience.
Craigslist post id: 6874386988 4/25/19

Seasonal Position (Penn Yan, NY)

- Crispin Hill has a seasonal position available starting May 15th through November 2nd. This is a part-time position. \$14.00 per hour. The position requires a person who is able to lift 50 pounds. Includes general set up of tables and chairs for events. Cleaning event space and cleaning other property projects as needed. Restock bar, flatware and glasses. Dishwashing, food running, bussing tables through event. Fast paced position. Days working will be Friday & Saturday with an occasional Sunday. Must have reliable transportation, look presentable at all times and be a team player. To apply please visit their Facebook page.
Facebook 4/24/19

Director of Dining Operations (Keuka Park, NY)

- AVI Foodsystems, Inc. is now hiring a Director of Dining Operations at Keuka College in Keuka Park, NY. Responsibilities for this position include: Prepare budget estimates and manage cost control for the dining service program, in all cost categories. Plan, organize and direct the work of management team, culinary professionals and other team members in a union or non-union environment. Plan and direct the ordering, receiving and accounting of all food products, supplies and equipment for the location. Develop creative menus in a Higher Education dining environment. Other duties and responsibilities as necessary. Job Requirements: A formal culinary degree is preferred but industry experience will be considered. Minimum of 5 years of food service/culinary management/hospitality management experience in an education or business dining environment. Prior experience leading, motivating and developing teams preferably in a union environment. Proven ability in managing costs to meet budget goals. Effective communication in both written and verbal form. Proficiency with word processing, spreadsheets and web based ordering systems. ServSafe Certification. Benefits: We offer the following: Competitive Compensation. Industry competitive benefits package. Year round position with work/life balance, especially during semester breaks. Exciting opportunities for advancement both locally and nationally. A family culture and atmosphere. 401(k) with generous company match. We conduct pre-employment drug testing. EOE. For more information please contact: jobs@avifoodsystems.com.
OSOS 4/24/19

Assistant Store Manager (Penn Yan, NY)

- Byrne Dairy is seeking an Assistant Store Manager. It will be up to you to create and build upon a positive and family-oriented culture. Ensuring that the store is kept clean, you will take a direct and active role in all aspects of the day-to-day operations of your assigned store. Specific duties will include: Ensuring customer loyalty by providing exceptional customer service, responding to customer's questions and resolving their problems and needs in a friendly, accurate and timely manner. Overseeing and recording delivery of merchandise, comparing records with merchandise ordered and reporting discrepancies in order to control costs. Performing human resource duties to include supervision and training of employees.

Assigning employees to specific duties. Monitoring and maintaining proper store cleanliness, appearance and maintenance as per company guidelines. Protecting employees and customer by providing a safe and clean store environment. Specific qualifications for the position include: Valid NYS driver's license. High School Diploma, Associates degree preferred. Minimum 2 years retail management experience. Willingness to work flexible hours including evenings, weekends, and holidays. Strong leadership abilities with proficiency in the coaching and development of employees. For complete details and to apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&fromage=last&start=10&advn=9032655456102059&vjk=22565b37718303f6>

Indeed 4/24/19

Food Service Manager (Penn Yan, NY)

- Byrne Dairy is seeking a Food Service Manager to assist with managing our convenience stores. In your role as a Food Service Manager, you will be responsible for assisting the Store Manager in the smooth operation of our food service department, effective employee management, and delivery of exceptional customer service. We have 60 convenience stores throughout Upstate New York and are continuously growing. If you have the experience we need and you would like to sell an old favorite brand, we want to talk with you! Your specific duties will include: Ensuring customer loyalty by providing exceptional customer service, responding to customer's questions and resolving their problems and needs in a friendly, accurate and timely manner. Maintaining your store's gross profit and ensuring proper inventory management. Overseeing and recording delivery of merchandise, comparing records with merchandise ordered and reporting discrepancies in order to control costs. Performing human resource management duties to include supervision, development and training. Assigning employees to specific duties. Monitoring and maintaining proper store cleanliness, appearance and maintenance as per company guidelines. Maintaining cleanliness of equipment. Protecting employees and customers by providing a safe and clean store environment. For complete details and to apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&fromage=last&start=10&advn=9032655456102059&vjk=843421e67eb228ed>

Indeed 4/23/19

Guest Assistant (Penn Yan, NY)

- A local Bed & Breakfast is searching for an individual to assist in providing guests with an exceptional Keuka Lake experience. Responsibilities include housekeeping, laundry, light cooking and light exterior maintenance/gardening. Position is seasonal (May-November), part-time (20-25 hours per week), and requires some weekends. Successful candidates will have a positive and energetic attitude, well groomed, ability to multi-task and attentive to details. This is a physical job that requires the ability to lift up to 50 pounds and negotiate four flights of stairs easily. To apply go to Steamboat Castle Bed & Breakfast on Facebook.

Facebook 4/23/19

Tasting Room Associate (Dundee, NY)

- McGregor Vineyard, overlooking Keuka Lake in Dundee, NY is currently seeking motivated, passionate and outgoing team members to join our Tasting Room staff. This position is a full-time seasonal, with some part-time seasonal positions available, as well. Qualifications: Must be 21 years of age. Must have strong skills in hospitality and communication. Must be ready to work in a fast paced environment. Must be personable, conversational, assertive and polished. Must be able to lift and carry 40 pounds and be on your feet for long periods of time. Must be able to work weekends and holidays. In addition to tasting room service, responsibilities include helping set up for events, supporting our kitchen as needed, restocking and general cleaning. High School diploma or equivalent required. Submit your resume along with a brief introduction and your work availability to info@mcgregorwinery.com.

Facebook 4/19/19

Multiple Positions (Hammondsport, NY)

- Lakeside Restaurant is seeking Line Cooks, Dishwashers, Pantry/Salad Station, Hostess and Bussers. Full and part time positions available. Apply in person at Lakeside Restaurant, 13780 West Lake Rd., Hammondsport, NY. Facebook 4/19/19

Bussers (Penn Yan, NY)

- The Wagner Restaurant is looking for Bussers. Please apply at 124 East Elm St., Penn Yan, NY.

Workforce Development 4/19/19

Kitchen Help/Waitstaff (Branchport, NY)

- The Valley Inn is taking applications for kitchen help and waitstaff. Apply at The Valley Inn, Guyanoga Valley Rd. (2 ½ miles north of Branchport). 315-595-2588. Chronicle Express 4/17/19

Production (Penn Yan, NY)

- As a Pizza Hut team member, you can be the smiling face behind the counter that greets and serves the customers or a cook who makes things happen in the kitchen. Requirements: What are we looking for? The good news is that your training will teach you everything you need to know to succeed on the job. But there are a few skills you should have from the get go: You're a fun and friendly person who values customers and takes absolute pride in everything you do. Communication skills are key – you're not going to be able to text message customers back and forth. In other words, you should be comfortable talking to strangers. You've got a positive attitude and understand the need to be on time, all the time. With loads of energy, you understand that work is easier – and more fun – with some teamwork. And you're at least 16 years old. Keep in mind, this is just basic information. You'll find out more after you apply. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1555611503635&rs=1&fromage=last&vjk=d43af465ec368da2>

Indeed 4/17/19

Server (Penn Yan, NY)

- Being a server at Pizza Hut® is about making hungry people happy – with tips! It's about being independent and having fun, making new friends and earning extra cash. As a Pizza Hut server, you're the smiling face that greets and serves our customers. Working with us will give you the financial rewards and flexibility to suit your lifestyle! You'll learn new things, get recognized for your efforts and learn skills that last a lifetime. Requirements: What are we looking for? The good news is that your training will teach you everything you need to know to succeed on the job. But there are a few skills you should have from the get go: You're a fun and friendly person who values customers and takes absolute pride in everything you do. You know who you are --honest, energetic and fun. You're never short of a smile and take real pride in your work; cope well under pressure and thrive on a challenge. You've got a positive attitude and understand the need to be on time, all the time. You understand that work is easier – and more fun – with some teamwork. And you're at least 16 years old. Keep in mind, this is just basic information. You'll find out more after you apply. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1555611503635&rs=1&fromage=last&vjk=3d3114c1098d07c1>

Indeed 4/17/19

General Manager (Penn Yan, NY)

- To eat. To laugh. To share. That's why people come to Pizza Hut. It's the calling of our Restaurant General Managers to make them feel like family with smiles, teamwork and dedication. If you're an experienced restaurant or retail manager, think about a career with Pizza Hut. You know who you are - a natural leader, you love putting together a winning team. You're all about teaching new things and motivating the team to work together. At Pizza Hut, you can do all that – and more. Here, you will work with smart, experienced, fun people. Expect training and growth. Plenty of excitement. Unique challenges. And a world of opportunity. Requirements: What are we looking for? The good news is that your training will teach you everything you need to know to succeed on the job. But there are a few skills you should have from the get go: You have at least 2 years of leadership experience in the restaurant, hospitality or retail industry with responsibility for financial results. And, you're at least 18 years old with a valid driver's license, reliable transportation (not public transportation – you may need to drive to make deposits for the restaurant sometimes) and a true desire to learn and grow. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1555611503635&rs=1&fromage=last&vjk=6324d04c6b3f406d>

Indeed 4/17/19

Driver (Penn Yan, NY)

- Buckle up, hit the open road and start making hungry people happy as a delivery driver for Pizza Hut®. That's right, we'll pay you to cruise around in your mobile office – your car – listening to your own tunes and delivering great pizza – and pasta. Requirements: The good news is that your training will teach you everything you need to know to succeed on the job. But here are a few skills you should have from the get go, as well as some requirements: A clean driving record. You'll also need a valid driver's license, insurance and reliable vehicle. Keen sense of direction: You should know how to read a map and find your way around your delivery area. Age restrictions: Our delivery drivers need to be at least 18 years old. Dress the part: We'll provide you with a uniform. We just ask that you keep it clean and come to work wearing it. Just a few more things: You'll need some basic math skills, the desire to work as part of a team and enthusiasm for learning. Keep in mind, this is just basic information. You'll find out more after you apply. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1555611503635&rs=1&fromage=last&vjk=9123bc738f4f8f03>

Indeed 4/17/19

Front of House Staff (Dundee, NY)

- F.L.X. Wienery is seeking Front of House Staff. This position requires physical labor, intensive work and some experience. The position will assist the General Manager/Front of House Manager in all duties to ensure a clean, healthy, safe, and efficient restaurant with top-quality food served fast. The position will be focused on running a high-volume, fast-paced restaurant in a financially responsible manner while offering great food fast. The position is fast-paced and includes stocking, cleaning, and general front of house duties. The position works hand-in-hand with the General Manager and Kitchen Manager positions in order to ensure smooth, hospitable, and customer-oriented environment profitably. The position also works with Human Resources to report issues with Kitchen or Front of House Staff. Hours: 35-40 hours per week with seasonal variance. Salary: \$11.00 /hour. Experience: Hospitality: 1 year (Preferred). Education: High school or equivalent (Preferred). For a complete listing and to apply go to:
<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1555611503635&rs=1&fromage=last&vjk=36a26d8bb784c7f2>
Indeed 4/17/19

Restaurant Crew (Geneva, NY)

- Kindred Fare is looking to fill the following positions: Full-Time Host and Ambiance Manager; Part-Time Dishwasher (Friday-Monday); Sous Chef; Full-Time Line Cook; Part-Time Line Cook; Part-Time Baker (day or night shift); Part-Time Bartender. We are open every night minus major holidays. Offering competitive wages, benefits for full-time employees and a fun and hospitable working environment. To apply please visit their Facebook page. Facebook 4/16/19

Cook (Penn Yan, NY)

- Mustang Pub is looking for an experienced, reliable Cook. Resume Preferred. 106 Elm St., Penn Yan, NY. To apply please visit their Facebook page. Facebook 4/15/19

Reservation Sales Agent (Penn Yan, NY)

- Finger Lakes Premier Properties has an opening for a Reservation Sales Agent. This position is responsible to receive inbound reservation calls and actively follow-up on reservation inquires via email or outbound call in order to drive sales so individual and team goals are achieved; all while continually ensuring standards of processes are followed and that the overall customer experience remains a top priority Essential functions: These duties can be performed with or without an accommodation: Operational Support: Receives and responds to inquiries from potential guests via phone calls and emails. Provides accurate notes in sales leads and reservations. Handles guest complaints and forward to management for resolution when necessary. Provides concierge services, with general knowledge of the Finger Lakes including restaurants and entertainment. Processes payments for reservations. Accurately describes and informs guests about the properties that are available, giving the guest the best options for their stay. Manages daily correspondences and operational tasks to exceed customer expectations and expand customer base. Sells the benefits of properties via verbal and written communication. Keeps accurate record of calls and conversations with all guests. Complies with accuracy expectations daily, weekly and monthly. Education & Experience: High School Diploma or equivalent. Associates Degree or equivalent experience in sales, reservations or hospitality industry, preferred. Minimum of two years strong sales background in non-hospitality industry will be considered. For complete details and to apply go to:
<https://nlx.jobsyn.org/65308068a79d4866a1d0d6dbb163fb51161>
OSOS 4/11/19

Sous Chef/Cook (Penn Yan, NY)

- Experienced sous chef and cooks needed full-time at year-round restaurant on Keuka Lake. 301 Lake St., Penn Yan, NY. Craigslist post id: 6862346849 4/9/19

Overnight Houseman & Security-Part time (Penn Yan, NY)

- This is a part time overnight position, only 2 nights per week. Night Houseman/Security is responsible for the safety and security of guests and employees, their property, and the property of the Hampton by Hilton Penn Yan. Duties will include but are not limited to: Perform property walks and identify areas that need attention, respond to emergency situations such as safety hazards, medical emergencies and criminal activity, enforce hotel policies. Night Houseman/Security is also responsible for trash collection, sweeping & mopping, and other houseman duties, cleaning & snow removal of sidewalks during winter months. Also responsible for meeting room set-up and tear-down when needed. Must perform any other duties as required by management to aid in better operation of the hotel. To apply go to:
<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&fromage=last&start=20&vjk=59964149309f65b0>
Indeed 4/9/19

Tasting Room Server (Keuka Park, NY)

- Vineyard View Winery is a family run, family owned winery. We Pride ourselves in our deep rooted vineyards, and quality wines. Our focus is on excellent customer service and creating a lasting experience for each customer. Must be willing to work weekends. Must have the ability to lift up to 40bs frequently. Have a desire to learn about wine and grape growing. Must provide excellent customer service. 2971 Williams Hill Rd, Keuka Park, New York 14478. To apply please visit their Facebook page.

Facebook 4/6/19

Restaurant Help (Penn Yan, NY)

- Union Block Italian Bistro is now hiring for all positions at our Hammondsport and Penn Yan locations. Email us at unionblockitalian@gmail.com.

Facebook 4/2/19

Cook (Keuka Park, NY)

- The AVI Foodsystems operation at Keuka College in Keuka Park, NY is now hiring friendly, service-oriented people to join our culinary team. If you have a passion for food and are looking for an opportunity that also provides a great work/life balance, we want to talk with you! We are currently seeking a Full-time Cook whose responsibilities will include: Prepare and cook food for service. Ensure the cleanliness of the kitchen. Manage food inventory. Maintain a safe work environment. Encourage good customer relations through product promotion. Job Requirements: Culinary experience is a plus. Strong work ethic. Excellent communication skills. Exceptional food presentation skills. Ability to maintain positive attitude. Weekend availability. Exceptional starting pay up to \$13.00 an hour (BOE). For more information please contact: jobs@avifoodsystems.com.

OSOS 3/28/19

Dishwasher (Keuka Park, NY)

- The AVI Foodsystems operation at Keuka College in Keuka Park, NY is now hiring friendly, service-oriented people to join our dining team. If you have a passion for food and are looking for an opportunity that also provides a great work/life balance, we want to talk with you! We are currently seeking Full and Part-time Dishwashers whose responsibilities will include: Assist with cleaning the kitchen and maintaining a sanitary work area. Wash dishes, glassware, flatware, pots and/or pans using dishwashers or by hand. Ensure all kitchen work areas, equipment and utensils are clean, professional and in an orderly condition at all times. Place clean dishes, utensils and cooking equipment in proper storage areas. Ensure the workspace meets or exceeds all established sanitation and safety standards. Request supplies and equipment needed for cleaning and dishwashing duties. Perform other duties required as needed. Previous dishwashing experience preferred. For more information please contact: jobs@avifoodsystems.com

OSOS 3/28/19

Cashier (Keuka Park, NY)

- The AVI Foodsystems operation at Keuka College in Keuka Park, NY is now hiring friendly, service-oriented people to join our dining team for the 2018-2019 school year. If you have a passion for service and are looking for an opportunity that also provides a great work/life balance, we want to talk with you! We are currently seeking a Full-time Cashier whose responsibilities will include: Operate a cash register efficiently and accurately. Prepare products and order stock. Ensure the proper signage when needed. Maintain clean, neat and orderly cash register areas. Job requirements: Accurately record guest transactions. Cashier experience a plus, but not required. Ability to make correct change and work in a fast paced environment. For more information please contact: jobs@avifoodsystems.com

OSOS 3/28/19

Maintenance (Penn Yan, NY)

- Microtel Inn & Suites has an opening in Maintenance. Performs repairs and preventative maintenance work to ensure the hotel maintenance quality standards are achieved and maintained. Provides excellent guest service in an efficient, courteous professional manner; following the company standards of friendly hospitality while adhering to guidelines and procedures. Must be able to perform major life activities: standing, lifting, bending, learning, reading, concentrating, thinking and communicating. For this position specifically: Must be able to push or pull 100 pounds and lift and/or carry 60 pounds. Must be able to stand for eight hours, bend, stretch, reach, climb ladders, crawl, kneel and be low to the ground when necessary, sometimes for extended periods of time. Must be able to see and hear. Must be able to speak and read English, the ability to communicate in another language may be helpful. Ability to understand and follow oral and written instructions. Must display professionalism, honesty and trustworthiness at all times. For complete details go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&fromage=last&start=10&vjk=f269204f2640cb07>

Indeed 3/18/19

LABOR/AGRICULTURAL

Wildlife Control Technician (Penn Yan, NY)

- Wildlife Control of the Finger Lakes has a part time opening for Wildlife Control Technician. This job requires good communication skills, ability to lift at least 80 pounds, general carpentry skills, ability to work at heights, as well as other skill sets. Wildlife Control is a satisfying career, it takes an individual that is not afraid to work and travel. Interested parties should have a clean driving record and be able to pass a background check. Experience: Wildlife Control: 1 year (Preferred). To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1556547395132&rs=1&fromage=last&vjk=876d4da5a2ce4a4b>

Indeed 4/29/19

Construction Laborer (Penn Yan, NY)

- B&W Excavation has an opening for Construction Laborer. Prior experience a plus but willing to train. Multiple positions available. Reliable transportation is a plus. 40+ hours a week. Work is currently scheduled into late fall. Competitive pay based on experience. Please call Brian at 315-719-4486.

Facebook 4/27/19

Maintenance Technician (Penn Yan, NY)

- Finger Lakes Premier Properties is currently seeking to fill a Maintenance Technician position out of its Penn Yan, NY office. The ideal candidate possesses high standards, works precisely, has a high attention to detailed oriented, problem solving and working with clients with high service expectations. It is essential that candidates work well in and with teams, are resourceful, career oriented, thrive in a dynamic work environment and welcome learning opportunities and seek professional growth. Qualifications: High School Diploma or GED, or equivalent work experience. General carpentry skills. Great attention to detail and organization skills. Dependable and able to work weekends. Valid NYS Driver's License. For a complete list of duties and to apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&fromage=last&start=30&vjk=ee98c94e06330f4f>

Indeed 4/27/19

Marina Customer Service/Dockhand (Keuka Park, NY)

- Basin Park Marina is looking for candidates interested in interacting with customers and assisting in the daily operations of the marina. This is a seasonal, part time position. Responsibilities: Assist with boat rental reservations, instruct customers on safe handling of boats, assist with docking, refueling, cleaning & covering, & securing of boats to docks, keep docks & facilities clean, safe & operational. Desired Skills: Boating experience, ability to work independently, show a desire to assist customers & coworkers, able to work flexible schedule. Compensation: Hourly wage. Please send resume with references. Mail: Basin Park Marina, 5194 W. Bluff Drive, Keuka Park, NY 14478; Call: 315-595-8808 or Email: basinparkmarina@gmail.com.

Chronicle Express 4/24/19

Forklift Driver (Penn Yan/Dundee, NY)

- Remedy Intelligent Staffing is looking for dedicated workers to prove themselves through great attendance and performance. This will give you great opportunity to grow with in the company. Local thriving Penn Yan/Dundee company looking for experienced Forklift Operators. 40 hours/week with opportunity for OT. \$13-13.50 Based on Shift. 8 hour shifts. Uniforms provided, discount ticket sales on-site, free coffee, water, ice cream and yogurt! Benefits and 401K available upon hire. Apply Today! www.remedystaff.com. 315-781-6200

Workforce Development 4/25/19

Sorters (Stanley, NY)

- Are you in desperate need of work? Do you need the opportunity to prove yourself? Or are you looking for consistent FT hours? This is the job for you! Remedy Intelligent Staffing is looking for sorters in a local Stanley, NY recycling company. No experience required. 1st shift, 6am – 4:30pm, \$12.00. 10 hour days, 4 days/week! Monday – Thursday. Apply Today, work tomorrow! www.remedystaff.com 315-781-6200

Workforce Development 4/25/19

Compounder/Machine Operator (Penn Yan, NY)

- Remedy Intelligent Staffing has a great opportunity for those with Compounding and/or Machine Operation experience in the Penn Yan, NY area. Work for us weighing or measuring materials, ingredients, or products. Compound (Compounder) or

process ingredients according to formulas. Read work orders to determine production specifications. Monitor equipment to ensure safe and efficient operation. Mix or blend (batching) ingredients by starting machines and mixing for specified times. Dump or pour specified amounts of materials into machinery or equipment. Collect samples of materials or products for laboratory testing. Operate machines to blend any of a wide variety of materials, etc. 3rd shift positions, 12 hour shifts, \$15.75/hour to start. OT available. Pay raise every 6 months. Benefits and Paid Holiday's. Great company, you will be proud to work for. Apply Today! www.remedystaff.com 315-781-6200 Workforce Development 4/25/19

Team Assembler (Penn Yan, NY)

- Remedy Intelligent Staffing is seeking a Team Assembler with construction or carpentry experience to become an integral part of our Penn Yan, NY team! You will perform assembly line tasks as well as identify areas of improvement to increase efficiency. Pay rates starts at \$12.50/hr. Responsibilities: Work with a team to assemble entire products or components. Rotate through tasks for specific production processes. Maintain a clean and orderly work area. Using hand power tools to assemble large parts. Must be able to lift and work with other team members in this state of the art plant. Working with metal and fiberglass parts. Able to follow directions and work at a steady pace. Qualifications: Previous experience in manufacturing, assembly, construction, carpentry or other related fields. Familiarity with assembly/carpentry tools and equipment. Ability to handle physical workload. Ability to work well in teams. Ability to thrive in a fast-paced environment. Lifting 50 lbs. HSD or GED. Apply Today! www.remedystaff.com 315-781-6200 Workforce Development 4/25/19

Packer/Inspectors (Penn Yan, NY)

- Remedy Intelligent Staffing is looking for dedicated workers to prove themselves through great attendance and performance. This will give you great opportunity to grow within the company. Local thriving Penn Yan/Dundee company looking for Packer/Inspectors. 40 hours/week with opportunity for OT. \$12.25-\$12.50 based on shift. 8 hour shifts. Uniforms provided, discount ticket sales on-site, free coffee, water, ice cream and yogurt! Benefits and 401K available upon hire. Apply Today! www.remedystaff.com 315-781-6200 Workforce Development 4/25/19

Maintenance Staff (Penn Yan, NY)

- Camp Seneca Lake, (Jewish Community Center's Summer Camp) in Penn Yan, in the Finger Lakes, has (2) opportunities for Maintenance Staff. Camp Seneca Lake has provided children entering grades 3-11 with over 90 summers of fun, friends and cherished memories. Our 200 beautiful wooded acres in the Finger Lakes region of New York State provide the ideal backdrop for camp. We are looking for positive role models who enjoy working outdoors and indoors to assist the Camp Seneca Facilities Director. You will be performing both indoor and outdoor work duties to prepare camp for the campers' arrival and provide a healthy and safe environment for our 250 campers during the camp season. Forty hours per week. Day hours. 8:00am-4:00pm Monday-Friday. Work Schedule: 5/01/19-9/30/19. Camp Seneca operates a family weekend the end of August and September for special events. September hours can be either part or full time. Flexibility in work schedule may be possible once camp begins the end of June. The primary job functions are as follows: General upkeep of cabins and camp buildings including painting exterior and interior. Moving furniture including tents. Sweeping and vacuuming of cabins and camp buildings. Cleaning restrooms. Trash pick-up and disposal. Basic lawn maintenance including mowing and weed eating. Requirements: Experience operating lawn mowing equipment helpful but not required. Six months facilities or maintenance experience required. Lifting 40#. Dress code to include appropriate work attire for being in the sun or rain and in a variety of temperatures. Foot wear will be closed toed sneakers or hiking boots because of the equipment being used and walking over uneven terrain during the day. For immediate consideration, please submit your resume in a Word document to: jernst@jccrochester.org Workforce Development 4/23/19

Production Assistant (Hall, NY)

- Growmark Inc. (Seedway) has an opening for Production Assistant (Farm Seed). Purpose and Summary Statement: Ensures company assets are utilized to produce the highest quality of seed. Essential Job Functions: Ensures seed quality by meeting required standards, minimizing cleaning losses and ensuring accuracy of seed treatment. Preserves value of seed to minimize loss. Assists in the bagging of finished seed and mixing seed treatment. Assists in shipping and receiving of products. Performs all other duties as assigned. Requirements: Normally requires a high school diploma or the equivalent thereof, and 1 or more years of retail related work experience to demonstrate knowledge of basic business principals of inventory management and mechanics. Demonstrates essential abilities including business knowledge, collaboration, communication, customer focus, decision making and skill development. Must have and maintain a valid driver's license and satisfactory driving record. Frequently required to lift 51-70 lbs. as needed. Frequently exposed to working conditions may include dust, fumes, chemicals, and electrical hazards with appropriate safety measures. Will be required to work hours other than those considered "normal" to meet seasonal demands. Ability and willingness to participate in required training that may include

education on Growmark's policies and procedures and additional training as it relates to the requirements of the position. To apply go to: <https://www.indeed.com/l-Finger-Lakes,-NY-jobs.html?vjk=17e561f7d85cadb2> Indeed 4/18/19

Sorters (Penn Yan, NY)

- Penn Yan company looking for candidates to sort damaged documents and scan into a computer. Must be able to work with a team member. No experience needed. 1st Shift, 8am - 4:30pm. Monday – Friday. Sorting Documents. Scanning. Must be able to read and write in English. Must be able to lift 25-30lbs. Apply Today, Work Tomorrow!! To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&fromage=last&start=20&advn=9774841503824780&vjk=3034dc682c3defdd> Indeed 4/17/19

Maintenance Laborer (Penn Yan, NY)

- Finger Lakes Premier Properties is currently seeking to fill a Maintenance Laborer position. The ideal candidate possesses high standards, works precisely, has a high attention to detail, problem solving and working with clients with high service expectations. It is essential that candidates work well in and with teams, are resourceful, career oriented, thrive in dynamic work environments and welcome learning opportunities and seek professional growth. Qualifications: High School Diploma or GED, or equivalent work experience. General maintenance skills. Great attention to detail and organization skills. Dependable and able to work weekends. Valid NYS Driver's License. For a complete list of duties and to apply please go to: <https://www.indeed.com/jobs?q&l=Finger%20Lakes%2C%20NY&start=20&vjk=aca8ba06c3abb0d3> Indeed 4/17/19

Production Associate (Penn Yan, NY)

- Coach and Equipment in Penn Yan is looking to fill a few Production Worker Positions. Basic production assembly jobs open for the right fit. These positions are for 1st shift (6am-2:30pm). You must work as a temp for 90 days and be willing to participate in pre-hire screenings such as a background check, drug testing and a physical fitness evaluation. Candidates for production workers: must be able to read a tape measure, have basic hand skills running power tools and the ability to work hard and independently. Candidates for production welders: must be able to MIG weld and have some experience welding in a fast paced safe work environment. Experience: Manufacturing: 1 year (Preferred). Apply in person at 130 Horizon Park Drive, Penn Yan or send us your resume. <https://www.indeed.com/jobs?q&l=Finger%20Lakes%2C%20NY&start=30&vjk=649a5f71454c8dae> Indeed 4/16/19

Landscape Technician (Penn Yan, NY)

- McCarthy's Lawn & Landscape is growing and needs to hire full time Technicians. \$12.00-\$16.00 per hour. Please call or inbox us today! To apply please visit their Facebook page. Facebook 4/16/19

Window Washer (Penn Yan, NY)

- Clean and Green is seeking an experienced window washer to join our team. We provide both residential & commercial window cleaning services in the Finger Lakes and we aim to have a personable, positive & professional window washer to join our fleet. Our goal is to provide an excellent experience for each customer. A great window washer must have a strong work ethic, great customer communication skills, attention to detail and a healthy positive attitude. We currently need seasonal full-time help that can be flexible with the increasing demand of the skill. Position includes competitive pay, truck & equipment. \$14.00 to \$16.00 /hour. Additional Compensation: Bonuses. Pay Frequency: Weekly. To apply go to: <https://www.indeed.com/l-Finger-Lakes,-NY-jobs.html?advn=3382251821474848&vjk=bb042dd13c31d2f2> Indeed 4/16/19

Marina Yard Worker/Boat Cleaner (Penn Yan, NY)

- Morgan Marine has openings for Marina Yard Worker/Boat Cleaner. Duties to include: clean storage, new, and rental boats; fuel customer boats; keep docks, vehicles, and grounds neat; dock repair & painting; mowing, trimming, & debris removal. To apply, contact the employer in person, or by email: Kathy Kennedy, #2 Route 54 - East Lake Road, Penn Yan, NY 14527. Email: Kathy@morganmarine.net OSOS 4/16/19

Public Works Maintenance Worker (Dundee, NY)

- The Village of Dundee is currently seeking to hire a part time Public Works Maintenance Worker to work 20 hours per week at \$15.00/hour. This is semi-skilled work involving responsibility for the efficient performance of a variety of public works repair and maintenance tasks. For more information or to apply, please visit <https://mycivilservice.yatescounty.org/> Deadline to apply is April 30, 2019. Workforce Development 4/12/19

Laborers (Dundee, NY)

- The Village of Dundee is currently seeking to hire two part-time Laborers to work a minimum of 20 hours per week for \$11.70/hour. The work involves responsibility for the performance of general laboring or construction tasks, which requires physical endurance and a willingness to perform arduous tasks at times in inclement weather. For more information or to apply, please visit <https://mycivilservice.yatescounty.org/>. Deadline to apply for is April 30, 2019.

Workforce Development 4/12/19

General Laborer (Penn Yan, NY)

- Ribble's Septic Service has a full-time position available for a general laborer. All applicants must have a valid driver's license and reliable transportation. CDL is a plus. Expected hours of work: 8am-5pm M-F. This is a physical out door job. Must be able to work in most weather conditions. Experience in construction or general labor a plus but not mandatory. Pay based on experience and license. \$13/hr. and up. Please provide your resume or feel free to stop in the office for an application at 249.5 Lake Street Penn Yan. Craigslist post id: 6864385231 4/12/19

Maintenance Assistant (Branchport, NY)

- Camp Good Days and Special Times has an opening for Maintenance Assistant. Position Purpose: Under the direction of the Property Manager, assist in the maintenance and repair of the camp's buildings, grounds, equipment and other facilities consistent with the mission and established policies and procedures of the camp. Essential Job Functions: Maintain camp grounds. Operate necessary grounds care equipment such as weed trimmer, power washer, chain saws, etc., in a safe and efficient manner. Be aware and make necessary changes to hazards found on camp grounds. Assist in the upkeep and repair of buildings, equipment and facilities. Make minor repairs as needed. Laying down woodchip, pulling weeds, trimming back bushes, etc. Perform janitorial and general maintenance duties. Sweep, mop, wax floors, wash windows and screens, put up and take down screens. Dispose of trash and waste. Other Job Duties: Perform other duties as assigned. This may include setting up for special events, loading and delivering equipment. Qualifications: *(Minimum Qualifications and experience)*. A high school diploma or its equivalent or two years of experience in a facility and site maintenance, construction, or grounds keeping business. Valid and current driving license. Knowledge, Skills, and Abilities: Ability to work on a team, relate and work well with others. Self starter and organizer. Ability to accept guidance, direction and supervision. Proficiency in the safe and proper use of power equipment and tools, heavy and light machinery, and building materials. Physical Aspects of the Position: Ability to walk, stand, bend and stretch. Ability to lift, up to approximately 50 pounds, and occasional lifting of equipment weighing up to approximately 75 pounds may be required. Ability to safely and properly use power tools and equipment. Willing to work irregular hours, including several weekends and evenings. Operate with daily exposure to the sun and heat and other environmental conditions. To apply, please submit a cover letter and résumé addressed to Camp Director, Caitlyn Bailey.

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1554911268106&rs=1&fromage=last&vjk=8e3ea6ce36dd16bc>

Indeed 4/11/19

Landscaper (Penn Yan, NY)

- Part time gardener/landscaper needed at Red Tail Ridge Winery to help upkeep the grounds of the property. Seasonal position lasting until late fall. Hours can be customized to the candidate's schedule. General Responsibilities: Mowing lawn and trimming grass around garden area. Pruning shrubs and plants in the main garden to improve growth. Weed control on the flower garden. Clearing up dead growth, leaves, and branches. Some replanting and design may be necessary for the main garden area. Watering plants if needed. Comfortable with operating power equipment, mowers, clippers, and other equipment as needed. Maintaining the overall appearance of the property under the direction of the owners. May perform other duties and responsibilities as needed. To apply go to:

<https://www.indeed.com/jobs?q&l=Finger%20Lakes%2C%20NY&start=10&vjk=b70d3edc29441ace>

Indeed 4/11/19

Maintenance Technician (Penn Yan, NY)

- Finger Lakes Premier Properties is currently seeking to fill a Maintenance Technician position out of its Penn Yan, NY office. The ideal candidate will possess high standards, work precisely, have a high attention to detail, problem solving and working with clients with high service expectations. It is essential that candidates work well in and with teams, are resourceful, career oriented, thrive in dynamic work environments and welcome learning opportunities and seek professional growth. Essential functions: Follows established procedures to ensure all maintenance tasks are completed in an accurate and efficient manner. Adheres to all unit maintenance standards. Monitors and maintains all homes and facilities per established standards, including landscaping and refuse/trash areas. Maintains a presentable and functioning personal vehicle: follows all safety standards. Ability to work a flexible schedule, including some weekends and holidays. This position is seasonal. Qualifications: High School Diploma or GED, or equivalent work experience. General carpentry skills. Great attention to detail

and organization skills. Dependable and able to work weekends. Valid NYS Driver's License. For complete details and to apply go to: <https://nlx.jobsyn.org/3938fa77054246a6a403a0ace751084f16> OSOS 4/11/19

Landscape Foreman (Rushville, NY)

- Second Look Maintenance is seeking a Landscape Foreman. Duties include: General landscaping. Mowing, trimming, blowing off all services of grass and debris. Spring/Fall clean-up's, Mulch installation, bed planting and bed maintenance. Must have a valid NYS driver's license, must be willing to work in all weather conditions. For a complete job description please see our website. \$12.00/hr plus hourly bonuses up to \$15.00/hr. Application available to print off. Email and mailing information on the site: info@property-perfection.com. Workforce Development 4/10/19

Horse Farm Worker (Penn Yan, NY)

- Torrey Ridge Farms is seeking a part time Horse Farm Worker. Duties include: Cleaning stalls, grooming and working with broodmares and foals. Experience with newborn foals a plus. Mon-Fri; 19 hours per week; 7AM-10AM. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1554738092642&rs=1&fromage=last&vjk=94a4ab95c1f0edf7> Indeed 4/8/19

Laborer (Penn Yan, NY)

- The Yates County Highway Department is seeking to hire three (3) part time seasonal Laborers. The work involves responsibility for the performance of general laboring or construction tasks, which requires physical endurance and a willingness to perform arduous tasks at times in inclement weather. For more information or to apply, please visit <https://mycivilservice.yatescounty.org/>. Application deadline is May 4th, 2019. Workforce Development 4/4/19

General Maintenance (Penn Yan, NY)

- The maintenance department at Glenora Wine Cellars is looking to hire a part-time maintenance worker to set up and tear down after weddings and functions. The individual will also be responsible for general building and grounds maintenance. The individual will also be required to work Saturdays and Sundays and must be willing and capable of physical labor in all outdoor weather conditions. To apply go to their Facebook page. Facebook 4/4/19

General Construction Contractors (Penn Yan, NY)

- Keuka Housing Council, Inc. is seeking general construction contractors for a variety of home improvement projects. Minority and Women-Owned Business Enterprises (M/WBE) and Service-Disabled Veteran-Owned Business (SDVOB) are urged to participate. Must be EPA certified, carry liability and workers comp. insurance. Call Shawn Blauvelt at 315-536-8707 Ext. 5 for more information. Dundee Observer 4/3/19

Production Crew (Middlesex, NY)

- Dudley Poultry has two, day production crew positions open: 1) Production Crew: Monday-Friday (weekends off)
2) Production Crew Tuesday-Saturday (Saturday morning only). Saturday afternoon, Sunday and Monday off. Full time employment, working alongside others cutting and packing chicken, cleaning, organizing the freezer. Occasional overtime. \$11.10/hour. You are paid weekly. Paid vacations, paid personal days, paid holidays. Paid medical insurance and paid life insurance. Download an application at www.dudleypoultry.com and drop it off or apply in person M-F 8-5. Dudley Poultry, 910 Route 245, Middlesex, NY 14507. Let us know which job you are interested in: Monday-Friday or Tuesday-Saturday morning. Facebook 4/1/19

Machine Operator (Branchport, NY)

- Gruschow Grinding LLC is a company that specializes in sharpening and manufacturing rotary metal cutting tools; providing precision tools to a variety of industries across the United States. We are looking to hire a full time CNC and Manual Machine Operator to assist with everyday work flow. Duties and responsibilities will include: Operating CNC tool and cutter grinders, completing tool preparations, operating manual machines, shipping and receiving, and general shop maintenance. We are seeking an individual who possesses a solid work ethic, is motivated to learn, and can work independently. Prior experience in the tool grinding industry is preferred but not necessary. Familiarity with ANCA equipment is a plus. Compensation is competitive and will be based on capabilities. Craigslist post id: 6856278421 4/1/19

OFFICE WORK/MANAGEMENT

Administrative Assistant (Penn Yan, NY)

- Finger Lakes Premier Properties has an opening for Administrative Assistant. The Owner Services Administrative Assistant is responsible for general administrative duties in order to support the Owner Services Department. Creates and maintains an environment of continuous improvement. Responsible for continued learning with the goal to ensure excellence. Develops staff, exceeds customer expectations and supports continuous growth. Works collaboratively with all employees, guests, owners, and other FLPP stakeholders to support the company's goals through superior owner services. The ideal candidate will excel at working with others, maintain and build relationships while working closely and accurately within established guidelines. Detail work is a major focus of the job, and those details need to be handled quickly, correctly, and efficiently. This portion of the work will often focus on relationships with others; correct handling of details dealing with others is necessary to maintain and grow relationships. For a complete list of duties, qualifications and to apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1556291247234&rs=1&fromage=last&vjk=34e5a3397de3074e>
Indeed 4/27/19

Reservation Sales Agent (Penn Yan, NY)

- Finger Lakes Premier Properties has an opening for Reservation Sales Agent. The Reservation Sales Agent is responsible to receive inbound reservation calls and actively follow-up on reservation inquires via email or outbound call in order to drive sales so individual and team goals are achieved; all while continually ensuring standards of processes are followed and that the overall customer experience remains a top-priority. Vacation Planners must manage their time effectively in a fun, fast-paced sales driven environment to ensure all follow-up is performed in a professional and timely manner. The ideal candidate will be sales driven, interpersonal, persuasive communication style and organization skills. It is essential that candidates work well in and with teams, are resourceful, career oriented, thrive in a dynamic work environment and welcome learning opportunities and seek professional growth. The candidate will be expected to meet both weekly and monthly department goals. For a complete list of duties, qualifications and to apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1556291247234&rs=1&fromage=last&vjk=36cc03c960536f84>
Indeed 4/27/19

Customer Care Manager (Penn Yan, NY)

- Finger Lakes Premier Properties has an opening for Customer Care Manager. The Customer Care Manager (CCM) is to be career focused, intent on residing in the Finger Lakes long term and aspire to excel in a management and leadership role with FLPP's growing operations. The CCM will work collaboratively with all employees, guests, owners, and other FLPP stakeholders to support the company's processes and goals through providing superior guest and owner service efficiently. Responsible for overseeing a team of dispatchers who in turn works with other departments and subcontractors to provide high quality property and issue resolution services to property owners and tenants who stay in their homes both for vacations and long-term rentals. The position lends a high level of support to the Director of Operations and involves interfacing frequently with other departmental managers to ensure all FLPP customers have positive and seamless customer experiences and while ensuring that financial efficiency goals are met. The ideal candidate possesses excellent process improvement, interpersonal, communication and organization skills. They display natural inherent leadership qualities, have received management training, possess experiences or related experiences dispatching, problem solving and working with clients with high service expectations. It is essential that candidates work well in and with teams, are resourceful, career oriented, thrive in a dynamic work environment and welcome learning opportunities and seek professional growth. For a complete list of duties, qualifications and to apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1556291247234&rs=1&fromage=last&vjk=374fa82bc3324efe>
Indeed 4/27/19

Administration/Sales (Naples, NY)

- Diversified Contracting has a full or part time position available immediately. Administrative and/or Sales experience. Desired Skills: Able to multi-task and produce in a fast paced environment; excellent oral and written communication skills; organized, detail oriented and follows through; self-motivated; computer exp. and skills a must. Compensation based on skill set and determined upon hiring. Diversified Contracting, 150 S Main St., Naples, NY. 585-374-2972. Please email ben@diversifiedcontracting.com.
Chronicle Express 4/24/19

Senior Account Clerk-Typist (Penn Yan, NY)

- Yates County Public Health has a vacancy for Senior Account Clerk Typist - Part Time. The position involves the performance and/or supervision of moderately difficult clerical work and financial account and record keeping tasks and requires the application of standardized modern account keeping practices in maintaining and checking financial accounts and records. The work involves a substantial amount of time operating a personal computer, and/or other keyboarding or data entry equipment. Incumbents will exercise independent judgment in the application of prescribed procedures and methods to routine cases. Supervision may be exercised over the work of one or more clerical staff. Performs related work as required. Minimum Qualifications: Graduation from high school; or possession of a high school equivalency diploma; AND EITHER a) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree or higher in Accounting, Finance, Business Administration or closely related field; OR b) Completion of one year (30 semester credit hours) or more of study from a regionally accredited college, university, or business school, or one accredited by the New York State Board of Regents to grant degrees; which shall have involved business and/or financial coursework; AND one (1) year of full-time or equivalent part-time paid clerical experience, which shall have involved the checking and/or maintenance of financial accounts and records, and the use of a personal computer (PC) with a standard keyboard; OR c) Two (2) years of full-time or equivalent part-time paid clerical experience, which shall have involved the checking and/or maintenance of financial accounts and records as a significant component of the job, and the use of a personal computer (PC) with a standard keyboard; OR d) An equivalent combination of training and experience as defined by the limits above may be considered at the discretion of the Personnel Office. For complete details go to:

<https://www.yatescounty.org/203/Personnel>

Workforce Development 4/23/19

Child Care Registrar and Enrollment (Penn Yan, NY)

- Child and Family Resources, Inc. is seeking Child Care Registrar and Enrollment staff. Perform duties related to supporting and monitoring registered and enrolled child care programs including processing and submission of paperwork, site inspections, complaint inspections, technical assistance supporting quality care and data entry. Maintain state required tracking and documentation requirements. Work includes travel to programs in Ontario, Seneca and Yates Counties. Requires attention to detail, excellent communication skills, problem solving skills and strong computer skills. Full time, flexible hours, some evenings required, reliable transportation a must. Minimum of AAS in early childhood education or related field. Experience in early childhood setting a plus. To apply please visit their Facebook page.

Facebook 4/18/19

Deputy Clerk-Treasurer (Rushville, NY)

- The Village of Rushville is seeking applicants to fulfill the position of Deputy Clerk-Treasurer. Candidates should possess a strong work ethic, initiative, ability to work independently and without supervision, have strong computer skills, be able to multi-task and work cooperatively with others. Accounting/bookkeeping skills will be advantageous to this position. This position will be a permanent part-time position. New York State Retirement benefits will be offered. Submit resume to: Village of Rushville, PO Box 51, Rushville, NY 14544 or via e-mail to clerk@villageofrushville.com

Craigslist post id: 6869513421 4/18/19

Production Assistant & Independent Sales Executive (Penn Yan, NY)

- WYLF is seeking a part-time Production Assistant & Independent Sales Executive. The Production Assistant is responsible for commercial production. Reviewing and recording commercials, voicing and editing commercials. Downloading programs for air, loading commercials and programs in a timely fashion into the broadcast automation system. Making transmitter readings, and other duties as needed. Qualifications: High School diploma, radio & sales experience a plus, very good computer skills, good speaking voice & writing skills needed. Must have reliable transportation. Looking for reliable & long-term employee. May combine with Sales Executive for greater income. Independent Sales Executive is responsible for developing new clients for radio advertising. Build relationships with advertisers & provide excellent customer service. Copywriting skills, good organization and follow up, contract negotiation. Requirements: Previous sales experience & High School diploma. Professional appearance and presentation. Good computer skills. Contact: admin@wylf.com

Chronicle Express 4/17/19

Office Clerk/Receptionist/Customer Service (Geneva, NY)

- We are seeking an Office Clerk to join our team in a busy, fast paced, front office! This position requires a person who can prioritize and juggle multiple tasks and complete them efficiently and accurately while answering phones, greeting customers and dealing with staff throughout the building. Interacting with our customers in a pleasant, professional manner is most important! Responsibilities Include: Answer inbound telephone calls. Greet and assist onsite guests. Data entry of orders, processing legal notices and obituaries. Assist with billing and accounts receivable. Distribute mail, filing, and general

office tasks. Facilitate reader contests. A willingness to learn and take on additional tasks is also important as this person will be trained to provide back-up support for other positions within our company. Qualifications: Ability to prioritize and multitask. Excellent Mac computer skills. Excellent written and verbal communication skills. Strong attention to detail. Strong organizational skills. Previous office experience. Accounts Receivable experience a plus. Please forward resume and cover letter to: Diane Lahr-Smith, Business Manager, dlahr@fltimes.com or mail to: 218 Genesee Street, Geneva NY 14456.

Finger Lakes Times 4/13/19

Website Content Manager (Keuka Park, NY)

- Keuka College has an opening for Website Content Manager. The Website Content Manager works as part of the Office of Marketing and Communications and is primarily responsible for the operation, administration, front-end maintenance and use of the Drupal Content Management system and the user experience on all Keuka.edu pages. The Website Content Manager ensures that pages are tested across browsers and platforms, monitors online traffic and conversions, and partners with colleagues to identify and implement ways in which to optimize achieving online business objectives. Learn more at <https://workforcenow.adp.com/.../recruitment/recruitment.html>

Facebook 4/10/19

Account Development Representative (Penn Yan, NY)

- Finger Lakes Premier Properties has an opening for Account Development Representative. The Account Development Representative will work collaboratively with all employees, guests, owners, and other FLPP stakeholders to support the company's goals through superior owner services. Works as ambassador and is responsible for establishing and maintaining good relations, building trust, acting as support for prospects, ensuring they lead to potential future owners. Assists in the development and implementation of new owner service strategies. Works directly with new owners to ensure they are well educated and compliant with all new owner programs, processes, and procedures. This position requires confidence, independent action, initiative, a sense of urgency, and the ability to make decisions and take responsibility for them. Essential Duties & Responsibilities: These duties can be performed with or without an accommodation. Oversees new owner education process to ensure effective transition and integration into FLPP systems. Prepares and presents Management Agreements to prospective owners; obtains all necessary information and secures agreements. Performs inspections and rates new properties. Assists in the development of additional new owner programs to increase awareness and customization. Assists Marketing Manager with promotion of FLPP to property owners. Responsible for data entry for all programs to ensure complete property and owner information is in all systems. Other duties and projects as assigned. Education & Experience: Associate's Degree in business or related field preferred. Three to five years of relevant experience, preferably in the vacation rental or hospitality industry. Real Estate License preferred. To apply go to: <https://nlx.jobsyn.org/0e237f4062494d5e9ec56839a1258844161>

OSOS 4/10/19

Document Processor (Penn Yan, NY)

- Document Processors located in the Industrial Park in Penn Yan is anticipating a year-long contract processing and restoring documents. Anyone interested should e-mail ron@documentprocessors.com for an application or call Ron at 585-259-4922.

Chronicle Express 4/3/19

Customer Care Representative (Penn Yan, NY)

- Finger Lakes Premier Properties is looking for a seasonal Customer Care Representative. Average 40 hours per week. The Customer Care Representative provides administrative and dispatching support to the Property Services Department of services workers including Zone Leaders, Housekeepers and Maintenance Technicians based on service orders, reservations and need. Provide cost-effective measures and logistics while dispatching staff in a timely and effective manner. Provide administrative support to the Property Services Department as needed. Log and manage daily incoming phone calls and dispatch information accordingly. Review all daily documentation to insure issues are resolved in a timely manner. Manage daily phone calls. Requirements: 2-3 years of experience with dispatching staff, logistics and/or Customer Service. Excellent communication skills, both written and oral. Excellent attention to detail and accuracy. A strong appreciation for the importance of completing tasks on deadline. Excellent organizational skills. Valid Driver's License. Must be able to work a flexible work schedule necessary to support a 24/7 hospitality industry. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&ts=1554136579085&rs=1&fromage=last&vjk=f5ac1329f473af9c>

Indeed 4/2/19

Technician (Penn Yan, NY)

- Document Processors of New York has 5 openings for Technician. Basic Requirements- Microsoft Office and familiarity of computer navigation. Must be detail orientated, organized and dependable. Reference Check. M-F 8-4:30. Must be able to

lift 50 lbs. and work full 8-hour days. Minimum Experience Required: 1 year. To apply, contact the employer in person, or by telephone: Ron Davis, 26 Powell Lane, Penn Yan, NY 14527. Phone: Davis, Ron (585) 554-4500. OSOS 4/1/19

Census Worker (Penn Yan, NY)

- The U.S. Census Bureau is now actively recruiting people to work on the 2020 Census. We are looking to recruit thousands of employees to work in the communities where they live. These are temporary, part-time or full-time positions. Hourly wage is \$17 an hour for Enumerator/Listener; Census Field Supervisors are at \$18.50 an hour. Mileage is reimbursed at \$0.58 per mile. No experience or educational requirement is necessary. The website to apply is: 2020census.gov/jobs

Workforce Development 4/1/19

Secretary/Bookkeeper (Penn Yan, NY)

- Long's Cards & Books is looking for a reliable, motivated, hardworking individual for a part time position with the option and/or potential for full time. Candidate should be knowledgeable with business accounting, invoicing, accounts payable, banking deposits, etc. Experience with Peachtree and POS systems is preferred. Ideal applicant will have excellent customer service skills and retail experience. Responsibilities may also include merchandise inventory, buying, product display, assisting customers, and various retail duties. Long's is a well established business in a wonderful small town in the heart of the beautiful Finger Lakes Region of western New York State. We serve a large base of year-round and seasonal customers, small businesses and corporate clients. To apply, contact the employer in person: Gloria Long, 115 Main Street, Penn Yan, NY 14527

OSOS 4/1/19

SKILLED/MANUFACTURING

Maintenance Technician (Penn Yan, NY)

- Adecco Direct Placement is currently recruiting qualified candidates for Industrial Maintenance Technician jobs. Our client, a growing quality manufacturer of food products is adding to their team. The Maintenance Technician maintains and repairs mechanical, hydraulic and electrical systems of production machines and equipment such as metal fabricating machine tools, material handling system, and automated systems by performing the following duties. Candidates should have experience in Industrial Electrical Maintenance including PLC and electrical panel troubleshooting. Our client offers a competitive hourly pay rate based on experience and skill level. A comprehensive benefits package is available. Qualifications: Three (3) or more years of experience as an Industrial Maintenance Technician working on technical Industrial machinery. Skilled at troubleshooting PLCs and using Ladder Logic - programming is NOT needed. Able to read blueprints and schematics. Experience with Robotics or installing machinery is a plus. If you meet the above qualifications and would like to apply for this position, please click APPLY NOW and upload your most current resume or you may email your resume to our recruiter, Lisa Capizzi Lisa.Capizzi@Adeccona.com. Please include Maintenance Technician on the subject line of any e-mail correspondence. Questions regarding this position can be addressed by emailing or calling 585-953-1649. Thank you in advance for applying, however, only qualified candidates will be contacted.

<https://nlx.jobsyn.org/717834f7a5e247979b6bbd4c051af24f161>

OSOS 4/16/19

Motor Equipment Operator (Dundee, NY)

- Town of Starkey (Dundee, NY) seeks qualified applicants for this full-time position with the Highway Department. Minimum qualifications require possession of current CDL (A or B) and one year of experience with the operation of automotive equipment. Benefits include: Start \$17.50 /hr., NYS Retirement and paid leave time. For more information or to apply, please visit <https://mycivilservice.yatescounty.org/> or call the Town of Starkey Highway Dept. (607) 243-7318. Application deadline is May 1st, 2019.

Workforce Development 4/12/19

Electrician/Electrician Helper (Penn Yan, NY)

- Immediate job opening for electrician or electrician helper. Experience in residential, commercial and industrial wiring installations a plus. Full or part-time. Please e-mail with description of experience/resume and phone number or call (315) 536-2120.

Craigslist post id: 6861221101 4/8/19

Quality Engineer (Dresden, NY)

- The primary function of this position is to support the ISO9000 and ISO14000 systems and to provide customer statistical information. The Quality Engineer will work with R&D, Engineering, Production and other departments on continuous improvement. Essential Responsibilities: Provides Statistical Analysis support for all product lines including GR&R, SPC,

Correlations, Histograms, CpK and PpK but with emphasis on CMP and ECM customers. Provides analysis and support of CMP customer Flagging Reports. Compiles and leads Process Control System (PCS) reviews with CMP customers. Leads internal auditing team to assure internal audits of the ISO9000 and ISO14000 systems are completed as scheduled and corrective action is issued and closed in a timely manner. Serves as back up on lot approval and CofA generation in the absence of the Quality Control Lab Supervisor. Serves on Lean Manufacturing and Six Sigma project teams as required. Provides training in SPC, Statistical Analysis skills and Internal Auditing as required. Monitors performance, ISO certification and Quality Systems compliance of raw material suppliers. Assists with ISO9001, ISO14001 and other revision controlled documentation required by the site or customer requirements. Provides monthly Quality Metrics data as directed by the Quality Manager. To apply, contact the employer on-line: <https://nlx.jobsyn.org/82c0b9c987604c95b043fda9c6667ac0161> OSOS 3/28/19

Winery Worker (Hammondsport, NY)

- Bully Hill Vineyards, Inc. in Hammondsport, NY has an opening for a full-time, entry-level winery worker. Work hours are Monday-Friday, 8:00-4:30pm with Saturdays and overtime required in September and October during harvest. Winery workers are required to be in excellent health and capable of sustained, strenuous physical activity. Worker activities include, but are not limited to, all aspects of grape crushing, pressing, and harvesting activities; winery cellar operations; tank cleaning; clarification and filtration operations; sanitation procedures; bottling and packaging activities; order assembly; shipping and receiving operations. Mastery-level reading and writing in English and competency in basic mathematics is required. Physical Requirements: Ability to lift and carry 100 pounds safely and without assistance. Ability to lift, bend, rotate and carry boxes weighing 45 pounds repeatedly for an 8-hour shift. Ability to deploy, ascend and descend ladders safely and without assistance. Ability to ingress and egress wine tanks through a standard 18" tank manway. Ability to work within confined spaces. Be free of Asthma or other Chronic Obstructive Pulmonary Diseases. Candidates with a history of Asthma/COPD must supply a physician's statement permitting them to work in atmospheres containing trace-levels of Sulfur Dioxide and/or Ozone (within current OSHA PEL). To apply or schedule an Interview. please contact: Gregg Learned, Winemaker, (607) 868-4825 x228. lab@bullyhill.com Facebook 3/28/19

Camp Seneca Lake – Multiple Positions (Penn Yan, NY)

- Pool Educator
- Camp Nurse
- Judaic Director
- Ropes Specialist
- Maintenance

For further information and to apply please email jernst@jccrochester.org

Workforce Development 4/25/19

KanPak - Multiple Positions (Penn Yan, NY)

- Human Resource Manager
- Packer - Downline- F/T- 1st, 2nd, 3rd shift
- Electrician – Industrial Maintenance
- Maintenance Technician – 2nd shift
- Quality Control Auditor – Line - 3rd shift
- Sanitarian – Food Manufacturing Sanitation
- Skilled Trades/Building Maintenance/Grounds
- Warehouse - Forklift Operator
- Wastewater Treatment Operator – 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 4/24/19

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/>

Yates County is an Equal Opportunity Employer.

You can apply by mail, in person or online for Current Positions in Yates County, Upcoming Exams or Continuous Recruitment Exams.

A non-refundable examination fee is required for all exams.

To receive automatic e-mail notification when a specific Civil Service exam or job announcement will be offered, please register with our automatic e-mail notification service.

[Click Here](#) to download a printable application.

Current Vacancies

Name (click to view job description)	Application Deadline
LABORER - PART TIME - SEASONAL DUNDEE	04/30/19
LABORER - PART TIME SEASONAL - VILL PY	07/15/19
LIFEGUARD - PART TIME SEASONAL - VILL OF PY	07/15/19
MOTOR EQUIPMENT OPERATOR - LIGHT - STARKEY	05/01/19
PUBLIC WORKS MAINTENANCE WORKER - PT - DUNDEE	04/30/19
SENIOR ACCOUNT CLERK TYPIST - PART TIME	05/14/19
TEACHER'S AIDE - DUNDEE SCHOOL FULL/PART TIME-INCLUDE HIGH SCHOOL DIPLOMA/TRANSCRIPT WITH APPLICATION	12/31/19
TEACHER'S AIDE - MARCUS WHITMAN SCHOOL FULL/PART TIME-INCLUDE HIGH SCHOOL DIPLOMA/TRANSCRIPT WITH APPLICATION	12/31/19
TEACHER'S AIDE - PENN YAN SCHOOL FULL/PART TIME-INCLUDE HIGH SCHOOL DIPLOMA/TRANSCRIPT WITH APPLICATION	12/31/19

Upcoming Exams

#	Name (click to view job description)	Type	Application Deadline	Exam Date
75825	CASE SUPERVISOR - GRADE B	PROM	04/30/19	06/01/19
66891	HEAD BUS DRIVER	OC	04/30/19	06/01/19
76362	POLICE SERGEANT	PROM	04/30/19	06/01/19
67550	PROBATION ASSISTANT	OC	05/21/19	06/22/19
68070	SENIOR CASEWORKER	OC	04/30/19	06/01/19
75830	SENIOR CASEWORKER	PROM	04/30/19	06/01/19
61982	SOCIAL WELFARE EXAMINER	OC	05/21/19	06/22/19

How to Take a Civil Service Exam

The New York State Constitution states that public employees must be hired for jobs on the basis of merit and fitness. The Constitution also states that, for most jobs, merit and fitness must be measured by examination.

[Click here](#) for information from the New York State Department of Civil Service on how to take a Civil Service written test.

This is a list of all current exams within Yates County. For all exams, please see the General Conditions. Please follow the application guidelines.

[Click Here](#) to download a printable application.

Please note, not all exams listed below are for the County of Yates. Each exam announcement will identify the jurisdiction for which the exam is offered.

Competitive Class Positions

The competitive class of civil service consists of positions for which it is practicable to determine the merit and fitness of applicants by competitive examinations. These examinations are either open competitive, that is, open to all applicants meeting the minimum qualifications for the position; or, promotional, for those individuals already serving in a lower position within the same jurisdiction as the existing vacancy.

Provisional appointments may be made to positions in the competitive class if no list of eligible candidates exists. All provisional appointees are subject to passing a competitive examination and be reachable on any list established as a result of such an examination.

OC = Open Competitive - exams open to the public. **PROM = Promotional** - exams for current employees

Continuous Recruitment Exams

#	Name (click to view job description)	Type	Application Deadline	Exam Date
YC-5	ACCOUNT CLERK TYPIST	CR	N/A	N/A
YC-6	CASEWORKER	CR	N/A	N/A
YC-3	CLERK	CR	N/A	N/A
19070	COMPUTER AIDE	CR	N/A	N/A
18842	COMPUTER TECHNICAL SPECIALIST	CR	N/A	N/A
	CORRECTIONS OFFICE/COURT SECURITY (PART TIME)	CR	N/A	N/A
	CORRECTIONS OFFICER (PART TIME)	CR	N/A	N/A
YC-11	CUSTODIAN	CR	N/A	N/A
YC-10	CUSTODIAN (PROMOTIONAL)	CR	N/A	N/A

	DEPUTY SHERIFF (PART TIME)	CR	N/A	N/A
	DISPATCHER (PART TIME)	CR	N/A	N/A
YC-4	KEYBOARD SPECIALIST	CR	N/A	N/A
	MARINE PATROL OFFICE (PART TIME)	CR	N/A	N/A
YC-9	OFFICE ASSISTANT I	CR	N/A	N/A
	PHYSICAL THERAPIST	CR	N/A	N/A
YC-8	SENIOR TYPIST/SENIOR KEYBOARD SPECIALIST	CR	N/A	N/A
19208	SYSTEMS ANALYST (EXAM REQUIRED)	CR	N/A	N/A
YC-12	WATER SYSTEMS OPERATOR/WASTEWATER MAINTAINER	CR	N/A	N/A

Positions can be applied for at any time, and the eligible list will be used to fill vacancies as they occur. The Personnel Officer of Yates County reserves the right to terminate continuous recruitment and re-establish a periodic, announced-date type of examination.

OC = Open Competitive - exams open to the public. **PROM = Promotional** – exams for current employees.

For complete details and to apply, please visit: <https://www.yatescounty.org/203/Personnel>

MAY 2019

May 2019: Yates County Workforce Development Calendar of Events

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 HSE: 9am-12pm JRT 12:30pm – 1:30pm Life Skills 1:30pm-2:30pm	2	3	4
5	6 HSE: 9am-12pm	7 Monthly Exempt 11:00am Job Fair 4-6 PM Yates Community Center 463 N. Main St., Penn Yan	8 HSE: 9am-12pm JRT 12:30pm – 1:30pm Life Skills 1:30pm-2:30pm	9	10	11
12	13 HSE: 9am-12pm Jump Start: 1:00 PM	14	15 HSE: 9am-12pm JRT 12:30pm – 1:30pm Life Skills 1:30pm-2:30pm	16	17	18
19	20 HSE: 9am-12pm	21	22 HSE: 9am-12pm JRT 12:30pm – 1:30pm Life Skills 1:30pm-2:30pm	23	24	25
26	27 OFFICE CLOSED HOLIDAY	28	29 HSE: 9am-12pm JRT 12:30pm – 1:30pm Life Skills 1:30pm-2:30pm	30	31	1

***Notes:**

*HSE: High School Equivalency

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

Do you want help finding a 2019 Summer Job? SYEP

The Yates County Summer Youth Employment Program (SYEP) can help with that!

Through Yates County Workforce Development, SYEP offers real-world work experience. We provide worksite placement, support and supervision during your employment as well as career guidance, money management, Personal Skills for Success training, job skill development and social growth.

Eligibility:

- 14-20 Years Old
- Must Receive any of the following
 - Family Assistance
 - Medicaid
 - Food Stamps/SNAP
 - HEAP
 - Supplemental Social Security
- OR meet 200% federal income requirements

When & Where to Apply:

- Applications will be available April 15th
- Yates County Workforce Development Office (Suite 2051 in the County Building)
- See your school Guidance Counselor
- Visit <http://www.yatescounty.org/406/Youth-Services> and print off an application
- Contact Christine Yonge, Youth Counselor
 - 315-536-5140 ext. 4

APPLICANTS ARE PAID \$11.10 AN HOUR!



**2019 YATES COUNTY SUMMER YOUTH
EMPLOYMENT PROGRAM**

Join us for the May 7th Job Fair

Yates Community Center
463 N. Main St, Penn Yan
4-6pm

Arc of Yates

FLACRA

Penn Yan Manor

Lakeview Health Services

Finger Lakes Health

Remedy Staffing

More being added daily!

Follow Yates County Workforce Development and
Yates Community Center on Facebook !
A community partnership between:



A proud partner of the American Job Center network.

Apply Online!

Join the 2020 Census Team!

2020census.gov/jobs

1-855-JOB-2020

(1-855-562-2020)

Federal Relay Service: (800) 877-8339 TTY / ASCII

www.gsa.gov/fedrelay

The Federal Relay Service (FedRelay) provides telecommunications services to allow individuals who are deaf, hard of hearing, and/or have speech disabilities to conduct official business with and within the federal government.

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Form D-448
September 2018

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2020