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Yates County Job Leads February 22, 2021

AUTOMOTIVE/DRIVERS

CDL A Driver (Phelps, NY)

- **RIST Transport** is looking for a **CDL A driver** for local shipments. This Phelps based position is full time, Monday thru Friday, home daily and includes health, dental, vision, 401k, paid PTO, monthly bonus and much more. These shipments are full truck load and mostly drop and hook (Not LTL). Hourly position based on experience. Driver hired will have Haz Mat endorsement. Please call Recruiting for more details at 800-334-1314 x1178. Craigslist post id: 7278302865 2/16/21

Diesel Mechanic (Dundee, NY)

- **Cardinal Disposal** is seeking an Experienced Diesel Mechanic. **Job Description: The Diesel Technician** maintains diesel equipment, completes inspections and preventive maintenance requirements, corrects vehicle deficiencies, completes adjustments and alignments, and maintains records to ensure we are able to keep our level of commitment to safety and customer service. We are currently seeking to fill the positions below: **Technician B:** Demonstrates the ability to identify operating issues including examining, test driving and troubleshooting electrical and mechanical problems using standard testing procedures and computer diagnostic equipment. Technician also demonstrates the ability to correct any operating issues that are found. **Technician A:** Demonstrates the ability to inspect, troubleshoot, and repair vehicle brakes, suspension, steering, tires, rims, hubs, PTO, hydraulics, engine, cooling, starting, ignition, charging, lighting systems, fuel and air intake systems, heating, ventilation, and cooling systems to ensure vehicles are in safe and dependable operating condition. **Master Technician:** Demonstrates the ability to inspect, troubleshoot, and repair all vehicle and equipment systems. Can rebuild and replace engines, engine components, transmissions, drive line and rear-ends, mechanical systems, electrical systems, and hydraulic components. Visit Cardinaldisposal.com to fill out our online application.

Facebook 2/16/21

Medical Transportation Driver Partner (Penn Yan, NY)

- **Keuka Taxi LLC** is seeking friendly, enthusiastic full and part time **driver partners** for our growing operation. **Responsibilities:** Safe operation of passenger carrying motor vehicles in accordance with DOT and NYS regulations and company policies and procedures. Providing a great experience to our guests. Maintaining client confidentiality in accordance with rules and regulations. Maintaining cleanliness of company vehicle in accordance with company standards. Operating tablet computer for dispatch, 2-way radio, point of sale, and mapping applications. **Preferred Knowledge, Skills, and Experience:** NYS Class E Driver License. At least one-year experience in a passenger transport (or equivalent) role. **Minimum Knowledge, Skills, and Experience:** Current Class D (or higher) driver license. High school diploma (or equivalent). Clean driving record that demonstrates a history of safe driving practices. Must be 25 years of age. **Pay:** \$13.00 - \$18.00 per hour. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=40&advn=7869944998750900&vjk=7b5708464c418f86>

Indeed 2/9/21

CDL Driver (Dundee, NY)

- **Cardinal Disposal** is seeking CDL A or CDL B drivers. We are locally owned and operated. We are looking for positive team players to grow with us. **Responsibilities & Duties:** Performs pre- and post-trip inspections of assigned vehicle. Follows route assignments as directed and completes end of day documentation and check out procedures. Completely empties all containers and leaves the customer's property clean and free of debris. Performs all duties as scheduled by Dispatcher and assisting other drivers as directed to meet customer needs. Notifies Dispatcher/Safety coordinator of any incidents,

accidents, or property damage. Works with Dispatcher to improve route efficiencies. Operates vehicle and performs all tasks in accordance with Cardinal Disposal Safety Rules, OSHA, and DOT as well as all local, state and federal laws.

Education, Experience & Certifications: Holds a current Class A or B CDL. Clean driving record. **Qualifications & Skills:** Must be at least 22 years of age and legally eligible to work in the United States. Capable motor coordination; arm, hand, legs. Able to exert physical effort in handling (pushing, pulling, lifting, etc.) objects more than 75 pounds frequently. Have a minimum of two years of U.S. driving experience. Have a minimum of two years commercial driving experience. Visit Cardinaldisposal.com to fill out our online application. Facebook 2/9/21

CDL Delivery Driver (Penn Yan, NY)

- **Suburban Propane** is seeking a **CDL Delivery Driver**. It's time to put your career in drive. We invite you to apply to be one of our local Delivery Drivers and join a team of passionate and professional individuals committed to customer service. We will help you jumpstart a rewarding career by providing you with the tools necessary to deliver fuel in a safe and efficient manner to our customers' homes and businesses. As a Delivery Driver, you will have access to an exciting career that gets you behind the wheel of trucks equipped with the latest technology to help ensure that fuel arrives to our customers safely, on-time and with ease. 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. Clean driving record with a valid Class A or B Commercial Driver's License with HAZMAT, tanker, and air brake endorsements as well as a valid Medical Examiner's Certificate allowing for operation in interstate commerce. Ability to lift and pull equipment that weighs 50 to 75 lbs. Exceptional customer service skills. For a full list of our benefit offerings please visit <https://jobs.suburbanpropane.com/benefits/>. To apply go to: <https://nlx.jobsyn.org/ffa9cc3e7407444d8c10ce572a0cdb3a161> OSOS 1/28/21

CDL Bus Driver (Penn Yan, NY)

- **Mozaic** is hiring for a **Certified Bus Operator** with a CDL and a P endorsement. This position will ensure individuals with disabilities receive safe, reliable transportation support from their home to various day programs, employment sites, or other fixed routes. **Required Experience:** Experience working with Individuals with Disabilities preferred. **Required Education:** High School diploma or GED Certificate preferred; CDL, minimum class C, with passenger endorsement. **Other Requirements:** must meet the requirements for 19A Certification. **Benefits Include:** Medical, Dental and Vision; 4 weeks paid time off in your first year of employment plus 8 paid holidays; 403-B plan. **Hours:** Monday - Friday; 35hrs/week. To apply go to: <https://nlx.jobsyn.org/f98620962ada4b14836176ae7ac32b2c161> OSOS 1/27/21

CDL A Driver (Penn Yan, NY)

- **Earl T Wadhams Inc.**, A local Bulk Milk Hauler Is looking for a **Class A TT Driver** for a Local Home Daily position. Positions available in Phelps, Penn Yan and Lodi. Monthly Bonus Program for all Drivers. Great Schedule. Typically, Milk Pick Up or Transport Positions available. Will need Tanker Endorsement. Must have clean MVR and Recent TT experience. Paid Vacations after 6 mos. Paid Holidays. Blue Cross and Blue Shield Medical. Rx Coverage. Dental Coverage. Vision Care. 401K Retirement Plans. Profit Sharing and more! Modern, Well Maintained Equipment, Company Supplied Uniforms. Just out of School? Call us, we can help you get that experience through our extended training program. Get paid while gaining the required experience! Paid hourly based on driving experience. **Call 800-334-1314 X 1178** for more details. Craigslist post id: 7268945407 1/27/21

CUSTOMER SERVICE/SALES

Assistant Store Manager (Penn Yan, NY)

- **Dollar General** has an opening for **Assistant Store Manager: General Summary:**The Assistant Store Manager helps maintain a clean, well-organized store with a customer-first focus. At the direction and delegation of the Store Manager, the Assistant Store Manager assists with supervision of store employees, management and presentation of merchandise, completion of paperwork, and preparation of deposits. The Assistant Store Manager also performs stocking and cashiering functions, and performs other duties as necessary to maximize profitability and customer satisfaction while protecting company assets and reducing losses. **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 a list of Duties and Essential Job Functions and to apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=100&vik=761c4def96ddd538> Indeed 2/19/21

Customer Service Representative (Penn Yan, NY)

- **As a Family Dollar Customer Service Representative** you will be responsible for providing exceptional service to our customers. Key priorities include greeting customers, assisting them with selection of merchandise, completing transactions, and answering questions regarding the store and merchandise. **Principle Duties and Responsibilities:** Provides customer engagement in positive and approachable manner. Assists in maintaining a clean, well-stocked store for customers during their shopping experience. Helps in the unloading of merchandise from delivery trucks, organizes merchandise, and transports merchandise from stockroom to sales floor. Independently stocks shelves and recovers merchandise in the store. Accurately handles customer funds and processes transactions using the POS system. Remains constantly aware of customer activity to ensure a safe and secure shopping environment. Performs all other duties as assigned in order to maintain an effective and profitable store operation. **Position Requirements: Education:** Prefer completion of high school or equivalent. Ability to follow directives and interpret retail operational documents as assigned. **Experience:** Prefer experience working in retail, hotel, restaurant, grocery or drug store environments. **Physical Requirements:** Ability to regularly lift up to 40lbs. (and occasionally, up to 55 lbs.) from floor level to above shoulder height; must be able to meet demands of frequent walking, standing, stooping, kneeling, climbing, pushing, pulling and repetitive lifting, with or without reasonable accommodation. **Availability:** Ability to work flexible, full-time schedule to include days, evenings, weekends and holidays. **Skills and Competencies:** Customer Focus, Developing Potential, Results Driven, Strong Organizational Skills, Communication Skills, Problem Solving/Decision Making, Job Knowledge and Relationship Management. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=80&vjk=dc49150997c47867>

Indeed 2/15/21

Sales Floor Associate (Penn Yan, NY)

- **Dollar Tree** is seeking motivated individuals to support our Stores as we provide essential products at great values to the communities we serve. **Summary of Position:** Responsible for assisting with the complete operations of assigned store, in conjunction with assigned tasks and duties. Assist in the merchandising of the store. Fully cross-trained to assist with cash register operations, customer service and stock replenishment. **Principal Duties and Responsibilities:** Handle all sales transactions while operating assigned cash register. Maintains security of all cash. Protects all company assets. Maintains a high level of good customer service. Maintains a pleasant, friendly, cooperative attitude with customers, co-workers and supervisors. Receives merchandise. Assist with unloading trucks. Works in a safe manner. Adheres to and upholds policies and procedures. **Minimum Requirements/Qualifications:** General math skills to allow for cash accounting. Strong verbal communication skills to allow for proper interaction with customers. High level of integrity and honesty; will be responsible for handling cash. Our teams are working tirelessly to provide a clean and safe environment for our Associates and customers. We continue to enhance and modify our protocols, as appropriate. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=10&vjk=711b96af95d629ef>

Indeed 2/15/21

Sales Associate (Penn Yan, NY)

- **Byrne Dairy** is seeking **Sales Associates**. The Sales Associate provides excellent customer service, follows company policies and procedures and sells products to individuals at Byrne Dairy retail stores. **Job Responsibilities:** Ensuring customer loyalty by providing exceptional customer service, responding to customers questions and resolving their problems and needs in a friendly, accurate and timely manner. Using suggestive selling techniques. Following company policy and procedure and all laws governing alcohol beverage and tobacco sales. Following all company safety and security policies, looking for and eliminating safety hazards. Operating cash register and all point-of-sale equipment efficiently. Handling cash in accordance with company policies. Cleaning grocery shelves, parking lots, restrooms, store interior and store exterior. Stocking products on shelves, in coolers and freezers. Preparing food products (pizza, subs, sandwiches, salads, soft and hard ice cream products). Reporting to work on time and when needed adjusting to changes in work schedule. As a Sales Associate, you must be the type of motivated and positive individual who enjoys rolling up your sleeves and doing whatever it takes to get the job done. It is also important that you display excellent customer-service skills. Ability to read and interpret documents such as policies and procedures. Ability to lift up to 40lbs. Ability to stoop, kneel or crouch when stocking and cleaning shelves. Point-of-sales experience, a plus. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=40&vjk=bdbdc627e0ab4605>

Indeed 2/15/21

Clerk/Cashier (Dundee, NY)

- **Dandy Mini Marts** has openings for **Clerk/Cashier**. **Job Summary:** Responsible for handling the cash register and other tasks and duties as assigned. Has knowledge of laws and policies for tobacco, alcohol, and sales. Possesses great interpersonal skills, offers exceptional customer service and is a team player. **Essential Duties and Responsibilities:** Responsible for greeting customers and offering exceptional service in a fast paced environment. Follows and implements store policies and procedures. Is certain to ID for tobacco and alcohol. Stocks and maintains the tobacco shelves along with any other products in the store. Maintains the cleanliness and quantity of the coffee and its surrounding area. Assists in the preparation of pizza and serves to customers when requested. Answers the store phone within the first couple of rings.

Maintains the cleanliness and appearance of the store including, but not limited to, the maintenance of the restrooms and wastebaskets. Performs lot inspections including, but not limited to, monitoring for ice and holes, cleaning any debris off the premises, and emptying the wastebaskets by the gas pumps. Responsible for changing the gas prices when assigned. Accountable for the till count at the end of shifts. Performs other duties as required. **Education and Training Required:** High school diploma or GED recommended. **Experience Requirements:** Previous retail experience a plus, but not necessary. Must have strong communication skills and able to work in a high volume environment. **Special Requirements:** May be required to work holidays, weekends, overtime, or during hours other than those, which are considered as the normal work schedule. Must maintain professional appearance and conduct in representing the department and the Company to management, employees, and the public. **Physical Demands:** Standing for extended periods of time. Requires frequent bending and reaching. Requires lifting 10-20 pounds of weight frequently and up to 50 pounds of weight on occasion. Requires walking around the complex on a daily basis. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=120&vjk=cef1650a653ae86b>

Indeed 2/15/21

EDUCATION/SCHOOLS

Elementary Summer School Principal (Penn Yan, NY)

- **Penn Yan Central School District** is seeking an **Elementary Summer School Principal**. This position oversees a six (6) week summer school program for elementary students. **Job Qualifications:** NYS Teacher Certification required. Administrative certification or Intern Eligibility preferred. Proven educational experience & leadership abilities are essential. The Summer School Principal will oversee all aspects of developing and implementing the summer program. This will include the supervision of staff, student discipline, the scheduling of classes, and completing various reports as required. Application Deadline: 02/28/2021. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=30&vjk=58ba735ff7caf377>

Indeed 2/12/21

Assistant Superintendant for Business (Penn Yan, NY)

- **Penn Yan Centrl School District** is seeking an **Assistant Superintendant for Business**. **Duties and responsibilities** include responsibility and oversight for the following areas: All Financial and Business Office Operations of the District as well as the non-instructional areas of Food Service, Transportation and Facilities Departments. **Minimum Qualifications:** Bachelor's Degree (Master's preferred). Experience in management, business/finance related field with extensive budget expertise. Must hold or be eligible for NYS certification as School District Business Leader (SDBL). Position Start Date: 08/02/2021; Application Deadline: 03/12/2021. To apply go to: <https://www.indeed.com/l-Penn-Yan,-NY-jobs.html?vjk=8f9626a9dc5f5596>

Indeed 2/12/21

HEALTHCARE/HUMAN SERVICES

Direct Support Assistant Trainee (Yates County, NY)

- **NYS Office for People with Developmental Disabilities** has openings for full time **Direct Support Assistant Trainees**. Direct Support Assistants provide a wide variety of person centered supports and services to individuals with developmental disabilities. These supports and services involve advocating for, encouraging, guiding and teaching individuals in expressing personal choice, developing daily living skills and habits, taking care of their personal needs, assuring community integration, ensuring for their health and safety, and maintaining a healthy, safe home environment. The supports and services performed depend upon the specific abilities of the individuals being served and the nature of the setting where the activities are performed. **Pay:** \$32,972.00 - \$45,200.00 per year. 8 hour shifts; overtime. **Education:** High school or equivalent (Preferred). **License/Certification:** Driver's License (Preferred). **Work Location:** Multiple locations. To apply go to: <https://www.indeed.com/l-Penn-Yan,-NY-jobs.html?vjk=49633baee6fa99fa>

Indeed 2/18/21

CDPAP Attendant (Penn Yan, NY)

- **Companion Care of Rochester** has part time and full time positions open. The **CDPAP Attendant** is responsible for assisting CCOR's clients with their personal care needs, activities of daily living, and provide home environmental support and safety. **Responsibilities:** Provide clients with assistance with personal care activities including bathing, mouth care, denture care, skin care, grooming, bathroom care, transferring, ambulation, and dressing. Assist clients with housekeeping tasks, including planning and preparing meals, feeding, light housekeeping, changing linens, making beds, and laundering clothes and bedding. Assist client in safety needs with use of equipment (side rails, foot stools, wheelchairs, etc.). Follow the Plan of Care as indicated on the Aide Activity Sheet and observe the client and report any changes or questions regarding the

client's condition to the appropriate supervisor. **Qualifications:** 18 years or older. High school diploma or GED. Valid driver's license. Own a reliable vehicle. Have a desire to help others. Able to lift up to 25 pounds; able to sit, stand, bend, stoop, pull, reach, lift, and perform repetitive movements of the upper extremities. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=20&vjk=fd0621240ebe0636>

Indeed 2/17/21

Behavioral Health Specialist (Penn Yan, NY)

- **Family Counseling Service of the Finger Lakes, Inc.** is rapidly expanding and is looking for a full-time, 35 hour per week, **Behavioral Health Specialist** to join our team effective immediately! A licensed master level clinician trained in trauma-informed care and practices will be co-located between Yates County Department of Social Services for 21 hours per week and a FSCFL office location. The co-location of a Behavioral Health Specialist will work to improve the counties response to families and infants affected by substance use disorders (both alcohol and drugs). The Behavioral Health Specialist will work alongside CPS and preventive services caseworkers to identify and support the behavioral health needs of both the adults and children where substance abuse impacts functioning and well-being. The remaining weekly hours will be spent providing therapeutic services in a FCSFL office location. This position does require some travel as requested and appropriate. **Qualifications:** Master's degree in social work, mental health counseling, or related field. Must be Licensed in NYS (LMSW, LCSW, LMHC). Minimum of one year in clinical experience including work with underserved populations preferred. Valid NYS driver's license. For a list of **Duties and Responsibilities** and to apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=10&advn=9516494875084904&vjk=79474596cc7dcb79>

Indeed 2/12/21

Outpatient Registered Nurse (Penn Yan, NY)

- **FLACRA** has an opening for an **Outpatient Public Nurse**. **Job Description:** Will provide primary nursing care to patients seeking treatment for Mental Health at a Mental Health treatment center working as part of the team in a medically supervised outpatient unit. Provide direction, supervision and assistance to LPN's and program staff where there are medical concerns; including on call support when necessary. Responds appropriately to crisis and emergency situations in order to ensure/secure the health and safety of the clients. Adheres to regulatory guidelines and follows-up by appropriate communication and documentation. FLACRA is a growing, not-for-profit behavioral health and substance abuse treatment provider with decades of experience and multiple innovative program located throughout the Finger Lakes Region. Our services include outpatient, residential, crisis center, vocational, housing and youth services. We pride ourselves on being committed to the professional development of all our staff and if that is important to you, we invite you to choose FLACRA! **Job Requirements:** Current NYS RN. Valid NYS Drivers' License. Behavioral health background preferred. Excellent written and verbal communication skills. Demonstrated ability to communicate effectively and work cooperatively with culturally diverse persons, staff and community service providers. Working knowledge of behavioral health. Ability to multi-task, have good problem solving & time management skills. Recognition and understanding of the scope of practice according to the Nurse Practice Act. To apply go to: <https://nlx.jobsyn.org/6483e3a6030f4a9485e8d97cd3ace850161> OSOS 2/11/21

Direct Support Professionals (Penn Yan, NY)

- **Catholic Charities Community Services** is currently recruiting for **Direct Support Professional (DSP)** positions in the Penn Yan area in our Residential houses. The DSP will support and help in the instruction and other necessary activities needed to promote and maintain the independence and self-determination for individuals with intellectual/developmental and mental disabilities. This is a great position for someone that is looking to start their career or continue their career in human services. Someone with at least 6 months of experience with individuals with developmental and other disabilities is preferred, but someone that has past experience would work as well. **QUALIFICATIONS:** High School Diploma or equivalent. One-year practical experience working with individuals with developmental disabilities preferred. Valid NYS Driver's license as you may need to help transport individuals to programs, appointments or other activities. Pay: \$12.50-\$13.50/hour. For a complete list of duties and to apply go to: <https://www.ccsrochester.org/> Workforce Development 2/11/21

Direct Support Professional (Geneva, NY)

- **Lochland** accepts applications ongoing for the Position of **Direct Support Professional**. **Position Mission:** Works directly with adults who have intellectual and developmental disabilities in their home to ensure their safety and well-being, to promote their independence, have fun through integration in the community with outings to dinner, movies, bowling and lots more! **Skills and Abilities:** Candidates must possess a positive attitude and lots of energy to have fun! A High School Diploma or GED and a valid New York State Driver's License, plus reliable transportation, and the ability to obtain agency certifications, and flexibility in schedule are required. A background check is required prior to hire. Candidates must have good verbal and written communication skills, basic computer knowledge, but most importantly, a positive attitude. New Employee **Hiring Rate:** \$12.86 Part Time & Full Time. **Benefits Available:** Up to 176 hours paid time earned the first year with increases over time, 5% matching 401K, health insurance assistance, dental insurance, disability insurance, life

Overnight Residential Support (Penn Yan, NY)

- **Mozaic** is currently hiring for **multiple Direct Support Professionals** with Overnight Hours. These positions are extremely important to the agency as they work with individuals with developmental disabilities and provide direct support on their life skills and help them become as independent in life as possible in the houses and out in the community. **Required Experience:** Experience with Developmental Disabilities preferred but not needed. **Required Education:** High School Diploma or GED preferred. **Benefits Include:** Medical, Dental and Vision; 4 weeks paid time off in your first year of employment; 403-B plan. **Hours:** Various overnight hours. To apply go to: <https://nlx.jobsyn.org/ef7861f53c3a458abb851092a6de7507161> OSOS 1/27/21

Evening Residential Direct Support Professionals (Penn Yan, NY)

- **Mozaic** is currently hiring for multiple **Direct Support Professionals** with Evening Hours. These positions are extremely important to the agency as they are responsible for the operation of the house and the safety and well-being of the residents overnight. Please note we have open positions in Cayuga, Seneca and Yates Counties. **Required Experience:** Experience with Developmental Disabilities preferred but not needed. **Required Education:** High School Diploma or GED preferred. **Other Requirements:** Valid and Clean NYS Driver's License preferred. **Benefits Include:** Medical, Dental and Vision; 4 weeks paid time off in your first year of employment; 8 Paid Holidays; 403-B plan. **Hours:** Various evening hours available. To apply go to: <https://nlx.jobsyn.org/d4eaae64a6b341b8a233ae5547a1675f161> OSOS 1/27/21

Per Diem Direct Support Professionals (Penn Yan, NY)

- **At Mozaic**, we do more than support and provide opportunities for individuals with disabilities, we empower individuals and staff to enrich their lives by working to change perceptions of society. Want a job where you can choose what hours you work? **Direct Support Professionals** have the opportunity to make a difference in the life of others every day. No experience needed - just a willingness to work with people with developmental disabilities. **Qualifications:** High School Diploma/GED preferred, 18 years or older. These positions are available in Cayuga, Seneca and Yates Counties. For more information and to apply go to: <https://nlx.jobsyn.org/87bcb597e7fa428592623a5d471b820d161> OSOS 1/27/21

RN Case Manager – (Dundee, NY)

- **Rochester Regional Health** has an opening for full time **RN Case Manager-Yates/Schuyler County**. **SUMMARY:** The RN Case Manager is responsible for the hands-on delivery of comprehensive nursing care to a set of assigned patients. This involves the assessment of patient and family needs and the development, implementation and evaluation of an appropriate Plan of Care, making updates in response to changing patient needs. We provide a flexible work environment that allows for a greater level of independence - and with Lifetime/Rochester Regional Health there are opportunities for long-term career growth! **ATTRIBUTES:** Compassionate, independent and patient focused. Comprehensive nursing assessments and documentation, decisive judgment and professional behavior. Two (2) years' experience in home care preferred. At least one year of nursing experience required. **RESPONSIBILITIES:** Patient Care & Service. Develops or implements an interdisciplinary Plan of Care based on the needs identified during the assessment, with input from the patient (and their caregivers as applicable), in collaboration with the attending physician and other care team members. Manages and coordinates patient care, including clinically complex cases, in a manner which ensures the efficient and effective delivery of appropriate services and community supports. Communicates all changes in patient status and/or service needs to the appropriate care team member and ensures appropriate action is taken in a timely manner. Documents all patient care and coordinating activities per agency standards. Maintains high regard for member privacy in accordance with the corporate privacy policies and procedures. **Nursing LICENSES/CERTIFICATIONS:** RN-Registered Nurse-New York State Education Department (NYSED); Basic Life Support-American Heart Association (AHA). To apply go to: <https://nlx.jobsyn.org/dcc183958a4149b09290d42aff4fb6b3161> OSOS 1/22/21

Speech Therapist (Dundee, NY)

- **Rochester Regional Health** has an opening for a full time **Speech Therapist**. As a Speech Pathologist, your compassion, patience and dedication to assisting patients with their communication abilities greatly enhances their quality of life. **STATUS:** Full Time **LOCATION:** Yates County/Dundee, NY. **ATTRIBUTES:** Prior Speech-Language Pathology experience is preferred. Excellent interpersonal and communications skills. Kind and patient focused. **RESPONSIBILITIES:** Patient Evaluation & Development. Meet the patient's goals and needs by providing quality, evidence-based care; assess, develop and implement an individualized treatment plan. Patient Care. Help patient accomplish treatment plan and accept therapeutic devices/recommendations; instruct, encourage and assist patients in performing daily-living activities and in using assistive and supportive devices. Leadership. Develop the speech-language therapy staff; provide information, develop and conduct in-service training programs **EDUCATION:** MS- Speech Pathology (Required). **LICENSES/**

CERTIFICATIONS: Valid New York State Driver's License. Speech-Language Pathologist - New York State Education Department. Certificate of Clinical Competence in Speech-Language Pathology - American Speech-Language-Hearing Association (ASLHA). To apply go to: <https://nlx.jobsyn.org/90ff31b6fc76452883e3e2433df00944161> OSOS 1/22/21

Pro Action of Steuben and Yates – Multiple Positions

Part Time Opportunities

- Center Based Home Visitor – Yates County
- Senior Community Service Program

Substitute Opportunities

- Substitute Drivers

Temporary Opportunities

Full Time Opportunities

- NY Connects Information & Assistance & Option Counseling Intake Aide
- Home Based Home Visitor – Addison Area

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

Workforce Development 2/19/21

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

- Ambulance Driver – SSH
- Cardiac Rehab Asst - SSH
- CNA LTC – Homestead
- Clerk/Receptionist - SSH
- Cook II - SSH
- Dietician - SSH
- GPN – Job Fairs/School Recruitment – Homestead
- Housekeeping Aide – SSH
- Lab Site Supervisor – SSH
- LMSW Social Work – Outpatient Counselor - SSH
- LPN Clinic – Dundee Health Center
- LPN Internal Medicine – FLH
- LPN-LTC – Homestead
- LPN Urgent Care - FLH
- Medical Assistant – Internal Medicine – FLH Geneva
- Medical Assistant – Lifecare Medical – Seneca Falls
- Medical Technologist – SSH
- Nursing Assistant/Unit Clerk – SSH
- Nurse Manager - LTC – Homestead
- Nutritional Services Aide – SSH
- Nutritional Services Team Leader – SSH
- Phlebotomist - SSH
- Physical Therapy Assistant – SSH
- Radiology Tech II - SSH
- Registration Representative - SSH
- RN-Cardiac Rehab Nurse – SSH
- RN Clinical Leader – Med/Surg Acute - SSH
- RN Clinical Leader – Homestead & SSH
- RN Bedside – Unit 1 – Homestead
- RN Bedside – Unit 2 - Homestead
- RN Bedside – Unit 3 - Homestead
- RN Bedside - Emergency Dept. – SSH
- RN Bedside – Med/Surg Acute - SSH

- RN Director Nursing LTC – Homestead
- RN Nursing Supervisor-Lifecare Medical Associates- SSH
- Safety Screening Associate – SSH
- Secretary - Homestead
- Security Officer – SSH
- Social Worker I (BSW) – Homestead
- Sonographer - 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 2/19/21

HOSPITALITY/RESTAURANT

Servers/Bartenders (Naples, NY)

- **Roots Cafe'** is located in the heart of the Finger Lakes overlooking the beautiful vineyards of **Inspire Moore Winery**. We offer fresh, local and seasonal fare with our own Roots twist and are looking for people to help us share it. We are a tight family looking for those who can work with a positive attitude, have a detail for service and is a true team player. You can find us on Facebook, Instagram or at **rootscafenaplesny.com** to get an idea of what we're all about! If you are interested in joining our effort to support local farmers, businesses and each other - please forward your resume with references or stop in to fill out an application and introduce yourself. Craigslist post id: 7279516910 2/19/21

Various Positions (Keuka Park, NY)

- **AVI Foodsystems, Inc.** has openings for the following positions at Keuka College: **Vending Attendant; Part Time Dishwasher; Sous Chef; Part Time Cashier; Part Time Foodservice Worker; Cashier**. For job descriptions, qualifications and to apply go to: jobs@avifoodsystems.com Workforce Development 2/19/21

Tasting Room Manager (Dundee, NY)

- **McGregor Vineyard Winery** is looking for a full time dynamic **Tasting Room Manager** to oversee daily operations and hospitality of our Tasting Room. A successful candidate will have excellent people skills, be detail oriented, enjoy a fast paced work environment and lead by example. You must possess a desire to constantly learn about the wine industry and our wines. **Essential Duties and Responsibilities:** Highly Motivated, independent, self-starter. Manage daily business functions including opening and closing procedures, cash accounting and reporting. Ability to coach, train and motivate employees with strong understanding of employee skill development and personnel management. Outstanding verbal, interpersonal, and written communication skills. Ability to multi-task and manage multiple projects at once. Strong decision making and problem-solving skills. Lead by example to deliver exceptional customer service and motivate others to do the same. Proficient in operating POS (point of sale) and back office systems. Experience with Wine Club and Inventory Management software and systems is a plus. Wine knowledge and experience preferred. Maintain clean and orderly tasting room. **Other Responsibilities:** Meet regularly with operations manager to discuss progress and strategies of sales and club goals. Assist with wine club management and shipping. **Requirements:** One or more years of winery, hospitality, retail management, or a relevant business role. People management skills a plus. Knowledgeable about wine and the Finger Lakes wine industry. Work weekends and some holidays. Must be 21 years of age or older. Must be able to lift and carry up to 40lbs. To apply go to:
<https://www.indeed.com/l-Penn-Yan,-NY-jobs.html?advn=6323695075790407&vjk=e606623cca0839d6> Indeed 2/12/21

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**. McGregor Vineyard is a winery focused on quality wine and an outstanding visitor experience, with a dedicated wine club. Our tasting room team members create a relaxed and informative experience for our visiting guests. This position is part-time for the next few months with an opportunity to transition to full time by late spring. **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, polished, organized. Must work well in a team environment. Be eager to learn about wine, as well as ready to educate visitors about our wine. Must be able to lift and carry 40 pounds and be on your feet for long periods of time. Must be available to work weekends and holidays. We try to be as flexible with our staff schedule as possible. Pack and ship wine orders. In addition to the tasting room, responsibilities include shipping, restocking, general cleaning and kitchen prep. **Education:** High school or equivalent required. Strong candidates will have interest in and experience with wine, hospitality, and enjoy interacting with a wide

variety of visitors. We expect our Tasting Room team members to maintain a professional and positive atmosphere. Pay commensurate with experience and may include commission-based incentives. Submit your resume along with a brief introduction. To apply go to:
<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=20&advn=6323695075790407&vjk=f072a8035b77e08c>

Indeed 2/9/21

Housekeeper (Penn Yan, NY)

- **Best Western** has openings for **Housekeeper**. Housekeepers play a critical role in guest satisfaction. Quality should be first and foremost. Cleans guest rooms and any public areas according to the property's standards. They also work on laundry, general building cleanliness, and deep cleaning especially dirty areas in the hotel. Housekeepers also assist with breakfast. **Requirements: Education & Experience:** Minimum of one year experience in a housekeeping position, preferably in a hotel or inn. **Knowledge, Skills & Abilities:** Excellent customer service skills. Computer knowledge helpful. Ability to work a flexible work schedule necessary to support a 24x7 hospitality industry. All employees are expected to provide a High Hospitality Standard in Customer Service. Employees are responsible for correcting and reporting all situations that could adversely affect the customer's experience. Examples of this would be picking up garbage, cigarette butts, shoveling up snow from sidewalks, etc. **Physical Demands & Work Environment:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This role routinely is exposed to both a standard office equipment and external work environment. Must be able to work in hot, humid, raining, cold windy conditions. Exposure to different types of chemicals allergens such as dust, pollen, mold, etc. While performing the duties of this job, the employee is regularly required to use their hands in a repetitive motion, reaching, grasping, rotating, bending, walking, squatting, standing, climbing and lifting in excess of 50 pounds. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=10&vjk=0b9a164dcfd34b03>

Indeed 2/5/21

Assistant Managers (Penn Yan, NY)

- **McDonald's** is now accepting applications for **Assistant Managers**. **Job Requirements:** Assistant Managers lead shifts , making sure customers get a fast, accurate, friendly experience every visit. An Assistant Manager provides leadership to crew and other managers during a shift to ensure great Quality, Service and Cleanliness to customers and is responsible for the the supervision of staff training and development. Shifts include daytime and nighttime shifts. Shift Managers perform a variety of tasks, which may include planning for each shift, monitoring performance during the shift, taking action to ensure the team is meeting McDonald's standards, monitoring safety, security, and profitability, and communicating with the next Shift Manager to help prepare him/her to run a great shift, too. Shift Managers may also be responsible for meeting targets during their shifts and for helping their assigned Departments meet their goals. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=30&vjk=6f46043d3c754385>

Indeed 2/2/21

Food Service Manager (Penn Yan, NY)

- **Byrne Dairy** has an opening for **Food Service Manager**. \$1000 Sign-on Bonus if qualifications are met! If you are an experienced Food Service Manager or Team Leader who is looking for a fun and rewarding new career direction, join the Byrne Dairy team! We are 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. **Job Responsibilities:** As a Food Service Manager, it will be up to you to create and build upon a positive and family-oriented culture and a profitable retail business environment, with the overall goal of helping us to continue to grow a successful organization. **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. **Specific qualifications for the position include:** High School diploma or GED. Minimum 1 year retail management experience. Experience working in the food service industry. Willingness to work flexible hours including evenings, weekends, and holidays. Ability to plan and achieve long- and short-term goals. Strong leadership abilities with proficiency in the coaching and development of employees. Basic computer and internet proficiency. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=40&vjk=28d4094aa32c49fc>

Indeed 2/1/21

Chef (Penn Yan, NY)

- **Top of the Lake Restaurant** is seeking a **Chef**. The job is full time, salaried (pay commensurate with experience), hours vary. 5 years' experience minimum. Education is not as important as experience. Duties include normal chef stuff: Designing menus, ordering food, overseeing running of the kitchen, etc. Apply: topofthelakepennyan@gmail.com OSOS 1/29/21

Assistant (Penn Yan, NY)

- **Seneca Farms** is looking for personable individuals with a passion for ice cream and fried chicken to join our team! Now hiring for the following roles: **Kitchen Cooks & Line Cooks; Managers & Assistant Managers; Servers**. We are seeking individuals willing to create magic, surprise and delight our Guests through the creation of artistic quality ice cream treats, and the ability to serve up a delicious piece or two of fried chicken all with a smiling face. Ideal candidates will be well suited for delivering exceptional service to Guests while working in a fast-paced environments. For a list of Roles and Responsibilities and to apply online please go to our Facebook page. Applications may also be mailed to Seneca Farms, PO Box 212, Penn Yan, NY 14527 or dropped off directly during the hours of operation. Facebook 1/29/21

Manager (Penn Yan, NY)

- **Taco Bell** has an opening for **Manager**. Can you hire, train, and develop great talent with your team? Grow sales while following brand standards? Create a restaurant experience for team members and customers that you are proud of? To be successful, **you will need:** 3-5 years experience in food & beverage service, management. A high school diploma or equivalent. If this sounds like a challenge you would like to accept then join our team today! Apply now at <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=50&vjk=106e79ba5ad0423b> or check out our other positions available at indushg.com/career/ Indeed 1/28/21

Front Desk (Penn Yan, NY)

- **Best Western** has an opening for their **Front Desk**. **Description:** Represents the hotel to the guest throughout all stages of the guests stay in a positive and professional manner. This position is responsible for handling any and all guest interaction. They take reservations by phone and in person. They also check guests in and out daily. They handle all financial transactions with the guest, and solve or pass along any issues in relation to the guest. They work on hotel laundry, as well as setting up/cleaning up breakfast. **Requirements: Job Qualification:** 1-2 years work experience in a customer service type position, preferably in a hotel or inn. Excellent customer service skills. Sales minded. All employees are expected to provide a High Hospitality Standard in Customer Service. Employees are responsible for correcting and reporting all situations that could adversely affect the customer's experience. Examples of this would be picking up garbage, cigarette butts, shoveling up snow from sidewalks, etc. Computer knowledge required. Ability to work a flexible work schedule necessary to support a 24x7 hospitality industry. For a complete list of Responsibilities and to apply go to: <https://www.indeed.com/jobs?l=Penn%20Yan%2C%20NY&vjk=eed195be5d030537> Indeed 1/22/21

Various Positions (Penn Yan, NY)

- **Microtel Inn & Suites** has the following positions available: * Front Desk Agent * Guest Services Manager * General Manager * Assistant Executive Housekeeper * Maintenance. For more information and to apply please go to: <https://www.indeed.com/cmp/Microtel-Inn-&Suites/jobs?l=Penn+Yan%2C+NY>. Indeed 2/19/21

OFFICE WORK/MANAGEMENT

Bookkeeper-Payroll Clerk Penn Yan, NY)

- **The Town of Benton** is seeking a part time Bookkeeper-Payroll Clerk. Knowledge of Municipal Accounting a plus. For a complete list of the job requirements, please contact Bobbi Wolfe, Benton Town Clerk, 315-536-7236, clerk@townofbenton.us. If interested, please apply by March 15th, 2021 at the Yates County Personnel Office, 417 Liberty St., Penn Yan, NY 14527. Facebook 2/18/21

Church Administrative Assistant (Penn Yan, NY)

- **Penn Yan United Methodist Church** has an opening in the Church office for an **Administrative Assistant**. If you are enthusiastic, efficient and friendly and would like to work in a professional setting please submit your application to Pastor Kristen or the church office. Applications and a job description can be found on our website www.PennYanUMC.com or you can pick up a copy at the office at 166 Main St., Penn Yan. Facebook 2/16/21

Temporary Office Position (Penn Yan, NY)

Ferro Corporation has a **Temporary Office Position** available. This assignment is for 2-3 months. The pay will be \$18.00/hour. We are looking for someone with a great attitude, solid computer skills, is willing to learn and is flexible. If interested, please contact Mary Anne Rogers at maryanne.rogers@ferro.com or Melanie Gruber at melanie.gruber@ferro.com.

Workforce Development 2/12/21

Administrative Assistant (Penn Yan, NY)

- **Remedy Staffing** is looking for an **Administrative Assistant** in the Penn Yan area! **Pay rate:** \$18-20/hour DOE negotiable. **Summary/General Job Description/Mission:** Provides administrative support within Operations through implementing systems, procedures, and monitoring administrative projects. Performs duties such as record keeping, coordination of meetings and conferences, obtaining supplies, and working on special projects. Also, answers non-routine correspondence and assembles highly confidential and sensitive information. Interacts with diverse group of internal contacts at all levels of the organization. Independent judgment is required to plan, prioritize and organize diversified workload, recommends changes in office practices or procedures. **Responsibilities Related to the Job:** Ensure compliance with all safety rules and use of proper PPE. Responsible for product labels; work with customers to design, order, create, print, troubleshoot, maintain inventories, and update in paradigm program. Create and maintain value stream maps (Visio). Maintain PowerPoint slide show for communication room and main lobby. Order supplies. Troubleshoots issues with faxes, printers, and copiers. Assist in inventory control (labels, office supplies, etc., participate in yearly inventories). Balance monthly P-card statement. **Social Responsibilities:** Maintain compliance with Ferro's Code of Business Conduct, policies and procedures, management systems, and all applicable Environmental, Health, Safety other regulations. **Required Qualifications and Knowledge:** High school education. AAS Degree in Secretarial Science preferred. Minimum 3 years' experience. Proficiency in Microsoft Office. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=20&advn=9774841503824780&vjk=4d9f3fdbed2bc43e>

Indeed 2/12/21

Customer Service Representative (Hall, NY)

- **Seedway** is seeking a **Customer Service Representative**. **Purpose and Summary Statement:** Performs a variety of clerical duties, as well as provides customer service to office visitors and telephone calls. **Essential Job Functions:** Performs order entry in Seedway's JD Edwards's system and processes data entry related to credit status, acknowledgements and product and price verification. Must be willing to work in a positive, collaborative manner with team, and present a cheerful, pleasant, positive outlook (or interface) with customers. Answers telephone, determines the nature of business and directs call to the correct department or destination. Communicates with customers, salespersons, and other individuals to answer questions, disseminate or explain information, take orders and address complaints. Organizes and processes incoming work, enters orders from mail-ins, internet, faxed in and walk in customers. Operates office machines such as photocopiers, printers, and personal computers. Performs all other duties as assigned. **Requirements:** Requires a high school diploma (some level of secondary education preferred), or the equivalent thereof, and 1-3 years or more of clerical related work experience to demonstrate knowledge of professional communication skills, typing proficiency and Microsoft Office programs. Must have and maintain a valid driver's license and satisfactory driving record. Demonstrates essential abilities including business knowledge, collaboration, communication, customer focus, decision making and skill development. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=130&vjk=837f5ec7ab2ceaac>

Indeed 2/12/21

Community Leader (Penn Yan, NY)

- **Home Leasing, LLC** is currently accepting applications for **Community Leaders** at our **Keuka Gardens Community** located in Penn Yan. **Position Summary:** As the person with one of the greatest opportunities to improve the lives of residents, the Community Leader is responsible for assuring that the residents receive prompt, efficient, courteous and quality service. In order to execute this responsibility, the Community Leader supervises the general administration and physical operation of the property. The Community Leader provides direction to and assurance that the rental program is properly executed; the systems, buildings and equipment are properly maintained; and excellent resident relations are provided. **Knowledge and Skill Requirements:** High school diploma required. Previous property management experience preferred. Previous supervisory experience preferred. Ability to work well with others, good communication skills, good computer skills, ability to multi-task. **Typical Physical Demands:** Regularly use hands to manipulate tools, controls, phones and computer keyboard. Frequently stand, reach with hands and arms, climb, balance, and stoop. Sit and stand to do clerical work. Regularly lift and move office supplies up to 20 lbs. **Typical Work Conditions:** Work is performed primarily in an office environment. Employee will frequently tour property and show apartments. Employee frequently interacts directly with residents and other staff members during the workday. This position may be required to follow other job-related instructions and to perform other job-related duties as requested, subject to all applicable state and federal laws. Full time with benefits: PTO, Medical, Dental, Vision, Life Insurance, STD, LTD, HSA, FSA, 401K with employer match, profit sharing

program, and many more. For a list of Essential Duties and to apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=10&advn=8792340430011921&vjk=c6c5028ca63aca78>

Indeed 2/3/21

Temporary Office Administrator (Penn Yan, NY)

- **Kelly Services** is seeking a **Temporary Office Administrator** to provide additional support to the office staff during this busy time for a Manufacturing Plant. The Admin will be needed for approximately 2 months or longer. This is a Monday-Friday position, 8AM-4:30PM (or 5PM if hour lunch is desired). The wage is between \$15 and \$18 depending on previous experience and qualifications. **Responsibilities:** Print and distribute labels to proper department. Prepare reports as directed. Data entry. Basic admin functions such as making copies, sending faxes, scanning, filing, etc. Ordering lunches, making arrangements and/or appointments. Special projects as requested. With more experience and skills, will come more complex tasks and projects. **Required Qualifications and Knowledge:** Prior experience doing admin/office work is a must. Strong computer skills including, but not limited to Microsoft Word, Excel, Outlook, etc. Ability to learn new software programs quickly. Strong attention to detail and great accuracy. Flexibility to take on new projects at a moment's notice. Excellent written and verbal communication. Takes direction well, but is also self-sufficient and takes initiative. Looking for someone confident in their abilities to do this job well. To apply go to:

<https://nlx.jobsyn.org/52aa762f8b5e43c9a600ac54057eea64161>

OSOS 2/3/21

Part-Time Teller (Penn Yan, NY)

- **Community BankSystem, Inc.** is looking for a **Part-Time Bank Teller** who is a team player with a positive attitude. You will deliver a positive customer experience as you conduct financial transactions while actively listening for customer needs and referring customers to appropriate products. You will be rewarded with great pay and including: 10 paid holidays, paid vacation, 401K with generous match, Banking discounts and the list goes on! **Job Overview:** Provide quality customer service and a positive banking experience by handling financial transactions (i.e. cashing checks, handling deposits/withdrawals, etc.) with accuracy and professionalism. Actively listen for potential sales opportunities to promote specific bank products and services, and refer customers accordingly. Prepare individual daily settlements of teller cash and proof operations. Research customer accounts, send out prospecting letters and follow up with customers by telephone. Accept loan, utility and other payments. Issue money orders, cashier's and travelers checks, correspondent bank drafts, etc. Maintain proficient knowledge of, and demonstrate ongoing compliance with all laws and regulations applicable to this position, ensure ongoing adherence to pertinent policies, procedures, and internal controls, and meet all job-specific training requirements in a timely fashion. Perform other related duties as assigned or directed. **Qualifications:** Must have reliable transportation, High School Diploma or GED, good communication skills, attention to detail, basic math skills, and computer skills. Ability to understand direction and adhere to established policies and procedures. Prior cash handling or customer service is preferred but not required. **Hours:** 20 hours/week. **Compensation:** Minimum \$ 13.00/hr. (level to be determined by experience) with opportunity for career growth as well as the generous benefits package mentioned above!

To apply go to: <https://nlx.jobsyn.org/2c84f1a40ae84370a009b3a14a7439dc161>

OSOS 1/29/21

Tax Professional II (Penn Yan, NY)

- **H&R Block** is seeking applicants for **Tax Professional II**. This Job Posting covers openings in multiple office locations within the area. Day to day, you'll...Conduct face-to-face tax interviews with clients. Prepare complete and accurate tax returns. Generate business growth, increase client retention, and offer additional products and services. Provide clients with IRS audit support. Mentor and support teammates. When you join our team, you'll add to the momentum of a forward-thinking company - one that defined an industry and is now leading its transformation. It would be even better if you also had...Bachelor's degree in Accounting or related field. CPA or Enrolled Agent certification. Experience completing complex returns (individual, trust, partnership). 5+ years of experience in accounting, finance, bookkeeping or tax. Tax planning and audit support experience. Sales and/or marketing experience. Bilingual candidates strongly encouraged to apply. What you'll bring to the team...Experience in accounting, finance, bookkeeping or tax. Experience completing individual returns. Experience working in a fast-paced environment. Ability to effectively communicate in person and in writing. To apply go to:

<https://nlx.jobsyn.org/293af8df67df4eff845dce871bb0fd9e161>

OSOS 1/27/21

Multi-Unit Leader (Penn Yan, NY)

- **H&R Block** has an opening for **Multi-Unit Leader**. You'll serve as the front-line manager responsible for leadership and development of associates, delivering an outstanding client experience, and achieving all office related growth objectives for three tax offices. Prior tax preparation experience is not required. After working a successful tax season, you may find that you want to apply to return for subsequent seasons, or even apply for advancement opportunities. ****Day to day, you'll...**** + Manage office staffing, operations, and logistics for three offices with support from two Associate Team Leaders. Partner with the District General Manager (DGM) to create and implement office-level growth plans and client growth targets, which includes developing local partnerships and managing office community involvement. Assist the DGM

in recruiting and interviewing candidates for tax office associate positions. Build an engaging team environment, across all offices, by training and coaching associates while holding them accountable to execute on Standard Operating Procedures (SOP) and recognizing outstanding associate contributions. Conduct timely performance reviews and partner with Associate Relations Center to resolve associate issues and address performance concerns. Lead daily team meetings and communicate essential information to tax office associates. Create associate work schedules across all offices and ensure accurate timekeeping, as well as labor management, for staff in all offices. Travel between the three offices as required. May prepare tax returns, as needed. For more information and to apply go to:

<https://nlx.jobsyn.org/f89ead3f69a94fee85c0ba09a98a197e161>

OSOS 1/23/21

Seasonal Retail Team Member (Keuka Park, NY)

- Follett Corporation has a part-time, temporary opening at **Keuka College** for a **Seasonal Retail Team Member**. **Job Description:** This temporary position greets customers, assists customers with store inquiries, answers the phone and/or directs callers, tabulates purchases using the register for transactions. Use safe money handling procedures and secure transaction practices. Greet customers and render assistance as necessary responding to inquiries of products and merchandise. ***This position is a temporary position that can last up to 6 weeks***. **Hourly Pay Rate** for this position is \$12.50 per hour. **Qualifications:** 0 - 12 months of previous retail or clerical experience preferred. Strong customer service skills including effective communication. Computer literacy. Ability to prioritize and organize workload. For a complete list of key responsibilities and to apply please go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=10&vjk=3779cbb8db6173d4>

Indeed 1/22/21

LABOR/AGRICULTURAL

Custodial Crew Leader (Penn Yan, NY)

- Mozaic is hiring for a **Custodial Crew Leader**. This position provides all needed custodial supervision, transportation, and documentation of services to ensure all work is completed according to Agency and contract requirements. Crew Leaders must be able to problem solve effectively with individuals, team members, and service providers to provide quality services for all individuals and customers. **Required Experience:** 1-3 years working experience with individuals with disabilities. **Required Education:** High School Diploma or GED. **Other Requirements:** A valid and acceptable NYS driver's license. Ability to lift agency materials, equipment, etc. Positive attitude, detail and customer oriented. Multitasking and organizational ability. **Benefits Include:** Medical, Dental and Vision. 5 weeks paid time off in your first year of employment. 403-B plan. Many other competitive benefits. **Hours:** Monday - Friday; 35 hours/week 2pm-10pm. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=80&vjk=918d208e3be3edd7>

Indeed 2/19/21

Public Safety Ranger (Finger Lakes, NY)

- 2021 SEASONAL Public Safety Ranger Hiring Information: Duties and Responsibilities:** Public Safety Rangers provide general security services within the Division of Park Police of the Office of Parks, Recreation and Historic Preservation. They are responsible for insuring patron safety, and the prevention of unlawful activities, through patrol (presence). This is a seasonal-only position, generally from late May to Labor Day. Public Safety Rangers are subject to the provisions of the Security Guard Act of 1993, are unarmed and have neither peace nor police officer status. They will be assigned to patrol park facilities and grounds, maintain order, enforce park ordinances / regulations, and answer questions from park patrons. On a situational basis, incumbents may also assist with search and rescue operations and marine patrol. **SALARY: \$18.88.** **Positions Qualifications:** Candidate Must: Be a United States citizen; Be at least age 18 at time of appointment; Have a High School Diploma or its equivalent; Have a valid Class D New York State Driver's License; Meet certain physical and medical requirements, including drug testing; Be of good moral character and successfully complete a background investigation. (Conviction of a felony or misdemeanor may bar appointment); Successfully complete 80 hours of prescribed training including 24 hours of Security Guard training. For Additional Information and to find out where to mail your applications, contact the NYS Park Police Recruiting Office at the Park Office nearest you. Mid-State (315) 492-6422 (Thousand Islands, Central, Finger Lakes). EMAIL: PPOcareers@oprhp.state.ny.us. To apply, contact the employer on-line: Website: <https://parks.ny.gov/park-police/ranger-employment.aspx>. Workforce Development 2/19/21

Janitor/Housekeeper (Penn Yan, NY)

- KanPak** is seeking an energetic, skilled **Janitor/Housekeeper** for either 2nd or 3rd shift. This role will be "Temp to Regular" after an initial 400 hours via a temporary agency. **SHIFT:** 2nd Shift - 3pm - 11pm. \$13.75 / hour starting pay rate. 3rd Shift - 11pm - 7am - \$14.00 / hour starting pay rate. **Job Summary:** This entry level position requires the performance of repetitive tasks to be completed in a sanitary and orderly manner. This is a fast-paced position. **Essential Duties and Responsibilities:** Collect and dispose of trash from all areas of the building. Careful monitoring of cleaning agents and appropriate uses.

Cleaning, stocking and supplying designated facility areas. Performing and documenting routine inspection and maintenance activities. Carry out heavy cleansing tasks and special projects. Clean restrooms, break room, locker rooms, office areas, lab, hallways, and outside premises. Dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, restroom cleaning etc. Ability to maintain confidentiality required. Performs other duties as assigned. **EDUCATION & EXPERIENCE:** High School / GED required. 1 year of experience in housekeeping operations and solid employment history required. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=20&vjk=c1ddd6f19af09964> Indeed 2/3/21

Summer Assistant – Seasonal (Hall, NY)

- **Seedway** is seeking a **Seasonal Summer Assistant**. **Purpose and Summary Statement:** Serves as summer assistant to support sales force and specialist staff with general agronomic tasks and to carryout, analyze, and present assigned, foraged-based research project. **Essential Job Functions:** Hands-on experience in agronomy field and operations. Visit customers/dealers and growers building professional relationships. Coordinate communication with multi-site contacts, schedule field activities and carry out projects. Assist in plot planting. Operate field research and crop monitoring equipment for field scouting. Assist with ensuring field signs are displayed on customers' fields to promote select seed products. Performs all other duties as assigned. **Requirements:** Pursuing an Associates or Bachelor's degree. Be in good academic standing. Demonstrates flexibility, positive attitude, work ethic, planning, organization, time management, and problem-solving skills. Demonstrates ability to work independently, in a team-oriented environment, and achieve results through others. Ability to use the computer to enhance business processes. Must have and maintain a valid driver's license and satisfactory driving record. Ability to travel independently and overnight as needed. Demonstrates essential abilities including communication, customer focus, decision making and skill development. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=90&vjk=036289e952ecbb5f> Indeed 2/1/21

Laborer (Dundee, NY)

- **OSM Off-Shore Marine & Construction, Inc.** is seeking an **Experienced Laborer** with carpentry and building knowledge. Must be able to lift at least 70 pounds. Basic tools preferable and valid Driver's License required. We are a dock and lift building company along with general construction such as stairs, decks, and interior work. Must be comfortable with heights and water. We are located approximately 10 miles north of Watkins Glen on the westside of Seneca Lake in the Dundee area. You can visit our website at <http://www.dockbuilders.net>. For application and appointment, please call 607-243-8496. Messages are returned Monday - Friday. Workforce Development 2/1/21

General Foreman (Penn Yan, NY)

- **City Hill Excavating, Inc.** is looking for a competent **Foreman** to coordinate operations and oversee workers at construction sites. As the point of reference of both workers and supervisors, you will be a key person for the completion of a project. You must be well-organized and favor safety above everything else. **Responsibilities:** Coordinate tasks according to priorities and plans. Produce schedules and monitor attendance of crew. Allocate general and daily responsibilities. Supervise workers. Ensure manpower and resources are adequate. Guarantee all safety precautions and quality standards are met. Supervise the use of machinery and equipment. Resolve problems when they arise. **Requirements:** Proven experience as construction foreman. In-depth knowledge of construction procedures, equipment and OSHA guidelines. Ability to read drawings, plans and blueprints. Excellent organizational and leadership skills. Ability to communicate and report effectively. Problem-solving abilities. Good physical condition. Must be able to pass Pre-Employment and Random Drug Test(s). **Benefits:** Health insurance including Vision, and Dental. 401K (retirement plan). All major Holidays paid. Vacation time. **Compensation:** Pay is based on Experience \$23-\$30 per hour. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=20&advn=9228380791099504&vjk=b78bf6af5aa95906> Indeed 1/29/21

General Laborer (Penn Yan, NY)

- **City Hill Excavating Inc** is in need of an **experienced and responsible laborer** to join our company. We offer you competitive pay, a generous benefits package and opportunities for advancement. Take pride in working alongside other respected construction laborers to provide top-quality services in both commercial and residential settings. **Responsibilities:** Cleaning and preparing construction sites. Loading and unloading materials and equipment. Digging trenches, compacting earth and backfilling holes. Operating and tending machinery when needed. Following instructions from supervisors and implementing construction plans. Provide assistance on the site as needed. Perform care and maintenance of assigned tools. Load and unload materials. **Qualifications:** 0-2 years of experience as a laborer. Must be able to lift 50+ pounds. Ability to pass a drug screen. Able to work in all types of weather. Operate a variety of tools and machinery. Must be dependable. Must have reliable transportation. **Benefits:** Health insurance including Vision, and Dental. 401K (retirement plan). All major Holidays paid. Vacation time. **Compensation:** Pay is based on experience. \$14-\$23 per hour. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=10&vjk=272fecdc3708e24&advn=9228380791099504> Indeed 1/29/21

SKILLED/MANUFACTURING

Quality Control-In Line Tech (Penn Yan, NY)

- KanPak is seeking an energetic, skilled **Quality Control In-line Tech** for openings in our facility in Penn Yan, NY. **HOURS:** 40+ hours per week (5-6 days per week) may include weekends. **JOB SUMMARY:** Our Line QC staff perform initial line clearances for beginning of production on either aseptic product lines or yogurt lines. **POSITION RESPONSIBILITIES:** Follow proper GMP and Safety rules at all times. Perform in process quality checks for weight control, brix, seal integrity, code accuracy and legibility. Perform in-process sensory analysis for each change of condition (i.e. new product, lot, or batch) Communicate product specification deviations promptly to QC Tech and/or Lab Tech and Production Lead and/or Supervisor. Inspection of raw materials/packaging for quality deviations (report non-conforming materials to Supervisor and Inventory Control). Ensure proper collection of lab samples for each production. Assist QC Techs and Lab Techs with other tasks as needed. Perform initial line clearances for beginning of production on either both aseptic lines or both yogurt lines. Perform in process quality checks for weight control, brix, seal integrity, code accuracy and legibility. Perform in-process sensory analysis for each change of condition (i.e. new product, lot, or batch). **REQUIREMENTS:** Good oral and written communication skills. Proficient user of Microsoft Office Suite. Knowledge and experience of Aseptic Operation. Excellent interpersonal and coaching skills. Demonstrated ability to lead and develop staff members. Evidence of the practice of a high level of confidentiality. **EDUCATION & EXPERIENCE:** High School / GED required. 2-3 years' experience or equivalent employment preferred. Ability to lift up to 50 lbs. Working extended periods of time standing. Excellent communication skills and working as part of a team. Flexibility to work various shifts and extended workdays. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=10&vjk=9a2be41cc19d6e7d> Indeed 2/19/21

Production Operator (Penn Yan, NY)

- **Kelly Services** has partnered with a leading global supplier of technology-based functional coatings for ceramic, metal and glass products. We are currently looking for **production operators** for the Penn Yan, NY area. This is temp-to-hire position with a 42 hour work week. Excellent wages and benefits when hired! NOTE: Starting wage is \$16.75/hour but will increase based on merit when hired on and every six months thereafter for up to 2 years. **Essential Responsibilities:** Operate the following equipment: Kilns, Jet Mills, Blender, Mixer, Dryers, Forklift, Screening equipment, Palletizer, etc. Ensure compliance with all safety rules and proper use of PPE. Adhere to company policies and procedures. Adhere to core values and behaviors. Follow standard operator procedures. Applicants should be open to working any of the 4 shifts listed below. Assignments will depend on business needs. Training will take place on a day shift and will last several months (at \$15/hour). After training you will be moved to an overnight shift. A shift / \$16.00 per hour * Sun, Mon, Tues: 7:30am-7:30pm, Wed: 7:30am-1:30pm. B shift / \$16.75 per hour * Sun, Mon, Tues: 7:30pm-7:30am, Wed: 7:30pm-1:30am. C shift / \$16.00 per hour * Wed: 1:30pm-7:30pm, Thurs, Fri, Sat: 7:30am-7:30pm. D shift / \$16.75 per hour * Wed: 1:30am-7:30am, Thurs, Fri, Sat: 7:30pm-7:30am. **Qualifications:** 2+ years working in a manufacturing setting required. Proof of High School Diploma or GED. Solid work history. Strong attention to details. Effective communication skills, both verbal and written. Ability to prioritize, organize and multitask. Ability to read and understand all necessary production instructions, spreadsheets and reports. Ability to work as a team. Ask your recruiter about any required screenings. To apply go to: <https://kellyservices.force.com/kellycareernetwork/s/signin-signup> Workforce Development 2/18/21

Waste Treatment Operator (Penn Yan, NY)

- **The Waste Treatment Operator** is responsible to operate, monitor, maintain, adjust and troubleshoot the wastewater treatment plant and its processes. Work involves responsibility for the technical aspects of plant operations, compliance with Federal, State and Local operating regulations. Work is performed with considerable independence under the direction of the Plant Engineer, subject to review through reports and results achieved. **Qualifications: Knowledge, Skills and Abilities:** Have a working knowledge of the operation, methods and procedures of the waste treatment plant. Have a working knowledge of general mechanical tools, to use for basic repairs. Have a working knowledge of the machinery used for wastewater treatment and pumping stations. Have a knowledge of the equipment and the ability to diagnose and correct equipment malfunction. Have a thorough knowledge of the chemicals utilized in the waste treatment plant. Have the ability to communicate issues/concerns with the rest of your team members daily. Must be self-motivated. Honesty/Integrity. Reliability. Accountability. Must show pride, enthusiasm, and initiative in work. Serve as a team member. Maintain confidentiality of highly sensitive information. **Physical Requirement's:** Have the ability to climb and descend multiple ladder rungs to access pumps on top of EQ/MBBR tank and top of Sludge tank. Have the ability to lift 50 pounds. Have the ability to detect and differentiate colors, sounds, and smells. **Employment Requirements:** High School Graduate. Six months to one year in food industry experience preferred. Preferred minimal One year experience in wastewater plant. For a complete job listing and to apply go to: <https://www.indeed.com/l-Penn-Yan,-NY-jobs.html?vjk=3508fadba6094c31>

Indeed 2/18/21

Production Assemblers (Penn Yan, NY)

- **Imagine Staffing is now** accepting applications for **Silgan Plastics** in Penn Yan! Start this week! **Details:** TEMP TO HIRE. 1st and 2nd shift available- starting at \$14/hour+. Unlimited OT. Benefits available at hire! Safe work environment. COVID guidelines enforced. Manufacturing exp. preferred but not necessary. **Responsibilities:** Visual inspection of plastic bottles for dimensional defects, visual imperfections. Ensure a high-quality product by following the company's Standard Operating Procedures. Ability to read, write, and follow verbal and written instructions in the English language. Able to keep pace with the standard rate. General housekeeping to maintain a clean and safe work environment. Assist with scrap removal as needed. If you are looking for long term employment and are a reliable worker with a steady work history, please call today! Marcy Boyce – Recruiter, Imagine Staffing. Direct: 585-228-5559. Craigslist post id: 7277754117 2/16/21

Process Technician (Penn Yan, NY)

- **Silgan Plastics is seeking Process Technicians - 8 PM – 8 AM. Summary Description:** This position provides support for the daily activities in the Set-up process department and acts as a leader for all technicians in the Penn Yan facility. **Working Knowledge:** Able to support Silgan with stretch blow processing issues in the manufacturing of plastic containers. Able to effectively communicate with plant process set up technicians to resolve issues either by phone or by traveling into the plant. Capable of assisting product development engineers by applying plastic processing knowledge and experience to evaluate new products and make design recommendations to improve process capability. Ability to read and understand product part drawings and specifications and fully understand what features are critical to part function and performance. Able to provide independent recommendations for product design or process changes to improve product or processes based on Manufacturing needs. Ability to troubleshooting on stretch blow molding equipment and support technicians when break downs occur or containers are not running to quality standards. Troubleshoot Bottle and Jar defects. Perform preventative maintenance on Tooling. Quality Inspection requirements. Operate forklift. Operating production equipment in stretch blow molding machines like USB's and Aoki's, Jomar, Uniloy. Perform and assist in production machinery change overs and process set ups. Work closely with and support company product development engineers to help develop new processes and new containers. Determine optimum processes to meet product performance requirements. Work closely with color suppliers and customer service to ensure success on all future color orders. Run all new color samples. Some heavy lifting-up to 80 lbs. Leak detector knowledge a plus. Basic knowledge of hand tools. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&vjk=4a230fe47028912f&advn=3716443081218469>

Indeed 2/16/21

Production Workers (Penn Yan, NY)

- Imagine Staffing is recruiting for full time **Production Associates** on behalf of our client, a manufacturing company located in Penn Yan, NY. Positions pay \$14 - \$15/hour and all shifts are available. If you're a **Machine Operator, Assembler, Picker/Packer, Shipping/Receiving Associate, or General Laborer**, you already have the experience to do the job! You'll also receive full training! There is long-term potential for direct hire including a full benefits package and room for growth and advancement. Needs are immediate, so apply today and start tomorrow! To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&vjk=896f4d8f3f70f78e&advn=9147270132936266>

Indeed 2/15/21

Packers (Penn Yan, NY)

- For more than 50 years, **Silgan Plastics** has defined the plastic bottling industry from technical innovation to creative packaging solutions. We have openings for **Packers–Day & Night Shifts**. 8:00 am-8:00 pm or 8:00 pm–8:00 am. **Summary Description:** Duties include inspecting and packing bottles at standard rate on assigned line(s)Responsible for general housekeeping. Assisting in scrap removal and grinding. Will pull plastic. May be required to operate a punch, load a conveyor or flamer and pack either blank or decorated bottles. May be required to tape and unitize cartons. **Major Responsibilities:** Promote a safe working environment. Understands and adheres to all Silgan safety policies and procedures to prevent injury to self and co-workers. Monitor ware for quality defects and promptly inform the operator and/or the coordinator. Pack at standard rate. Operate a punch. Load conveyors and flamers. Practice housekeeping on assigned line(s) and around machine including mopping if necessary. Remove scrap from around the line. Grind and pull plastic as needed. Make and unitize cartons as assigned. Initial and date box labels. Make out unit tickets. Do any other work as assigned by the Supervisor. **Education:** Required: High School or GED. **Experience:** Required: 1 years manufacturing experience. **Skills:** Required: Must be dependable, have a good attendance record and be able to understand bottle specifications to assure proper bottle inspection. To apply go to: <https://www.indeed.com/jobs?q=silgan%20plastics&l=Penn%20Yan%2C%20NY&advn=3716443081218469&vjk=5ebdfa970884d260>

Indeed 2/15/21

Bus Assemblers (Penn Yan, NY)

- **Coach and Equipment Mfg.** in Penn Yan is hiring **Bus Assemblers**. These few positions we have open are for 1st shift (6am-2:30pm) with some over time available. We are starting @ \$13.50/hr. **Skill sets we look for:** basic power tool experience, willingness to learn a new trade, want to work hard and be proud of the product you are making. **Benefits:** (health insurance, 401k, bonus, paid holiday and PTO) along with pay increases all starting after 90 days. If you are willing to work in a fast paced, team oriented, safe work environment then contact the employer in person, or online: Joan Hart, 130 Horizon Park Dr, Penn Yan, NY 14527. Website: <https://www.coachandequipment.com/> OSOS 2/9/21

Auto Body Painter (Penn Yan, NY)

- **Coach and Equipment** has openings for **Auto Body Painter**. **Job Summary:** Under the general supervision of the Paint Department Supervisor, the Painter performs all of the tasks required of the Painter A, plus both of the following painting operations categories: Category One: Paints prepared fabricated bus body surfaces and exterior parts, including Step Frames, Emergency Doors, and Handicap Doors. Category Two: Paints bus bodies and exterior bus body parts with multi-color finish coats as required by the production work order. The Painter inspects areas to be painted to ensure that the finish coat will meet specifications, then follows applicable painting procedures to apply the finish coat. The incumbent inspects his/her work for any defects and corrects as needed, and maintains personal safety devices, painting tools and equipment in proper operating order. They use good housekeeping practices to maintain a hazard and dust free working environment. The Painter carries out all additional painting related tasks that may be assigned by his/her supervisor. **Minimum Education/Work Experience:** Under the direction of the Paint Department supervisor, the Painter must satisfactorily demonstrate his/her painting ability. Previous on-the-job training or formal training in spray painting and automotive body finishing is a prerequisite. Must be 18 years old and possess a HS Diploma or GED. Must be available for both Day shift (6:30am-2:30pm) and Night shift (2:30pm-11:00 pm. For a complete list of **Responsibilities** and to apply please go to: https://www.coachandequipment.com/pdf/Application_for_Employment.pdf. Send the filled-out application and your resume to hr@coachandequipment.com. Workforce Development 2/5/21

Welders (Penn Yan, NY)

- **Coach & Equipment** is hiring **1st shift Welders!** 1st shift is 6am - 2:30pm. New hires have a 90-day probationary period before receiving full time benefits. **Benefits** include health insurance, 401k, bonus, paid holiday and PTO. Skill sets we look for: Mig Welding experience needed. Candidates should demonstrate a willingness to learn a new trade, be able to work hard and be proud of the product you are making. If you are willing to work in a fast paced, team-oriented, safe environment please download an application at this link: https://www.coachandequipment.com/pdf/Application_for_Employment.pdf. Send the filled-out application and your resume to hr@coachandequipment.com. Workforce Development 2/5/21

Skilled Maintenance Worker (Dundee, NY)

- The Maintenance Department at **Glenora Wine Cellars** is looking to hire a full-time experienced building **Maintenance Worker**. The individual must have experience, knowledge and a willingness to complete tasks in all the general construction trades pertaining to building maintenance. Must be willing to work flexible hours and some weekends. Pay: \$13.00-\$15.00 per hour. Craigslist post id: 7272526638 2/4/21

Boat Mechanic/Technician (Dundee, NY)

- **OSM Off-Shore Marine & Construction, Inc.** is seeking an **Experienced Boat Mechanic/Technician**. Must be able to work independently with good people skills. Needs to be experienced with older and newer boat engines/motors. These include Outboards, Inboard-outboard, and Stern Drive motors. Preferably has own tools. Valid Driver's License required and comfortable around water. We are located on the westside of Seneca Lake approximately 10 miles north of Watkins Glen in the Dundee area. You can visit our website at <http://www.dockbuilders.net>. Please call 607-243-8496 for an appointment and application. Messages are returned Monday - Friday. Workforce Development 2/1/21

Heavy Equipment Operator (Penn Yan, NY)

- **City Hill Excavating Inc.** is currently hiring **Heavy Equipment Operators**. If you are looking for a competitive paid position with benefits, and plenty of room to advance your career in the Excavation and Construction industry this is the position for you! **Requirements:** Proven experience as a heavy equipment operator, minimum 2 years. Mechanical ability is a plus. Knowledge of proper operation of heavy equipment as well as safety standards. Must follow established regulations and advocate for safety on each worksite. Must be able to pass Pre-Employment and Random Drug Test(s). **Qualifications:** High school diploma or equivalent. 1+ years of experience working with heavy equipment. Possession of a commercial driver's license (CDL) or a willingness to obtain the license. Knowledge of proper operation of heavy equipment as well as safety standards. Strong work ethic and physical ability to lift 50+ pounds. **Benefits Include:** Health insurance including Vision, and Dental. 401K (retirement plan). All major Holidays paid. Vacation time. **Compensation:** Pay is based on experience. \$17-\$25

per hour. Candidates are expected to work as a team to quickly complete the projects they are on. Safety is a priority and all applicants will be expected to adhere to OSHA Safety Standards. Candidates are expected to be prepared for the elements and will be expected to work in all weather conditions. **License/Certification:** Driver's License (Preferred). CDL A (Preferred). Qualified candidates, please submit your resume for immediate consideration. Go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=10&advn=9228380791099504&vjk=83c1a1e511c0e958>

Indeed 1/29/21

Heavy Equipment Operator (Stanley, NY)

- **Casella Waste Systems** has an opening for **Heavy Equipment Operator**. **Position Summary:** The Heavy Equipment Operator ensures the safe operation of heavy equipment at the landfill for the purpose of transferring, spreading, covering, loading and/or compacting waste or soil in an efficient and safe manner; operates one or more types of heavy construction equipment including backhoes, forklifts, graders, tractors, and front-end loaders. **Key Responsibilities:** Assists in the maintenance and upkeep of the landfill site, including litter removal. Performs pre/post operation inspection of equipment in accordance with Casella safety standards as well as state and federal regulations. Ensures all safety equipment and devices are operational and secured properly to equipment. Monitors waste for evidence of unacceptable or hazardous waste in materials. Monitors the condition of the equipment frequently to ensure it is always operationally ready to minimize downtime; clean tracks or wheels on equipment as needed. Perform and document minor service on equipment, referring more complicated mechanical issues to maintenance shop for repair. Operates heavy equipment following all safety and training protocols and ensures that the facility is properly maintained. Observes operation of heavy equipment performing trouble shooting procedures as necessary. Occasionally assists technicians with maintenance and ensures communication of mechanical issues. Follows all required safety policies and procedures. Participates in training and other learning opportunities to expand knowledge of the company, products, sales and services and performs any other duties needed to help drive our vision, fulfill our mission, and/or abide by our core values. **Education, Experience & Qualifications:** The successful candidate will be a self-directed person, at least 18 years of age, have a demonstrated ability to work as part of a team and be legally eligible to work in the US. It is required to have a high school diploma or GED and two years of prior experience in heavy equipment operation is preferred. Proven commitment to work and safety, excellent communication and problem-solving skills are required. **To apply go to:**

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=20&vjk=6de6ad7c6a4aafab>

Indeed 1/28/21

Downline Packers (Penn Yan, NY)

- **KanPak** is seeking energetic, skilled **Downline Packers** for openings in our facility in Penn Yan, NY This role will be "Temp to Regular" after an initial 400 hours via a temporary agency. **SHIFT:** 1st Shift - 7am - 3pm. \$13.50 / hour starting pay rate. 2nd Shift - 3pm - 11pm. \$13.75 / hour starting pay rate. 3rd Shift - 11pm - 7am - \$14.00 / hour starting pay rate. We operate 24/7, 7 days per week. This opportunity will require flexibility to work weekends and overtime. **Job Summary:** Our Downline Packer associates are responsible for product coming off the line from the time it is filled until it has been boxed and stacked onto pallets, ready to go to the warehouse for storage. **Essential Duties and Responsibilities:** Load bundles of boxes into machines. Operate labeler and ink-jet printer. Operate box erector and case packer. Load pallets onto conveyors. Stack cases on pallets. Use wrenches & pallet jacks. Manually clean equipment. Contribute to our excellence with a positive and flexible attitude. Ensures full compliance with all quality assurance standards, especially good housekeeping and overall cleanliness of products and work areas. Performs other duties as assigned. **Education and Experience:** High School/GED required. 2-3 years' experience or equivalent employment preferred. To apply go to:

<https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=10&vjk=b3d70f8115c3106a>

Indeed 1/27/21

Sanitation-Food Plant (Penn Yan, NY)

- KanPak is seeking an energetic, skilled **Sanitor (Sanitation for Food Factory)** for openings in our facility in Penn Yan. **Responsibilities:** Pay: \$13.50 & shift differential for 2nd or 3rd shift. **Job Summary:** This entry level position requires the performance of repetitive tasks to be completed in a sanitary and orderly manner. **Essential Duties and Responsibilities:** Collect and dispose of trash from all areas of the building. Careful monitoring of cleaning agents and appropriate uses. Cleaning, stocking and supplying designated facility areas. Performing and documenting routine inspection and maintenance activities. Carry out heavy cleansing tasks and special projects. Clean restrooms, break room, locker rooms, office areas, lab, hallways, and outside premises. Dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, restroom cleaning etc. Ability to maintain confidentiality required. Performs other duties as assigned. **Education and Experience:** High School / GED required. 1 year of experience in housekeeping operations and solid employment history required. To apply go to: <https://www.indeed.com/jobs?q&l=Penn%20Yan%2C%20NY&start=10&vjk=0676403562552b3d>

Indeed 1/27/21

Project Manager (Penn Yan, NY)

- **KanPak** is seeking an energetic, skilled **Project Engineer**. The Project Engineer utilizes sound engineering principles to plan, manage, own and execute capital projects that enhance safety, quality and profitability for the KanPak, Penn Yan plant. **Responsibilities** include project scoping and design, project management, bid solicitation, managing contractors and ensuring the successful implementation and completion of projects. This position builds relationships and coordinates closely across departments to ensure accurate planning, scheduling and financial reporting. Stays abreast of new technology and developments in the production and packaging environment to best serve the objectives of the organization. **Qualifications:** B.S. degree in an engineering field. 7+ years of experience as a Project Engineer. Proven ability to plan and manage multiple projects on-time and under budget. Excellent knowledge of design and visualization software such as AutoCAD, Solidworks, etc. Excellent verbal and written communication skills. Knowledge of the safe design, sanitary design, food processing equipment, and packaging equipment is desired. Familiar with best practices for food manufacturing and procedures. Working knowledge of electrical power, hydraulics, pneumatics, and facility design is desired. Strong project management skills and proven ability to manage multiple projects on-time and under budget. Aptitude for working collaboratively with multiple disciplines within teams and projects. For a list of Duties and Responsibilities and to apply go to:

<https://www.indeed.com/jobs?q=kanpak&l=Penn%20Yan%2C%20NY&vjk=ab637dc79a88b84c>

Indeed 1/22/21

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: <https://www.co.seneca.ny.us/gov/services/workforce/job-leads/>

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

CIVIL SERVICE EMPLOYMENT PORTAL

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	Apply Online
BOOKKEEPER-PAYROLL CLERK - PART TIME - TOWN OF BENTON	03/15/21	APPLY
CLEANER - PART TIME - MARCUS WHITMAN SCHOOLS	02/25/21	APPLY
CUSTODIAL WORKER - PART TIME - PENN YAN CENTRAL SCHOOL	06/30/21	APPLY
MOTOR EQUIPMENT OPERATOR (LIGHT) - TOWN OF STARKEY	03/04/21	APPLY
REGISTERED PROFESSIONAL NURSE (YATES COUNTY PUBLIC HEALTH)	03/10/21	APPLY

Upcoming Exams

#	Name (click to view job description)	Type	Application Deadline	Exam Date	Apply Online
65152	LIBRARIAN I	OC	03/12/21	N/A	APPLY

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.

Please note, not all exams listed 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	Apply Online
YC-14	ACCOUNT CLERK	CR	N/A	N/A	APPLY
YC-13	ACCOUNT CLERK TYPIST	CR	N/A	N/A	APPLY
YC-6	CASEWORKER	CR	N/A	N/A	APPLY
YC-3	CLERK	CR	N/A	N/A	APPLY
19070	COMPUTER AIDE	CR	N/A	N/A	APPLY
18842	COMPUTER TECHNICAL SPECIALIST	CR	N/A	N/A	APPLY
YC-11	CUSTODIAN	CR	N/A	N/A	APPLY
YC-10	CUSTODIAN (PROMOTIONAL)	CR	N/A	N/A	APPLY
YC-4	KEYBOARD SPECIALIST	CR	N/A	N/A	APPLY
YC-9	OFFICE ASSISTANT I	CR	N/A	N/A	APPLY
YC-8	SENIOR TYPIST/SENIOR KEYBOARD SPECIALIST	CR	N/A	N/A	APPLY
19208	SYSTEMS ANALYST (EXAM REQUIRED)	CR	N/A	N/A	APPLY
YC-12	WATER SYSTEMS OPERATOR/WASTEWATER MAINTAINER	CR	N/A	N/A	APPLY

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.
<https://mycivilservice.yatescounty.org/jobopps>.

FEBRUARY 2021

February 2021: 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 NO HSE	2	3 HSE: 5pm-8pm (By Appointment Only) Life Skills 1:30pm-2:30pm	4	5	6
7	8 HSE 9am-12pm (By Appointment Only)	9	10 HSE: 5pm-8pm (By Appointment Only) Life Skills 1:30pm-2:30pm	11	12	13
14	15 HOLIDAY OFFICE CLOSED	16	17 HSE: 5pm-8pm (By Appointment Only) Life Skills 1:30pm-2:30pm	18	19	20
21	HSE 9am-12pm (By Appointment Only)	23	24 HSE: 5pm-8pm (By Appointment Only) Life Skills 1:30pm-2:30pm	25	26	27
28						

***Notes:**

*HSE: High School Equivalency

*HSE available in person

For an Appointment Call: 315.536.5140, ext. 0 or Text: 315.694.1043

MARCH 2021

March 2021: 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 (By Appointment Only)	2	3 HSE: 5pm-8pm (By Appointment Only) Life Skills 1:30pm-2:30pm	4	5	6
7	8 HSE 9am-12pm (By Appointment Only)	9	10 HSE: 5pm-8pm (By Appointment Only) Life Skills 1:30pm-2:30pm	11	12	13
14	15 HSE 9am-12pm (By Appointment Only)	16	17 HSE: 5pm-8pm (By Appointment Only) Life Skills 1:30pm-2:30pm	18	19	20
21	HSE 9am-12pm (By Appointment Only)	23	24 HSE: 5pm-8pm (By Appointment Only) Life Skills 1:30pm-2:30pm	25	26	27
28	29 HSE 9am-12pm (By Appointment Only)	30	31 HSE: 5pm-8pm (By Appointment Only) Life Skills 1:30pm-2:30pm			

***Notes:**

***HSE: High School Equivalency**

***HSE available in person**

For an Appointment Call: 315.536.5140, ext. 0 or Text: 315.694.1043

Youth & Young Adult Services

TAKE CHARGE!

Prepare For Employment Success

- Try out a new job
- Get your driver's license
- Take an online course
- Earn gift cards for participation

Finger Lakes WORKS

Yates County Workforce Development
Christine Yonge, Youth Counselor
315-536-5140, ext. 4 Text 315-694-1043
<https://www.yatescounty.org/406/Youth-Services>

Youth & young adults 14-24 may be eligible.



FLACRA is growing and adding positions!

Join us at our Open Interview – Career Event

Saturday, February 27th, 2021
64 West Avenue, Canandaigua
9am to 1pm

CHOOSE FLACRA for your career!

We have immediate openings for:

LPN
Care Manager
Quality Assurance Analyst
Accounts Receivable Assistant
Outpatient Addictions Counselor
Registered Nurse
Therapy Aide
Residential Counselor
Residential Case Manager
Residential Peer Advocate
Peer Specialist
Central Intake Coordinator
LMSW
LMHC
CASAC

Featuring:

- First 25 applicants to arrive will be entered into a raffle for a \$100 gift card
- Interview sessions with Department Leaders
- Learn more about our agency and how you can help us to save lives
- This event is free and open to the public



FLACRA requires ALL applicants to follow ALL COVID-19 protocols. These protocols will be heavily enforced. Masks are required and we will be practicing social distancing while finding the perfect candidates to become a part of the FLACRA family.

For additional information applicants may contact FLACRA Human Resources at 315-462-9116 or email resume@flacra.org

All classes and books are FREE! New students can enroll in classes any time during the year.

English as a Second Language (ESL)			
Class and Location	Days and Format	Times	Start Date
English as a Second Language (ESL) Canandaigua Campus	Tuesdays & Thursdays; <i>remote</i>	12:30 pm -3:30 pm	02/02/21
ESL Advanced/Intermediate Geneva Campus, room 110	Mondays & Wednesdays; <i>remote</i> , Tuesdays & Thursdays; <i>in-person</i>	9:00 am -10:30 am	02/01/21
ESL Beginning Geneva Campus, room 110	Mondays & Wednesdays; <i>remote</i> , Tuesdays & Thursdays; <i>in-person</i>	11:00 am-12:30 pm	02/02/21
English as a Second Language (ESL) Geneva West Street School	Tuesdays (5:00-8:00 pm); <i>remote</i> , Thursdays (6:00-9:00 pm); <i>remote</i>	Tu; 5:00-8:00 pm Th; 6:00-9:00 pm	02/16/21
High School Diploma TASC/GED *In Spanish* - Lyons Library	Thursdays; <i>remote</i>	4:30 pm -7:30 pm	02/04/21

TASC Prep (formerly GED)			
Class and Location	Days and Format	Times	Start Date
TASC Prep (formerly GED) Canandaigua Campus, rm 4220	Tuesdays & Thursdays; <i>in-person</i> (<i>Remote offered as needed</i>)	9:00 am – 12 Noon	02/02/21
TASC Prep (formerly GED) Canandaigua Campus, rm 4220	Mondays & Wednesdays; <i>remote</i> , (<i>in-person opening March 1, 2021</i>)	3:00 pm – 6:00 pm	02/01/21
TASC Prep (formerly GED) Geneva Campus, room 136	Tuesdays & Thursdays; <i>in-person</i> (<i>Remote offered as needed</i>)	9:00 am – 12 Noon	02/02/21
TASC Prep (formerly GED) Geneva Campus	Tuesdays & Wednesdays; <i>remote</i>	5:00 pm -8:00 pm	02/02/21
TASC Prep (formerly GED) Newark Campus	Tuesdays & Thursdays; <i>remote</i>	9:00 am – 12 Noon	02/02/21
TASC Prep (formerly GED) Newark Campus	Mondays & Wednesdays; <i>remote</i>	5:00 pm -8:00 pm	02/01/21
TASC Prep (formerly GED) Victor Campus	Wednesdays (5pm-8pm); <i>remote</i> , Fridays (9:00am-Noon); <i>remote</i>	W; 5:00-8:00 pm F; 9:00am-12 Noon	02/03/21
TASC Prep (formerly GED) Yates Co. WF Office – Penn Yan, NY	Mon's (9:00 am-Noon) ; <i>in-person</i> , Wednesdays (5:00 pm-8:00 pm)	M; 9:00am- Noon W; 5pm-8pm	02/01/21
TASC Prep (formerly GED) Sodus Library, Sodus, NY	Tuesdays & Thursdays; <i>in-person</i> (<i>Remote offered as needed</i>)	4:00 pm -7:00 pm	02/02/21
TASC Prep (formerly GED) *Spanish HSE* – Lyons area	Thursdays; <i>remote</i>	4:30 pm -7:30 pm	02/04/21
TASC Prep (formerly GED) Wolcott Library – Wolcott, NY	Mon's (4pm -7pm) ; <i>in-person</i> , Wednesdays (4pm -7pm) ; <i>remote</i>	M; 4pm -7pm W; 4pm -7pm	02/01/21

* Clases en español.



Camp Seneca Lake
is HIRING!!!



Great summer opportunities!

Positions Available:

Nurses- 4 positions	Waterski and Wakeboard Specialist
Evening Program Coordinator	Unit Specialist
Maintenance Workers	Program Area Leader Arts & Crafts
Daily Programs Coordinator	Program Area Leader-Athletics
Kitchen Staff	Program Area Leader-Israel
Media Specialist	Program Area Leader-Nature
Swim Instructors	Program Area Leader-Performing Arts
Program Area Leader-Judaica	Program Area Leader-Pool
Program Area Leader-Ropes	Program Area Leader-Waterfront
Ops and Logistics Specialist	Ceramics Specialist
Sailing Specialist	Music Specialist
Ropes Specialist	Programming Specialist
Babysitters	

For more information and to apply visit:

<https://recruiting.paylocity.com/recruiting/jobs/All/4dec7ac2-1eb7-42f8-9639-5f7c85b2fe39/Jewish-Community-Center-of-Greater-Rochester-Inc>

