



## CHESAPEAKE JOB LISTING

May 22, 2019

EMPLOYMENT SERVICES

P.O. Box 8, Wye Mills, MD 21679

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*The Office of Employment Services publishes this listing of job openings for Chesapeake College students and residents of the community. Please follow the application procedure outlined in each job announcement if you are interested in applying for one of the positions. For more information please contact the Office of Employment Services at (410) 822-5400, 758-1537, or 228-4360, ext. 5804.*

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**1880 Bank** (749) **Part-Time Teller** Position - 29 hours per week to work at both Talbot County and Dorchester County locations. Must be available to work Saturdays 8:15 to 12:15. Flexibility, Teamwork and Energy a MUST. Send resume to: 1880 Bank, Attn: Judann Culver, 501 Idlewild Ave., PO Box 629, Easton, MD 21601 or fax to 410-819-8091 or email: [judann.culver@1880bank.com](mailto:judann.culver@1880bank.com). E.O.E M/F. (Date listed: 3/1/19)

**Adidas** (1051) Queenstown, Maryland. **Retail Store Associate** (Job Order #987921). Apply online at: <http://ipc.us/t/5D6F0ED819BE4CCF>. (Date listed: 5/10/19)

**Aerotek** (1089) Ridgely, MD. Job Description: Picking, packing, filling pick locations; material handling; taping inserts; shipping, handling, and preparing product for customer deliveries; must be able to convey material from stock using shelves, conveyers, pallets, or dollies to meet the standard need of production; the ability to use scanners and computers to obtain 100% accuracy in all posted shipments; ability to read customer orders, production schedules, print tickets and or work orders; void fill a minimum of 3200 packages in a given 8 hour period; ability to pack orders to customer satisfaction with 100% accuracy while maintain set metric standards; must be able to perform any other duties asked by a supervisor or team lead. Work Environment: Warehouse - 2nd shift 4:00pm - 12:30am - could work OT up to 2:00am - Monday - Saturday. Qualifications: Ability to effectively communicate with co-workers to aid in satisfying customer requirements; ability to perform basic mathematical calculations in order to accurately complete job tasks; ability to organize and prioritize job tasks and requirements; ability to write and read routine reports or job orders; ability to speak effectively with customers or employees within; ability to interpret a variety of instructions furnished in written, oral, or schedule form; ability to organize and prioritize job projects and requirements of the organization. Performance Requirements: Weekly reviews. To apply, call Abigail Schultz, Industrial Recruiter, at 410-567-8100 or email [abischultz@aerotek.com](mailto:abischultz@aerotek.com). **Apply by: June 15, 2019**. (Date listed: 5/16/19)

**Amick Farms** (1090) **Debone Cutters** (JO#991260); **Poultry Production Workers** (JO#991265); **Poultry Supervisors** (JO#991270). Apply at plant- 274 Nealson St., Hurlock, MD 21643. (Date listed: 5/17/19)

**Amick Farms** (1058) is hosting a **Job/Career Fair**, at the Hurlock, Maryland Processing Plant, 274 Nealson St., Hurlock, Maryland on **Tuesday, May 28, 2019 from 10:00 a.m. to 2:00 p.m.** We are looking for energetic individuals who enjoy working in a fast paced environment, have a great attitude and are looking to begin their career with an established company. Amick offers a great compensation package that includes; Salary up to \$ 17.90 /hr., BONUS , vacation, holidays, Medical, Dental Vision, 401K and more! For more information call (410) 943-3989. (Date listed: 5/13/19)

**A P Ventures, LLC (APV)** (1065) is a full-service IT consulting company that is a certified MBE and a prime contract holder of the State of Maryland. We are seeking a **Service Desk Technician** resource to support our client's Information Systems. Please go to <https://ats.apvit.com/careers/index.php?m=careers&p=showJob&ID=355> for further description and to apply. (Date listed: 5/14/19)

**Assistant/Office Manager** (1102) Full-service financial services firm located in Chester, MD currently seeking a dynamic **Assistant/Office Manager** to join our team, to assist our principal with day-to-day activities, and to support our valued clients: Please send cover letter as well as resume to [advisorrecruiting2019@gmail.com](mailto:advisorrecruiting2019@gmail.com). (Date listed: 5/17/19)

**Autumn Lake Healthcare at Chestertown** (1013) 415 Morgnec Road, Chestertown, MD 21620. **HouseKeeper (FT)** (JO#985763); **Dietary Aide (PT)** (JO#985766); **Activity Aide (FT)** (JO#984105); **GNA's (PT& FT)** (JO#877740); **RN's (PT & FT)** (JO#967585); **LP's (PT & FT)** (JO#931140). To apply, email Resume to [RBlack@autumnhc.net](mailto:RBlack@autumnhc.net). (Date listed: 5/3/19)

**Bayleigh Chase** (1008) 501 Dutchman's Lane, Easton, MD. **Director of Physical Plant Services** (JO#985265); **RN's+LPN's** (JO#985260); **CGNAs** (JO#985254); **Certified Medicine Tech** (JO#985257); **Housekeeping Assistants** (JO#985267); **Receptionist** (JO#985268). Apply on line at: [www.acts-jobs.org/](http://www.acts-jobs.org/), then hit "click here" for Bayleigh Chase. (Date listed: 5/2/19)

**Beat the Rush Delivery (BTR)** (1040) Drive With Us! Deliver local fresh prepared meals from Local Restaurants. Breakfast, Lunch and Dinner. **Job Responsibilities:** Part-time. Responsibility of receiving on-demand food delivery orders and deliver food orders to BTR customers with care, directly to customers home, office or event. Must Be...\*Friendly and out-going; \*Hospitable; \*Motivated to work independently; \*Able to operate mobile devices; \*Teachable; \*Team player; \*Must have a reliable vehicle. Email all inquiries to [contact@beattherushdelivery.com](mailto:contact@beattherushdelivery.com). Visit to apply: [bit.ly/DriveWithBTR](http://bit.ly/DriveWithBTR). **Apply by June 20th 2019**. (Date listed: 5/9/19)

**Benedictine** (1070) **Walk-in interviews –Wednesday, May 22, 2019 from 9am— 11am and Tuesday June 11th from 1pm-3pm**. Stop by for an on-the-spot interview for any of our currently vacant positions including **Direct Support Professionals, Health Care Assistants, Shift Supervisors** and more! 14299 Benedictine Lane, Ridgely, MD 21660. For more information or to reserve a spot call 410.364.9825. (Date listed: 5/15/19)

**Bon Secours Hospital of Baltimore** (1025) is looking for **new grad RN's, experienced RN's, and Nurse Externs**. Several positions are available. Tuesday, May 21, 2019 – 4pm-7pm – Bon Secours Hospital of Baltimore, 2000 W. Baltimore St., Baltimore, MD 21223 (Main Lobby and Middle Dining Room). Please bring a copy of your resume and be prepared for on-site interviews. Questions or can't attend but would like a recruiter to contact you? Please email Cheslea at [Chelsea\\_Burch@bshsi.org](mailto:Chelsea_Burch@bshsi.org). (Date listed: 5/7/19)

**Builders First Source** (1073) Easton, MD. Urgent need for **CDL-A Driver** with forklift experience. Local deliveries. (JO#990294). Apply on line at [www.bldr.com](http://www.bldr.com). (Date listed: 5/15/19)

**Cambridge International** (1049) **Welders** (JO#952181); **Inside Sales Specialists** (JO#984072); **Fabricator I** (JO#952176); **Production Supervisor** (JO#984066); **Crimper** (JO#988127); **CNC Machine Operator** (JO#988130). Apply on line at: [www.rexnord.com/careers](http://www.rexnord.com/careers). (Date listed: 5/9/19)

**Careers & the disABLED Magazine** (1101) The **Career Expo** for people with disABILITIES, Wounded Warriors & U.S. Veterans. To pre-register, go to [www.eop.com/expo](http://www.eop.com/expo). July 11, 2019 – Washington, DC – 10am to 3pm. Ronald Reagan Building, Atrium Hall, 1300 Pennsylvania Avenue, NW 20004. Join us to meet with Fortune 500 companies and government agencies looking to recruit new talent. Free Admission – Business Attire Required – Bring numerous copies of your resume – Must be at least 18 years of age (proof required). Sponsored by the Association on Higher Education and Disability (AHEAD) and Career Opportunities for Students with Disabilities (COSD). (Date listed: 5/20/19)

**Caroline County** (1087) **Paramedic/CRT-1** (JO#990881). **Application deadline: May 31, 2019.** Submit completed application, driving record, and copy of certification cards to the Caroline County Office of Human Resources, 103 Gay St., Ste. 1, Denton, MD 21629. Applications available from this address, call 410-479-4105, or [www.carolinemd.org](http://www.carolinemd.org). (Date listed: 5/16/19)

**Caroline County Department of Health** (136) 403 S. 7th Street, Denton, MD 21629. Main Purpose of Job: An **Environmental Health Specialist Trainee** is the entry level of work at a local health department performing inspections and investigations to ensure compliance with environmental health laws and regulations. Protection of the public health is the main purpose of the Environmental Health Specialist position, protection more desirably obtained through voluntary compliance with the existing regulations or, when necessary, using compliance procedures established in regulation and law. This is an entry level position under close supervision from a higher level Environmental Health Specialist. Education: Determined by the Maryland Board of Environmental Health Specialists under the licensing requirements for Environmental Health Specialists. Experience: None. Licenses, Registrations and Certifications: 1. At the time of hire, candidates for positions in this classification must possess a certificate of eligibility to be licensed as an Environmental Health Specialist from the Maryland Board of Environmental Health Specialists. A copy of your certificate must be attached to the application. 2. Employees in this classification may be assigned duties which require the operation of a motor vehicle. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland. Selection Process: Applicants who meet the minimum qualifications will be evaluated. The evaluation may be a rating of your application based on your education, training and experience as they relate to the requirements of the position. Therefore, it is essential that you provide complete and accurate information on your application. Please report all related education, experience, dates and hours of work. For education obtained outside the U.S., a copy of the equivalent American education as determined by a foreign credential evaluation service must accompany the application. All information concerning your qualifications must be submitted by the closing date. We will not consider information submitted after this date. Benefits: Contractual employees who work for an agency covered under the State Employee and Retiree Health and Welfare Benefits Program (the Program), have a current employment contract and work 30 or more hours a week (or on average 130 hours per month) may be eligible for subsidized health benefits coverage for themselves and their dependents. As a contractual employee, you will be responsible for paying 25% of the premiums for your medical and prescription coverage, including any eligible dependents you have enrolled. The State of Maryland will subsidize the remaining 75% of the cost for these benefits. You can also elect to enroll in dental coverage, accidental death and dismemberment insurance, and life insurance, but will be responsible to pay the full premium for these benefits. Further Instructions: Online application process is STRONGLY preferred. If you are having difficulty with your user account or have general questions about the online application system, please contact the MD Department of Budget and Management, Recruitment and Examination Division at 410-767-4850 or [Application.Help@maryland.gov](mailto:Application.Help@maryland.gov). If online process is not available, please send your paper application to: Maryland Department of Health, Recruitment and Selection Division, 201 W. Preston St., Room 114-B, Baltimore, MD 21201. The paper application must be received by 5 pm, close of business, on the closing date for the recruitment, no postmarks will be accepted. Incorrect application forms will not be accepted. If you need to submit additional information, the preferred method is to upload. If unable to upload, please fax requested information only to 410-333-5689. Appropriate accommodations for individuals with disabilities are available upon request

by calling: (410) 767-1251 or MD TTY Relay Service 1-800-735-2258. We thank our Veterans for their service to our country, and encourage them to apply. As an equal opportunity employer Maryland is committed to recruiting, retaining and promoting employees who are reflective of the State's diversity. Should additional information regarding this recruitment be required, please contact the Maryland Department of Health Recruitment and Selection Division at 410-767-1251 or via email at [dhmh.jobs@maryland.gov](mailto:dhmh.jobs@maryland.gov). (Date listed:)

**Caroline County Department of Human Resources (1089) Full Time and Part Time Paramedic/CRT-I** – Caroline County Department of Emergency Services. About the Department. The Department of Emergency Services is responsible for providing advanced Emergency Medical Services (EMS), emergency planning and coordination for County government, and emergency communications, including 911 dispatch, police communications for the Sheriff's Office and four town police departments, and fire and rescue communications for eight volunteer fire companies and the county EMS responders. About the Job: Full and Part-Time Paramedic or CRT-I. This is skilled specialized work as a Maryland Licensed Paramedic or CRT-I. Performs necessary emergency medical care on sick, injured or convalescent persons at the site of an incident or in route to the hospital or other destination as prescribed by MIEMSS. Requirements: Must be a high school graduate and be a National Registered EMT-I or Paramedic. Six months experience preferred. Applicants must also have a valid Maryland Class "C" or equivalent driver's license. If candidate is not licensed within the state of Maryland, a Maryland CRT-I or Paramedic license must be obtained within 30 days of employment. Salary Rate: Paramedic \$19.95/ Hourly- Full- Time; CRT-I \$18.25/ Hourly -Full-Time; Paramedic \$19.02/ Hourly- Part- Time; CRT-I \$17.29/ Hourly -Part-Time. **Deadline: May 31, 2019.** Upon an employment offer, all applicants will be subject to a substance abuse test and complete background investigation. EOE. How to Apply: Submit completed applications, copies of certifications documents and 3- year driving record to: Caroline County Office of Human Resources, 103 Gay St., Suite 1, Denton, Maryland 21629. Applications available from this address or call 410.479.4105 to receive by fax or email. Applications can also be downloaded by [clicking here](#). Save and complete application and email to: [hrposting@carolinemd.org](mailto:hrposting@carolinemd.org). Interviews and practical exam will be conducted on June 13, 2019. (Date listed: 5/16/19)

**Caroline County Department of Recreation and Parks (439) Program Leaders. The Department:** We are responsible for the development, delivery and management of a variety of recreation programs and public facilities within Caroline County. These include amenities and outcomes such as: Instructional sport and fitness programs, Community events, Afterschool program services, Athletic facilities, Public waterways access, Arts development programs, Playgrounds and walking trails, Community partnerships, Youth Camps and Trips and discount tickets. Learn more about Caroline County Recreation and Parks by visiting our [Department page](#). EOE. About the Job: Positions located in afterschool programs at schools in Caroline County. Instructional interest/experience in nutrition/cooking, math/reading, and sports/fitness, science and arts/crafts. Between 9-11 hours per week, M-Th after school hours. Upon an employment offer, applicants must submit to a substance abuse test and complete criminal background check. Salary: \$12-\$18 per hours based on experience/education level. **Deadline: Open until filled.** How to Apply: Submit completed applications to: Caroline County Office of Human Resources, 103 Gay St., Ste. 1, Denton, MD 21629. Applications available from this address or call 410.479.4105 to receive by fax or email. Applications can also be downloaded [HERE](#). Download to desktop; save as document and email to: [hrposting@carolinemd.org](mailto:hrposting@carolinemd.org). (Date listed:)

**Caroline County Public Schools (762) Denton, MD. Child Development Assistant I-IV.** Caroline County Public Schools is accepting applications for Child Development Assistant positions. For more details and for application procedures visit the system's website at <https://carolineschools.org>. Equal Opportunity Employer. (Date listed: 3/4/19)

**Chatham Village Apartments (1003)** located in Easton, MD is hiring a **Lifeguard/Pool Operator** for the 2019 summer. Part-time position Memorial Day to Labor day with flexible hours. Must be a Certified Pool Operator. \$12.00/hour. Please email resume to: [chatham1@goeaston.net](mailto:chatham1@goeaston.net). (Date listed: 5/2/19)

**Chesapeake Building Components (1012) General Laborers.** Need dependable, hardworking people for semi-covered physical labor assembling wood structures to build homes. No prior knowledge needed – onsite training provided and all work performed in assembly-line production facility. Full time workers eligible for benefits. Company will potentially provide transportation if needed. To apply, please come to our office at 29469 Reagan Drive Easton, MD 21601 to fill out an application (road accessible near Sharp Energy on Rt. 50 across from the Easton Airport). Please email [sbashamcbc@gmail.com](mailto:sbashamcbc@gmail.com) or text 410-200-3598 if you are unable to get transportation to Easton to apply for this job in person. Full time positions. \$10.15/Hour based on skill level. Day Shift – 7am – 3:30pm. Night Shift - 3:30pm – Midnight. Part time - 6:00pm – 10:00pm. (Date listed: 5/3/19)

**Chesapeake College (1064)** is currently accepting cover letters and resumes for the following replacement position: **Certified Nursing Assistant and Health Careers Clinical Coordinator**, Grade: 115E. Responsibilities: Full-time 12-month staff position responsible for the development and delivery of training for the Certified Nursing Assistant (CNA) program as well as providing clinical oversight for the CNA and the Clinical Medical Assistant programs. Duties consist of planning, coordinating, managing and directing the classroom, skills lab and clinical training experiences. Teaching responsibilities will constitute approximately 45% of the position. Reports to Director of Non-Credit Healthcare Programs for Continuing Education. Requirements: RN licensed to practice in Maryland; Bachelor’s degree in Nursing required, Master’s Degree preferred. One to two years of experience in a leadership position; excellent written and oral communication skills; ability to multi-task and be a team player are essential. Minimum of two (2) years nursing experience, one (1) year of which was in caring for the elderly or chronically ill within the past five (5) years. Completion of at least 16-hour course in the principles of adult education OR a minimum of two (2) years teaching experience. **For best consideration, interested applicants should submit a cover letter & resume to [hr@chesapeake.edu](mailto:hr@chesapeake.edu) by Tuesday, June 4, 2019.** Please visit our website for additional information on positions. [www.chesapeake.edu/employment](http://www.chesapeake.edu/employment). Chesapeake College is an Equal Opportunity Employer. Minorities and Women are encouraged to apply. (Date listed: 5/14/19)

**Chesapeake College (1063)** is currently accepting cover letters and resumes for the following replacement position: **Vice President for Student Success & Enrollment Services.** Responsibilities: The Vice President for Student Success & Enrollment Services provides leadership to ensure the college offers a comprehensive array of student services, student development programs focused on student success, and enrollment management programs, including, but not limited to admissions, multicultural affairs, financial aid, advising, retention, registration, TRIO, first-year programs, student activities, career planning, and athletics. The Vice President is responsible to administer the Student Services budget, including development and monitoring of annual area budgets. Serves as co- coordinator of the college’s enrollment management plan and ensures alignment between division plans, goals and objectives and the college’s Strategic Plan. Serves as the college’s Chief Student Affairs Officer, chief Title IX officer, and chief disciplinary officer. Requirements: Master’s degree in student services discipline, or related field, a doctorate is preferred; 3-5 five years’ academic administration experience with a preference at dean level or higher; excellent interpersonal communication and demonstrated cooperation and collaboration skills; a commitment to the use of appropriate technology to support student learning. Project manager and consensus builder, ability to manage budgets and interact with both internal and external constituents for student benefit. **For best consideration, interested applicants should submit a cover letter & resume to [hr@chesapeake.edu](mailto:hr@chesapeake.edu), by Monday, July 1, 2019.** Please visit our website for additional information on positions. [www.chesapeake.edu/employment](http://www.chesapeake.edu/employment). Chesapeake College is an Equal Opportunity Employer. Minorities and Women are encouraged to apply. (Date listed: 5/13/19)

**Chesapeake College (1053) Assistant Teacher, Early Childhood Development Center – Part-Time** (non-benefitted). We are currently looking for a Part-time Assistant Teacher to work alongside another teacher in our classrooms working with 3-11 year olds. We have a small center consisting of a 3-4 year old program, 4-5 year old program, and school-age program.

**Responsibilities:** •Creating a fun leaning environment for the children; •Assist teachers with lesson planning and the implementation of the curriculum; •Meet the needs of individual children; •Communicating appropriately and professionally with both parents and fellow staff members; •Providing positive guidance by supporting social and emotional development; •Establishing positive and productive relationships with families. **Requirements:** •90-hour Preschool Certification or willing to complete; •Associate’s Degree in Early Childhood or related field, preferred; •One year of experience working with children, preferred; •Must complete the annual clock hours required by the Office of Child Care to advance or maintain childcare credentials. •CPR/First Aid Certification, preferred. Hours for position are flexible, but limited to 28 hours per week. The child care center is open Monday through Friday 7:00am-5:30pm. Interested applicants should submit a cover letter and resume [msaperstein@chesapeake.edu](mailto:msaperstein@chesapeake.edu). Position open until filled.

**Chesapeake College (807)** is currently accepting cover letters and resumes for the following replacement position: **Nursing Faculty:** 10-month. **Responsibilities:** This full-time position begins August 2019 and serves students in the third and fourth semesters of an Associate of Science Nursing Program; utilizing a team approach to achieve student learning outcomes in each course. Responsibilities will include both classroom and clinical teaching, engaging in department and college wide service activities, and academic advising. Classroom content includes responsibility for nursing concepts related to mental health nursing and medical/surgical and/or pediatric nursing. Clinical responsibilities include direct supervision of students in psychiatric and acute care settings. Requirements: Current RN licensure in the state of Maryland, Master’s degree in Nursing, and demonstration of a strong foundation in mental health nursing theory and clinical practice as well as medical surgical and/or pediatric nursing. A Masters in Nursing Education or Post-Masters Certificate in Nursing Education is preferred. Interested applicants should submit a cover letter, resume, and unofficial transcripts to [hr@chesapeake.edu](mailto:hr@chesapeake.edu). **This position is open until filled.** Please visit our website for additional information on open positions. [www.chesapeake.edu/employment](http://www.chesapeake.edu/employment). Chesapeake College is an Equal Opportunity Employer. Minorities and Women are encouraged to apply. (Date listed: 3/13/19)

**Chesapeake College (793) Electrical Technician**, Grade: 109NE. **Responsibilities:** Performs installation and maintenance of wiring, electrical systems and equipment up to 480 volts 3 phase. This position is responsible for performing skilled work involving the installation, maintenance, and repair of the Electrical Systems for the entire Physical Plant of the Wye Mills Campus and the Cambridge Center. In addition to this position; diagnoses electrical problems, locate faults and recommends upgrades and repairs. Orders materials and supplies as needed to maintain electrical/mechanical systems and works with outside contractors as needed to facilitate work in a timely manner. Advises and assists other technicians with wiring problems on equipment such as fans, heaters, pumps or vehicle electrical systems. Also assists other technicians in their trades or with other tasks which require additional manpower. This employee will be required to use reasonable care, judgment, and the safe application of their knowledge in the performance of their duties. This position requires the ability to work a flexible schedule that may include weekends, holidays, and college emergencies. This position is designated as “essential” and will require working outside normal work hours. Essential personnel may be called in to work outside of regular working hours to assist with inclement weather and other college activities. Required: High school diploma or G.E.D. Must have one of the following: Completed a four (4) year apprenticeship and three (3) years as a journeyman Electrician: or, minimum of ten (10) years’ experience working as an electrician or electrical foreman in a commercial/institutional/ industrial setting. Possession and retention of a valid motor vehicle operator’s license is also a requirement. Thorough knowledge of the principles, terminology, tools and equipment used in the electrical trade including the following: thorough knowledge of electrical theory and codes, ability to read and interpret blueprints, specifications, and schematics. Ability to make repairs

using electrical safety practices; ability to work with all voltages; good knowledge of mechanical systems and repair work; ability to plan and direct work of other electricians and assistants; ability to perform manual work; ability to establish and maintain effective working relationships with co-workers and supervisors; knowledge of energy management systems; some knowledge of personal computers and pertinent application; regular and timely attendance; performance of duties a safe manner. Interested applicants should submit a cover letter and resume to [hr@chesapeake.edu](mailto:hr@chesapeake.edu). **Open until filled**. Please visit our website for additional information on positions. [www.chesapeake.edu/employment](http://www.chesapeake.edu/employment). Chesapeake College is an Equal Opportunity Employer. Minorities and Women are encouraged to apply (Date updated: 5/13/19)

**Chesapeake College** (696) is currently recruiting for the following replacement position: **Men's Soccer Head Coach**. **Responsibilities:** The head coach is responsible for all program components including planning, organizing, recruiting, public relations, monitoring of student academic progress and personal development. **Requirements:** The successful candidate should have coaching experience at the high school or college level. Interested applicants should call Frank Szymanski, Director of Athletics, at 410-827-5828. **Position will be open until filled**. Please visit our website for additional information on this position. [www.chesapeake.edu/employment](http://www.chesapeake.edu/employment). Chesapeake College is an Equal Opportunity Employer. Minorities and Women are encouraged to apply. (Date listed: 2/9/19)

**Chesapeake Family Foot Care, P.A.** (1066) Medical practice in Easton, MD is looking for **Medical Office Receptionist/ Front Desk Part Time**. Must be customer service oriented, personable and have patience interacting with patients. Must be able to multi-task, be proficient with computers, able to adapt and be detail oriented. Must be trustworthy, reliable and independent. Some duties include: answering phone, making and confirming appointments, checking in and out patients, interacting with other offices on patient's behalf, handle documents and charts, confirming insurance benefits and eligibility. Entering patient charges and information in billing and EHR systems. Help maintain appearance of patient and staff work areas. Looking for an individual located near Easton, MD or the surrounding community. We are willing to train the right person. Part time position ~15 hours a week M,T,TH. Starting at \$10.10/hour based on experience. If you are interested please email cover letter, resume and references to [res.mail00@gmail.com](mailto:res.mail00@gmail.com). (Date listed: 5/14/19).

**Coca-Cola Consolidated** (1034) is hiring **Delivery Drivers** and **Driver Trainees**. As a Delivery Driver, you will be responsible for delivering and unloading our legendary Coca-Cola products and more to customer locations on designated routes. This is dynamic position that stocks the greatest beverage brands on shelves, displays and in coolers. **Work Location:** Distribution Center in Salisbury, MD and all routes are local - no overnight. **Schedule:** Monday-Saturday with a day off in between plus Sunday off. 3am start time until complete  
Pay: daily pay + commission per case. **Responsibilities include:** •We care about your safety and you enjoy exercising safe practices and being part of a safe environment. •We are better together because of drivers like you that will deliver, fill, merchandise, and rotate products at customer accounts. •Ensure the "look of success" appearance of all Coke equipment and displays. •Champion relationships with store management and personnel and provide fantastic customer service. •Ensure proper inventory of product and assets daily. APPLY TODAY, use the links below or email [darla.newlander@manpowergroup.com](mailto:darla.newlander@manpowergroup.com). Delivery Driver: <http://bit.ly/2JsJF5h>. Seasonal Delivery Driver: <http://bit.ly/2Jrm9Wc>. Driver Trainee: <http://bit.ly/2JncJLD>. All candidates will be subject to pre-employment testing: Background Check, MVR, Drug Screen and Physical Abilities Test (if applicable). CCBCC is an equal employment opportunity employer. Full job list available at [careers.cokeconsolidated.com](http://careers.cokeconsolidated.com). (Date listed: 5/8/19)

**Community HealthCare, Inc.** (1022) **CNA's/GNA's** (JO#986541); **Med Tech's** (JO#986547). Community Healthcare is looking to hire reliable dedicated hardworking CNA's, GNA's, and Med Tech IMMEDIATELY. The ideal candidate must have Hoyer lift experience. We are looking for compassionate care givers to provide the best level of care to our clients. We are looking for clients to service the Crisfield, Greensboro, Salisbury, and Bishopville Area. All hours

are available. Applying candidates should be CPR/First Aid certified, must have current tb, able to pass background and Must be licensed. We are looking to hire immediately. To apply email resume to: [communityhealthcaremd@verizon.net](mailto:communityhealthcaremd@verizon.net). (Date listed: 5/6/19)

**Corsica Technologies** (961) **Assistant Service Technician** (JO#831558); **Field Service Tech (L2) Baltimore Area** (JO#946744); **Integrations (Project) Technician** (JO#946748); **Tier 3 Automation Engineer** (JO#946755); **Outside Sales Account (Balt. Area)** (JO#865272); **Outside Sales Account (D.C. Area)** (JO#865274); **Outside Sales Account (Eastern Shore)** (JO#831597); **Business Analyst** (JO#981174); **Operation Project Manager** (JO#981180); **Account Manager – NYC** (JO#981186); **Account Manager – MD Office** (JO#981187). Apply -<https://www.corsicatech.com>. (Date listed: 4/22/19)

**Crab Shack** (850) on Rt. 50 in Easton is hiring for the season. Full and part time positions available. MUST BE ABLE TO WORK WEEKENDS AND HOLIDAYS. Do not apply if you can't work weekends. **Steam room** and **counter help** wanted. Send resume to [cmhiggins28610@yahoo.com](mailto:cmhiggins28610@yahoo.com) or call 410-310-9591 and leave message to set an appointment to fill out an application. (Date listed: 3/21/19, updated 4/22/19 Updated 5/22/19)

**Crossroads Community** (1072) 120 Banjo Lane Centreville, MD 21617. **Financial Assistant** (JO#990275); **Administrative Assistant** (JO#990281); **Employment Specialist** (JO#990285); **Residential Rehabilitation Associate Cambridge** (JO#990289); **Residential Associate Over Night & Weekends - Chestertown** (JO#952824); **Residential Associate - Every other Weekend Days** (JO#952848); **Residential Associate Evenings and Weekends – Cambridge** (JO#952839); **Residential Associate Overnights & Weekends – Cambridge** (JO#952828). Apply [www.ccinonline.com](http://www.ccinonline.com). (Date listed: 5/15/19)

**Daniels Vending** (1023) Now hiring Order Picker. Description: Pick product as outlined for each customer. Key Qualifications: •Hard worker; •Detail Oriented; •Able to lift 50+ lbs; •Able to read/write English; •Ability to work safely and efficiently in a fast paced environment; •Warehouse experience a plus. \*Must pass background check\* To apply please contact Todd at 410-253-9240 or email [todd@danielsvending.com](mailto:todd@danielsvending.com). (Date listed: 5/6/19)

**Dart (Solo Cup)** (990) in Federalsburg, MD. (All jobs with benefits). **Maintenance Mechanic** (JO#863310); **Inspector Packers** (JO#863288); **Manufacturing Director-Paper** (JO#983641); **Quality Control Tech** (JO#952938); **Maintenance Supervisor** (JO#939105); **Machine Operator I** (JO#939111); **Machine Operator II** (JO#939107); **Utility Worker** (JO#952940); **Press Operators** (JO#952941); **Fork Lift Operator II** (976783); **Machine Operator III** (976786); **Regional Accounting Manager** (JO#983675). Apply on line only at: [www.dart.jobs](http://www.dart.jobs). (Date listed: 4/29/19)

**Delmarva Community Services** (1085) **FT and PT Bus/Van Drivers** (CDL w/ passenger endorsement). R Recent truck driver school grads OK. (JO#990843). To apply: Download application on line at: <http://www.dcsdct.org>, fill out, add resume and mail to: Delmarva Community Services, 2450 Cambridge Beltway, PO Box 637, Cambridge, MD 21613. (Date listed: 5/16/19)

**Dental Assistant** (1031) Dental practice located in Chestertown Maryland, looking for a full time **dental assistant**, xray certification required. Please contact us at 410-778-1104, to discuss position. (Date listed: 5/7/19)

**Dixon Valve** (1019) Chestertown, MD. **Technical Customer Service Rep.** (JO#986467); **Physical Therapist Assist.** (JO#968581); **Welder** (JO#985865); **Application Developer** (JO#968646); **Data Analyst** (JO#968649); **CAD Designer** (JO#932645). Apply: [www.dixonvalve.com](http://www.dixonvalve.com). (Date listed: 5/6/19)



**Dorchester County** (988) Cambridge, MD. **Automotive Mechanic** - Public Works- Highway Division (JO#983690). To apply download application at: [www.docogonet.com](http://www.docogonet.com), fill out by May 15, 2019 and send to: Human Resources, 501 Court Lane, Room 113, Cambridge, MD 21613. (Date listed: 4/29/19)

**Dress Your Windows** (1017) Stevensville, MD. **PT Assistant** with marketing experience. Computer skill and social media skills necessary. Come learn how we design windows treatment. Flexible schedule - 10-15 hrs a week. Send resume to [marcino0910@gmail.com](mailto:marcino0910@gmail.com). (Date listed: 5/6/19)

**Duck Neck Campground** (1010) 500 Double Creek Point Rd, Chestertown, MD. **Cashier** (Refer to MWE J.O. #985323). Email Resume to [ellen.dn@starmanagement.com](mailto:ellen.dn@starmanagement.com). (Date listed: 5/2/19)

**Easton Eye Care** (1103) **Optical Sales / Optician Assistant** - Full-time position w/ benefits Professional eye care practice and fast-pace optical retailer seeks an individual with outstanding service skills and sales experience. Selected candidate will demonstrate exceptional people skills, a passion for quality service and success in retail service. Strong organizational & computer skills and enjoyment of an energetic & diverse workplace are essential. A minimum of two years customer service and sales experience is required. Optical experience is not required. Position offers competitive wage commensurate with experience and opportunity for advancement working as an Optician Apprentice. Training will begin with the technical and style aspects for helping patients select eyeglass frames that will best achieve their needs. Position Highlights:

- Fast-paced team-oriented culture;
- Wage commensurate with experience;
- Tiered wage structure with promotional ladder;
- Benefit package includes health insurance, paid holidays, vacation and sick pay & retirement savings contribution;
- Team bonus program.

Easton Eye Care, serving the Mid-Shore of Maryland for over 40 years, offers full service eye care by licensed optometrists. Our care includes comprehensive exams, emergency visits, and an extensive selection of eyewear. Professional services include eye wear prescriptions, contact lens fittings, laser vision and cataract surgery case management, and medical treatment of eye diseases and disorders. Our optical galleries offer a wide selection of stylish frames, quality lenses and lens treatments, contacts and accessories from brand name suppliers. [www.eastoneyecare.net](http://www.eastoneyecare.net), Fax 410-822-2652 or Email [manager@eastoneyecare.net](mailto:manager@eastoneyecare.net). (Date listed: 5/20/19)

**Easton Eye Care** (1103) **Patient Services Coordinator** – Full-time position w/benefits. Professional eye care practice seeking a patient services coordinator responsible for administration and application of patient services procedures & policies and supervision of personnel responsible for the functions of Check-In & Check-Out including patient reception, registration, scheduling, benefit verification, patient billing & receipts and overall patient satisfaction. Candidate must be detail oriented, friendly, organized and dependable. Strong computer skills and enjoyment of an energetic & diverse workplace are essential. A minimum of three years patient services and financial transactions experience is required. Supervisory experience is highly preferred but not required. Position offers competitive wage commensurate with experience and benefit package. Expanding practice offers opportunity for accelerated advancement. We are a team oriented practice and very selective in our hiring. Patient pleasers forward your resume & salary history for prompt consideration. Position Highlights:

- Fast-paced team-oriented culture;
- Wage commensurate with experience;
- Tiered wage structure with promotional ladder;
- Benefit package includes health insurance, paid holidays, vacation and sick pay & retirement savings contribution;
- Team bonus program.

Easton Eye Care, serving the Mid-Shore of Maryland for over 40 years, offers full service eye care by licensed optometrists. Our care includes comprehensive exams, emergency visits, and an extensive selection of eyewear. Professional services include eye wear prescriptions, contact lens fittings, laser vision and cataract surgery case management, and medical treatment of eye diseases and disorders. Our optical galleries offer a wide selection of stylish frames, quality lenses and lens treatments, contacts and accessories from brand name suppliers. [www.eastoneyecare.net](http://www.eastoneyecare.net). Fax 410-822-2652 or Email [manager@eastoneyecare.net](mailto:manager@eastoneyecare.net). (Date listed: 5/20/19)

**Echo Hill Outdoor School (703) Residential Teaching Position. Teacher/Naturalist.**

Located on Maryland's Eastern Shore of the Chesapeake Bay. Introduction: Echo Hill Outdoor School (EHOS) has successfully provided over forty-five years of residential and recreational learning experiences. Programs are designed to introduce and acclimate participants to the outdoors and foster respect for and awareness of themselves, each other and their environment. Course areas include: Watershed Ecology of the Chesapeake Bay and its surrounding ecosystems, group and individual development on our low and high element challenge course, and exploration of history and the human environment in the Chesapeake Bay region. The program is flexible and committed to custom designing programs so as to meet the needs of a wide range of students/ participants, typically 3rd through 9th grade, from both public and private schools, as well as college students and adults of all ages. Responsibilities: At EHOS you would teach a variety of classes from all of our curriculum areas. You would also supervise and counsel all aspects of participant residential life during their stay at the school including overnights in platform tents or dormitories, table-heading at family style meals, and supervision during recreational time and other activities. Qualifications: EHOS is seeking motivated, energetic individuals with creativity, commitment and a passion for the outdoors. Experience working with and relating to children and people of all ages is extremely beneficial. A background in Education, Recreation, Environmental or Outdoor Education, Challenge Course facilitation, Psychology, Natural Sciences, Marine Biology, Liberal Arts or related fields is desired. Compensation: Starting salary for Teacher/Naturalist is \$250-\$270 per week. Individuals with demonstrated current certification in Wilderness First Responder, Wilderness First Aid, American Red Cross Lifeguard Training, or Valid State Teacher Certification will be considered at a slightly higher starting range. EHOS owned housing and board are a condition of this residential teaching position. Ten-twelve month contracts may be available for interested, committed individuals depending upon future openings, specialized positions available, and satisfactory job performance. A staff excess sickness and accident medical plan is available. **Deadline: Applications are welcome year round. Primary starting dates are in March and late August.** To Apply: If you are interested in a challenging and rewarding experience please send cover letter, resume, two written reference letters and three telephone reference contacts to: Betsy Zelter McCown. [jobs@ehos.org](mailto:jobs@ehos.org). Echo Hill Outdoor School, 13655 Bloomingneck Road, Worton Maryland 21678. (410) 348-5880. (Date listed: 2/19/19)

**Edgewell Personal Care** (1105) Dover, DE. **Electronic Technicians** \$28.19+ hr., full benefits, hiring bonus – (JO#992312); **Production Mechanics** \$24.82 hr., full benefits, hiring bonus (JO#992318); **HVAC Mechanics** \$27.06 hr., hiring bonus, (JO#992307). Apply on line at: <http://edgewell.com/careers/>. (Date listed: 5/21/19)

**Fairfield Inn & Suites Hotel** (1062) Easton MD. **Front Desk Representatives** needed as soon as possible. Having open availability to work weekdays, weekends and holidays is a must for this \$12.00 per hour position as well as an outstanding personality. This is a great opportunity for someone new to the Hotel industry or looking to give the Hospitality Industry a shot. To be considered for this incredible opportunity, please forward your resume and/or inquiry to [renee.rishel@marriott.com](mailto:renee.rishel@marriott.com). We are looking for smiles! (Date listed: 5/13/19)

**Fastenal** (1002) Easton, MD. **Sales Support** (MWE Job Order #984336); **Sales Associate, Part-Time** (MWE Job Order #984334). Apply online at: <https://careers.fastenal.com>. (Date listed: 5/2/19)

**Flight Helmet, LLC** (1043) -Small Business in Easton MD looking to hire **customer service, marketing, administrative, and accounting staff**. Our growing business is looking to hire qualified employees to fill two open positions to facilitate growing our business even further and to replace retiring personnel. Position 1 is a new position and would be focused on Customer Service and Marketing with tasks that would include: answering customer phone calls and emails with answers on product availability, order status, assist customers with placing orders on our website, greeting occasional walk-in customers. This person would also be responsible for creating written and photographic content for our company website and blog, social media including Instagram, Facebook, Pinterest, direct email marketing, customer contact list

management, collecting and communicating with trade show customer and vendor contacts, marketing coordination with affiliated companies, magazine advertising, creating collecting and utilizing results from customer surveys, management of website visitor tracking data, and other related marketing and customer service tasks. Position 2 would also include answering customer phone calls to take orders and answer product questions, but would also be responsible for taking over the tasks of a retiring employee that include ordering supplies and stock, managing supplier information, billing and invoicing for orders before they are shipped, receiving mail and paying bills, filing, emails, management of other employees, and other general office management. Employees hired for either/both positions will receive on the job training about our company's products but should be familiar with skills, software and applications related to their tasks (MS Outlook, Word, Excel, QuickBooks, MivaMerchant/Ecommerce, social media platforms, Google Analytics, Mailchimp and/or Constant Contact, etc. All candidates should have a willingness and ability to learn, be organized and detail oriented, have a strong work ethic and a positive attitude to provide a positive customer service experience, and be energetic and enjoy working in a fast paced environment. Interested candidates should apply by sending their resume and/or letter to: [owner@flighthelmet.com](mailto:owner@flighthelmet.com). When applying please identify which position you are applying for and include a statement or description about your interest in the position and your job or education experience and skills related to that position.(Date listed: 5/9/19)

**Food Lion** (997) Stevensville, MD. Now hiring the following: **PT Sales Associates (cashiers); PT Produce Associates; PT Quality Assurance; PT Deli/Bakery (must be 18+)**. Please apply on our [Food Lion Website](#), at the store at 300 Thompson Creek Mall, Stevensville, MD 21666, or call 410-643-9687. Onsite Interviews will be conducted. (Date listed: 4/30/19)

**Genesis Corsica Hills Center** (1059) 205 Armstrong Avenue, Centreville, MD. **Licensed Practical Nurse (FT)** (JO#953325); **Licensed Practical Nurse (PT)** (JO#989294); **Aide-Geriatric Nurse (FT)** (JO#953312); **Aide-Geriatric Nurse (PT)** (JO#953321); **RN Supervisor (FT)** (JO#989299); **RN Supervisor (PT)** (JO#989303); **Nurse Practical Educator/Staff Development Coor.** (JO#989292). Apply to: <https://www.genescareers.jobs>. (Date listed: 5/13/19)

**Habitat for Humanity Choptank** (1080) is currently recruiting for an individual to serve as an **AmeriCorps Construction Crew Leader**. AmeriCorps members work 5 days per week from 8:00am – 4:00pm Tuesday through Saturday. A complete term of service lasts 46.5 weeks or approximately 10.5 months following a completion of 1,700 service hours. AmeriCorps service provides an opportunity to learn and develop new skills and confidence and increases your knowledge of service and engagement. Benefits include: living allowance of \$13,992 for a full 46.5 weeks of service, the Segal Education Award of \$6,095 following successful completion of service and possible forbearance of your student loan, including accrued interest payments after the successful completion of the term of service. The education award is good for seven years from the end of service and can be used to repay your qualified student loans or for your future education at eligible schools. Health plan benefits as well as childcare benefits may be available. The responsibilities of an AmeriCorps Construction Crew Leader are as follows: assist with hands-on construction tasks, lead small groups of volunteers ensuring that they are well-employed while on the work sites, use volunteer management techniques to facilitate positive experiences for volunteers and homeowner families working on a job site. A Construction Crew Leader also maintains site safety, provides orientations and safety talks, helps with materials management and inventory, sets up and cleans up a project site and maintains the daily volunteer log. Those applying must have a valid driver's license and possess the ability to work as part of a team of diverse individuals on an active construction site is required. Previous construction experience and knowledge of community development practices are preferred but not required. Ability to be on one's feet for extended periods of time, lift 50lbs on a regular basis, work on ladders and heights up to two stories, and in varying weather conditions is also required. Application is made by contacting Rhodana Fields at [rfields@habitatchoptank.org](mailto:rfields@habitatchoptank.org) or 410-476-3204. (Date listed: 5/15/19)

**Harvesting Hope Youth and Family Wellness, Inc.** (996) is a not for profit agency. We provide onsite, school based and off-site behavioral health treatment to clients age 3 through the lifespan. We are seeking dedicated and driven full time and part-time **Mental Health Therapists (LCPC, LMFT, LCSW-C)**. We are only able to consider LCPC, LMFT, and LCSW-C candidates. Part-time positions must commit to 15 client hours a week and full time must commit to at least 25 client hours per week. Therapists are free to make their own schedule which must include evening hours at least one day out of the week. The Full Time Contractual Position with several benefits. The Mental Health Therapist position offers: •10 days of paid leave; •Guaranteed salary; •Teletherapy option; •Flexible schedule; •Administrative support. Qualifications and Requirements for the Mental Health Therapist position: •Master's Degree in Social Work, Counseling, Psychology or a related discipline. •Individual Liability Insurance. •Active Independent license (LCPC, LMFT, LCSW-C, PsyD). •Knowledge of the mental health treatment process- completing intakes, developing treatment plans, applying mental health therapy techniques, monitoring progress, documenting progress, and using evidence-based tools to measure progress. •Ability to manage a caseload. •Ability to maintain appropriate boundaries with clients while still building a good rapport. •Excellent communication skills. Responsibilities for the Mental Health Therapist position: •Provide evidence based mental health treatment to clients age 2 through the life span. •Maintain total confidentiality and adhere to HIPPA law •Conduct individual, family and group therapy. •Develop treatment plans and monitor treatment progress. •Complete appropriate documentation in the EHR system daily. •Assess client's needs and refer to community resources. •Collaborate with client supports-family, schools, community programs. •Communicate with clinical director regarding treatment progress and client's needs. •Complete CEUs per their licensing board and Maryland COMAR requirement. •Attend scheduled meetings and performance evaluation process. Contact Omeaka @ 443-351-4846 or [Omeaka@harvestinghopeinc.org](mailto:Omeaka@harvestinghopeinc.org). (Date listed: 4/30/19)

**Harvesting Hope Youth and Family Wellness, Inc.** (993) is a not for profit agency. We provide onsite, school based and off-site behavioral health treatment to clients age 3 through the lifespan as well as youth and family development programs. We are seeking a dedicated part-time **Front Office Assistant**. Competitive pay raises and full-time position are expected as the practice grows and mastery of position is acquired. We are seeking a **Medical Receptionist** to become a part of our team! You will perform routine administrative and clinical assignments to keep the medical facility running smoothly, Manage the front desk, Answer phones, Assist visitors upon arrival, Heavy filing and data entry. Responsibilities: •Handle all administrative duties in a timely manner. •Perform routine clinical tasks to support clinical staff. •Assisting therapists with day to day duties such as faxing, copies, etc. •Communicate with insurance companies for proper billing procedures. •Maintain confidentiality at all times based on HIPPA standards. •Other tasks and duties as needed. Qualifications: •Previous experience in healthcare administration or other related fields. •Knowledge and/or experience in counseling/mental health environments. •Schedule the patients for all therapists. •Familiarity with medical billing procedures. •Strong organizational skills. •Ability to thrive in a fast-paced environment. •2+ years experience in front office setting is required. •Knowledge of Excel, Word and Google products. •Excellent communication skills. •Computer savvy. •Energetic, upbeat and positive attitude. •Able to pass a criminal background and drug test. •Must have a valid driver's license. Contact Omeaka @ 443-351-4846 or [Omeaka@harvestinghopeinc.org](mailto:Omeaka@harvestinghopeinc.org). (Date listed: 4/30/19)

**Haven Harbour Marina, LLC** (1054) Rock Hall, MD. **Housekeeper – PT** (Refer to MWE Job Order #988587). Apply in person - 20880 Rock Hall Avenue, Rock Hall, MD 21661. (Date listed: 5/10/19)

**Hershey's Ice Cream** (1060) Looking for a cool job in a sub-zero environment? Do we have the opportunity for you! Currently, Hershey's Ice Cream is looking to hire a **Part-Time Loader / Warehouse Utility Worker** for our branch located in Denton, MD. \*\*\*Please note, most of the job duties take place in a low-temperature industrial freezer. \*\*\* Job Duties include, but are not limited to: •Pulling & loading next day's ice cream orders onto trucks accurately & efficiently. •Receiving shipment & maintaining accurate inventories. •Completing monthly inventory. •Washing delivery trucks and small commercial ice cream freezers. •Maintain the appearance of

the branch, including the warehouse as well as the office. (i.e. sweeping, vacuuming, cleaning restrooms, etc.). Apart From A Salary To Be Determined, Compensation Also Includes: •Must be able to pass a background check, pre-employment drug screen and D.O.T. Medical Exam. We are looking for someone who is a mature, honest, hardworking, dependable team player who can also work independently. Must have a valid driver's license with dependable transportation. •Monday thru Friday work week – hours vary. Interested candidates are invited to complete an application at: Hershey's Ice Cream, 9640 Legion Road, Denton, MD 21629, 410-4779-0560, or on Indeed.com. E.O.E. Hershey's Ice Cream -- Real Ingredients. Real Ice Cream. Real Smiles! (Date listed: 5/13/19)

**Hertrich of Easton** (454) is hiring world class business professionals. **Auto Sales Consultants / Automotive Sales Representatives / Customer Service Associates / Sales** – apply today at [www.hertrichcareers.com](http://www.hertrichcareers.com). Do you have what it takes to be a SUCCESSFUL Hertrich Automotive Sales Consultant? Read on to find out- What do Hertrich Auto Sales Associates do? At all of Hertrich Family 17 Dealerships, in the tri-state area and along the Eastern Shore, our Auto Sales Reps work with customers through every step of the auto buying process. The proven Auto Sales Consultant / Automotive Sales Representative / Customer Service Associate / Sales successful steps include: •Communicating to auto customers what makes Hertrich unique. •Spending time with guests to determine their car and truck needs. •Presenting vehicles for test drives. •Demonstrating all available automotive models, features, and benefits to the customers' auto needs. •Develop a creative and successful strategy for every vehicle sale. •Maximize profitability in each and every car and truck deal. •Ensure that every Customer is completely satisfied with their automotive purchase experience. •Complete accurate paperwork and computer entries for all clients. •Follow up with new and existing automotive customers and clients. •Perform other duties as assigned by Management. What does it take to be successful as a Hertrich Auto Sales Consultant / Automotive Sales Representative / Customer Service Associate? (Read carefully because this is very important!). The requirements for earning up to \$100,000 annually are: •A strong ability to work with and relate to all types of customers and to earn their respect. •Self-motivation and driven desire to be the very best automobile Sales Associate! With consistently strong customer service, Hertrich Sales Consultants can advance to management positions and various opportunities throughout the organization with a proven successful work ethic. •Must be dedicated to finding the right vehicle for every customer. •Exceptional speaking, writing and active-listening skills. •Good computer skills. •A PASSION FOR SELLING in a Team oriented environment! Is there anything else you need know? YES-- •You MUST be able to work a flexible retail schedule, including evenings, Saturdays, and some holidays. •High school diploma or GED required. •A valid driver's license is required with few to no points. •GREAT ATTITUDE & SMILE each and every day. Don't Forget... The Hertrich Family of Dealerships, along with our Collision Centers, is a family-owned and operated organization with a strong financial foundation in our communities for over 50 years in the automotive industry. We represent the most complete line of multi-franchise dealerships in Delaware and the Eastern Shore area and have over 16 locations and 3 Collision Centers in the tri-state area. Our associates enjoy a fast-paced culture with top salaries and incentives, paid vacations, on-going training for longevity, bonuses, 401k with company match, employee purchase discounts, Medical, Dental, Vision, Disability, Life Insurance and more. "Offers of employment are conditional. Candidates must successfully complete a Pre-Employment Drug Screening, Criminal Background Check, and Motor Vehicle Record Check. A criminal record will not automatically disqualify an applicant from employment. We are a drug-free workplace. We are an EEO/ AA employer. Job seekers will be given consideration without regard to their disability or protected veteran status." (Date listed)

**High's** (1092) 877 Washington Ave., Chestertown: **Customer Service Associate** (JO#990034). 1208 Talbot St., St. Michaels: **Customer Service Associate** (JO#990028). Apply <http://www.Highs.com/careers>. (Date listed: 5/17/19)

**Horizons** (1052) of Kent and Queen Anne's is a non-profit organization serving low-income students in Kent and Queen Anne's Counties on the beautiful Eastern Shore of Maryland. We are looking for a VISTA interested in learning more about the day-to-day operations of a nonprofit organization. The VISTA would receive living expenses, healthcare benefits, an end-of-service award, and valuable nonprofit experience. The VISTA position will begin July 8, 2019 and conclude on July 7, 2020. This is an opportunity for a motivated individual who is passionate about making a difference and providing new opportunities for underprivileged children. The candidate that is selected for this AmeriCorps VISTA position will work directly with the Executive Director of the Horizons program. The VISTA will be responsible for the following duties:

- Research and create a new electronic newsletter to effectively communicate with our donors the good work being accomplished by the organization;
- Research and create a donor stewardship program;
- Research and initiate new grant and fundraising opportunities to help sustain the organization's planned growth;
- Research and initiate a cost and time efficient nonprofit database to track donations;
- Develop a training program to help staff utilize new online databases;
- Research effective high school mentoring programs and identify best practices to improve our current program;
- Research and create new family involvement activities to strengthen the partnership between our organization and the families.

The office is located in the quaint, historical town of Chestertown, Maryland near the Chester River. Washington College is within walking distance. Our VISTA will be able to take classes outside of business hours and work a second job that does not interfere with the duties of the organization if desired. For more information about this opportunity, please go to <https://my.americorps.gov/mp/listing/viewListing.do?id=85838&fromSearch=true>. Job Types: Full-time, Contract. Experience: •Nonprofit: 1 year (Preferred). Education: •Bachelor's (Required). (Date listed: 5/10/19)

**Interstate Container** (1011) Current Openings. **General Helpers** (JO#985610). Fill out Interstate Container application at any One Stop. Interstate Container (Division of DS Smith) is a corrugated box manufacturer on the Eastern Shore of Maryland. (Date listed: 5/3/19)

**Job Fairs (782) Upcoming Job Fairs and Events - Workforce Development & Adult Learning –** Click [HERE](#). (Regular updates to list)

**Kent Center** (1016) 215 Scheeler Road, Chestertown, MD 21620. **Bus Driver (PT)** (See MWE Job Order #986546 for details). Apply in person at address above or email Resume to [jwhite@kentcenter.org](mailto:jwhite@kentcenter.org). (Date listed: 5/6/19)

**Kent County Government** (1095) **Director of Planning & Zoning** (See MWE Job Order #991395 for details); **Lead Facility Monitor** (See MWE Job Order #991401 for details); **Recreational Program Coordinator Sports & Aquatic** (See MWE Job Order #991424 for details); **Deputy Sheriff** (See MWE Job Order #969653 for details). APPLY <https://www.kentcounty.com> or obtain application from the County Commissioners' office at 400 High St., Chestertown, MD. 21620. (Date listed: 5/17/19)

**Kent County Public Schools** (1099) **Asst. Middle School Principle** (JO#991891); **Asst. High School Principle** (JO#991894); **Elem. School Teacher** (JO#991898); **Elem. Special Ed. Teacher** (JO#991901); **Music Teacher (Pool)** (JO#991903); **Custodian** (JO#991904); **Accounts Payable** (JO#991905); **High School Teacher** (JO#991908); **English Language Arts Teacher** (JO#991910); **High School Teacher - Science** (JO#991914); **High School Teacher – Special Ed** (JO#991921); **High School Teacher - Math** (JO#991924). Apply [www.kent.k12.md.us](http://www.kent.k12.md.us). (Date listed: 5/20/19)

**Kevertin Pet Resort** (1091) Do you enjoy working with animals and people? Do you enjoy spending part of your work hours outdoors? Kevertin Pet Resort is looking for someone who enjoys working with pets and people and is able to follow tasks through to completion. Applicant must be physically fit enough to lift 40 pounds, stand and walk for hours at a time, willing to be around noise and not afraid to get dirty! Applicant must also be able to handle periods of a fast-

paced environment. Requirements include: •previous experience working with dogs and/or dog knowledge; •patience; •dependability; •stamina and energy--shifts include 2-3 hours of brisk walking at a time; •physical strength --must be able to lift 40 pounds and be able to control large dogs; •attention to detail and the ability to multi-task and take on responsibility. Responsibilities include: •walking; •feeding; •medicating -simple pills, oral meds, flea and tick and other topical treatments etc.; •cleaning; •inspecting dogs of all sizes and temperaments in order to ensure their health and happiness while boarding away from home. Most shifts at the kennel are 6-11 a.m. and 3-7 p.m. seven days a week. Applicant must be available to work most weekends and some holidays --rotating staff so weekends shifts vary. Starting salary is \$10.75-13.50 depending on experience. Benefits and flexibility offered. Please email cover letter and resume to [kevertinpetresort@hotmail.com](mailto:kevertinpetresort@hotmail.com) or fax to 410-822-4472. **Deadline for applying is June 13, 2019.** (Date listed: 5/17/19)

**LaMotte** (1020) 802 Washington Avenue, Chestertown, MD. **Production Lab Manager** (Refer to MWE Job Order #986487); **Production Manager – Test Strips** (Refer to MWE Job Order #986488); **UDV QC Tech** (Refer to MWE Job Order #986492); **Regent QC Tech** (Refer to MWE Job Order #979038); **Receiving/Warehouse Floater** (Refer to MWE Job Order #981734). APPLY: [www.lamotte.com](http://www.lamotte.com). (Date listed: 5/6/19)

**Lowe's** (991) Easton, MD. **CSA II-Cash Office** (JO#983980); **Sales Specialist-Flooring** (JO#983988); **Operations ASM** (JO#983992); **Cashiers** (JO#952857); **Garden Center Employee** (JO#940635); **Night Stockers** (JO#940629); **CSA ProServices IV** (JO#971652); **Sales Floor Seasonal** (JO#940644). Apply on line at [www.lowes.com/careers](http://www.lowes.com/careers). (Date listed: 4/29/19)

**Lyndy's Seafood, Inc.** (1106) Woolford, MD. **Crab Pickers** (JO#992477). Call 410-228-5032 to apply. (Date listed: 5/21/19)

**Marketing and Retail Assistant** (1055) Part time. Salary to be determined. Owner of boutique and handcrafted jewelry retail shop in St. Michaels, Maryland, is looking for an assistant to work with her on various projects including: •All phases of social media marketing: Instagram, Facebook and website update. •Customer/sales events. •Merchandising. •In-store collateral materials. •Customer sales and marketing communications. Important qualities include: •Excellent organization skills. •Ability to multi-task. •Great written and verbal communication skills. •Creative flair. •Confidence. •Project management skills. •Reliable. •Responsible. This is a new position. Other tasks and responsibilities may be assigned as necessary. Please send relevant information to: Jeannette Silva, via email at, [jnntt\\_silva@yahoo.com](mailto:jnntt_silva@yahoo.com). (Date listed: 5/10/19)

**Maryland Career Consortium** (998) **Career Fair 2019. Friday, June 7, 2019 – 11:30am-3:30pm.** The 2019 MCC Career Fair will feature opportunities for experienced professionals, recent graduates and student interns. Connect with over 140 of the top employers in the region. Venue: Morgan State University, Talmadge L. Hill Field House, 1700 East Cold Spring Lane, Baltimore, MD 21251. Contact: 410.931.8100. [admin@marylandcareerconsortium.org](mailto:admin@marylandcareerconsortium.org), [www.marylandcareerconsortium.org](http://www.marylandcareerconsortium.org). (Date listed: 5/1/19)

**Maryland Plastics, Inc.** (1036) Federalsburg, MD. **Graphic and Web Design Coordinator** (JO#987697). Looking for a motivated graphic design marketing professional to join our staff immediately. Will be responsible for all graphic design work, website maintenance, digital, email and social media marketing, ownership of custom printing sales department, product management, photography, advertising and trade show management. Must have proficiency in Adobe Photoshop and Illustrator. Coding is helpful but not required. Attention to detail and a positive attitude are required. To apply email resume and sample work to: [gnwiii@mdplasticsinc.com](mailto:gnwiii@mdplasticsinc.com). (Date listed: 5/8/19)

**Merry Maids** (1096) 410-430-7729. New Easton office is hiring **House Cleaners** (JO#985772) - **Wednesday, May 29, 2019 – 1 PM to 3 PM**. Talbot Career Center, 301 Bay St., Suite 301, Easton, MD. 21601. (Date listed: 5/20/19)

**MidShore Surgical Eye Center** (1045) 8420 Ocean Gateway, Easton, MD 21601. Nursing opportunity – every Wednesday. Surgeons: Derrick Shindler, MD and Joe Navaleza, MD. **Requirements:** •A nice smile; •The ability to laugh; •Reliability to show up every Wednesday; •A current nursing license; •Efficiency with starting IVs. Email: [dottie.faulkner@me.com](mailto:dottie.faulkner@me.com). **Apply by: July 1st, 2019**. (Date listed: 5/9/19)

**Milano's Pizzeria** (1001) 6346 Church Hill Rd, Chestertown, MD. **Delivery Drivers** (Ref to Job Order 984774). (Date listed: 5/1/19)

**Montgomery County** (1035) To view the vacancy below, please click on the job title and you will be redirected to the complete position. **Resident Supervisor I: IRC37427 – Closes May 22, 2014**; Equivalency: An equivalent combination of education and experience may be substituted. **Community Corrections Intern – Closes July 4, 2019**; **Correctional Dietary Officer II: IRC33905 – Open Until Filled**; **Correctional Health Nurse :IRC35268 – Open Until Filled**. To search available opportunities and to apply on-line follow this link: [Montgomery County Careers Website](#). (Date listed: 5/8/19)

**Nanny/Family Assistant – Part-Time** (871) We are looking for assistance with our 3 children at our home in Chestertown. We have 8 year-old twins and a 5 year-old. Duties include help with homework, dinner and bedtime routine. Some weekend hours possible too. Also looking for assistance during daytime when children are in school with tidying up and organizing clothes, toys, linens, and household supplies. To apply or discuss, please call Therese at 301-693-8359. (Date listed: 3/27/19)

**Patriot Steel Fabrication, Inc.** (1107) 1959 Church Creek Rd., Church Creek, MD 21622 urgently needs the following positions: **Welders** (JO#992509); **Steel Fabricators** (JO#992507); **Welder/Shop Helper** (JO#992512). To apply email resume to: [nathan@patriotsteelfab.com](mailto:nathan@patriotsteelfab.com). (Date listed: 5/21/19)

**Paul Reed Smith** (239) PRS has openings for: *Accounts Receivable Accountant, Manufacturing - 2nd Shift, Manufacturing-1st Shift*. View these and other available positions at <https://www.prsguitars.com/careers/> (Date Listed: 3/28/19)

**Pecometh Camp & Retreat Ministries** (1028) located in Centreville, MD. **Summer Camp Staff**. This is a challenging and rewarding opportunity to work with kids in an outdoor Christian camp setting. Great for college-aged individuals looking for a better-than-average summer job! Positions Open: Counselors, maintenance, office assistant, adventure crew, pool manager, and life guards. Staff must have graduated high school by June or be at least 18 years of age. All staff MUST be available June 9-14, 2019 for Staff Training Week. All positions are Sunday through Friday including overnights. Contracts vary in length depending on position, required training, and availability. Dates may begin as early as the end of May and may continue until the end of August. Visit [www.pecometh.org/summer-staff](http://www.pecometh.org/summer-staff) to apply. (Date listed: 5/7/19)

**Pep-Up, Inc.** (1069) **Sales & Deli Associates** (JO#973969). Applicants should have good communication and people skills to work with the public. Applicants should have basic mathematical skills and be able to properly conduct money handling skills. Applicants should be self-motivated and be able to work in a fast paced demanding environment. Applicants should be able to lift at least 50 lbs. Applicants must have experience. Requirements: Enjoys Working with People, Is a Team Player, Flexible scheduling availability, Prompt Attendance, to be knowledgeable of Safe Food Handling, Organized, and Customer Service Drive. Apply in person at 209 Hayward St., Cambridge, MD 21613. (Date listed: 5/14/19)



**Popeye's Easton** (1074) 8199 Ocean Gateway, Easton, MD. **Cashiers** (Refer to MWE Job Order #989867). **Shift Leaders** (Refer to MWE Job Order #989868). Email Resume to [Eastonpopeyes@gmail.com](mailto:Eastonpopeyes@gmail.com). (Date listed: 5/15/19)

**Protenergy** (1004) Cambridge, MD. **Filler Operator** (JO#931239); **Production Supervisor** (JO#931237); **Aseptic Service Engineer/Specialist** (JO#950735); **Quality Assurance Coord.** (JO#976895); **Material Planner** (JO#976902); **Quality Assurance MGR.** (JO#985087). Email resume to: [cdeaney@us.protenergyfoods.com](mailto:cdeaney@us.protenergyfoods.com). (Date listed: 5/2/19)

**Purdy Group, LLC** (1108) **Business Analyst Interns- PT** (JO#992520) - Cambridge location. New Dept. of Defense contractor needs several Business Analysts on a part time basis. **Requirements:** •Proficient with computers, •Dorchester County residents only, •Veteran Friendly employer. To apply email resumes to: [rutharcher@purdygroup.com](mailto:rutharcher@purdygroup.com). (Date listed: 5/21/19)

**Qlarant** (1071) Easton, MD. **Health Fraud Investigator – Las Vegas** (MWE Job Order #889740); **Sales Director** (MWE Job Order #896736). Apply online at: <http://www.qualityhealthstrategies.org>. (Date listed: 5/15/19)

**Queen Anne's County** (1015) **Airport Ramp Attendant** (JO#986506); **Maintenance Worker I** (JO#986509); **Civil Engineer I** (JO#935973); **Deputy Sheriff (Non-Certified)** (JO#897072); **Deputy Sheriff (Certified)** (JO#897074); **Deputy Sheriff Cadet** (JO#897067); **Senior Camp Counselor** (JO#954071); **Camp Director** (JO#954083); **Camp Counselor** (JO#954077); **Guest Services Associate** (JO#954088); **Facility Technician I** (JO#954092). Applications are available from Queen Anne's HR Department, 107 N. Liberty St., Centreville, MD 21617. [www.qac.org](http://www.qac.org). (Date listed: 5/6/19)

**Queen Anne's County** (1014) Centreville, MD. **Airport Ramp Attendant.** Provides general maintenance and administrative duties, general assistance with parking aircraft, fueling aircraft, and assisting airport customers. [View Job Details](#). (Date listed: 5/6/19)

**Queen Anne's County Department of Health** (1079) **Nutrition Program Trainee.** A Nutrition Program Trainee is the non-licensed entry level of work providing nutrition services to clients in a public health or community setting. The main purpose of this position is to protect and promote the health of families in the community by learning to assist in the planning, implementing, and evaluating of the Upper Shore WIC program. This position provides nutrition services and support to Upper Shore WIC and Wellness Programs at the Queen Anne's County Department of Health. **Education:** A Bachelor's degree from an accredited college or university in Community Nutrition, Dietetics, Foods and Human Nutrition, Food Systems Management or Nutrition Education. A copy of your transcript must be attached to the application. **Experience:** None. Please apply at <https://www.jobapscloud.com/MD/sup/bulpreview.asp?R1=19&R2=003330&R3=0002>. (Date listed: 5/15/19)

**The Queen Anne's County Department of Health** (1078) is hiring for a Full-Time contractual position. An **Alcohol and Drug (A/D) Associate Counselor** is the full performance level of work, at the certified Bachelor's Degree level, counseling clients with substance use disorders by using intervention, treatment and rehabilitation. This position performs certified level of work with the full range of counseling duties for clients with substance use disorders under general supervision. **Education:** Determined by the Maryland State Board of Professional Counselors and Therapists under the requirements for Certified Associate Counselors-Alcohol and Drug. **Experience:** Determined by the Maryland State Board of Professional Counselors and Therapists under the certification requirements for Certified Associate Counselors-Alcohol and Drug. Please apply at <https://www.jobapscloud.com/MD/sup/bulpreview.asp?R1=19&R2=001563&R3=0005>. (Date listed: 5/15/19)

**Queenstown Bank** (1046) **Credit Analyst I** (MWE Job Order #976341). Apply online at: <https://www.Queenstownbank.com>. (Date listed: 5/9/19)

**Royal Farms** (1084) 502 Market St., Denton, MD. **Customer Service Associate** (JO#990815). 26545 Shore Highway, Denton, MD. **Assistance Store Leader** (JO#990822); **Customer Service Associate** (JO#990819); **Customer Service Leader** (JO#990823); **Food Service Leader** (JO#990824); **Store Leader** (JO#990820). <https://mwejobs.maryland.gov>. Apply <http://www.royalfarms.com/employment>. (Date listed: 5/16/19)

**Royal Farms** (1082) 859 High Street, Chestertown, MD. **Assistant Store Leader** (JO#878771); **Customer Service Associate** (JO#878777); **Store Leader** (JO#990765). Apply <http://www.royalfarms.com/employment>. (Date listed: 5/16/19)

**Royal Farms** (1081) 6502 Church Hill Rd, Chestertown. **Store Leader** (JO#878798); **Assistant Store Leader** (JO#990760); **Food Service Leader** (JO#878794); **Customer Service Associate** (JO#878791). Apply <http://www.royalfarms.com/employment>. (Date listed: 5/16/19)

**Royal Farms** (1077) 32303 Queen Anne HWY, Queen Anne, MD. **Assistant Store Leader** (JO#990493); **Customer Service Associate** (JO#990494); **Food Service Leader** (JO#990499); **Store Leader** (JO#990501). <https://mwejobs.maryland.gov>. Apply <http://www.royalfarms.com/employment>. (Date listed: 5/15/19)

**Royal Farms** (1076) 105 Clay Drive, Queenstown, MD. **Customer Service Leader** (JO#952172); **Assistant Store Leader** (JO#879027); **Customer Service Associate** (JO#952175); **Food Service Leader** (JO#952169); **Store Leader** (JO#990483). Apply <http://www.royalfarms.com/employment>. (Date listed: 5/15/19)

**Royal Farms** (1075) 108 Jackson Creek, Grasonville, MD. **Assistant Store Leader** (JO#909854); **Customer Service Associate** (JO#909858); **Food Service Leader** (JO#953974); **Customer Service Leader** (JO#953987); **Store Leader** (JO#879006). Apply <http://www.royalfarms.com/employment>. (Date listed: 5/15/19)

**Ruth Brothers Portable Toilets & Septic Service** (1098) has an opening for a **Septic Truck Driver** to join our team. Must be motivated with the ability to work as a team player. Must have a valid Class B License, DOT Medical card and a clean driving record. Please submit resume, if available to: [rbseptic.com](mailto:rbseptic.com). For additional information, please call our office 410-827-8607. (Date listed: 5/20/19)

**Sail Selina II** (984) St. Michaels, MD. **First Mate for 2019 Season** (JO#929376). To apply email resume to: [sailselina@aol.com](mailto:sailselina@aol.com). We are looking for an able bodied, clean cut, first mate for the six month 2019 season starting now and sailing until the end of Oct. We take five 2hr trips daily with up to six guests aboard. You must be able to pull up a very heavy sail and comfortable walking on deck aboard a sailboat. No experience needed, just a love of the area and enjoy working with people. We are known for our customer service so a smile and friendly disposition is a must. We serve adult beverages to our guests so enjoying passing is a plus. Job involves lots of cleaning, handling dock lines, helping guest's board and disembark, set-up and break down the boat daily, polishing brass, and steering from time to time. Other duties will be changing the oil, changing zincs, scrubbing the water line, washing the boat, regular wipe downs both above and below decks. The boat is a 1926 historic yacht 44' long gaff rigged sloop, the largest surviving of any of the cat boats built so she is roomy and stable. If you have a need for speed this is not your gig. If you like beautifully restored mahogany and brightly polished bronze you are going to love this opportunity to sail the Miles river off the Chesapeake Bay. There are no accommodations aboard for crew live-aboards. Lots of info at [www.sailselina.com](http://www.sailselina.com) and read our reviews on Trip Advisor. Compensation: full time (5 days/wk) = \$2,980/mo plus + split tips( tips approx \$400/wk). Also looking for a part time crew 1 to 2 days a week. To apply, contact Capt. Iris at 410-726-9400 or [sailselina@aol.com](mailto:sailselina@aol.com). (Date listed: 4/26/19)

**St. John Outlet** (1030) Queenstown, MD. Seeking Sales Associates, Apply in store or online at <https://www.stjohnknits.com/careers>. St. John Knits is an equal opportunity employer. Any questions, contact Amy at 410.827.5600. (Date listed: 5/7/19)

**ScribeAmerica** (658) Now hiring **Medical Scribe** position. ScribeAmerica hires and trains anyone interested in a career in medicine. We provide paid classroom and clinical training in the medical department to prepare applicants to be medical scribes. The role of the scribe offers exciting first-hand experience in the medical department and full one-on-one shifts working with board certified physicians. The job is second to none for exposure to medicine, disease processes, medical decision-making and procedures performed in the medical department. We are looking for motivated, loyal applicants who have a passion for learning about the medical field to join our team. If you are looking to be a part of a professional medical scribe team, please apply directly at [www.scribeamerica.com/apply](http://www.scribeamerica.com/apply) today. (Date listed: 2/6/19 Update 4/2/19)

**Shore Stop** (1057) 201 Romancoke Rd., Stevensville, MD. **Customer Service Rep.** (Refer to MWE Job Order #735166); **Deli Representative** (Refer to MWE Job Order #735160); **Assistant Store Manager** (Refer to MWE Job Order #735165). Bring your best Smile! (Date listed: 5/10/19)

**Shore Stop** (1056) 21340 Rock Hall Ave, Rock Hall, MD. **Cashier** (Refer to MWE Job Order #988631); **Deli Associate** (Refer to MWE Job Order #988633). Apply online: [www.gpminvestments.com/careers/storecareers/](http://www.gpminvestments.com/careers/storecareers/). Bring your best Smile! (Date listed: 5/10/19)

**Symphony Village** (1033) **Community Association Assistant General Manager** – Centreville, MD. Assistant General Manager position available at an age restricted community in Centreville, MD consisting of 395 homes. Responsibilities include management, administrative, scheduling, and assisting residents and committees. Must have a positive attitude, the ability to multi-task and work in collaboration with others. Must obtain a working knowledge of the Association Documents. Ensure that all services are completed to meet the goals and objectives of the Association. Assist in the management of the facilities and monitor and assist vendors/contractors. Must be proficient with computers and Microsoft Word and Excel programs. Must complete the duties of General Manager in their absence. Two years' experience in the Community Association Management field and some college preferred; interpersonal skills, time management, problem solving and communication skills are required. This position offers a generous benefit package to include health and dental insurance, paid leave, paid holidays, and 401K after the probationary period. Please send your resume to the General Manager at [gm@symphonyvillagehoa.com](mailto:gm@symphonyvillagehoa.com). (Date listed: 5/8/19)

**Talbot County Free Library** (1088) **Library Associate** – Part-time. 28 hours/weekly. Easton. \$27,000-\$29,000 (Based on Experience). Benefits: Generous leave benefits and participation in the Maryland Teachers' Retirement System. Details available upon request. Summary of Position: Reporting to the Information Services Librarian, this position is responsible for Information Desk and Circulation Desk activities, assisting with interlibrary loan, and doing some community outreach at the Easton Library. Acts as a Person in Charge, as needed. The work schedule will include shifts in the evening and on weekends. Requirements: Graduation from an accredited four-year college or university with Bachelor's degree. Attainment of eligibility under Bylaw 1305.04.03 of the Maryland State Board of Education as Library Associate and complete Library Associate Training Institute within 24 months following appointment; and ability to maintain eligibility by completing 90 contact hours of training every 5 years. See the full job description for all requirements and duties for this position available on the TCFL website. TO APPLY: Send cover letter, resume, three references, and a completed TCFL employment application form to Dana Newman, Library Director, at [dnewman@tcfl.org](mailto:dnewman@tcfl.org). Applications can also be mailed to: Dana Newman, Director, Talbot County Free Library, 100 W. Dover St., Easton, MD 21601. **To be considered, a complete application with all required materials must be received no later than 5 p.m. Thursday, May 30, 2019.** For more information about the Talbot County Free Library, to view the job description, and to download the TCFL employment application form, visit our website at [www.tcfl.org](http://www.tcfl.org) and click on Jobs at the Library. Schedule for Interviews: Interviews will

be scheduled June 13, 2019 for selected applicants. Estimated target start date: Monday, June 27, 2019. The Talbot County Free Library is committed to diversity in the workplace and is an Equal Opportunity Employer. The Library's policy is to treat all applicants equally without regard to race, color, religion, age, gender, marital status, national or ancestral origin, sexual orientation, and/or disability in accordance with applicable laws. If you need assistance with any aspect of the application process, please contact the Talbot County Free Library at 410-822-1626. (Date listed: 5/16/19)

**Talbot County Social Services** (987) is recruiting for a full time **Social Worker in the Child Protective Services Unit**. This position is responsible for conducting screening and intake services for referrals that come into the agency either by phone or in person. Apply on-line at [workformaryland.com](http://workformaryland.com) for Casework Specialist (unlicensed); Social Worker I, Family Services or Social Worker II, Family Services (based on years of experience). Indicate Talbot County for the employment location. Starting salary for Social Worker I is \$54,500 and Social Worker II is \$58,139. (Date listed: 4/29/19)

**Tanglewood Conservatories** (1068) Denton, MD. **Carpenter/Installer** (JO#989875). Apply on line at: <http://tanglewoodconservatories.com/careers>. (Date listed: 5/14/19)

**Target** (995) 28539 Marlboro Ave, Easton, MD. Team Members Needed: **Food and Beverage Expert** (JO#984059); **Style Team Leader** (JO#984061); **Starbucks Barista** (JO#984062); **Electronics TM Plus Mobile** (JO#984068); **Front of Store Attendant** (JO#984070); **Inbound Expert** (JO#984074); **Electronic Team Member** (JO#984141); **Visual Merchandiser** (JO#984212); **Electronic Team Member** (JO#984141); **Apparel & Accessories Team Member** (JO#966660); **Guest Service Team Member** (JO#984076); **Target Security Specialist** (JO#984075). To apply: <https://jobs.target.com>. (Date listed: 4/30/19)

**TEKsystems** (952) Hanover, MD. **Business Operations Associate**. Please click on the following link for job description and to apply. <https://careers-teksystems.icims.com/jobs/1185/business-operations-associate/job>. (Date listed: 4/16/19)

**Today For You** (1038) Easton, MD. **Lawn Maintenance Laborer** (JO#987068). Hours: Monday thru Friday, occasional Saturday, 7:00 - 4:00, but may go into overtime. Salary starts at \$14.00/hour and/or based on experience. Own transportation is desirable, but not required. Experience preferred, but not required. To apply email resume to [cathybrice1112@yahoo.com](mailto:cathybrice1112@yahoo.com). (Date listed: 5/9/19)

**Town of Centreville** (938) **Utility Worker** (Seasonal Part-Time). Department of Public Works. The Town of Centreville is a customer-focused local government. The Town offers an attractive salary and pleasant working conditions in the County Seat of Queen Anne's County on Maryland's Eastern Shore. The Utility Worker position assists with maintenance of the Town's streets, parks, water lines and sewer mains for the Town of Centreville. Responsibilities Include: fixing potholes, painting parking lines and operating equipment. Applicants should hold working knowledge of: the operation of trucks, the care and routine maintenance of such vehicles and gasoline engines; Traffic regulations of the State of Maryland, and possess the ability to follow directions. Minimum Qualifications: This position requires a valid Maryland Driver's License and clean driving record. Starting salary is \$13.68/hr. Applicants should submit an application via email to [kebaugh@townofcentreville.org](mailto:kebaugh@townofcentreville.org). by fax 410-758-4741 or mail to 101 Lawyers Row, Centreville, MD 21617. **Applications will be accepted until the position is filled.** For further information, please contact Krystal Ebaugh, Human Resources Manager at 410-758-1180, or visit the Town website [www.townofcentreville.org](http://www.townofcentreville.org). EOE. (Date listed: 4/10/19)

**Town of Centreville** (937) **Utility Worker** (Full-Time). Department of Public Works. The Town of Centreville is a customer-focused local government and offers a competitive salary, benefits package and pleasant working conditions in the County Seat of Queen Anne's County on Maryland's Eastern Shore. This position assists with maintenance of the Town's streets, parks,

water lines and sewer mains. **Responsibilities Include:** fixing potholes, painting parking lines and operating equipment. Applicants should hold working knowledge of: the operation of trucks, the care and routine maintenance of such vehicles and gasoline engines; Traffic regulations of the State of Maryland, and possess the ability to follow directions. **Minimum Qualifications:** High School Diploma or GED preferred. This position requires a valid Maryland Driver's License, the ability to pass a Dept. of Transportation physical exam, and ability to obtain a Commercial Driver's License. An equivalent combination of education and experience may substitute for certain qualifications. Starting salary is \$13.68/hr with opportunity for growth. Full-time benefits include Health Insurance, Dental, Vision, Retirement Plan, Group Life Insurance, Short term and Long term Disability, Paid Holidays off, Accrued Vacation and Sick Leave, Personal Leave Days, Christmas club account and other voluntary benefits such as Flex Spending Accounts, Deferred Comp, Voluntary Life Insurance, and AFLAC. Applications should be submitted via email to [kebaugh@townofcentreville.org](mailto:kebaugh@townofcentreville.org), by fax 410-758-4741, or mail to Attn: Human Resources, 101 Lawyers Row, Centreville, MD 21617. **Applications will be accepted until the position is filled.** For further information, please contact Krystal Ebaugh, Human Resources Manager at 410-758-1180 or visit the Town website [www.townofcentreville.org](http://www.townofcentreville.org). EOE. (Date listed: 4/10/19)

**The Town of St. Michaels, MD** (1009) is currently accepting applications for **police officers**. Applicants must be certified by the MD police training commission. Competitive salary and superior benefits package, to include LEOPS retirement and take home cars. Please send resume and letter of interest to Chief Anthony Smith, P.O. Box 986, St. Michaels, MD 21663 or email [asmith@stmichaelsmd.gov](mailto:asmith@stmichaelsmd.gov). (Date listed: 5/2/19)

**Trenton Pipe Nipple Company, LLC** (1100) Federalsburg, MD. **Pipe Threading Machine Operator** (JO#991993). 4 ten-hour days- Mon.-Thurs. w/ Benefits. To apply- email resume to: [larry@trentonpipe.com](mailto:larry@trentonpipe.com). No Phone Calls. (Date listed: 5/20/19)

**Tri-Gas & Oil Co., Inc.** (1021) Current openings May 2019: **HVAC Service Tech** (JO#986473); **HVAC Installation Assistant** (JO#986474); **Accounting Clerk** (JO#986470); **Transport Drivers** (JO#986471). To apply email resume to: [careers@trigas-oil.com](mailto:careers@trigas-oil.com). (Date listed: 5/6/19)

**Truxton Trucking** (989) **CDL-A Truck Drivers** Caroline County Location (JO#983707). Recent Grads OK. To apply call 410-739-7175 for appointment. (Date listed: 4/29/19)

**Turnbridge Point** (1097) a waterfront Bed & Breakfast on Maryland's Eastern Shore. **Bakers** (JO#991878); **Pastry Chefs** (JO#991880); **Sales Staff** (JO#991881); **Kitchen Porters** (JO#991883). To apply email resume to: [info@turnbridgepoint.com](mailto:info@turnbridgepoint.com). (Date listed: 5/20/19)

**Turnbridge Point** (980) is a wholesale and retail Bakery specializing in couture wedding cakes and pastries, full catering and event services and is boutique Bed & Breakfast. Co-Owned and operated by Chef Steve Konopelski, Turnbridge Point has two locations on the Eastern Shore of Maryland in Denton and coming soon to Easton! Chef Steve is known as a local celebrity after winning competitions on The Food Network. Currently hiring at both locations: Kitchen Porter, Cooks, Pastry Cook, Wait Staff, & Front of House. Fun environment, flexible hours and offering competitive wages based on experience! Apply today by emailing resume to [info@turnbridgepoint.com](mailto:info@turnbridgepoint.com) any questions call 443-448-4782. (Date listed: 4/25/19)

**UniSite Design, Inc.** (882) is a manufacturer and designer of high-quality commercial grade site furnishings located in Denton, Maryland. We take great pride in designing and manufacturing Victor Stanley products which are one of the finest collections of site and street furnishings (litter receptacles, benches, tables & chairs, picnic tables, bike racks & bollards) in the world. Carefully integrated designs and innovative use of materials and technology embody our commitment to produce durable, strong, functional, attractive and comfortable site furniture. Please visit our online **Career Center**. We are currently searching for qualified candidates for several positions including: A **Production Support Assistant** to provide administrative support to the Production and Engineering Departments. Works closely with the Engineering and Manufacturing Manager to

ensure production runs smoothly and in a timely manner. Must be able to work independently in a fast paced environment while multi-tasking to assist with planning and organizing of manufacturing operations. A **Maintenance Mechanic** that works directly within the Maintenance Department to support production. They perform routine preventative maintenance and ensure that industrial production equipment continues to operate at maximum productivity, quality, and safety. They diagnose, repair, replace and install industrial equipment and machine parts for conveyors, presses, shears, etc. The maintenance mechanic also performs regular facility and building maintenance. A **Power Tool Repair Technician** that works directly with the Maintenance Department to support Production. This position is responsible for providing routine preventative maintenance, stocking, and repairing of tools (hand, power, air) and tool systems throughout the factory. They issue and maintain tools, perform daily preventative maintenance (PM) on the air system, manage tool inventory, enter tool information into the asset tracking system, and assist other members of the electric shop as directed. Please apply in person or online through our [Career Center](#). UniSite Design, Inc., 1105 Park Lane, Denton, MD 21629. UniSite Design, Inc. is an Equal Opportunity / Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, age, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. (Date listed: 3/28/19; Updated: 5/15/19)

**U.S. General Services Administration** (1067) **Student Trainee** (Business and Industry), GS-1199-04. Closes: May 20<sup>th</sup>. For more information and to apply, go to <https://www.usajobs.gov/GetJob/ViewDetails/533315400>. (Date listed: 5/14/19)

**USA Fulfillment** (1037) 313 Talbot Blvd., Chestertown, MD 21620. 410-810-0880. [woutten@usafill.com](mailto:woutten@usafill.com). **Full-Time Warehouse Material Handler**. USA FULFILLMENT is seeking an outstanding Team Member who is looking for an opportunity. This Team Member will always strive to be dependable, hardworking and punctual. The Warehouse Team Member must have the ability to work in a fast paced environment while maintaining the accuracy of the inventory to help achieve the daily tasks and deadlines that are given. Lift truck experience is helpful, but not necessary. All training will be provided by USA Fulfillment. Scheduled hours range from Sunday – Friday. 7:00am – 10:30pm. Full benefits available. Qualifications: Must be able to lift 50 lbs. consistently, ability to learn the Warehouse Management System, basic computer knowledge: Word, Excel, & email, ability to operate the Lift trucks safely, ability to travel heights of 25 feet, maintain inventory accuracy and strong math, problem solving, and time management skills. To apply, complete a full application at USA Fulfillment's offices between 8:30am and 3:00pm, M-F. Address: 313 Talbot Blvd., Chestertown, MD 21620, or go online to [www.usafill.com](http://www.usafill.com). (Date listed: 5/8/19)

**Valley Proteins** (1007) in Linkwood, MD. Current Openings: **Diesel Mechanics** (JO#9852191); **Boiler Operator** (JO#985224); **Waste Water Operator** (JO#985226); **Production Workers** (JO#985228). To apply- email resume to: [rparks@valleyproteins.com](mailto:rparks@valleyproteins.com). (Date listed: 5/2/19)

**WalMart** (1093) Easton, MD. **PT-Remodel Associates** (JO#970772); **PT-Forklift Drivers** (JO#970775); **Cart Pushers** (JO#991373); **Maintenance Associates** (JO#991366); **Customer Hosts** (JO#991353); **Cashiers** (JO#991353); **Stockers** (JO#991356); **Lawn & Garden Associate** (JO#991367). Apply on line at <https://careers.walmart.com>. (Date listed: 5/17/19)

**WalMart** (1005) **Cambridge, MD. Stockers-1 PM to 10 PM** (JO#949243); **Cashiers** (JO#949242); **Cart Attendants** (JO#985207); **Assemblers** (JO#974447); **Cap-1 Stockers-4 AM to 1 PM** (JO#985211). Veterans are encouraged to apply. Apply on line to: [www.walmart.com/apply](http://www.walmart.com/apply). (Date listed: 5/2/19)

**Washington College** (1061) Chestertown, MD. **Gallery Director & Curator for Kohl Gallery** (Refer to MWE Job Order #989332); **Technology Acquisition Adm.** (Refer to MWE Job Order #989334); **Director of Archives & Technical Services** (Refer to MWE Job Order #989338); **Director of Public Services** (Refer to MWE Job Order #989342); **Visiting Instructor of Spanish** (Refer to MWE Job Order #989346). Apply [www.washcoll.edu](http://www.washcoll.edu). (Date listed: 5/13/19)

**The Whalen Company** (1039) Easton, MD. **Administrative Production Assistant** (JO#987951). HVAC Manufacturer seeking organized assistant proficient in Microsoft Office to provide support to daily production operations, flexibility and willingness to learn a must, no manufacturing experience necessary. Salary DOE. Excellent benefit packet. Email resumes to: [hr@whalencompany.com](mailto:hr@whalencompany.com). (Date listed: 5/9/19)

**Whitewood Assisted Living** (1048) BEST PAY IN AREA! Overnight shifts primarily. **Caregivers** needed, full or part time. 10 minutes from Chesapeake College. Great working environment. Taking care of elderly residents in all aspects of care, having fun with them, cooking, light cleaning, activities and games. Various shifts available. Must be able to work some overnights. Clean criminal background, potential drug testing. Generous pay. NO EXPERIENCE NEEDED. No licenses needed. No CNA needed. Please email resume or summary of experience and desired pay rate to [info@whitewoodassistedliving.com](mailto:info@whitewoodassistedliving.com) or apply in person to Whitewood Assisted Living, 112 Collier Road, Grasonville. (Date listed: 5/9/19)

**Wild Birds Unlimited** (1027) Join our team! The difference between Wild Birds Unlimited and other retailers goes far beyond what we sell. It is who we are. Enthusiasm, professionalism, informed advice and superior customer service are the hallmarks of our people. We will be opening up your locally owned new store in Easton, MD. We are currently looking for part-time **Sales Associates** who love working with nature and people. Candidates must be 18 years and older. Must be able to lift 20 pounds and have weekday and weekend availability. We will provide training. To request an application please email us at: [wbueaston@gmail.com](mailto:wbueaston@gmail.com). We offer a variety of bird foods, bird feeders, bird houses and bird baths. We specialize in bringing people and nature together. (Date listed: 5/7/19)

**Yankee Candle** (1026) Queenstown, MD. **Retail Store Associate**. Yankee Candle is seeking individuals who are passionate about home décor and fragrance. We are an energetic, innovative and engaged team, who values their people and their development. This position is perfect for someone who enjoys an organization that moves swiftly, is open to change, and for someone who really cares about providing and demonstrating exceptional guest service. Minimum Requirements: •High School Diploma/GED or equivalent experience. •Strong customer service skills and the ability to sell products is required. •Must be able to work weekends. **Retail Store Second Assistant Manager**. Yankee Candle is seeking individuals who are passionate about home décor and fragrance. We are an energetic, innovative and engaged team, who values their people and their development. This position is perfect for someone who enjoys an organization that moves swiftly, is open to change, and for someone who really cares about providing and demonstrating exceptional guest service—and can correlate that behavior with driving sales. Job Summary: As a Retail Store Second Assistant Manager, you are responsible for acting as Manager on Duty (MOD) for various shifts and assisting the leadership team with achieving sales, organization, guest engagement, and profitability goals within a Yankee Candle store. Details: Provides assistance in the direction and leadership of an assigned Yankee Candle Retail Store; opens and closes the store on a regular basis; acts as Manager on Duty (MOD) for various shifts; drives sales & profitability; provides exemplary guest service, ensures visual merchandising/presentation and operational standards; assists with the training and coaching of store management teams and Sales Associates; works to help the store achieve divisional and store sales and profitability goals; processes guest transactions and operates POS system with speed and accuracy; restocks shelves with product as needed. Minimum Requirements: •High School Diploma/GED or equivalent experience. •2 years' supervisory/management experience in a retail sales environment or similar fast paced, customer service environment, preferred. •Strong customer service skills and the ability to sell products is required. •Demonstrated ability to

effectively coach and train others in a retail setting, and the ability to relate well using communication, interpersonal, diplomacy and related skills required. Please apply in store. (Date listed: 5/7/19)

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The Office of Employment Services makes every effort to publish the job listing in a timely manner. However, deadlines for some positions allow a limited response time. Contact with the employer is encouraged to see if the position is still available. Chesapeake College is an Equal Opportunity Institution.