



**ONTARIO COUNTY
FINGER LAKES WORKS
DEPT. OF WORKFORCE DEVELOPMENT
JOB LEADS OCTOBER 31, 2016**
Web Site: www.co.ontario.ny.us/workforce

Quote of the week: "Accept the challenges so that you can feel the exhilaration of victory." George S. Patton

Administrative Assistant/Body & Fender Repair Person: Farnsworth, Canandaigua. Entry Level position: Full time employment in an expanding collision repair office. Applicant must have NYS Driver's License, dependable transportation, proven attendance record, accurate and organized clerical skills, experience with busy office environment, and ability to succeed in a multi-task environment. Must have strong customer relations skills. Applicants must have some familiarity and understanding of Automobile design and construction. Willingness to learn Collision Estimating, insurance claims handling. Benefit Package available. To Apply: Send resume via mail Farnsworth Chevrolet Inc. Att: Charles Hall 2350 Rochester Road Canandaigua, NY 14424; via phone 585-394-2360; or via email chall@farnsworthgroup.com

All Positions: Hampton Inn & Suites. Hiring for all positions - Part-time EOE. Apply in person or online at www.careers.widewatershotels.com; or in person 7637 Rt. 96 • Victor. For more information call 585-924-4400.

Assembler, General: Positions available for large manufacturer in Clifton Springs. Openings on all three shifts, with overtime. Responsibilities are assembly of small to medium sized parts by hand and machine. Use of hand tools required with soldering, tapping, hooking, etc. Responsible for performing quality checks on the assemblies. Performance Expectations: Individuals will be evaluated on their attendance, accuracy, and pace at which they complete all tasks. 6 month contract to hire and when permanent, are eligible for: free YMCA membership, benefits paid in full, and 12 paid holidays. Anyone interested should call me at 315-928-3175 or send me their resume at brapeter@aerotek.com

With Ontario ARC's wide range of programs and services, there is variety of positions available. Many of which provide the potential for a rewarding career in a compassionate, yet innovative working environment. Accepting applicants for: **Assistant Director; Driver; Employment Specialist II; PC Tech; Program Sub; Service Coordinator; Skills Instructor; Rec Assistant; RN, Hab Coordinator; Senior Employment Specialist; Wellness Coordinator.** To apply

via e-mail: humanresources@ontarioarc.org Attachments must be in Microsoft Word or PDF. To apply in person or for the Maintenance Specialist Position by mail: Ontario ARC, Human Resource Dept., 3071 County Complex Drive, Canandaigua, NY.

Assistant, Life Enrichment: Quail Summit - Canandaigua, NY. Job Objective: Life Enrichment Assistant will help assist activities for Residents in our Independent, Assisted and Memory Care. Work directly with Residents; without direct supervision. Organize and obtain supplies and equipment as requested. Assist Life Enrichment Director & set up program areas as needed. Position reports to the Life Enrichment Director. Qualifications/Requirements: Previous experience with Geriatric population preferred. Positive attitude and energy is a must! Required education: High School diploma or equivalent. A valid and driver's license with no record of traffic violations. Apply in person Monday-Friday 9am-4pm. No phone calls please. 5102 Parrish Street, Canandaigua, NY 14424

Assistant, Resident: Quail Summit Canandaigua: Full Time/Part-Time - Evenings/Overnights Responsible for direct care of senior residents. Must possess good work ethic and ability to follow proper procedures. Possess an affinity for seniors and genuine care for their well-being is essential. Must be at least 18 years old. Experience with memory care and flexibility with schedule a plus. On-site 40 hour Resident Assistant training provided. Apply in person Monday-Friday 9am-4pm. No phone calls please. 5102 Parrish Street, Canandaigua, NY 14424

Associates, Front Desk Part-Time: Planet Fitness Victor, NY. Essential Duties and Responsibilities: Welcome and exit members in a confident, professional, and friendly manner with hi's and goodbye's; Anticipate member's needs, respond promptly and acknowledge all members; Provide gracious and efficient telephone service. Calls should be answered promptly and knowledgeably, always ensuring complete and accurate information; Utilize strong communication and problem solving skills to effectively resolve customer concerns, ensuring a pleasant experience. Minimum Qualifications: Six months face to face customer service experience in a restaurant or retail environment required or one year Fitness experience preferred; Successful completion of a job shadow upon interview; A High School Diploma Or Equivalent required; 18 years old or older. For more information and to apply online visit: <http://www.planetfitness.com/careers>

Associate/ Coordinator, Warehouse Inventory: Shrink Packaging Systems Corporation - Victor, NY. Summary/Objective: The warehouse/inventory coordinator is responsible to provide effective organization, planning, and participation in all the operations and activities of the warehouse with minimal supervision. Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice. Required education: High school or equivalent. Required experience: Inventory Management: 1 year; Required license or certification: Fork Lift Certified. This is a full-time position. Days and hours of work are Monday – Friday, 8:00 a.m. – 5:00 p.m. For more information and to apply call (800) 944-9689 or visit: <http://www.sps70.com/contact-sps-2/careers/>

Associate, Salon: Zoom Tan Canandaigua. Position Summary: Maintain the highest level of service delivery to our customers by selling Zoom Tan Products and services and offering exceptional customer service. Specific Knowledge/Skills: Quality orientation and high attention to detail; Excellent interpersonal and communication skills; Ability to work with a high performance team; Problem analysis and problem resolution skills. Education/Experience: High School Diploma preferred. To apply online visit: <http://www.zoomtanjobs.com/>

Associate, Seasonal Store /Stocker: Big Lots Canandaigua, NY. Performs general store operations duties as directed, including cashiering, truck unloading, stocking and merchandise recovery. Greets customers and assists them as required to maintain the highest level of customer service. Position ID# 70835
<http://www.biglots.com/corporate/careers>

Party City is looking for **Associates, Store; Store Managers; and Team Leaders** for their new location in Victor, NY! For more information and to apply visit: www.careers.PartyCity.com or visit the Party City Store at 44 Square Drive, Victor.

Attendant; and a Security Guard. For more information and to apply online visit: <https://careers.delawarenorth.com>

Attendant, Hotel Breakfast: Holiday Inn Express / Indus Hospitality Group - Victor, NY Part-time Holiday Inn Express Breakfast Attendant (part-time). Our Holiday Inn Express located in Victor, NY is looking for an energetic candidate to fill the position of Breakfast Attendant! Previous restaurant experience is a plus, but is not required. The ideal candidate will have great attention to detail, the passion for serving others, and flexible availability! If interested, please apply directly at Holiday Inn Express located at 7502 Main Street Fishers Victor, NY 14564.

BRISTOL MOUNTAIN is hiring for the season! Must be 18 or older. Positions available in the following departments: **Bussers/Dishwashers; Cashiers Chefs; Cooks; Demo & Cross Country; Guest Services; Janitorial; Lift Operations; Rental Shop; Retail Store; Snowmaking; Snowsports School age 16+;** Ticket Sales; Tuning Center. GREAT SNOWBOARD/SKIING BENEFITS *Apply in person:* Personnel Office ~ 5662 Route 64, Canandaigua Mon-Fri 8:30AM-3:30PM. Please, no phone calls.

Bus Washer: RTS Canandaigua NY. OVERVIEW: The position exists to perform exterior and interior transit bus cleaning/washing, bus fueling, and bus parking/placing. Work is physically demanding using power and hand tools. The work is performed in an outside environment regardless of weather. REQUIREMENTS: Applicants must possess a high school diploma or GED; Must possess a valid NYS CDL B License with a passenger endorsement, no airbrake restriction, and clean driving record (no points, no suspensions, no convictions); Will be required to pass a pre-employment medical and drug test; criminal background check and education check conducted. HOURLY RATE: \$12.38 and WORK HOURS: Monday thru Friday, 3pm-11:30pm. We offer a competitive benefits

package! How to Apply: In person at RTS Ontario, 2930 Co. Rd. 48, Canandaigua, NY 14424 Download an application at www.myRTS.com Send via fax 585-654-0293 or email to rts.jobs@myRTS.com (585) 654-0200.

Caregivers, Happier at home Victor, NY. Seeks Companion Caregivers to assist the elderly. Ontario County/Part time, varied hours. Driver's license and vehicle required, experience a plus! Apply on-line HappierAtHome.org/Employment or call (585) 633-5555.

Cashiers/Sales Associates: Michaels Canandaigua NY. The Cashier is enthusiastic and passionate about creativity, people and arts and crafts. The Cashier performs all cash register operations and related customer service duties. Monitors activities in the front of the store and secures Michaels assets including cash, checks, media and merchandise. In addition to providing world class service to our customers, they ensure key marketing initiatives such as: bounce back coupons, email collection, and brochure handouts. For more information and to apply online visit <http://www.michaels.com/> Scroll down and click "Work at Michaels" at the bottom of the screen.

Clifton Springs Sunoco **Part-Time, Possible Full Time Positions** in the NYS Thruway Travel Plaza. Must be flexible. Apply in person at 3236 Route 96.

Cleaners: Clean Craft is looking for Part Time Evening Cleaners in Canandaigua.. We have numerous positions available. Evening hours usually are 5:30pm-8:30pm or longer. Pay rate is \$11.000/hr Great for a second job for extra \$\$\$\$. Must have own transportation, and good work history. Also must pass a drug screen and background check. If interested please apply at www.cleancraft.applicantpro.com

Cleaning: Canandaigua Area. Part-Time Evening's Available and car is required. Ontario Janitorial(585) 398-3287

CNC PROGRAMER/SET-UP/OPERATORS: Hunter Machine is looking for CNC Programmer, Set-Up; and Operators call (585) 924-7480 to more information.

Finger Lakes Gaming and Racetrack Farmington, NY are now hiring for the following positions: **Coatroom checkers; Cooks; Count Team Supervisor; Database Specialist; EMT/Security Guard; Housekeepers; IT Tech; Racing Cleaner; Remedy Lounge Server; Building Maintenance; Tim Horton's Stand.**

Compounding Sanitizer: Assist with department sanitization of all portables, totes, drums, and miscellaneous containers. Ensure that residual chemicals are disposed of properly and in compliance with department and environmental regulations. Education and Experience: High school graduate or equivalent preferred. Must be lift truck certified. The employee must regularly lift and/or move up to 25 pounds. Occasionally this position may require the lifting and/or moving of more than 55 pounds. For details and to apply, call our office at 585 396 1990 or apply on line at Adeccousa.com

Cooks, Line: Take orders and cook foods requiring short preparation times, according to customer requirements. Inspect and clean food preparation areas, such as equipment and work surfaces, or serving areas to ensure safe and sanitary food-handling practices. Season and cook food according to recipes or personal judgment and experience. Turn or stir foods to ensure even cooking. 16-25 hours per week. Weekends. Salary commensurate w/ experience. Canandaigua/Bristol area. Contact Julie by email: Julie.woloson@gmail.com

Cooks, Line: The Village Bakery & Cafe is currently looking for an energetic and positive individual to join our team of Line Cooks. Applicants must be hard-working, friendly and have at least 1 year experience. Please apply in person Monday-Friday between 1pm and 3pm. Full & Part Time positions available. Growth opportunities for qualified applicants. Eastview Mall Main Entrance (Near Pottery Barn 7979 Pittsford Victor Rd. Victor, NY 14564. Serious applicants only.

Cooks, Short Order: Well-established, busy restaurant in Farmington has immediate need for experienced short order cooks. Monday-Saturday, 1pm-9pm. Reliable transportation necessary. Local residents are encouraged to apply. Call 585-924-7760 and ask to speak with Nick or Alex.

COORDINATOR, CAMPUS CENTER EVENING/WEEKEND VICTOR, PT: Serves as the student services liaison & operations supervisor at the center. Responsible for the evening/weekend mgmt. of the center, including opening and/or closing the center, working closely with the faculty, & ensuring cleanliness of the facility prior to closing. Travel to/from the main campus for training & meetings req'd. Associate's degree req'd, Bachelor's pref'd. Min. 1 yr. administrative exp., preferably in a college setting. Excellent communication & org. skills, familiarity with MS Office Suite & student info systems (e.g. Colleague). Knowledge of student services, academic degree program requirements, & FERPA regulations pref'd. Exp. in facility mgmt. pref'd. Typical hrs.: M-Th 4 pm-10 pm & occasional Saturdays as needed. \$15/hr. To apply please submit your cover letter and resume at www.flcc.edu/employment Applications will only be accepted online. Address your online cover letter & resume to Grace Loomis, Director of Human Resources.

Crew Members Part-Time: Dunkin Donuts Canandaigua, NY. Crew Members are responsible for delivering a great guest experience every day for our guests. This entry level team member position at Cafua Management Company prepares products according to the Dunkin' Brands operational and quality standards and serves them with enthusiasm in a clean, fast paced environment. Crew Members work as part of a team to ensure we are meeting our Guests' needs, giving them a reason to come back again, and again. Skills/Qualifications: Fluent in English; Basic computer skills; Capable of counting money and making change; Able to operate restaurant equipment (18 years or older); and Must be able to lift a minimum of 50 lbs. For more information and to apply visit: www.dunkindonuts.com

Crew Members: We are looking for part-time team members with excellent customer service skills! The ideal candidates will have a commitment to quality, exceptional guest service as well as flexible availability. To apply for one of the

above positions, please complete a paper application at the KFC located at 1301 RT 332 Farmington, NY 14425!

Crew Members: We are looking for part-time team members with excellent customer service skills! The ideal candidates will have a commitment to quality, exceptional guest service as well as flexible availability. To apply for one of the above positions, please complete a paper application at the Taco Bell located at 7457 RT 96 Victor, NY 14564.

CSA Front End: LOWES Canandaigua, NY. Responsible for responding to customer inquiries, providing support throughout their shopping experience including promoting customer loyalty plans and/or extended protection/replacement plans, processing sales and returns using a cash register, and addressing customer complaints. Job Requirements Requires morning, afternoon, and evening availability any day of the week. Physical ability to move large, bulky and/or heavy merchandise. Physical ability to perform tasks that may require prolonged standing, sitting, and other activities necessary to perform job duties. For more information and to apply visit: <https://careers.lowes.com/opportunities/> Enter Canandaigua for City and Location Canandaigua; and NY for the State: Job ID 099059BR

Customer Engagement Leader: PetSmart Victor, NY. Exceptional customer service is at the heart of everything we do. That's why our Customer Engagement Leader is dedicated to providing pets and pet parents with an unrivaled customer in-store experience. As a Customer Engagement Leader, you'll be responsible for fostering our culture, assisting customers around the store, ensuring the health and safety of the live pets in our stores—including fish, reptiles, birds and small animals. You'll manage front line associates using company vision and strategy while supporting the merchandise plan. For more information and to apply online visit: <https://careers.petsmart.com/career-opportunities/index.shtml>

Customer Service Advisor: Valvoline Instant Oil Change Canandaigua, NY. What does a Customer Service Advisor do? A Customer Service Advisor greets the customers as they drive onto the lot, presenting oil change options and additional services based on manufacturer recommendations. Their goal is to create repeat customers by presenting services in a way that results in trust and sales. Customer Service Advisors also provide under the hood services as needed. For more information and to apply online visit: <https://jobs.vioc.com/>

Customer Service Representative, Part-Time: Raymour & Flanigan Canandaigua, NY. Are you ready to start your career with a company that offers growth, challenge and a commitment to excellence? Raymour & Flanigan is a leading furniture retailer in the U.S. and is searching for a career minded customer care associate that can make a difference to the customer shopping experience. Many of our successful long term associates started at the beginning. Here is where you can demonstrate your customer service skills and learn the furniture retail business. Apply today for the start of your successful future! Qualifications: High School Diploma or equivalent. Proficient computer skills and able to learn proprietary P.O.S. program. Flexibility to work a retail schedule that includes days,

nights, weekends, holidays and events. For more information and to apply visit: <https://careers.raymourflanigan.com/> Click on the "Job Search" Link.

Delivery, Pizza: Fat Boys Pizzeria is looking for a delivery driver. Must have your own transportation. Valid New York state driver's license and car insurance. Familiar with area of Phelps and Clifton springs. Positive attitude. Our establishment can be very fast paced at times and your duty's would be more than just driving!! We would love for you to join our team today just call or text Eric: 585-353-6560.

Detailer, Steel: Rochester Rigging & Erectors, Inc. - Bloomfield, NY. We are a structural steel company located in Bloomfield, NY looking for an entry level detailer to detail large structural steel projects and miscellaneous metals with TEKLA. We are looking for a candidate who is motivated, detail oriented and wants to learn a new business and new software. This candidate would be an independent thinker, have good phone and written communication skills and be a team player. It would be helpful to find a candidate with experience in construction and/or have a two year Associate Degree in Computer Aided Drafting or Construction. Knowledge with Microsoft Outlook, Excel and Word a plus. Candidate may be required to travel to project sites to attend meetings and get measurements so they must have a valid NYS Driver's License. We have a commitment to training! If you think you would like to join our team, please send your resume today to 585-657-6957. EEO

Drivers, Class A: We are seeking Regional and Local Drivers. Areas for Regional drivers are NY, NJ, PA, OH and New England. Local drivers are required to cross over to Canada. Two years of experience and safe driving a plus. We are also offering a Sign on Bonus call for details. Home weekends! Company contributes toward medical plan. 100% No touch freight. Been in Rochester for the past 25 years and take pride in the family oriented atmosphere. Contact by phone can be made between 9am- 4pm weekdays. 585-424-3660.

Drivers, CDL: The Town of East Bloomfield, NY Highway Department is currently accepting applications for part-time CDL drivers for its winter operations. This position is seasonal and could include working holidays, nights and weekends. Must live 20-30 minutes from Highway Garage. Qualifications: CDL driver class B or greater with no convictions. Pre Drug and Alcohol Testing are required before consideration of hiring. Applications are available at the Town of East Bloomfield Highway Garage of Town Hall Clerks office. Please submit your application by November 1, 2016 to East Bloomfield's Highway Supt. Brian Bernard; for more information call 585-657-7727.

Food Service: Chipotle is opening in Victor! Building the perfect burrito - and having fun doing it - is the first step to building your career at Chipotle. Sharpen your customer-service and teamwork skills, learn to make great food and get ready to grow. At Chipotle we don't have multiple job titles for our entry level employees but all of our crew will play the role of dishwasher, cashier, server, host, bartender, cook, prep cook, etc. so be prepared to learn a lot and work hard if you join the team. Most of the jobs that we are hiring for are entry level positions. We promote

most of our managers from within and are looking for that next generation of leaders to apply now: <https://jobs.chipotle.com/>

Food Service and Cleaners: We have openings starting IMMEDIATELY all shifts at Tim Horton's, Villa Pizza, Gift Shop, and Checkers. We have morning; evening and overnight positions pay \$10.50 available to start IMMEDIATELY!! The positions include cashing, food handling, and lobby cleaning attendant. We also offer 50% on employee meals!!! Full and Part-time openings!!! Drug free environment! Please apply in person or email resume: managerseneca@gmail.com Seneca Travel Plaza, 7029 Aldridge Road, Victor, NY 14564.

Food Service Helper (#16-023) Part-Time: Canandaigua, NY. Ontario County is looking for a Part-Time Food Service Helper. Minimum Qualifications: This routine manual work performed under the immediate supervision of a cook and involves the preparation of food. On occasion Food Service Helpers may perform cooking duties involving lesser degrees of skill than regularly required of a cook's position. Receives and stores food, supplies and chemicals; Food preparation: Slices, grinds meat, cheeses and vegetables; Portions and packages out meals; Washes dishes, pots and pans by hand or by machine; Sweeps mops and cleans kitchen; Serve food to congregate meal sites, when needed. Rate of Pay: \$12.48 per hour; Location: 74 Ontario Street Canandaigua; Application Deadline/Last Filing Date: November 30, 2016. How to apply: Call 585-396-4465 or apply in person to Human Resources at 3019 County Complex Drive Canandaigua. State what job you are applying for and the Job Posting Number (#16-023).

Healthcare: Thompson Health is accepting online applications for: Environmental Services Aide, Endoscopy Tech, Administrative Assistant, Nutrition Services Associate, PT Care Tech, RN, Patient Account Rep. Apply online at: www.thompsonhealth.com

Helper, Greenhouse: The Violet Barn (in Naples) needs full time greenhouse help. Experience not required, but only genuinely interested should apply. Call 585-374-8592 12pm-5pm.

Home Health Aide: If you have a passion for helping others and want to make a difference, please consider joining our team. for providing personal care, and supportive services which includes, but is not limited to assisting the client in activities of daily living, planning and preparing meals, and maintaining a clean and safe environment. HHA may assist the client with medications which are ordinarily self-administered. Must be caring, dependable, & must meet health requirements. Reliable transportation required. Competitive pay, flexible scheduling. Call CareGivers at 585) 394-6090.

Home Health Aide: Tuition free HHA training available, job offer and \$250 stipend after successful completion. Already a CNA or certified HHA, ask about our one day competency evaluation. A retention bonus of up to \$2,500 is available. What sets us apart: competitive hourly rates, paid holidays, vacation & sick time, mileage reimbursement, medical & dental ins., retirement plan, paid holidays, vacation & sick time & more. Minimum qualifications: High school diploma/GED, valid NYS

driver's license and own reliable vehicle. Caregiving experience helpful. Must be available Mon.-Fri. from 8am-5pm to complete the 3 week training program. If already certified, must be available 8:30am-5pm on evaluation day. Apply on-line at: <http://www.lifetimecare.org>

Housekeeping Part-Time: Comfort Inn & Suites. Start time 9:30am; Weekends a must; Will train. Apply at Front Desk 6026 State Route 96 Farmington, NY 14425 (Next to CVS). NO PHONE CALLS PLEASE.

Installers/Mechanics for roofing and siding. Requirements: Need own hand tools, valid NYS driver's license, 5 years' experience and drug screening. Victor Roofing & Siding (585) 924-2570.

Maintenance, Specialist: Full time, 40 hours per week with full benefits. On call rotation is required. Starting wage is \$11.56 hour. Responsible for a variety of routine, preventive, and emergency maintenance issues throughout all ARC facilities. Helps to promote the maximum safety and well-being of program participants, staff and visitors through attractive, well-maintained facilities. Specialist 2 person typically are assigned a specific building or buildings which they are independently responsible for such as Abbey Industries or the Eberhardt Center or are involved with complex capital projects such as new housing. To apply via e-mail: humanresources@ontarioarc.org Attachments must be in Microsoft Word or PDF. To apply in person or by mail: Ontario ARC, Human Resource Dept., 3071 County Complex Drive, Canandaigua, NY. MINIMUM QUALIFICATIONS: High school diploma or equivalent to journeyman level and over three (3) years' experience in general maintenance, building trades or custodial services or an equivalent amount of education and/or experience. Must possess a clean driving record.

Manager, Accounts: Messenger Post Media in Canandaigua, NY is looking for an Accounting Manager who will be responsible for accurate financial reporting for the Messenger Post and its weekly papers along with oversight for accounts payable, payroll, credit/collections and order processing. Responsibilities include but are not limited to: Monthly journal entries and reporting; Prepare account reconciliations; Daily credit card processing; Oversight for order processing, accounts payable and payroll. Requirements: Bachelor degree in Accounting or equivalent experience; 3-5 years supervisory experience; Strong Excel skills; Ability to handle confidential information and handle company funds; Must be organized and detail oriented We offer Medical, Dental, Vision, 401K, and paid time off. Salary commensurate with experience. To apply send resume to: bdoane@messengerpostmedia.com Please type "Accounting Manager" on subject line.

Manager, Key Account: Plockmatic develops, manufactures and markets equipment for document finishing – primarily booklet making and mailing systems. These machines are designed to integrate in line with some of the world's best-selling digital printing systems. The Key Account Manager is responsible for achieving customer satisfaction, revenue and profit objectives with our OEM customers in North America. These customers are some of the biggest manufacturers of digital printing systems. You'll talk every day with dealer and

direct salespeople and their managers at the local and regional level. You'll also work closely with the Plockmatic team: Product management, research and development, technical support and the executive team. Ultimately, you'll do everything you can to attach Plockmatic finishing systems to every eligible printing system. A BS degree and one year of relevant experience is desired. Send cover letter and resume to: Human Resources, Plockmatic Document Finishing Inc, 7870 Lehigh Crossings, Suite 4, Victor, NY 14564.

Manager, Residence: Geneva area. Starting Salary: \$40,100, (\$19.27hr). Full time, 40 hours per week. Description: Provides training to residents in the activities of daily living on an individual and small group basis. Develops and implements individual goals and services recommended by the treatment team. Trains site staff on proper implementation, methods, and time frames. Performs a variety of supervisory, resident related and program administrative functions to ensure efficient day to day operation of assigned residential site. Helps to ensure a homelike environment is maintained in a safe, sanitary, and attractive condition. Ensures that program policies and procedures are implemented or observed by staff, to promote the wellbeing of residents and the protection of their individual rights. Minimum Qualifications: BS in Human Services field and three years of relevant experience, including one year of supervisory experience, or an equivalent amount of education and/or experience. Candidates with QMRP requirements (with at least one year of working with those who have developmental disabilities) preferred. Conditions of employment: CPR and First Aid Certification. Medication Administration Certification. Certification to drive agency vehicles and Occasional Driver certification. Positive Approaches. To apply via e-mail: humanresources@ontarioarc.org Attachments must be in Microsoft Word or PDF. To apply in person or by mail: Ontario ARC, Human Resource Dept., 3071 County Complex Drive, Canandaigua, NY.

Managers, Restaurant: Applebee's Canandaigua, NY. Time to upgrade! Bring your quick experience and fast track your career! Please send your resume to mciravolo@tlcannon.com

Manager, Store: Eddie Bauer Victor, NY: Job Code: 5355477 Core
Accountabilities: Ultimate accountability to drive store sales results and operating profit. Develop a high performing team that loves to sell and is committed to engaging with customers, delivering excellent customer service and quality brand presentation. Meet or exceed expectations for individual sales results and key business drivers as well as achieve desired team sales results. Role model and coach selling, sales leadership and clientele in all interactions with your team and customers; Consistently source top talent for your store at the management and associate level. Drive store business through successful event planning and community outreach. Train, develop, coach, mentor and retain a customer focused selling team. Other related duties may be assigned as necessary. REQUIREMENTS: 3-5 years store management experience, specialty retail experience preferred; Proven track record of achieving top results in individual sales performance. Ability to regularly lift and/or move up to 10 lbs. and frequently lift and/or move up to 25 lbs.; Must be able to work a variable schedule to meeting the needs of the

business, including weekends, evenings and holidays; High school diploma or equivalent: Bachelor or Associate Degree preferred. For more information and to apply visit: <http://careers.eddiebauer.com/>

Mechanic: Geneva, NY. Mechanic for busy automotive shop. Experienced in all makes and models. Pay depending on experience. Apply in person: Laurenza's Performance & Classics, 1973 Route 14 Geneva.

Mechanic ,Automotive /Bus Driver: The Naples Central School District is accepting applications for a 1.0 FTE Automotive Mechanic/Bus Driver. Minimum Qualifications: Two years of experience as a skilled automotive repairman or its part-time or volunteer equivalent; Possession of appropriate New York State Operator's license at the time of appointment and maintenance of such license throughout the tenure of employment in the position.; Candidates must be at least 21 years of age and must either currently hold a NYS School Bus Driver's license or be willing to obtain a license as set forth in the Rules and Regulations of the New York State Commissioner of Education. If you are interested in applying, please complete the Naples Central School Employment application and submit the completed form by Friday, October 28, 2016 to: Naples Central School 136 North Main Street Naples, NY 14512 Attention, Chad Hunt, Head of Facilities and Transportation.

Mechanic, Industrial Maintenance: Experience in any of the following areas a plus: Electrical, Welding, Fabrication, Troubleshooting. Qualified Candidates must be willing to work a 12-hour shift schedule, be team-orientated, possess strong leadership skills, and be able to work independently. Willing to work in a clean, safe environment. Candidates must participate in a pre-hire physical, PT and hair follicle drug testing. Apply online at Guardian.Com or with the NYS Dept. of Labor 70 Elizabeth Blackwell Street, Geneva NY 14456.

Mechanic, Maintenance: support the manufacturing and maintenance departments with repairs and preventive maintenance. Duties and Responsibilities: Repairs, maintains and rebuilds all production equipment. Prepares documentation and maintain organized records. Performs set-ups and changeovers on production equipment. Qualifications: Ability to read, write and speak Basic English. Basic math skills with the ability to use a calculator. Fork lift and all motorized transport equipment certification required. Physical Demands: required to stand, walk and be able to sustain good mobility for the duration of the shift. Periodic bending and climbing may be required. Regularly required to lift, push and/or pull up to 50 lbs. For details and to apply, call our office at 585 396 1990 or apply on line at Adeccousa.com

McDonald's is now hiring crew members at the following locations: Farmington, Victor, Canandaigua, and Manchester. Apply online at www.mylocalmcds.com

Motor Routes: Democrat & Chronicle. Routes available for Canandaigua, Bristol Center, South Bristol, Cheshire, Naples area. Early morning hours. Approximately

\$425-\$450 per week. Must have reliable transportation. Please call 924-3406 for more information and to apply.

NURSE, LICENSED PRACTICAL (LPN): Salary range: \$35,915 to \$42,911 The Finger Lakes DDSOO is seeking LPNs in Wayne, Ontario, Monroe, Livingston and Wyoming counties Minimum Qualifications: Must have a current license and registration to practice in New York State, or a limited permit to practice in NYS, or an application on file for a limited permit to practice in NYS. For more information: Finger Lakes DDSOO Human Resources Office: (585) 461-8800; or mail to: Bonnie.Eaton@opwdd.ny.gov NYS Office for People With Developmental Disabilities (OPWDD) Office of Human Resources Finger Lakes DDSO 620 Westfall Rd., Rochester, NY 14620 An Affirmative Action/Equal Opportunity Employer.

Operator, AOI: Immediate opening!! 2nd shift: 2:30pm-11:00p in Fishers. Responsible for operating and maintaining Automated Optical Inspection equipment. This position may also be called upon for Circuit Board touch-up and repair activities as necessary and training and experience allow. Experience: Experience in an electronics manufacturing environment. Ability to read and follow written instructions. Must be a US citizen or permanent resident alien. Send resume: vandrews@surmotech.com

Operators, Forklift: A local leading organization is currently seeking experienced Forklift Operators in Canandaigua for a long-term temporary to hire opportunity. Forklift positions require candidates to drive within the warehouse, moving product as well as loading and unloading trucks. Candidates must meet the following requirements for consideration: 2+ years of recent forklift operations experience. Ability to consistently lift 40-50 pounds. Current Forklift operator certification – preferred. A valid state-issued driver's License. Ability to work with little or no supervision. Basic computer skills. High school diploma or GED equivalent. Must be able to successfully complete a client specific background check. Resume required. Openings on both the first and second shift Monday-Friday 645am-315pm and 300pm-1130pm. Pay for this position is starting at \$12/hour, overtime as needed. This is a temporary to hire opportunity. Benefits available to you as a contractor after one week of employment. For details and to apply, call our office at 585 396 1990 or apply on line at Adeccousa.com

Operator, Machine: Terphane, a leading manufacturer of specialty polyester films, has an immediate opening for a Machine Operator to perform film extrusion and slitter operations. Prior film production and forklift experience is desired. High School Diploma or equivalent and six months of continuous related production experience. Position involves walking and standing for the majority of a 12-hour shift. The employee must regularly lift and/or move up to 50 pounds. All candidates must be available to work a twelve-hour swing shift schedule. The schedule swings from days to nights, and will include two weekends each month. 7 days off in a row each month!! The hours are as follows: 6:00 AM -- 6:00 PM (days), and 6:00 PM -- 6:00 AM (nights). The starting pay rate for an entry-level Machine Operator is \$12.10per hour. The shift differential for working nights is an additional \$0.75 per hour. Outstanding benefits, including medical, dental, life insurance, matching 401(k), tuition reimbursement, attendance bonus reward program and more!

Please send resume to: Terphane, Inc., 2754 West Park Drive, Bloomfield, NY 14469. Fax: (585) 657-5824

Operator, Small Equipment: Looking for motivated individuals for a position, in a growing company in the Shortsville/Manchester area, to help manufacture lawn and garden equipment. Willing to train the right person; forklift and/or small equipment experience preferred. 1st shift openings, 6am - 3:30pm. Please respond to ewelker@greenrenewableinc.com

Operator, SMT: Immediate opening in Victor! 2nd shift: 2:30pm-11:00pm. Responsible to set up and run jobs to meet production schedules. Requirements: HS diploma or equivalent and at least two years of experience in an electronic manufacturing environment. One plus years' experience in the SMT assembly process running screen printers, SMT placement equipment and reflow oven. Specific experience running MPM screen printer, juki chip shooter is an asset. Must be able to read bills of material, interpret drawings and SMT related CAD information. Good computer skills, manual dexterity and hand eye coordination is needed. Excellent communication and people skills are necessary in addition to excellent attendance and punctuality. Send resume: vandrews@surmotech.com

Packer/Inspector: Adecco is assisting a local client recruiting for multiple Packer/Inspector Warehouse jobs in the Finger Lakes Region. This is a temporary to hire opportunity. You will be responsible for hand picking orders, build and stretch wrap pallets, label, and transport products within a warehouse facility. Qualifications: GED/High School Diploma. 6 month of manufacturing experience. Good problem solving and communication skills. Ability to lift 50 lbs. Stellar Attendance. Can do/will do attitude. Solid work history. Pay for this position is \$10-10.50/hour plus overtime as needed. This is a temporary to hire opportunity. We have openings on the following shifts available are A- 11:30PM-7:30AM B-7:30AM-3:330PM or C-3:30PM-11:30PM. Flexibility to work a 7 day rotating schedule. Benefits are available to you as a contractor after one week of employment. For details and to apply, call our office at 585 396 1990 or apply on line at Adeccousa.com

People Support Specialist (Human Resource Specialist): New Energy Works Timber framers and Pioneer Millworks, in Farmington, are looking for a special someone to support our most valuable asset, our people. We're looking for what we're calling a People Support Specialist to join our team and turn this new position into a "Why didn't we do this sooner?!" moment. You: You have a Bachelor's Degree and 2-3 years' experience in Human Resources, but you believe that the way the business world has been doing it is too corporate! You want to change that by really putting people first; after all, your calling has always been to help people be their best. You know that translating a company's values into the employee experience is the real way to turn a good worker into a great team member so you're into weaving people, planet and profit into everything you do. Us: We're a bi-coastal group of 130 team members split and shared across three companies with multiple locations (Farmington, NY is our HQ). Our common denominator is wood with people, planet, and profit driving us. Our wages are competitive, our

benefits package includes up to 50% medical, vacation and holidays, and a well-managed 401k. None of this was touched during the worst of the recession; and, in good years, we have profit sharing. As always, Pioneer Millworks and New Energy Works do not discriminate for all the right reasons, but we're partial to smart people with common sense. If this sounds like something you're looking for, make an impression by emailing a resume and get-to-know ya cover letter to Pamr@NewEnergyWorks.com Please no calls or drop-ins, we want to have time to meet with you. Get to know us better at: PioneerMillworks.com and NewEnergyWorks.com

Production: Artisan Meats in Canandaigua is looking for hard working, capable production workers. Artisan Meats is a producer of gourmet sausage and we are looking for team members who want to be challenged in a fast-paced environment. If you have a drive to succeed and the willingness to learn then you may be a good fit for employment at Artisan Meats. Job requirements include being able to work in a cold environment, being able to problem solve, being able to work in a team, and being able to lift 50 pounds. Production members do a variety of tasks including hanging and filling sausage, mixing ingredients, boning whole cuts of meat, cleaning, and various other tasks all while being on the refrigerated production floor. Artisan Meats offers many benefits including a 4 day work week. We work Monday-Thursday 7:00a.m.-5:30p.m. Paid national holidays. Health plans. Retirement plans. Sick/Vacation time. If you are looking for a rewarding career that is more than just a pay check please submit your resume: Ben@artisan-meats.com or give us a call at 585-266-4960.

Production: PAID WEEKLY! Your choice of a pay card, direct deposit, or check picked up at work! Full Steam Staffing is recruiting for Zotos: Material Handlers and Packers. These positions are on the 2nd and 3rd shifts, \$9.75/HR to start with a raise after 6 months! OPEN INTERVIEWS MONDAY - FRIDAY 8AM - 6PM Apply in person at 501 Exchange St. Geneva, NY 14456. Call: 315-325-4437. Text: 315-694-6123

Production Laborer/Forklift Operator: Fishers, NY. Responsible for assisting designated machine operator or production team in a variety of functions including, but not limited to, maintenance, clean-up, yard work, warehouse, production, utilities, material handling and other. Essential Duties and Responsibilities including but not limited to: Handle assignments in a repetitive and/or sequential order for completing tasks assigned; Keep work area clean; Use security gear at all times and follow all safety regulations; Report any unsafe conditions or defective equipment to the supervisor immediately. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential duties of the job. Requirements / Education / Experience: High school diploma or equivalent or a comparable combination of education, training and experience. Physical Requirements: While performing the duties of this job the employee will be required to frequently stand on their feet for extended periods of time. Must have the ability to lift and/or move up to 50 lbs. from ground level. For more information and to apply online visit: <https://jobs.oldcastle.com/> Job ID 94107

Receptionist, Front Desk: Ontario Center is seeking an experienced Front Desk Receptionist to work as a Receptionist every other weekend. The ideal candidate will have front desk, administrative, and office experience. Candidate should also have excellent communication skills, good computer skills, and a positive attitude with the ability to work in a fast paced environment. Evenings and weekends required. Per-Diem- every other weekend. REQUIREMENTS: Prior front desk, administrative, and office experience; High School Diploma; Excellent communication skills; Solid computer skills; and A very positive attitude with ability to work in a fast paced environment. For more information and to apply online visit: <http://centershealthcare.com/careers>

Repair, Body & Fender: Farnsworth Chevrolet Canandaigua. Duties Include but are not limited to the following: Perform all body and fender repairs; Perform welding, soldering, and body alignment; Operate all equipment in the Body Shop; Maintain work area in orderly and clean manner; Operate wheel alignment equipment; Straighten and align frame and unibody; Composite and plastic parts repair or replacement; and Suspension and mechanical diagnosis and repair. Applicant should have: Minimum 2 year experience; New York State Driver's License; ICAR and ASE certification helpful. We are looking for a career minded individual, who takes pride in their work and dedicated to exceeding our customer's expectations. To Apply: Send resume via mail Farnsworth Chevrolet Inc. Att: Charles Hall 2350 Rochester Road Canandaigua, NY 14424; via phone 585-394-2360; or via email chall@farnsworthgroup.com

Retail: Dick's is hiring for the following positions: Lodge Associates; Team Sports; and Golf Associates. For more information and to apply on line visit: <http://www.dickssportinggoods.com> and select the "Careers Link" located at the bottom of the screen.

Retail: JC Penny's, located in Roseland Center Plaza is hiring: **Product Expert ; Sales Associate and Operations Associate.** For details and to apply online: <http://jobs.jcp.com/> search jobs using zip code 14424.

Retail: JC Penny's at Eastview is hiring! **Appliance Specialist, Appliance Supervisor, Sephora Consultant, Product Expert, Merchandise Associate, Operations Associate, Sales Associate, Asset Protection, Salon Receptionist, Hair Stylist.** Apply online at jobs.jcp.com search Victor, NY

Retail: Macy's at Eastview is hiring: **Beauty Advisor, Fragrance Specialist, and Retail Sales.** Apply online: macysjobs.com

Retail: Target at Eastview is hiring for: **Apparel, Backroom; Cashier, Cart Attendant, Electronics; Entertainment; Food Service, Logistics, Guest Services, Merchandise Flow, Online Orders; and Perishables.** For details and to apply online: target.com/careers

Retail: Retail: Victor Walmart is hiring for the holiday season: Stocker (5am-2pm), Stocker (2pm-11pm), Stocker (10pm-7am), Cashiers, Produce, Deli. Apply today! Online: www.Walmart.com/apply or in store at the hiring kiosk.

Retail, Customer Service Associate: The Retail Customer Service Associate consistently delivers a positive customer experience to all customers, utilizing consultative skills to anticipate customer needs, suggest alternatives and provide solutions. including print, signs & graphics, and shipping. They will be responsible for taking orders, coordinating activities in the Center, providing pricing and product information, and recommending appropriate FedEx Office products and services. For additional details and to apply online: <http://careerpreview.fedex.com> search jobs using zip code 14564.

Staff, Hotel: Microtel Inn & Suites in Victor is looking for a part-time Laundry Attendant and Housekeeping Attendant. Part time hours. Wage is negotiable. To apply for this position, please stop in to the hotel directly to complete an application. Microtel Inn & Suites, 7498 Main Street Fishers, Victor, NY 14564.

Staff, Restaurant: Friendly's Is Creating Memories One Scoop at a Time! We are **hiring: COUNTER-SERVERS, ICE CREAM SCOOPERS & LINE COOKS at Friendly's Express, Eastview Mall.** Applicant must be Reliable, Friendly, Ability to multi-task during busy times and have the ability to provide excellent service to our guest. Flexible scheduling available and room for advancement! We encourage you to apply online at <http://www.friendlys.com/careers> and select: 697 Eastview Mall, Victor, NY Phone: (585) 223-3717, call for interview between 2:00 PM and 4:00 PM Weekdays. Ask to speak with the Manager on Duty.

Staff, Restaurant: Panera Bread Bakery-Café in Victor is hiring! Sandwich Makers, Prep Associates, Cashiers, Day & Night Bakers; Salad Makers. Job Requirements: Some food service or retail experience preferred. Minimum age 16 years of age. Must understand and practice basic food safety. For immediate consideration, please apply online at PaneraBread.jobs Select Hourly Bakery-Cafe jobs. Select Victor Cafe #1807.

Shipping/Assembly: Immediate opening. Part time hours, Monday-Friday, 1:00-5:00. We are a small manufacturing business with a comfortable and casual work atmosphere. We're located in Ontario County, outside the Town of Geneva. The primary responsibility of this job is packing and shipping small packages by UPS. When there is no shipping to be done, you will switch over to preparing parts that make our products. This will involve basic fabrication techniques like screwing parts together, sanding, cutting, drilling, gluing, soldering, etc.. Knowledge of these would be an advantage but is not necessary. Because we are committed to growth there should be opportunity for increased hours and long-term opportunities for advancement. Please email resumes to Ontario County Workforce Development at Ontariowfd@dfa.state.ny.us

Specialist, Billing: Medical Canandaigua Medical Group - Canandaigua, NY \$10.80 an hour - Part-time. The Canandaigua Medical Group is looking for a Part Time Medical Billing Specialist to join our Finance team. Hours/Days: Part Time; Monday

through Friday; 20 hours per week, extra hours as needed. Requirements: 1-2 years of experience in medical billing preferred. Knowledge of various health insurance plans, CPT procedures and ICD-10 diagnosis coding Ability to communicate effectively with third party payers, co-workers, etc. Ability to work independently Good organizational skills. How to apply: To be considered for this position, please submit your resume via this ad or visit <http://www.canandaiguamedical.com> for more information.

Stocker, Early Morning: Petsmart, Victor NY. Early morning Stocker plays an essential role in getting merchandise out on the floor and available for our Pet Parents. May be trained to operate a forklift. Must be able to accurately stock merchandise while also helping Pet Parents find solutions to their needs. Assist in transporting purchases to vehicles, as needed. For more information and to apply online visit: <https://careers.petsmart.com/> Click on "Search Store Jobs In USA" and enter State and Zip Code (14564).

Store Stock Associate: Raymour & Flannigan Canandaigua, NY. Are you ready to start your career with a company that offers growth, challenge and a commitment to excellence? Our store warehouse associates interact daily with customers as well as sales and customer care partners to provide excellent service, maintain accurate inventories and showroom appearance. Qualifications: Must have solid computer skills. Must be responsible, dependable and able to perform general backroom duties. High School Diploma or equivalent. Must be available to work days, nights, weekends and some holidays. Physical Requirements: Continuously lift, lower, push, pull all sizes of furniture up to and in excess of 100 lbs. For more information and to apply online visit: <https://careers.raymourflannigan.com/>

Supervisor, RN Home Care : Canandaigua, NY. Interim Healthcare of Rochester is seeking an RN Home Care Supervisor. The RN Home Care Supervisor assists patients/caregivers to assume responsibility for management of their care when Interim HealthCare team members are not present. The RN Home Care Supervisor provides patient care and coordinates the services of a multidisciplinary team in collaboration with the patient's physician. Graduate of an accredited school of nursing and licensed to practice as an RN in the state in which employed. License is active and in good standing. Prefer at least 2 years of experience as a home care RN. Must be CPR Certified through State Certified Program. Call Karin @ 585-412-6170 Walk in's Welcome! 493 South Main St. Canandaigua, NY 14424 Apply Online at: www.interimhealthcare.com

Team Members, Seasonal: Jo-Anne Fabrics Canandaigua. We are currently seeking: Seasonal Team Members who can: Provide excellent customer service; Respond with a sense of urgency and respect through direct interaction; Process Customer Transactions; Assist with receiving, stocking and organizing; and other duties assigned. Requirements: Be at least 16 years old. Those team members hired at the ages of 16 or 17 will perform specific cashiering responsibilities and light stocking only; Successfully pass a background check; Be available to work a flexible work schedule, including days, evenings, weekends and holidays; Have a willingness to learn and develop your fabric and craft product knowledge. For more information and to apply online visit: <http://www.joann.com/careers/>

Technician, Field Service: A growing wine and beer equipment distributor in the New York area seeking a full time Field Service Technician to be part of the company's Service team, located in Geneva. The preferred candidate has a good electrical as well as mechanical repair and troubleshooting background. This position requires travel throughout the week, local, nationwide and at times international. Must have excellent driving record, a valid driver's license and a U.S. Passport. Preferred candidate has some experience in packaging equipment, labelers and filling equipment. Qualifications: Minimum of High School Diploma or equivalent. 4+ years of experience in service field. Proficiency in some or all of the following areas: electrical, mechanical, pneumatic and PLC troubleshooting and programming. Must regularly lift and/or move up to 50 pounds. Able to work well with other team members. Reference check required. Salary commensurate with experience plus benefits including bonuses, health, dental, vision, life, paid time off and 401k. Please provide salary requirements and a resume.
rturner@prosperocorp.biz

Technician, Residential Service: Isaac Heating and Air Conditioning Canandaigua, NY. Isaac Heating & Air Conditioning Commercial & Industrial Services is looking for an outstanding Residential Service Technician to join our growing team. If you are a highly-motivated individual who can deliver top-quality service while maintaining our highest standards for safety, quality, integrity, and accountability, then Isaac is the place for you. If you would like to be considered for a career in the HVAC industry with a company with more than 70 years of proven performance, then apply today! Position requirements: Ability to lift up to 60 pounds; EPA certification; High school diploma or equivalent; Valid driver's license with a dependable driving record; Must have HVAC industry experience or equivalent work experience in a related field. For more information and to apply online visit: <http://www.isaacheating.com/careers/>

Trades Helper Trainee – Compounding: Assist with department housekeeping, transfer finished product, sanitize holding vessels, and sample residual bulk as required. Transfers finished products to holding tanks, drums, and portable tanks. Education and Experience: High school graduate or equivalent required. Must be lift truck certified. The employee must regularly lift and/or move up to 25 pounds. Occasionally this position may require the lifting and/or moving of more than 55 pounds. For details and to apply, call our office at 585 396 1990 or apply on line at Adeccousa.com

Winery Production Associates: Adecco is currently seeking Winery Production Associates in *Canandaigua* for a long-term temporary to hire opportunity. Responsibilities: Attends to the operation of moderately complex bottling equipment. Responsible for routine production reporting. Observes identifies and corrects current and potential problems with line equipment and communicates to the appropriate person. Responsible for general housekeeping duties and maintaining a sanitary work area. Candidates must meet the following requirements for consideration: 6 months manufacturing experience. Ability to consistently lift 40-50 pounds. Basic computer skills. High school diploma or GED equivalent. Must be able to successfully complete a client specific background check/drug screening. Resume required. We have immediate openings on both the

first and second shift Monday-Friday 645am-315pm and 310pm-1140pm. Pay for this position is starting at \$10.50/hr. overtime as needed. This is a temporary to hire opportunity. For details and to apply, call our office at 585 396 1990 or apply on line at Adeccousa.com

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

3010 County Complex Drive, Canandaigua, NY 14424

Telephone: (585) 396-4020

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

ONTARIO COUNTY

3019 County Complex Drive, Canandaigua, NY 14424 (585)396-4465

[HTTP://WWW.CO.ONTARIO.NY.US/HUMANRESOURCES](http://www.co.ontario.ny.us/humanresources)

CURRENT EXAM INFORMATION

EXAMS SCHEDULED BY N.Y.S. CIVIL SERVICE:

<u>Exam Title:</u>	<u>Last Filing Date</u>	<u>Exam Date</u>
Victim Assistance Officer	11/23/16	01/07/2017
Director of Preventative Health Services	11/23/16	01/07/2017

ANNOUNCED VACANCIES:

Client Transportation Drive (On-Call Substitute)
Food Site Aide, Part-Time
Food Servicer Helper, Part-Time
Supervising Social Worker

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

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

CONTINUOUS EXAMS:

Nurse Practitioner	Public Health Nurse
Occupational Therapist	Senior Physical Therapist
Occupational Therapy Assistant	Supervising Nurse
Physical Therapist	Supervising Psychologist
Physical Therapy Assistant	Supervising Public Health Nurse

Training & Experience – Completed questionnaires postmarked by the third Wednesday of the month will place your name on the Eligible List effective the first full week of the following month:

Application Support Services Assistant	Programmer Analyst
Computer Services Assistant	Senior Application Support Services Assistant
Customer Service Representative	Senior Computer Services Assistant
Information Technology Network Analyst I	Systems Analyst
Information Technology Network Analyst II	Technical Specialist (Information Systems)
Information Technology Network Technician	Web Developer
Wide Area Network Manager	

ALL EXAMINATIONS REQUIRE A \$15.00 APPLICATION FEE. CHECK OR MONEY ORDER ONLY, PAYABLE TO: ONTARIO COUNTY DEPARTMENT OF HUMAN RESOURCES.

Adecco

has immediate openings!

**Multiple manufacturing
positions available locally**

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

**Tuesday, November 1
10:00 am - 12:00 pm
at**

**Ontario County
Workforce Development**

3010 County Complex Drive, Canandaigua



**DO YOU WANT TO WORK FOR
A GREAT PLACE WITH GREAT
PEOPLE DOING GREAT
THINGS???**

**STOP BY AND HEAR ABOUT
ONTARIO ARC GENEVA-BASED
JOBS IN OUR BEAUTIFUL HOMES**

WE WILL INTERVIEW ON THE SPOT

**BE PREPARED TO TRAVEL TO A
HOME AND SPEND A FEW HOURS!!**

WHERE:

Department of Labor
7 Elizabeth Blackwell Street
Geneva, NY 14456

WHEN:

Screening interviews: Tuesday, November 8th, 2:30pm-4:30pm
Successful candidates will be asked to then go to one of our
homes to discuss open positions in more detail.

Help people live successfully by being part of their community and learning the same skills you use every day at your own home. These jobs are rewarding and enjoyable. Many positions offer fringe benefits. **YOUR LIFE EXPERIENCES MEET OUR REQUIREMENTS!!!!** We aren't hung up on degrees and formal experience. We want **HEART** and **DESIRE**.

Light refreshments



Interested in becoming a Certified Nursing Assistant?

Is this training program for you?



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

CLASS REQUIREMENTS –CNA's must be:

- ✚ 18 years old
- ✚ 9th grade reading level
- ✚ In good health, state-regulated tests for MMR and PPD are required
- ✚ Dependable, patient, tactful, and have a desire to help people.
- ✚ Be able to communicate well and have positive relationships with individuals.

Class participants wear: Name tags and scrubs. One set is included along with all books and written materials.

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

If this sounds like the career for you contact FLCC

*Professional Development and Continuing Education at: **585-785-1660***

Orientation/Information Session November 9, at 10:00 am

**@ Finger Lakes Community College Geneva Campus
63 Pulteney Street, Room 144
Geneva, New York 14456**

Class Starts November 28, 2016



Think Fast. Think FedEx Ground.

Interested in a fast-paced job with career advancement opportunities? Join the FedEx Ground team as a package handler.

Package Handlers

\$10.20 to start

Compensation

- Multiple pay increases within the first six months of employment
- Tuition reimbursement program
- Career advancement opportunities
- Weekly paycheck/direct deposit

Qualifications

- Must be at least 18 years of age
- Must be able to load, unload and sort packages, as well as perform other related duties

Full-time and flexible schedules available in some locations.

For more information, please visit

GroundWarehouseJobs.fedex.com

FedEx Ground is an equal opportunity/affirmative action employer (Minorities/Females/Disability/Veterans) committed to a diverse workforce.

20th Annual Wayne County Job Fair



Thursday, November 17th 1:00 - 4:30pm
Palmyra VFW, 4306 Route 31 Palmyra, NY
Bring your Resume & be prepared to interview!
Look for the Army Tank!

Adecco	Micro-Tech Machine
Advanced Atomization Technologies	Ontario ARC
Aerotek	Optimax
Berry Plastics	Pal-Mac Central Schools
BOCES-2- Center for WFD	Reliant Community Credit Union
Dr. Pepper/Snapple Group	Remedy Staffing
del Lago Resort & Casino	Rochester Regional Health System
Empire Merchants North	Seneca Foods
Finger Lakes Health	Silgan Containers
Griffith Energy	Terphane
GW Lisk	Thompson Health
Harbec	Ultrafab
Heritage Christian Services	Ultralife Batteries
Lifetime Care	Wayne ARC
Maco Bag	Wayne FL BOCES
Medical Solutions, Inc.	Zotos International

New businesses added daily!

**Co-Sponsors: Finger Lakes Works & the NYS Dept. of Labor,
Wayne Economic Dev. Corp.; Wayne County Business Council; and
1420 WACK Radio & Big Dog Country 103.5**

Veterans Outreach Month

Calendar of Events

November 3rd, 2016 – Federal Job Search Workshop (Lyons)

1p.m – 2p.m

Finger Lakes Works – Wayne

1519 Nye Road, Lyons, NY

November 7th, 2016 – Federal Job Search Workshop (Geneva)

9a.m – 10a.m

Finger Lakes Works – Geneva

70 Elizabeth Blackwell St., Geneva, NY

November 9th, 2016 – Employer Workshop (Penn Yan)

2p.m – 3p.m

Finger Lakes Works – Yates

417 Liberty St., Penn Yan, NY

November 10th, 2016 – Employer Workshop (Canandaigua)

8:30a.m – 9:30a.m

Finger Lakes Works – Ontario

3010 County Complex Dr., Canandaigua, NY

November 14th, 2016 – del Lago Resort & Casino Recruitment

2:30p.m – 3:30p.m

Finger Lakes Works – Geneva

70 Elizabeth Blackwell St., Geneva, NY

Veterans will learn about the opportunities available with the Finger Lakes' newest employer and how to apply. For a list of current openings check out <https://dellagoresort.com/>.

November 17th, 2016 – Wayne County Job Fair

1p.m – 4:30p.m

Palmyra VFW

4306 NY-31, Palmyra, NY

Description of Workshops:

Federal Job Search Workshop: *This Workshop will focus on relating military skills to civilian job requirements and how to apply for federal jobs and the process involved.*

Employer Workshop: *This Workshop is for employers and HR representatives to hear about business services and the incentives in hiring Veterans.*



Please contact Michael Woloson at (315) 789-3131 ext. 103 or at mwoloson@fingerlakesworks.com to register. Deadline to Register is Tuesday, November 1st.

Veteran's Outreach Month is sponsored by the Finger Lakes Workforce Investment Board, Inc.

NOVEMBER 2016

Monday	Tuesday	Wednesday	Thursday	Friday
31 Career Club 9-11	1	2 Access Orientation 1:30pm	3 12-2 Ontario Arc Open Interviews	4
7	8	9	10 12-2 Ontario Arc Open Interviews	11 HOLIDAY Veterans' Day
14 Career Club 9-11	15	16 Access Orientation 1:30pm	17 12-2 Ontario Arc Open Interviews	18
21 Career Club 9-11	22	23 Work Keys 9-12pm	24 HOLIDAY Thanksgiving	25
28 Career Club 9-11	29	30 Access Orientation 1:30pm		

November 2016 Calendar of Events

Finger Lakes Works - New York State Department of Labor

MON	TUES	WED	THURS	FRI
	1 Open Recruitment Ontario ARC 9-11am	2 Social Media 2:30 pm	3 Open Recruitment Companion Care of Rochester 10am – 12 noon	4 Los Fundamentos de Buscar Trabajo 3-4 pm
7 Career Club 9-11 am (Canandaigua) Federal Job Search for Veterans 9 am	8 Open Interviews Ontario ARC 2:30-4:30 pm	9 Job Search Over 50 2 pm Del Lago Job Fair 4-6 pm (Penn Yan)	10 Training Options 2:30 pm	11 Closed for Veterans Day 
14 Career Club 9-11 am (Canandaigua) Save Energy, Save Dollars 10 am	15 Open Recruitment Companion Care of Rochester 1-3 pm	16	17 Wayne County Job Fair 1-4:30 pm (Palmyra-VFW) Metrix e-Learning 2:30 pm	18
21 Career Club 9-11 am (Canandaigua) Training Options 1:30 pm (Penn Yan)	22	23 Training Options 2:30 pm	24 Closed Today 	25
28 Career Club 9-11 am (Canandaigua)	29	30 Resume 101 3pm	December 1 st Interviewing Techniques 1:30pm	December 2nd

Geneva Career Center
70 Elizabeth Blackwell St.
Geneva, NY 14456
Phone: 315-789-1771
Fax: 315-781-2289
Email: geneva@labor.ny.gov
www.fingerlakesworks.com
www.labor.ny.gov

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

Health Care Information:

Monday: Your Care, 9am – Noon
United, Noon – 3pm

Tuesday: Fidelis, 9am – Noon
S2AY Health, Noon – 4pm

Wednesday: Combined, 9am – Noon

New York State Department of Labor is an Equal Opportunity Employer/Program Provider. Auxiliary aides and services are provided, upon request, to individuals with disabilities.

WORKSHOP DESCRIPTIONS

Online Job Applications

Learn how to complete an online application to increase your employment prospects (2hr).

Career Club at Ontario County Complex - Canandaigua

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

Interviewing Techniques

You got the interview, now what do you do? Register for this workshop! Learn what employers really want to know. Learn what questions you should be able to answer before going into an interview. Learn the importance of making a good first impression. Learn techniques regarding, appearance, body language, preparation, and attitude. (2 hours)

Intro to PowerPoint

Presentations can be intimidating and tough to prepare for. This class will examine the basics behind using Microsoft PowerPoint to organize and enhance your presentation by creating slides and displaying a slide show! In this course we will discuss how to format slides, change backgrounds, insert text and pictures, wrap text around pictures, work with word art and slide transitions.

Job Fair Preparation

Learn how to prepare for and gain the most out of the job fair experience. (2hrs.)

Basic Job Search

Not sure where to start? This workshop discusses basic job search strategies to help you gain a competitive edge. In addition, learn how to explore your skills and network. (2 hrs.)

Job Search Over 50

Mature workers face some unique challenges in the job search process. This workshop provides tools to help overcome challenges and use maturity to your advantage. (2 hrs.)

Social Media

Online networking can be one of your most valuable resources when job-searching. Take advantage of this opportunity to learn more about how to get the most out of LinkedIn, Facebook, and Twitter in order to build your professional network. Learn how to get recommendations, research employers, display your expertise, and get noticed. (1 hour)

Los Fundamentos de Buscar Trabajo

Buscar un trabajo nuevo puede ser agotador. Este cursillo está diseñado particularmente para los que hayan sufrido una cesantía y/o no hayan trabajado por algún tiempo. Informará al/a la buscaempleo sobre las herramientas actuales que están disponibles para ayudar con la organización y el proceso de una búsqueda eficaz para trabajo. El cursillo pone énfasis en los elementos básicos de cómo y dónde buscar trabajo.

Navigating the Civil Service System

Explore job opportunities within the civil service system—working for the city, county, state, or federal governments. Learn how to use the websites and what to look for on civil service listings. (1 hour)

Networking

Learn to enhance your job search efforts by utilizing networking techniques (2hrs.)

Resume 101

Designed for job-seekers who either have never had a resume or whose resume may be outdated. A resume is a summary of past experiences, skills, abilities, qualifications, and personal characteristics. Your resume highlights your accomplishments so a potential employer can easily see the assets you would bring to the business. Review and revision are necessary in keeping your resume up-to-date. (up to 1.5 hours)

Resume Peer Review

Bring a copy of your resume to be reviewed by your peers. You'll be amazed at all the positive suggestions you'll leave with!

Leaving an Impression

You're looking for work and people ask you "What do you do?" Or you're in an interview and the interviewer says "Tell me about yourself." HOW do you respond? This workshop helps you craft your own professional introduction in order to network in a variety of situations. Everyone needs to be able to efficiently communicate with confidence. Learn to discuss your unique skills and strengths to jump start your job search. (1.5 hour)

Training Options

Finger Lakes Works may have funds available to help people who need training either to change careers or to enhance skills necessary for advancement to a better job. Our "Training Options" workshop is an orientation that provides info on what is needed to access these funds available under the Workforce Investment Act. It will also provide things to think about when choosing a school or program. (1 hour)

Is Metrix E-Learning Right for Me?

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

WorkKeys

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

Key Train

The program is used to prepare for taking WorkKeys. It focuses on the knowledge and abilities important for success in the workplace by measuring "soft" skills such as work habits, communication skills, workplace effectiveness, and business etiquette. The "Soft Skills Suite" helps improve skills critical for on-the-job success!

- Accessible from any device with a browser: iPads, Android tablets, Kindle Fire, smartphones, and, of course, traditional desktop and laptop computers.

Personal Skills For Success

Learn the basic skills necessary to help you stay employed in any job setting. Conducted over 2 days, participation will earn you a Workforce Certificate of Completion for 10 hours of Soft Skills Training, as chosen by regional business and industry leaders. These skills are critical to quality employees: Self Awareness, Interpersonal and Work Communications, Work Discipline, and Working in Teams. *2-Day Workshop*

Veterans' Workshop: MOS Codes and Resumes

Gain an understanding of the process that you (as a veteran) can use to take your MOS and find suitable civilian occupations that may or may not need further training and conform your resume and your interview to land that job. We will cover the areas of career planning, resume writing, interview tactics (including STAR stories and how to use them), your advantages as veterans, and the labor market. (1 hour)

VETERANS' WORKSHOP: APPLICATIONS ON USAJOBS.GOV: Gain an understanding of the process that you (as a veteran) can use to find suitable job openings on the Federal civil service website. Thorough coverage of how to create a profile and federal resume will be included. You'll also learn how to effectively apply for leads through USAjobs.gov (because it's not as simple as it seems), and how to check on the status of your applications. (1.5 hours)