



CHESAPEAKE JOB LISTING

March 7, 2019

EMPLOYMENT SERVICES

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

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.

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. E.O.E M/F. (Date listed: 3/1/19)

A Better Alternative Nursing Agency (739) **CNA/GNA's** (JO#951228). CNA-"Certified Nursing Assistant", and GNA'S-"Geriatric Nursing Assistant" openings for "Home Care" in Kent, Queen Anne, Talbot, Caroline and Dorchester Counties. Apply online at www.abastayhome.com or call our Cambridge Office at (443)972-0072. (Date listed: 2/27/19).

Admiral Cleaners (737) Saint Michaels, Maryland. **Customer Service Representative & Dry Cleaning Presser** (MWE Job Order #950661). Apply by phone: 410.703.2892 or in person: 1013 S. Talbot Street. (Date listed: 2/26/19)

Anne Arundel Medical Group (740) Easton, MD. **Physical Therapist, Outpatient Rehab** (MWE Job Order #951155). Apply online at: <http://ipc.us/t/391FC6525DD64423>. (Date listed: 2/27/19)

Arby's (778) Cambridge, MD. **Managers/Shift Leaders** (JO#954019); **Arby's Crew Members** (JO#954024). Apply on line at: www.mgcjob.com. (Date listed: 3/6/19)

Arocon (752) Proud Member of Maryland Roofing Association. Come Join the Team. **March 13th - 11:00am to 1:00pm - 301 Bay Street, Suite 301, Easton, MD.** NO EXPERIENCE NECESSARY. Cambridge, Easton, Stevensville, Salisbury. Benefits: •Earn between \$30K-\$40 First Year. •In house PAID training. •Room for growth etc. Description: •Meet and Greet Customers, inspect their roofs and gutters. Small repairs during inspections. •Inspect the Attic. •Take Photos and explain the condition of roof. Come to Job Fair for More information. (Date listed: 3/4/19)

Atlantic General Hospital (716) Berlin, MD. Nursing Support. Regular Full Time, Days, Mon-Fri, 4-10hr shifts/week w/ rotational call. Posted 02/19/2019. Req # 1192. We are actively seeking a **Surgical Tech** for our Surgical Services department. The Surgical Tech will arrange surgical instruments in the operating room as requested, and scrubs and assists surgeons in surgical procedures by passing instruments and other equipment in a prescribed manner. They are responsible for maintaining adequate levels of supplies when needed to support the Operating Room. Qualifications: The ideal candidate will have previous experience and be a Certified Surgical Technician. Current American Heart Association Healthcare Provider CPR is required. High School diploma or equivalent is required. [APPLY HERE](#). (Date listed: 2/22/19)

Azz (709) 3011 Millington Road, Millington, MD 21651. **Accounting Clerk** (Refer to MWE Job Order #949221); **Industrial Painter** (Refer to MWE Job Order #911639); **Electrician I, II, & III** (Refer to MWE Job Order #911647); **Press Brake Operator** (Refer to MWE Job Order #949212); **Project Manager** (Refer to MWE Job Order #911652); **Quality Inspector** (Refer to MWE Job Order #949219). Apply in person M-F between 8 A.M – 2 P.M. or go to <https://azz-inc.jobs.net>. (Date listed: 2/21/19)

Bay Imprint (755) is looking for a hyper-responsive full-time **Client Relations Specialist** to reinforce our squad in Easton, MD. Details: <https://www.bayimprint.com/employment.php>. Send resume, cover letter, and work references to info@bayimprint.com. (Date listed: 3/4/19)

BB&T (624) Centreville, MD. **Mortgage Loan Officer** (MWE Job Order #939649). Apply online at: <http://ipc.us/t/CB0E4514FEFE4772>. (Date listed: 1/25/19)

Bender Consulting (678) Are you a person with a disability looking for a career opportunity or internship? This Virtual Career Fair is FREE for career seekers with disabilities to attend. Experienced professionals, recent college graduates and college students with disabilities meet online with employers across the nation to discuss competitive career opportunities! Participants are invited to interact with employers via chat sessions. CONNECT WITH EMPLOYERS LOOKING TO HIRE PEOPLE WITH DISABILITIES. Access opportunities within a wide range of careers.

- National employer participation across many industry sectors.
- Public and private sector opportunities. INTERVIEW WITH EASE. Participate from the comfort of your home, your dorm room or your favorite coffee shop!
- Multi-tasking chats about career and internship interests.
- End-to-end accessible technology platform. CAREER FAIRS WITH LESS HASSLE. Save time and money.
- No business suit or travel required.
- No printed out resumes necessary. Register at www.careereco.com/events/disability. **Virtual Career Fair Date: March 13, 2019**. For information: bender@careereco.com or 770.980.0088. Learn more at www.careereco.com/events/disability. Find us on Social Media www.benderconsult.com. ©2019 Bender Consulting Services, Inc. (Date listed: 2/9/19)

Benedictine (598) **Direct Support Professionals**. We have full-time and part-time direct care positions in School Residential and Adult Group Homes with **walk-in interviews being held on 1/24/19 from 10am-12pm, 2/5/19 from 11am-1pm, 2/27/19 from 1pm-3pm, 3/12/19 from 10am-12pm, and 3/27/19 from 1pm-3pm** at 14299 Benedictine Lane in Ridgely, MD 21660. Visit our website or call 410-364-9625 for more information. (Date listed: 1/16/19)

Bob Lawson Electrical Service (702) We are looking for a responsible **Administrative Assistant** to perform a variety of administrative and clerical tasks. Duties of the Administrative Assistant include the following:

- Managing and distributing information within the office.
- Answer phones, taking memos.
- Maintaining files.
- Sending and receiving correspondence.
- Greeting clients and customers.
- Provide support to our managers and employees.
- Organize and schedule appointments.

Skills:

- Excellent verbal and communication skills.
- Excellent time management and ability to prioritize work.
- Detail oriented.
- Dependability and reliability.
- Microsoft Excel.
- Microsoft Word.
- QuickBooks.
- Data entry and typing skills.

Salary based on experience. We offer the following to our employees:

- Health Insurance 1/2 paid by company.
- Dental 100% paid by company.
- Vision 100% paid by company.
- Short term disability 26 weeks.
- Life Insurance.
- 401k / profit sharing.
- Paid vacation.

This is a full time position M-F HRS 7:30AM TO 4:00PM. Please call 410-708-7027 OR 443-988-8300 or email resume to tim@boblawsonelectric.com. (Date listed: 2/19/19)

Bryan and Sons (676) is hiring an **EXPERIENCED MECHANIC** to work out of our shop in Easton, with travel to project sites as needed. The position will be filled by a mechanic with the skills to diagnose and repair simple and complex vehicle and equipment issues, as well as track and perform routine maintenance tasks. Compensation will be based on level of experience. Resume, if available, can be sent to info@bryan-and-sons.com, or an application can be filled out at our office at 7140 Barkers Landing Road, Easton, MD. For additional information, please call our office at 410-819-3001. (Date listed: 2/9/19)

Cambridge International (746) **Welders** (JO#952181); **Machine Operator Weaving** (JO#952185); **Fabricator I** (JO#952176). Apply on line at: www.rexnord.com/careers. (Date listed: 3/1/19)

Canine Country Club (758) Queenstown, MD – We are a very busy pet boarding and grooming facility in Queenstown, MD and we are seeking a dog bather. Applicant must be a true dog lover experienced in handling dogs of all sizes and breeds. The dog bather position includes but not limited to washing dogs, trimming nails, cleaning ears and brushing out fur. Experience is preferred but we are willing to train the right person who has experience working with animals. We are in need of someone on Saturday, Sunday and Monday, about 4 hours each day. Will be able to increase the amount of hours during summer months. Please call Bonnie at 410-827-4245 or email resume to cccbestkennel@gmail.com. (Date listed: 3/4/19)

Caroline County (767) Part-Time **Paramedic/CRT-1** (JO#953415). **Application deadline: March 18, 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.

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. 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 dhmfh.jobs@maryland.gov. (Date listed: 7/17/18, Updated 8/23/18, Updated 10/18/18)

Caroline County Department of Public Works (775) Automotive Mechanic II. About the Department: The Public Works Department maintains the County's critical infrastructure. This includes roads, bridges, buildings, land, vehicles, and heavy equipment. The Department is comprised of two major divisions, Roads and Facilities, and also includes the Central Shop, where County and allied agency vehicles are maintained, and administrative offices, including Purchasing. Learn more about Caroline County Public Works by visiting our Department page. About the Position: Full time position that is responsible for automotive repair and maintenance for both gasoline and diesel-powered equipment in the shop and in the field. Requirements: Thorough knowledge of automotive mechanics dealing with maintenance and repairs on cars, trucks and road construction equipment with either diesel or gasoline engines. High school diploma with 5 years of mechanical experience and CDL Class B License required with airbrake endorsement. Hazmat endorsement required within 6 months of employment. Starting salary: \$17.48 hourly depending upon experience. **Application Deadline: March 20, 2019.** Upon an employment offer, applicants must submit to a substance abuse test and complete criminal background check. EOE. How to Apply: Submit completed applications along with a 3 year driving record to the Caroline County Office of Human Resources, 103 Gay Street, Ste. 1, Denton, MD 21629 or email to hrposting@carolinemd.org. Applications available from this address or call 410.479.4105 to receive by fax or email (original signature required). www.carolinemd.org. (Date listed: 3/6/19)

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. (Date listed: 11/9/18)

Caroline County Health Department (760) Denton, MD. Full-Time **Office Secretary II – Bi-Lingual** (Re-Post) Recruitment #18-001328-0037. Date Opened: 3/1/2019 4:03:00 PM. Filing Deadline: 3/29/2019 11:59:00 PM. Salary: \$28,702.00 - \$36,715.00/year, with potential growth to \$44,812.00/year. Main Purpose of Job: This position will provide clerical assistance- in English and Spanish- to the Communicable Disease unit. This position will also maintain and process various information, forms and data, including statistical and infectious disease reporting data, in paper and electronic formats. This position will assist in the delivery of TB services, including the delivery and observation of medications. In addition, this position will provide, and assist in, English-Spanish translation services to clients in all departments, as requested, including assistance with Spanish clients with Birth Certificates. For more information and to apply, click [HERE](#). (Date listed: 3/4/19)

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)

Chesapeake Bay Hyatt (705) Banquet Attendant (JO#948388); Banquet Beverage (JO#948390); General Maintenance (JO#948392); Concierge (JO#948395); Bellstand (JO#948399); Storeroom Attendant (JO#948402); Lead Line Cook (JO#948644); Certified Lifeguard (JO#948659); Admin Asst.-Engineering (JO#948655); Housekeeping/Room Attendant (JO#948668); Golf Guest Services (JO#948674); Golf Pro Shop (JO#948681); Beverage Cart Attendant (JO#948685); Chef de Cuisine (JO#948698); Banquet Sous Chef (JO#948693); Asst. Events Services Manager (JO#948691). Apply on line at: www.chesapeake.regency.hyatt.com. (Date listed: 2/20/19)

Chesapeake College (781) **2019 Career & Job Expo. Tuesday, April 2, 2019 from 1 – 4 pm** in the Health Professions & Athletics Center, Multi-Purpose Room at Chesapeake College, Wye Mills Campus. FREE & open to the public. Come prepared with resumes and dress professionally. Candidates of all ages and experience levels encouraged to attend. Over 70 Employers will be available to discuss the job openings they have. Sponsored by Chesapeake College Employment Services, Upper Shore Career Center Partners, Chesapeake College Adult Education Program & the Department of Rehabilitation Services /DORS. (Date listed: 3/7/19)

Chesapeake College (766) is currently accepting cover letters and resumes for the following replacement position: **Skilled Trades & Workforce Training Coordinator** (formerly Dr. of CE & Workforce Training): Job Grade 112E. Responsibilities: Assist the Director of Skilled Trades in the management of programs, staff, and students. Employee must understand the businesses in the college service area, be able to determine the training needs of those businesses and provide support necessary to respond to those training needs. Requirements: Associate's Degree required with Bachelor's preferred. Preference in a field related to skilled trades, architecture, engineering, education, or business management. At least three years of experience related to program management. Ability to communicate clearly and effectively both orally and in writing. Applicant must be technology-proficient with a strong understanding of Microsoft Office programs and be familiar with cloud-based programs and apps. **Interested applicants should submit a cover letter and resume to hr@chesapeake.edu by Monday, April 1, 2019.** Please visit our website for additional information on these positions www.chesapeake.edu/employment. Chesapeake College is an Equal Opportunity Employer. Minorities and women are encouraged to apply. (Date listed: 3/5/19)

Chesapeake College (765) is currently accepting cover letters and resumes for the following replacement position: **Director of the Cambridge Center**: Job Grade DIR3. Responsibilities: The Director is responsible for Cambridge Center programming and strategic direction, for supervising Center staff, and for managing the Center's overall student experience. Reports to the Vice President for Workforce & Academic Programs, regularly reports to the President's Cabinet. Chairs the community-based Cambridge Center Advisory Committee and represents the

Cambridge Center on relevant college-wide committees. Maintains Center budget, collaborates with Facilities and Information Technology, and monitors every aspect of daily operations at the Center. Cambridge Center & community advocate. Requirements: Bachelor's degree. Master's degree preferred. At least two (2) years supervisory experience required, (5) preferred. At least one (1) year budgetary experience. Experience working with educational systems preferred. Two (2) years prior experience employed in an educational setting preferred. Exceptional interpersonal skills, including conflict resolution and customer service. Proven self-starter who is comfortable working both independently and closely with others; must have a team-oriented outlook. Ability to think strategically, problem-solve, develop and monitor long-range plans, and assess programs and services. Knowledge of and commitment to the community college mission required; knowledge of and commitment to the people and culture of Dorchester County a plus. Interested applicants should submit a cover letter and resume to hr@chesapeake.edu by Friday, March 22, 2019. Please visit our website for additional information on these positions www.chesapeake.edu/employment. Chesapeake College is an Equal Opportunity Employer. Minorities and women are encouraged to apply. (Date listed: 3/5/19)

Chesapeake College (756) is currently accepting cover letters and resumes for the following position: **Financial Aid Advisor**: Job Grade 111E. **Responsibilities**: Responsible for advising students and parents on all matters regarding federal, state, institutional and private aid while providing the highest level of service. The Financial Aid Advisor will be responsible for interpreting and adhering to Title IV Federal Student Aid regulations. Position requires oversight and coordination of the Federal Work-Study Program. **Requirements**: •Bachelor's Degree from an accredited institution. •At least one (1) year direct experience or two of professional work experience. •Ability to work with detailed, factual information from a variety of sources. •Demonstrated experience with computerized office systems including, but no limited to, Microsoft Office applications such as Word, Excel and PowerPoint. •Ability to prioritize and manage multiple administrative tasks with minimal oversight. •Customer Service Experience. •Excellent interpersonal, verbal and written communication skills. Interested applicants should submit a cover letter and resume to hr@chesapeake.edu by Friday, March 15, 2019. (Date listed: 3/4/19)

Chesapeake College (742) is currently accepting cover letters and resumes for the following position: **Administrative Associate**, Education Department: Part-Time Temporary. The Education Department is currently looking for a Part-time Administrative Associate to serve as the first point of contact for the Department and to provide administrative support to the Education Department Chair, Directors of Non-credit Education programs, and Education faculty. Hours for this position are flexible but limited to 28 hours per week. **General Responsibilities**: •Maintain department efficiency. •Collaborate with professionals in other areas of the college. •Manage and maintain office records. •Compose and type routine correspondences. •Provide phone coverage and relay messages, greet and assist students, visitors and faculty. •Contribute to a positive work and student environment. **Requirements**: •Proficiency with Microsoft Word, Excel, and PowerPoint required. •Proficiency with Access Database desirable. •Ability to manage multiple projects independently, with accuracy, attention to detail, and timeliness. •Excellent interpersonal and communication skills, both written and oral. For best consideration, interested applicants should submit a cover letter and resume to Juliet Smith, Education Department Chair, jsmith@chesapeake.edu, no later than Friday, March 22, 2019. (Date listed: 2/28/19)

Chesapeake College (738) is currently accepting cover letters and resumes for the following replacement position: **English Instructor**: 10-month, Faculty. **Responsibilities**: Chesapeake College invites applicants for a ten-month faculty position beginning August 2019. The position responsibilities include course-level assessment, curriculum design, advising students, and serving as the Director of Developmental English. The director position carries a 3-credit release per semester from the minimum course load required of a full-time faculty member. Faculty member will teach primarily Developmental English and composition courses. Required: Master's degree in English, Reading, Developmental Studies, Composition/Rhetoric or related field, with emphasis in teaching developmental writing. Demonstrated commitment to developmental students and applying current research to develop further and enhance our current

Developmental English program. Background in teaching reading and composition expected. Knowledge of learning theories and styles, alternative delivery systems, and assessment. Experience working with diverse student population. Willingness to teach a diverse schedule, which may include traveling to other campus sites. Ability to work cooperatively with other members of the college community. Knowledge of and commitment to the community college mission. For best consideration, interested applicants should submit a cover letter, resume, and unofficial transcripts to hr@chesapeake.edu by Friday, March 29, 2019. Please visit our website for additional information on these positions. www.chesapeake.edu/employment. Chesapeake College is an Equal Opportunity Employer. Minorities and Women are encouraged to Apply. (Date listed: 2/27/19)

Chesapeake College (726) is currently accepting cover letters and resumes for the following position: **Assistant Teacher/Aide:** Part-Time Temporary. The Early Childhood Development Center is currently looking for a Part-time Assistant Teacher/Aide to work alongside another teacher in the classroom working with 3-11 year olds. This is a small center consisting of a 3-4 year old program, 4-5 year old program, and school-age program. Hours for the position are flexible, but limited to 28 hours per week. The child care center is open Monday through Friday 7:00am-5:30pm. **Responsibilities:** •Creating a fun learning environment for the children. •Assist teachers with 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:** All candidates who wish to be considered for the position of an Assistant Teacher/Aide must meet one or more of the following criteria, in addition to any /all requirements that may be mandated by the Office of Childcare. •90-hour Preschool Certification preferred. •Working towards Associate's or Bachelor's Degree in Early Childhood or a 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 is preferred. Interested applicants should submit a cover letter and resume to Melissa Saperstein, msaperstein@chesapeake.edu, by Friday, March 29, 2019. Please visit our website for additional information on these positions. www.chesapeake.edu/employment. Chesapeake College is an Equal Opportunity Employer. Minorities and Women are encouraged to apply. (Date listed: 2/26/19)

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. Chesapeake College is an Equal Opportunity Employer. Minorities and Women are encouraged to apply. (Date listed: 2/9/19)

Chesapeake College is currently accepting cover letters and resumes for the following replacement position: **Biology Instructor: 10-month, Faculty.** **Responsibilities:** Chesapeake College invites applicants for a ten month faculty position beginning August 2019. The position is responsible for teaching microbiology, biology, and additional introductory-level courses in zoology, earth science, and/or environmental science. Teaching responsibilities may include night classes, online classes, and classes at other sites including dedicated dual-enrollment classes at high schools in our service area. Other responsibilities include course level assessment, curriculum design, and advising students. **Required:** Master's degree in microbiology or master's degree in biology, ecology, environmental science or a related field with demonstrated expertise in microbiology. Ph.D. preferred. Preference given to candidates with: experience teaching microbiology; an ability to teach a variety of courses; coursework or research focus in environmental or medical microbiology; a demonstrated ability to teach lecture and laboratory sections; and a commitment to the ideals and mission of a community college. For best consideration, interested applicants should submit a cover letter, resume, and unofficial

transcripts to hr@chesapeake.edu by Friday, March 15, 2019. Please visit our website for additional information on this position www.chesapeake.edu/employment. Chesapeake College is an Equal Opportunity Employer. Minorities and Women are encouraged to Apply. (Date listed: 2/12/19)

Chesapeake College is currently accepting cover letters and resumes for the following replacement position: **Mathematics Instructor: 10-month, Faculty.** **Responsibilities:** Chesapeake College invites applicants for a ten month faculty position beginning August 2019. The position is responsible for teaching sections of introductory-level statistics, a math and statistics survey course, college algebra, and additional introductory developmental math courses. Teaching responsibilities may include night classes, online classes, and classes at other sites including dedicated dual-enrollment classes at high schools in our service area. Other responsibilities include course level assessment, curriculum design, and advising students. Required: Master's degree in statistics or master's degree in a related field with demonstrated expertise and graduate coursework in statistics. Preference given to candidates with: experience teaching introductory-level statistics, developing curriculum, and teaching online; a demonstrated ability to teach students with diverse mathematical backgrounds; an ability to teach a variety of courses; and a commitment to the ideals and mission of a community college. **For best consideration, interested applicants should submit a cover letter, resume, and unofficial transcripts to hr@chesapeake.edu by Friday, March 15, 2019.** Please visit our website for additional information on this position www.chesapeake.edu/employment. Chesapeake College is an Equal Opportunity Employer. Minorities and Women are encouraged to Apply. (Date listed: 2/12/19)

Chick-fil-A (706) Easton, Maryland – Seeking reliable team members for all shifts. We offer competitive wages, flexible schedules, career opportunities, Sundays off, scholarships, free meals, leadership development, and belonging to something bigger than yourself! Apply online at EastonCFAjobs.com. (Date listed: 2/20/19)

Choptank Transport (22) Carrier Sales Support Representative: Are you searching for a dynamic role that plays off your communication and problem-solving skills? Are you hunting for a stable company that offers growth opportunities and development? As a Carrier Sales Support Representative with Choptank, you'll be talking to lots of potential carriers and negotiating the movement of our customers' freight, while ensuring your carriers know they have your support for anything that might happen along the way. This is your time to let your critical thinking skills shine through. We're not a "one and done" environment, so you are on the front lines of building relationships with those carriers as well. You will also be working with our sales department as well as the rest of your logistics team, so an excellent work ethic and communication skills are key. Worried that you don't know anything about logistics? We will train you! Choptank has a state-of-the-art, award-winning training program crafted to make sure you have all the tools and knowledge you will need to be successful in your new career. (Positive attitude and coachability required). Choptank is a Third Party Logistics (3PL) provider, meaning we bring companies who need to ship products and those with trucks together. Our customers want to focus on crafting and selling their products, not looking for trucks to move it and hoping they get a fair price for the shipping. We take that worry off their plate and get them the best deals in the market. We offer solutions and give them results. For more information on the position, or to submit your application, please visit our online career portal at www.choosechoptank.com.

Choptank Transport (23) Inside Sales Representative: Are you searching for a dynamic role that plays off your communication and problem-solving skills? Are you hunting for a stable company that offers growth opportunities and development? As an Inside Sales Representative with Choptank, you will be on the front lines of assisting customers get their valuable products shipped from point A to point B. You'll be prospecting leads, cold-calling on prospective accounts via phone, building relationships with your customers, and managing their accounts. Your accounts won't be "one and done," but rather long term associations that make a big impact on your customers' bottom line. Are you a smart, competitive, business-minded professional who isn't afraid to start from scratch and build a book of business on your own? Choptank is a Third

Party Logistics (3PL) provider, meaning we bring companies who need to ship products and those with trucks together. Our customers want to focus on crafting and selling their products, not looking for trucks to move it and hoping they get a fair price for the shipping. We take that worry off their plate and get them the best deals in the market. We offer solutions and give them results. For more information on the position, or to submit your application, please visit our online career portal at www.choosechoptank.com.

City of Cambridge (733) 410 Academy Street, Cambridge, MD. Executive Secretary (JO#950779). The City of Cambridge is looking for an Executive Secretary to work at city hall in support of the administration department. Interested applicants should submit a cover letter, resume, and city employment application to Ina Holden at 1025 Washington Street, Cambridge, Maryland 21613. **The position is fulltime and will remain open until filled.** (Date listed: 2/26/19)

Coca Cola® Bottling Co. Consolidated (715) Easton, Maryland. **Retail Merchandiser / Stocker PT** (MWE Job Order #949362). Apply online at: www.enjoycareers.com. (Date listed: 2/22/19)

Coca Cola Bottling Co. Consolidated (748) Easton, Maryland. **Truck Driver CDL-A** (JO#952233); **Part Time Order Builder** (JO#952238); **Truck Driver Trainee** (JO#952242); **Seasonal Warehouse Associate** (JO#952246); **Seasonal Stocker/Grocery Store** (JO#952253); **Seasonal Delivery Driver** (JO#952259). Apply online at: www.enjoycareers.com. (Date listed: 3/1/19)

Corsica Technologies (699) Centreville, MD. **Assistant Service Technician** (Refer to MWE Job Order #831558); **Field Service Tech (L2)** Baltimore Area (Refer to MWE Job Order #946744); **Integrations (Project) Technician** (Refer to MWE Job Order #946748); **Tier 3 Automation Engineer** (Refer to MWE Job Order #946755); **Outside Sales Account** (Balt. Area) (Refer to MWE Job Order #945472); **Outside Sales Account** (D.C. Area) (Refer to MWE Job Order #865274); **Outside Sales Account** (Eastern Shore) (Refer to MWE Job Order #909609). **APPLY**. (Date listed: 2/19/19)

Cracker Barrel Old Country Store (753) Stevensville, Maryland. **Cook** (JO#951761); **Host** (JO#951775); **Retail Sales** (JO#951779); **Restaurant Manager** (JO#952850); **Server** (JO#952853); **Dishwasher** (JO#952856). Apply online at: <https://careers-crackerbarrel.icims.com/jobs/>. (Date listed: 3/4/19)

Critical Point Construction, LLC (769) **Tig Welder** (two openings) – Must be Certified. **Electrician** (one opening) High voltage; control wires. Location: Mostly Baltimore, MD; could also be DE, VA, DC. Send resume and salary requirements to: lakotwica@gmail.com. All positions offer overtime and benefits. (Date listed: 3/5/19)

Crossroads Community (757) *Behavioral Health Recovery*. 120 Banjo Lane Centreville, MD 21617. **Residential Associate - Over Nights & Weekends – Chestertown** (See MWE Job Order #952824 for details); **Residential Associate - Over Nights & Weekends – Cambridge** (See MWE Job Order #952828 for details); **Residential Associate - Every other Weekend Days** (See MWE Job Order #952848 for details); **Residential Associate - Evenings and Weekends – Cambridge** (See MWE Job Order #952839 for details); **Program Support Staff** (See MWE Job Order #952851 for details). **APPLY**. (Date listed: 3/4/19)

Cutts & Case, Inc. (692) Prestigious wooden-boat shipyard, located in Oxford, MD is looking for **skilled and unskilled workers** interested in the marine trades. Jobs available for unskilled laborers wanting to develop boatyard skills in finish work, mechanical systems, carpentry and sailboat rigging. Workers with previous boatyard experience are encouraged to apply. Salary based on experience. Great location, benefits and competitive salaries. 40-hour work week with possibility for overtime. Work hours are weekdays, 8AM to 4:30PM. Occasional weekend work available. Please send resume outlining previous work experience. Contact Linda at lindafeatherman@gmail.com. (Date listed: 2/13/19)

Dart (formerly Solo Cup) in Federalsburg, MD. (All jobs with benefits). **Maintenance Mechanic** (JO#863310); **Inspector Packers** (JO#863288); **Assistant Press Operator** (JO#863338); **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). Apply on line only at: www.dart.jobs. (Date listed: 3/4/19)

Del-Mar-Va Paving (704) **Paving Laborer** (MWE Job Order #948217); **Paver Operator, Roller Operator, and Lute Operator** (MWE Job Order #948246); **CDL Class A and B Truck Drivers** (MWE Job Order #948253). Email resumes to: mnoossick@dmvpaving.com. (Date listed: 2/21/19)

Del-Mar-Va Paving (696) is seeking **CDL Class A and B Truck Drivers** to supply our asphalt paving operations. This position will be filled by a person with experience hauling equipment and/or hot mix, knowledge of commercial driving regulations and roads in the area, and a clean driving record. Paving experience and the ability to physically operate and maintain a dump truck is required. A valid MD or DE CDL Class B Driver's License and ability to operate a vehicle with a GVW of 33,000 pounds or greater is required. Competitive wages are offered. Please call (302) 629-7995 for more information. All applications and resumes can be emailed to mnoossick@dmvpaving.com. (Date listed: 2/9/19)

Del-Mar-Va Paving (695) is seeking a **Paver Operator, Roller Operator, and Lute Operator** to operate equipment in a safe and productive manner for our asphalt paving crew. The selected candidate will have experience with commercial and residential paving operations, as well as a thorough understanding of equipment maintenance duties such as cleaning, greasing and maintaining fluid levels on equipment. Paving experience is required. The person selected for this position must be capable of extensive and heavy physical activity (able to lift up to 75lbs.) and work in the field under all conditions. A valid MD or DE Driver's License and clean driving record are strongly preferred; reliable transportation to our office is required. Competitive wages are offered. Please call (302) 629-7995 for more information. All applications and resumes can be emailed to mnoossick@dmvpaving.com. (Date listed: 2/9/19)

Del-Mar-Va Paving (677) is seeking a **Paving Laborer** to perform duties related to asphalt milling and paving including shoveling, raking, luting, jack hammering, heavy lifting and the use of multiple small tools. This position will be filled by a safety-conscious person with good dexterity and fine motor skills. Paving experience is required. The person selected for this position must be capable of extensive and heavy physical activity (able to lift up to 75lbs.) and work in the field under all conditions. A valid MD or DE Driver's License and clean driving record are strongly preferred; reliable transportation to our office is required. Competitive wages are offered. Please call (302) 629-7995 for more information. All applications and resumes can be emailed to mnoossick@dmvpaving.com. (Date listed: 2/9/19)

Dixon Valve (701) Chestertown, MD. **CAD Designer** (Refer MWE Job Order 932645). Apply: www.dixonvalve.com. (Date listed: 2/19/19)

Dorchester County Public Library (776) Hurlock, MD location. **Library Clerk** (Part Time) (JO#941481). Position available in a busy public library. The right candidate will be tech savvy, a team player, and have excellent customer service skills. Organizational skills and the ability to handle change are also important. Bilingual is a plus. Email resume to: infodesk@dorchesterlibrary.org. (Date listed: 3/6/19)

DynaSplint Systems, Inc. (729) Chesapeake Business Park, Stevensville, MD. Restoring people, business and life the way it ought to be. **Refurbishment Specialist** (Refer to MWE Job Order #937346); **Shipping Clerk/Order Filler** (Refer to MWE Job Order #948859). To Apply: Please send your cover letter & resume to bcatterton@dynasplint.com. (Date listed: 2/26/19)

Eastern Shore Area Health Education Center (675) Community Dev Coordinator.

Position Summary: Responsible for developing, facilitating, and implementing outreach activities, special events, programs, and presentations which support member education and health plan awareness within the Medicaid or Medicare population and the community. Responsible for developing and maintaining relationships with community contacts. Maintains marketing guideline compliance with the appropriate states laws and regulations. Candidates who live in or around the eastern shore of Maryland or southern Maryland are strongly preferred. For more information: <https://www.aetnacareers.com/job/linthicum/community-dev-coordinator/41/10790727>. (Date listed: 2/11/19)

Eastern Shore Land Conservancy (731) Landowner Assistance Coordinator. Background:

Eastern Shore Land Conservancy (ESLC) is a 501(c)3 nonprofit that is committed to preserving and sustaining the vibrant communities of the Eastern Shore and the lands and waters that connect them. Our Vision in 2050 is an Eastern Shore where: towns are vibrant and well defined; farms, forests, and fisheries are thriving; and scenic, historic, natural, and riverine landscapes are maintained. ESLC is part of Envision the Choptank, a multi-stakeholder initiative focused on developing collaborative solutions to support a swimmable, fishable Choptank and healthy native oysters. As part of the initiative, several partner organizations received a grant to reduce the levels of nutrients and sediment entering the Choptank River by increasing the implementation of agricultural and residential best management practices (BMPs). Funds from the grant are being used to support this position, as well as carry out multiple landowner workshops and develop a fund to provide monies to residential landowners for BMPs. The majority of this work will be focused on the Choptank Watershed that lies within Talbot County, Maryland and includes the following tributaries of the Choptank: Harris Creek, Broad Creek, and the Tred Avon River.

ESLC is looking to hire a Landowner Assistance Coordinator to provide assistance to landowners around these waters by helping them determine the most efficient and practical best management practice(s) to install on their land and connecting them to technical and financial resources to do so. This position is part-time (approximately 25 hours per week) for up to a 1-year term, which may be extended pending additional funds. The Coordinator will be overseen by a committee composed of representatives from Envision the Choptank partner organizations, and will be directly supervised by the ESLC. Position Responsibilities: ●Provide one-on-one assistance to private landowners (residential and agricultural) to help them: ○identify the appropriate BMPs for their land, ○understand and secure resources from existing BMP cost-share programs, special cost-sharing available through Envision the Choptank, and technical support and service providers, ○implement pollution control projects, and ○develop a plan for BMP maintenance.

●Work closely with the Talbot Soil Conservation District, University of Maryland Extension, and University of Maryland Sea Grant Extension: ○These organizations will assist in providing technical assistance to agricultural and residential landowners and may provide the Coordinator with initial connections to landowners. ●Work with Envision the Choptank partners to organize and carry out a workshop related to this work. ●Assist partner organizations in developing and administering a Residential BMP Fund, which may include: ○soliciting, receiving, and ranking applications, and ○managing a constituent database of landowners interested in and/or implementing best management practice projects and maintenance plans. ●Provide staffing and coordination support for partners engaged in the work described above. Basic Qualifications ●Bachelor's degree in biology, ecology, agriculture, natural resources management or related field and 1 to 2 years related work experience or equivalent combination of education and experience. ●Experience coordinating multiple projects. ●Experience handling standard business communications. ●Knowledge of Microsoft Office suite. Required Knowledge and Skills: ●Ability to communicate effectively. ●Ability to work cooperatively with partners, including conservation managers, farmers, and residents. ●Ability to complete tasks independently within assigned time frames. ●Ability to manage multiple priorities, with assignments sometimes coming from a number of sources. ●Ability to coordinate project information from a number of sources to populate databases, create reports and produce manual files. ●Ability to be detail oriented, while able to plan for the long-term. ●Knowledge of common BMPs for water quality. ●Familiarity with Eastern Shore and greater Maryland cost-share programs that support and incentivize best management practice implementation. ●Valid driver's license, clean driving record, and access to a vehicle for travel. ●Applicants must have flexible working hours (may include evenings and

weekends). Preferred Qualifications: ●Experience with farming and/or the related agricultural community (education, training, background, job experience, etc.) and installation, maintenance, or monitoring associated with BMPs in rural landscapes, preferably the Eastern Shore. ●Ability to develop relationships with the farming community at all levels (local farmer, agribusiness personnel, government agency staff, extension services staff). ●Experience working with private landowners and with diverse audiences of all socio-economic levels. ●Familiarity with Delmarva ecosystems and native plants. ●Experience coordinating the work of multiple organizations. ●Experience with grant writing and coordination. ●Experience using and managing database and/or constituent database software. ●Maryland Eastern Shore resident. Salary: \$20/hour for approximately 25 hours per week. The anticipated end date is December 31, 2019; however, there is potential for the position to be extended to a full-time position, pending funding availability. Benefits are currently not included. The position will be reimbursed for travel expenses. Desk space is included at the Chesapeake Bay Foundation in the Eastern Shore Conservation Center in Easton, MD. Applications: To apply for this part-time position, please send a cover letter, resume, and two professional references to hr@eslc.org. **Position opened until filled**. The Eastern Shore Land Conservancy is an equal opportunity employer. (Date listed: 2/26/19)

Eastern Shore Land Conservancy (730) Conservation Projects Manager. Summary: The Eastern Shore Land Conservancy seeks to hire a talented, energetic professional for the full-time position of Conservation Projects Manager. The Conservation Projects Manager is responsible for implementation of ESLC's land conservation objectives with a focus on land protection through a myriad of tools including purchased programs and donated easement acquisitions. This position will provide coordination and support for Delmarva Oasis, an initiative to coalesce public and private partnerships to fund large-scale conservation to protect 50% of Delmarva's critical habitat and farmland, improve rural prosperity, and enhance vibrancy of our towns, by 2030. Candidate should have relevant conservation or real estate skills/experience, a creative / entrepreneurial mindset, excellent communication and partnering skills, and a comfort level working with varied communities and partnerships. Desired Qualifications: ●Bachelor's degree with 3 or more years' experience in conservation, natural resources management, business or related field; Juris Doctorate and legal experience preferred. ●Experience with Land and Property transactions, including necessary due diligence. ●Professional interests that align strongly with ESLC's vision and values. ●Outstanding verbal and interpersonal communication skills; Exceptional written communication skills. ●Disciplined self-starter, capable of working independently as well as part of a team. ●Desire and demonstrated ability to identify and address personal knowledge gaps; to learn on the job; and to cultivate sources of knowledge, expertise, and skill. ●Able and willing to travel (including a vehicle) frequently among the six counties in ESLC's service area and occasionally beyond the service area. ●Proficient in all aspects of Microsoft Office. The Eastern Shore Land Conservancy is a leading regional land trust on Maryland's rural Eastern Shore responsible for preserving over 60,000 acres since 1990. Do you want to be engaged in the future of the beautiful Eastern Shore? Then come join our exciting and dynamic team at the award winning Eastern Shore Conservation Center in Easton's charming historic district! To apply send resume, cover letter, and salary requirements to Theresa Miller hr@eslc.org. For more information about our work, please visit: www.eslc.org. (Date listed: 2/26/19)

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. Echo Hill Outdoor School, 13655 Bloomingneck Road, Worton Maryland 21678. (410) 348-5880. (Date listed: 2/19/19)

Famous Footwear (785) Seasonal Associate (MWE Job Order #954337); **Assistant Sales Manager** (MWE Job Order #954291); **Sales Associate** (MWE Job Order #954138). Apply online at: http://www.americasjobexchange.com/job/job_apply?jobId=583670591&source=MD. (Date listed: 3/7/19)

Fred Frederick (712) Easton, MD. Service Advisor (MWE Job Order #949244); **Service Technician** (MWE Job Order #949250). Email resume to: jfred@goeaston.net. (Date listed: 2/21/19)

S.E.W. Friel / Friel Lumber Company (761) is seeking a full-time Accounting Associate for its offices in Queenstown, Maryland. **Duties and Responsibilities include:** •Review and verify source documents such as invoices, receipts, statements. •Enter invoices into accounting system - two companies, two different systems. •Reconcile vendor statements. •Monitor and respond to Accounts Payable email address. •Communicate with vendors, send tax exempt forms to vendors, manage vendor W-9 Forms. •Check run processing. •Maintain filing system for paid bills. •Post customer payments, prepare deposits. •Payroll processing. •General ledger month end reconciliations and bank account reconciliations. •Assist in researching transactions for various reports. •Assist human resources with data-entry, preparation of employee handouts, payroll forms. •Many other duties involving spreadsheets, document preparation, reports, filing, organizing. In addition to an Associate's Degree in Accounting or Finance and strong Microsoft Excel, Word and Outlook skills, the ideal candidate will most importantly have a strong passion for attention to detail and organization, along with a coachable mentality and willingness to learn on the go. Other important qualities include the ability to multi-task, prioritize and meet deadlines as well as interact professionally with vendors, customers and staff across the companies, using excellent written and verbal communication skills. Satisfactory completion of a proficiency test is required. Experience with QuickBooks Desktop for Windows is preferred. We want more than a one-dimensional bookkeeper. We are looking for a true team player, willing to learn and grow into a solid position by taking on increasing responsibilities within the accounting department. We are a long-standing company offering health, dental and vision insurance, paid holidays, paid time off and vacation and a 401(k) plan. Please send resume and contact information to Trish Ross at trish@sewfriel.com. (Date listed: 3/4/19)

C.H. Gannon & Sons (772) Large Farming Operation seeking full-time team member. Seeking a dependable employee. Minimum high school education. Clean driving record with the ability to pass DOT level pre-employment physical and drug test. CDL-A required. Experience operating equipment a plus, but willing to train the right candidate. Job includes physical labor, both indoors and outdoors. Subject to overtime depending on season. Benefits pending waiting period. Email resume to mfjvllc@gmail.com or call 410-822-0069 and ask to speak to Gary in reference to Chesapeake College. (Date listed: 3/5/19)

Genesis HealthCare - Chesapeake Woods Center (771) 525 Glenburn Cambridge, MD. **Geriatric Nurse Aide** (FT) (JO#953511); **Geriatric Nurse Aide** (PT) (JO#953518); **Certified Medicine Aide** (JO#953522); **Registered Nurse** (JO#953527). Apply to: <https://www.genescareers.jobs>. (Date listed: 3/5/19)

Genesis Corsica Hills Center (763) 205 Armstrong Avenue, P.O. Box 50, Centreville, MD. **Licensed Practical Nurse** (JO#953325); **Aide-Geriatric Nurse** (FT) (JO#953312); **Aide-Geriatric Nurse** (PT) (JO#953321); **Maintenance Assistant** (JO#953314). Apply to: <https://www.genescareers.jobs>. (Date listed: 3/5/19)

Genesis HealthCare - Pines Center (764) 610 Dutchman's Lane, Easton, MD. **Aide-Geriatric Nurse** (PT) (JO#953238); **Aide-Geriatric Nurse** (FT) (JO#953026); **Licensed Practical Nurse** (JO#953282); **Registered Nurse** (JO#953279); **Receptionist** (FT) (JO#953245). Apply to: <https://www.genescareers.jobs>. (Date listed: 3/5/19)

Goose Creek (779) Cambridge, MD. **Deli Help** (JO#954047). Apply on line at: www.mygcjob.com. (Date listed: 3/6/19)

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. 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: 11/15/18)

Higgins Yacht Yard (751) Classic Motor Museum – Manager – Our one-of-a-kind museum is looking for the perfect full-time candidate to manage all aspects of the museum. Duties will include, but are not limited to, answering phones, managing correspondence (both incoming and outgoing), scheduling events, updating advertising and marketing campaigns regularly and maintaining all social media accounts. Some weekend work is required. Send resume to PO Box 214; St. Michaels MD 21663 or call (443)786-0513. (Date listed: 3/1/19)

Higgins Yacht Yard (750) Boat Yard Personnel – Full-time, year-round position with health insurance option. Experience with carpentry, painting, bright work (sanding and varnishing) and basic fiberglass preferred, but not required. Will train the right candidate. Must be comfortable operating/docking boats. Spanish skills a plus! Salary will be based on skills and experience. Send resume or questions to info@higginsyachtyard.com. No Phone Calls, please. (Date listed: 3/1/19)

Interstate Container (714) Current Openings: General Helpers (JO#809148); Industrial Electricians (JO#809151). Fill out Interstate Container application at any One Stop. (Date listed: 2/21/19)

JOB FAIR (781) all job seekers welcome to attend the **24th Annual Chesapeake College Career & Job Expo, on Tuesday, April 2, 2019 from 1pm to 4pm** in the HPAC Building, Multi-Purpose Room at the Chesapeake College, Wye Mills Campus. The event is FREE and open to all job seeker and career changers. Hope to see you there! (Date Listed: 3/7/19)

Job Fairs (782) Upcoming Job Fairs and Events - Workforce Development & Adult Learning – Click [HERE](#). (Date listed: 3/7/19)

Kent Center (681) in Chestertown seeks team members who are caring, organized, positive, respectful, and accountable. Relevant training provided; competitive pay and benefits. Day, evening, weekend and flexible hours available. Currently, we're seeking fabulous candidates for the following positions: **Program Coordinator** with DDA experience; **Human Resources Specialist** with onboarding and training experience; **Direct Support Professionals** with great attitudes and a willingness to help; **Bus Driver** with passenger experience, **Registered Nurse** who has experience in case management and working with a DDA population. All employees will be subject to background and drug screening. Since 1970, the mission of Kent Center has been to ensure the safety and well-being of adults with diverse abilities through personalized supports, essential training and education, open communication, and community partnerships. With respect and dignity, we provide enriching opportunities and choices which promote capability and independence to enable positive contributions to our community. Learn more about our DDA community and apply online at <https://kentcenter.mitcawm.com/jobs/>. (Date listed: 2/12/19)

Kent County Government (783) Community Planner (See MWE Job Order #954440 for details). TO APPLY: <https://www.kentcounty.com>. (Date listed: 3/7/19)

Kmart (719) 200 Kent Landing, Stevensville, MD. **Sales Floor Supervisor** (Refer to Job Order #950233); **Pharmacy Technician** (Refer to Job Order #950237); **Customer Service** (Refer to Job Order #945452); **Customer Service – Apparel** (Refer to Job Order #945454); **Cashiers** (Refer to Job Order #829204); **Data Integrity Lead** (Refer to Job Order #829195). Apply to: <https://jobs.sears.com>. (Date listed: 2/25/19)

Lowe's (754) Easton, MD. **Facility Service Associate** (JO#952861); **Sales Floor Dept. Supervisor** (JO#952863); **Merchandising ASM** (JO#952865); **Cashiers** (JO#952857); **Garden Center Employee** (JO#940635); **Night Stockers** (JO#940629); **Assemblers** (JO#940659); **Sales Floor Seasonal** (JO#940644); **Installed Sales Product Asso.** (JO#952870). Apply on line at www.lowes.com/careers. (Date listed: 3/4/19)

Maryland Mentoring Services (685) is seeking to hire **mentors** and **one-to-ones** who live on the Eastern Shore. As a mentor/one-to-one, you will be working with a foster child who lives on the Eastern Shore. As a mentor, some of your duties will include but not limited to, assisting clients with homework, chores, preparing for school, taking them to fun activities, an assisting when teaching proper behavior. You MUST BE ABLE TO PASS A BACKGROUND CHECK, HAVE A CAR, WILLING TO HELP OUR CHILDREN IN EVERY ASPECT OF LIFE. Maryland Mentoring Services is located in the Baltimore area. We are looking to open an office on the Eastern Shore to better service our children who live on the Eastern Shore. We are looking to hire 30 new mentors within (1) one month. If you are looking for a new job where you will be able to assist and help children, please email us your resume marylandmentoringervices@gmail.com. (Date listed: 2/12/19)

MedStar Georgetown University Hospital (722) With a 609-licensed-bed hospital, 1100 physicians and 4500 employees, MedStar Georgetown University Hospital is one of the largest healthcare delivery networks in the Washington, D.C., area. We offer some of the most sophisticated treatments and technologies available, as well as the expertise of nationally respected physicians. We have excellent opportunities for Surgical Technologists to join our team. **Responsibilities:** •Responsible for intraoperative delivery of patient care in the scrub role. •Assists Core Leader, OR with orientation, training and supply inventory for a specific surgical specialty consistent with specialty alignment. **Qualifications:** •Graduate of an accredited program in surgical technology. •Current certification by examination through Association of Surgical Technologists is preferred. •One to two years of OR experience as Surgical Technologist in an acute care operating room that included the major surgical specialties, i.e., General, GYN, Urology, Neuro, Ortho, ENT, CV, Plastic, with one year of OR scrub experience preferred. **We offer:** •Competitive compensation and generous benefits. •Superb educational opportunities plus tuition assistance. •Wellness programs. •Free shuttle from Metro stations. **Location, location, location:** Located in Washington, D.C., MedStar Georgetown University Hospital offers an exciting lifestyle to complement a satisfying career. The D.C. metro area is famous for its education and cultural venues in theater, music, museums, art galleries, and restaurants. Employees live in D.C., Maryland or Virginia, affording great choices in lifestyle just Metro stops away from the hospital. MedStar Georgetown University Hospital Associates live by Our Common Purpose: We Create Caring Moments in the Spirit of Cura Personalis – Care for the Whole Person. Our Quality Standards of Safety, Compassion, Professionalism, and Coordinated Care set the priorities for consistent decision making applicable to everyone in every situation. For more information and to Express Your Interest in less than 60 seconds, please visit <http://www.medstargeorgetown.jobs/jobs/175557/>. Equal opportunity employer. Apply here: <http://www.medstargeorgetown.jobs/jobs/175557/>. (Date listed: 2/25/19)

Mid-Atlantic Waste Systems (683) **Order Management Specialist.** This position will have contact with multiple areas of the sales team and with numerous external relationships. The Order Management Specialist will build a relationship with the Mid-Atlantic Waste Systems sales team members as well as collaborate and support business plans and provide solutions throughout the process. **Responsibilities of the Position:** •Processing Bids. •Purchasing. •Order Entry. •Purchase Order Processing. •Job Card Processing. •Invoice Receiving. **Required Skills:** •Attention to detail. •Excellent organizational skills and ability to manage and prioritize multiple accounts simultaneously. •Ability to integrate information and make decisions in support of business goals. •Ability to effectively interact with internal and external associates. •Computer skills required including all aspects of Microsoft Office. **Required Experience:** •High School Diploma. •Minimum of 2 years in sales, order management role and purchasing experience.

•Proficiency in Excel. Apply today at recruiting@mawaste.com or call 410-820-7188 Ext. 1028. (Date listed: 2/12/19)

Mid-Atlantic Waste Systems (682) Accounts Payable Specialist. The ideal candidate for this position will hold an associate degree in Accounting/Finance and have a minimum of 2 years' experience, be very detail oriented, organized and be able to work independently in a very fast-paced environment. Candidate must be able to multi-task and meet deadlines and be professional in dealings with vendors, customers and other branch locations.

Responsibilities Include: •Strong Excel/PC skills required. •Entering and Receiving invoices into Accounting System. •Processing employee expense reports. •Printing checks and issuing credit card payments to vendors. •Pulling receivers into accounting system. •Daily Accounts Payable reconciliation of sub ledger to general ledger. •Vendor Reconciliations • Adding new vendors to the system. •Obtaining and managing vendor W-9 Forms. •Direct Entry Non-Po vouchers. •Process Vendor Credit Applications. •Daily Accounts Payable Aging Review. •Monitor and respond to Accounts Payable email address. •Review Open Receiver Report. •Vendor Phone Calls and Communication. •Tax Exempt Forms to Vendors. •W-9 Maintenance. •Credit Card Payments for Non-Prepaid Vendors. •Assist in GL research on AP transactions. •Coordinate and oversee AP tasks with receptionist. •Check Run Processing. •All other duties as assigned. Apply today at recruiting@mawaste.com or call 410-820-7188 Ext. 1028. (Date listed: 2/12/19)

Miltec (691) 146 Log Canoe Circle Stevensville, MD. Electrical Engineer (JO#847796); Shipping & Receiving Clerk (JO#946419); Ohio Valley Regional Sales Manager (JO#925200). [Apply online.](#) (Date listed: 2/13/19)

N R L & Associates, Inc. (697) 245 Log Canoe Circle, Suite I Stevensville, MD. General Production (Refer to MWE Job Order #874752); Assembler (Refer to MWE Job Order #874755); Machine Operator (D/N Shifts) (Refer to MWE Job Order #874762); Setup Operator (Refer to MWE Job Order #874759); Programing (Refer to MWE Job Order #874758); Quality Assurance Inspector (Night Shift) (Refer to MWE Job Order #874766). [APPLY.](#) (Date listed: 2/19/19)

Protenergy (728) Cambridge, MD. Filler Operator (JO#931239); Production Supervisor (JO#931237); Aseptic Service Engineer/Specialist (JO#950735); Maintenance Mechanic/Electrician (JO#931242). Email resume to: cdelaney@us.protenergyfoods.com. (Date listed: 2/26/19)

PRS Guitars (686) 380 Log Canoe Circle Stevensville, MD. 1st Shift Production Sander (Refer to MWE Job Order #863371). Apply <http://www.prsguitars.com/careers/>. (Date listed: 2/12/19)

Qlarant (745) Easton, Maryland. Call Center Specialist (JO#951999); Lead Registered Nurse (JO#951751); Medical Director (PRN) (JO#942958); Supervisory Data Analyst (JO#933816). Apply online at: <http://www.qualityhealthstrategies.org>. (Date listed: 3/1/19)

Queen Anne's County (780) Civil Engineer I (JO#935973); Civil Engineer I (JO#936073); Public Safety Dispatcher II (JO#935958); Deputy Sheriff (Non-Certified) (JO#936080); Bus Driver (FT) (JO#936077); Evidence Manager (JO#954028); Budget Analyst (JO#954048); Correctional Officer (JO#954053); Pre-Trail Release Prog. Mgr. (JO#954059); Senior Camp Counselor (JO#954071); Camp Director (JO#954083); Camp Counselor (JO#954077); Guest Services Associate (JO#954088); Facility Technician I (JO#954092); Golf Cart Attendant (JO#954098); Pro-Shop Attendant (JO#954106). Applications are available from Queen Anne's HR Department, 107 N. Liberty St., Centreville, MD 21617. www.qac.org. (Date listed: 3/6/19)

Queen Anne's County (736) Centreville, MD. Deputy Sheriff Cadet. The Queen Anne's County Office of the Sheriff Cadet Program is a law enforcement apprenticeship program that offers training and varied work assignments to persons between the ages of 18 and 20 ½. The

Cadet Program provides qualified men and women with a chance to experience the challenges and personal rewards of a police career and serves as a stepping stone to be certified through this agency's police academy. Upon completion of a cadet program, with additional testing, the program is designed to elevate cadets into the role of Deputy Recruit. Cadets must successfully complete all deputy entry level testing procedures during their employment and will submit to an extensive background investigation prior to their employment as a cadet and prior to their acceptance into the police academy. Cadets must further their education by enrolling in and passing college courses with a goal towards eventually earning a degree. [View Job Details](#). (Date listed: 2/26/19)

Queen Anne's County (735) Centreville, MD. **Budget Analyst**. Assists the County Management Team with the development of the annual budgets. Assists the Director of Budget & Finance in managing a variety of aspects of the County's finances as it relates to budgeting. Senior level position responsible for analysis and preparation of the County's operating and capital budgets, organizational overview of data collection techniques, data compilation and budget analysis of information relative to fiscal and operational activities. Performs and/or oversees analysis of operational programs/activities to include: general utilities and operations; sewer and water rate schedules and costs/revenues; cost/benefit factors; and other complex programs and services. Serves on process improvement teams. Performs analysis and preparation of spreadsheets, PowerPoint and narrative presentations. [View Job Details](#). (Date listed: 2/26/19)

Queen Anne's County (734) Centreville, MD. **Correctional Officer - Full Time**. Responsible for maintaining security within the County's Detention Center. [View Job Details](#). (Date listed: 2/26/19)

Queen Anne's County (717) Centreville, MD. **Pre-Trial Release Program Case Manager**. The Program Case Manager is responsible for supervising misdemeanor and felony defendants who are granted pretrial release by the courts, which requires the defendant to comply with court-ordered conditions, such as drug treatment, psychological counseling, medical and/or mental health treatment, civil court orders, or various levels of reporting. This work involves responsibility for performing, under general supervision, intake interviews; assigning classification ratings; contacting references and other agencies to gather social histories; check criminal history; review agency case files; participating in classification, reclassification, and status review hearings; developing, monitoring and coordinating individualized program plans to maximize programming results within the Detention Center and post release resource delivery to ensure a successful community transition; conducting job and home site visits (with security escort); testifying in court hearings; participating in meetings with mid-level supervisors and Department administration; and establishing appropriate horizontal and vertical lines of communications. The goals of supervision is ultimately to prevent re-offense or failure to appear in court, as well as to assist the defendant by providing positive support through programs and practices that will help the individual avoid criminal behavior, such as substance abuse treatment, mental health treatment, or domestic violence counseling, among other options. [View Job Details](#). (Date listed: 2/23/19)

Reeb Millwork Corporation (698) 1315 Goldsboro Road, Barclay, MD 21607. **Material Handler** (JO#892384); **Assistant Sales Manager** (JO#924914); **Logistics Manager** (JO#924916); **Territorial Sales Manager** (JO#932964); **Assembler** (JO#946855); **National Accounts Rep.** (JO#924922); **B2B Inside Sales Rep.** (JO#946824); **Machine Operator** (JO#946851). Competitive base pay & comprehensive benefits offered. Apply online: www.reeb.com/careers. (Date listed: 2/19/19)

Resorts at Chester River Manor (707) Looking to spread your wings in nursing? Resorts at Chester River Manor is hiring. We are searching for awesome, talented, reliable and dedicated: **RNs, LPNs & GNAs**. Currently, we have all shifts available. Full-time, part-time & PRN. Stop in to apply or send your resume to hr@rcrmanor.com. Resorts at Chester River Manor, 200 Morgnec Rd, Chestertown, MD 21620. 410-778-4550. (Date listed: 2/20/19)

Restyn (635) Federalsburg, MD. **Senior Accountant** – FT. Overview: Responsible for monitoring the financial operating plan and overseeing administrative aspects of the Wholesale/Transportation divisions and other affiliated entities, ensuring the highest level of customer billing, transaction processing, and compliance reporting. Supervises billing and administrative associates, coordinates and oversees their training, coaches and mentors' team to maximum performance potential. Qualifications / Duties / Responsibilities: •Partner with Wholesale Director, Transportation Director, and Wholesale/Transport Sales Manager to monitor financial operating plan for Wholesale/Transportation divisions and make recommendations to ensure monthly budgets are met. •Oversee monthly financial reporting of affiliated entities. •Identify opportunities, develop, and implement process improvement initiatives. •Implement, streamline, and manage document flow and processing to achieve 48-hour billing of deliveries. •Supervise billing and administrative associates. •Manage customer deposits and account setup. •Manage vendor setup and payment processing. •Ensure accurate and timely filing of compliance reports and associated G/L account reconciliations. •Develop and maintain a department procedures manual. •Establish appropriate cross-training and ensure adequate coverage during absences. •Manage and streamline use of various software applications needed for accurate, efficient and timely billing and collection of data. •Work with staff to ensure they have the tools and skills needed to maximize efficiencies. •Implement new procedures as needed for specialized transactions. •Coordinate with dispatchers and sales associates to ensure smooth workflow and timely processing of deliveries. Skills & Experience: •Bachelor's Degree, preferred but not required. •1 – 3 years of proven Accounting/Management experience preferred. •Proficient in Microsoft Excel and Word. •Able to quickly learn and understand our ERP software. •Excellent written and verbal communication skills. •Strong organizational and time management skills; ability to prioritize. Sent resumes to alexander.alvarez@restyn.com or directly upload at <https://jobs.restyn.com/recruit/Portal.na>. (Date listed: 1/29/19)

Royal Farms (777) 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). Apply: <http://www.royalfarms.com/employment>. (Date listed: 3/6/19)

Royal Farms (744) 105 Clay Drive, Queenstown, MD. **Customer Service Leader** 952172 **Assistant Store Leader** (JO#879027); **Customer Service Associate** (JO#952175); **Food Service Leader** (JO#952169). Apply <http://www.royalfarms.com/employment>. (Date listed: 3/1/19)

Royal Farms (743) 6502 Church Hill Rd., Chestertown. **Assistant Store Leader** (JO#818020); **Food Service Leader** (JO#878794); **Customer Service Associate** (JO#878791). Apply <http://www.royalfarms.com/employment>. (Date listed: 2/28/19)

Royal Farms (741) 859 High Street, Chestertown, MD. **Assistant Store Leader** (JO#878771); **Customer Service Associate** (JO#878777). Apply <http://www.royalfarms.com/employment>. (Date listed: 2/27/19)

St. John Outlet (723) Queenstown, MD. 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: 2/25/19)

St. Michaels Family YMCA (747) **Life Guards** (JO#952201); **Swim Instructors** (JO#952206); **Custodian** (JO#952208); **Team Program Manager** (JO#952209); **CDL Bus/Van Driver** (JO#952212); **Personal Trainer** (JO#952216); **Group Exercise Instructor** (JO#952219); **Member Services Rep.** (JO#952224); **Summer Program Staff** (JO#952222); **Morning Child Care** (JO#952227). Apply on line at: www.ymcachesapeake.org. (Date listed: 3/1/19)

Sauer Compressors USA (700) Stevensville, MD. **Production Technician** (Entry Level) (Refer to MWE Job Order #925658); **Technical Proposal Manager** (Refer to MWE Job Order #946791). Apply: <https://www.sauerusa.com/careers/>. (Date listed: 2/19/19)

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.scribeameric.com/apply today. (Date listed: 2/6/19)

Sigtex Lighting (774) Grasonville, MD. **Assembler** (JO#953841). Apply online at: <https://mwejobs.maryland.gov/vosnet/Default.aspx>. (Date listed: 3/6/19)

The Talbot County Early Head Start Program (674) is looking for candidates to fill the following positions: **Early Head Start Family Services Coordinator** - FT merit position; responsible for the supervision and oversight of the Family Services component of a federally funded program serving families with children birth to three years. Experience working with families desired. Position requires minimum of a Bachelor's Degree in Social Work, Human Services or related field with at least one year of supervisory experience. **Early Head Start Child Development Coordinator** - FT merit position; responsible for the supervision and oversight of a developmentally appropriate, licensed early childhood program for infants and toddlers. Bachelor's Degree in Early Childhood Education or related field and a minimum of one-year supervisory experience required. Familiarity with Office of Child Care licensing regulations and Director qualification needed. **Infant/Toddler Teachers** - 8-10 positions available - FT contractual positions; responsible for providing developmentally appropriate care and education to children birth to three years of age. 90-hour child development and 45-hour infant certifications strongly desired; candidates must obtain Infant and Toddler CDA. Assistance with education and training provided to qualified candidates. Interested candidates should email letter of interest and summary of qualifications (transcripts, certificates) to katiem.moore@maryland.gov or wendy.deale@maryland.gov. (Date listed: 2/8/19)

Tanglewood Conservatorie (773) Subcontractor / Carpenter / Installer Team Member. Our Vision: To Inspire Everyone We Touch through the Creation of Extraordinary Glass Architecture. We are seeking a bright, capable professional to accept the challenges of building and installing custom millwork projects. As America's premier designer of imaginative glass architecture, we design and handcraft one-of-a-kind custom Conservatories, Greenhouses and Orangeries for clients around the world. When not in the field, the carpenter will work in our Denton facility constructing the projects that they will install at various locations throughout the U.S. High-level carpentry skills are required and experience with custom trim work a plus. Come Be a Part of Something Great with Tanglewood Conservatories. Fill out our online application www.tanglewoodconservatories.com/careers or come in to our office for an application: 15 Engerman Avenue, Denton, MD 21629. For further information or questions, please call Sheryl at (410) 479-4700. An Equal Opportunity Employer. (Date listed: 3/6/19)

Town of Ocean City, Maryland (724) **Utilities SCADA Technician**. The Town of Ocean City is currently recruiting for a Utilities SCADA Technician. This position functions to support the operation, maintenance, testing, and upgrades of the City's SCADA systems in the Water and Wastewater Utilities. The normal work schedule for this position is daytime shift Monday through Friday. Desire Associate's degree in industrial controls, instrumentation, computer science, computer programming or other related field, or, equivalent combination of education and relevant experience. Will consider high school diploma combined with minimum 5 years' experience using PLC and HMI programming languages, control software, industrial control programming, variable frequency drive installation & programming, ability to troubleshoot and

repair electrical controls including pneumatic controllers & automated process valves, calibration of industrial instrumentation, knowledge of radio to SCADA interface, and related tools for industrial process control systems design or similar related experience. Possess a valid driver's license and pass a post offer drug test. Minimum starting salary is \$48,231 plus excellent benefits. To apply electronically visit the Town's web site www.oceancitymd.gov. **Submit Town's application by 4:00 pm 3/8/19 to:** Human Resources – City Hall – Room 106, 301 Baltimore Avenue, P.O. Box 158, Ocean City, MD 21843. EOE. Veterans are encouraged to apply. www.oceancitymd.gov. (Date listed: 2/25/19)

Trenton Pipe Nipple Company, LLC (689) Federalsburg, MD. Machine Maintenance Mechanic (JO#946333). 4 ten-hour days- Mon.-Thurs. w/ Benefits. To apply- email resume to: larryy@trentonpipe.com. No Phone Calls. (Date listed: 2/13/19)

Tri-Gas & Oil Co., Inc. (687) Current openings: **Customer Service Rep.** (JO#946343); **Credit Manager** (JO#941415); **Propane Delivery Drivers** (JO#926216); **HVAC Service Tech** (JO#926219); **Senior Accountant** (JO#926220); **Transport Drivers** (JO#926223); **Safety & Compliance Mgr.** (JO#926227). To apply email resume to: careers@trigas-oil.com. (Date listed: 2/13/19)

U.S. Census Jobs – 2020 (611) (JO#938364). PT & FT \$18.50 per hour. Apply on line at: www.2020census.gov/jobs. (Date listed: 1/22/19)

University of Maryland Shore Regional Health (690) **Medical Lab Assistant, Phlebotomist.** Wonderful opportunity to join the nationally recognized University of Maryland Shore Regional Health as a Medical Lab Assistant specializing in Phlebotomy. What is the role: As a Medical Lab Assistant, you would adequate and correct blood specimens by skin puncture or venipuncture using proper technique and equipment within the established hospital procedure on adults and children, inpatient and outpatients. (DGH) Be responsible for all paperwork related to charting all completed reports on inpatients and outpatients. As well as, being responsible for registering all courier work. About the Hospital: At University of Maryland Shore Regional Health, you can learn, grow and make a lasting impact on patients and families. You'll experience the support of a collaborative work environment and a sense of collegiality unlike any other. Our comprehensive system has many locations and practice options to choose from throughout the beautiful Eastern Shore of Maryland. Minimum Qualifications: •High School diploma or equivalent. •Certification by a nationally accredited agency required. •Three months recent clinical phlebotomy experience preferred but will consider new graduate. Where to **APPLY**. (Date listed: 2/13/19)

Valley Proteins (718) Linkwood, MD. Current Openings: **Diesel Mechanics** (JO#950221); **Quality Assurance Manager** (JO#932794); **Quality Assurance Technician** (JO#950219). To apply: email resume to: rparks@valleyproteins.com or apply on line at: <https://drivevp.com/>. (Date listed: 2/25/19)

Walgreens (768) Easton, Maryland. **Customer Service Associate** (MWE Job Order #953361); **Assistant Store Manager Trainee** (MWE Job Order #953351). Apply online at: www.jobs.walgreens.com. (Date listed: 3/5/19)

WalMart (710) Cambridge, MD. **Stockers** (JO#949243); **Cashiers** (JO#949242); **Lawn & Garden Associates** (JO#949246). Veterans are encouraged to apply. Apply on line to: www.walmart.com/apply. (Date listed: 2/21/19)

WalMart (688) Denton, MD. **Cashiers** (JO#946308); **Personal Shoppers** (JO#946312); **Garden Center Associates** (JO#946315). Veterans are encouraged to apply. Apply on line to: www.careers.walmart.com. (Date listed: 2/13/19)

Waste Management (680) Georgetown, DE. **Sr. Welder – Container** (Req #19000620) (Job Order #945681). Competitive Salary and Great Benefits. Requirements: •4-years of relevant work experience. •Valid driver’s license with clean driving record. •Proficiency in welding techniques, with knowledge of safety procedures and practices necessary. Apply today at <https://careers.wm.com/us/en>. Please call 877.220.5627 for more information. (Date listed: 2/12/19)

The Whalen Company (770) The Whalen Company has an opening for a **Controls Specialist** at its Easton, Maryland location. Whalen is an innovative leader in the commercial heating and air conditioning industry, and we manufacture fan coils and water source heat pumps for hotels, motels, condominiums, apartments, senior living facilities, office buildings, schools, dormitories, etc. The Controls Specialist will develop electrical controls for new products and for special custom orders on existing products and will provide schematics, component layouts, and wire specifications lists to the factory. Development will include specifying, testing, and qualifying electrical components and printed circuit boards as well as collaborating with Engineering to provide solutions that meet customer requirements for building automation and energy management. The successful candidate must have an Associate’s Degree in Electrical Engineering or Engineering Technology with a concentration in electrical circuits design or equivalent work experience. Knowledge, skills, and experience or the ability to learn heating and air conditioning controls methodologies and building power supply systems, both single and three phase, are desired. This position will remain open until filled. If interested, submit an application and resume online at www.whalencompany.com or to Katie Levitan, HR Administrator, The Whalen Company, P.O. Box 1390, Easton, MD 21601 or by email to klevitan@whalencompany.com. (Date listed: 3/5/19)

Woolford Companies, Inc. (784) Financial accounting and business administration firm located in Stevensville, Maryland, is seeking a full-time junior associate for our Stevensville, MD office. Our firm started from scratch, and we’re growing our client base and expanding our role with our clients year over year. We have a two CPAs, a Certified Bookkeeper, and two MBAs on staff. We are eager to grow the company with the right talent. Our customers include companies in multiple business sectors from automotive to restaurants and government contracts to real estate leasing and renovation. We are seeking a junior level accountant that meets the minimum requirements: 1. College coursework in accounting preferred; Associate's degree or higher preferred. 2. Experience with QuickBooks Desktop for Windows preferred. 3. Strong passion for ATTENTION TO DETAIL. 4. Ability to work in both MacOS and Windows operating system environments. We use Apple computers and remote into Windows servers to access QuickBooks. 5. A coachable mentality and a strong desire to learn. This position will entail learning on the go. We will be committed to teaching, if you are committed to learning. Duties and Responsibilities: 1. Entering daily bank and credit card transactions into QuickBooks. 2. Reconciling bank accounts, credit cards, loans, intercompany transfers, and other balance sheet accounts. 3. Processing and reconciling sales and payroll tax filings. 4. Managing aged receivables/payables. 5. Maintaining orderly accounting records electronically. We are offering a competitive compensation and benefits package that will be commensurate with applicant’s experience. Benefits include up to \$50 monthly paid to cell phone carrier, 401(k) retirement benefits, and health insurance benefits. If you are interested in learning more, and would like to discuss this opportunity in detail, please send your resume, cover letter, and contact information to Carrie Root at recruitment@woolfordcompanies.com. Please include in the subject line: Green W. (Date listed: 3/7/19)

The YMCA (634) Dorchester County. **Camp Staff for 2019 Summer Camp Season.** Please join us for a group interview on: Thursday, March 21 at 6pm; Thursday, April 4 at 6pm; Saturday, April 20 at 11am; Thursday, May 2 at 6pm. Great benefits and perks. Please submit an application online prior to your interview www.ymcachesapeake.org/employment. For questions, please contact Summer Camp Director, Jen Lehn at jlehn@ymcachesapeake.org or Youth Development Director, Ashlie Elliott at aelliott@ymcachesapeake.org. (Date listed: 1/29/19)

YMCA Camp Tockwogh (727) Worton, MD. Summer – Wellness Center Assistant. •Work alongside RN's. •Provide care for children and young adults. •Room & Board provided. Wage: \$240/week from June 4 – August 18, 2019. Must be 21+. Will receive training in: MedTech, CPR & First Aid. If you're interested in applying, visit our website – <http://ymcacamptockwogh.org>. Rhino Merrick, Camp Director, rmerrick@ymcade.org, 410.348.6000. (Date listed: 2/26/19)

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.