

the Job Journal

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LET US KNOW ABOUT YOUR UPCOMING EMPLOYMENT OR TRAINING OPPORTUNITY in the Tri-County area. Please contact us to include your event in our next issue.

Tri-County Workforce Development Initiative
31901 Tri-County Way
Suite 110
Salisbury, Maryland 21804
410-546-6840

To subscribe to
THE JOB JOURNAL
call 410-546-6840



The Job Journal is brought to you by the Tri-County Workforce Development Initiative, in partnership with the Department of Human Services.

TIP
OF THE
WEEK

Targeted Cover Letters

What does it take for your resume and cover letter to make an impact when an employer may have received hundreds of resumes for the position you applied for?

Employers can receive a tremendous number of resumes for every position they advertise. It may seem like an almost impossible task for a company to weed through them to find the best applicants to interview, or for you to be one of the selected candidates.

You can help make their job easier, and move your job application to the top of the pile, by writing a targeted cover letter and closely matching your credentials to the job.

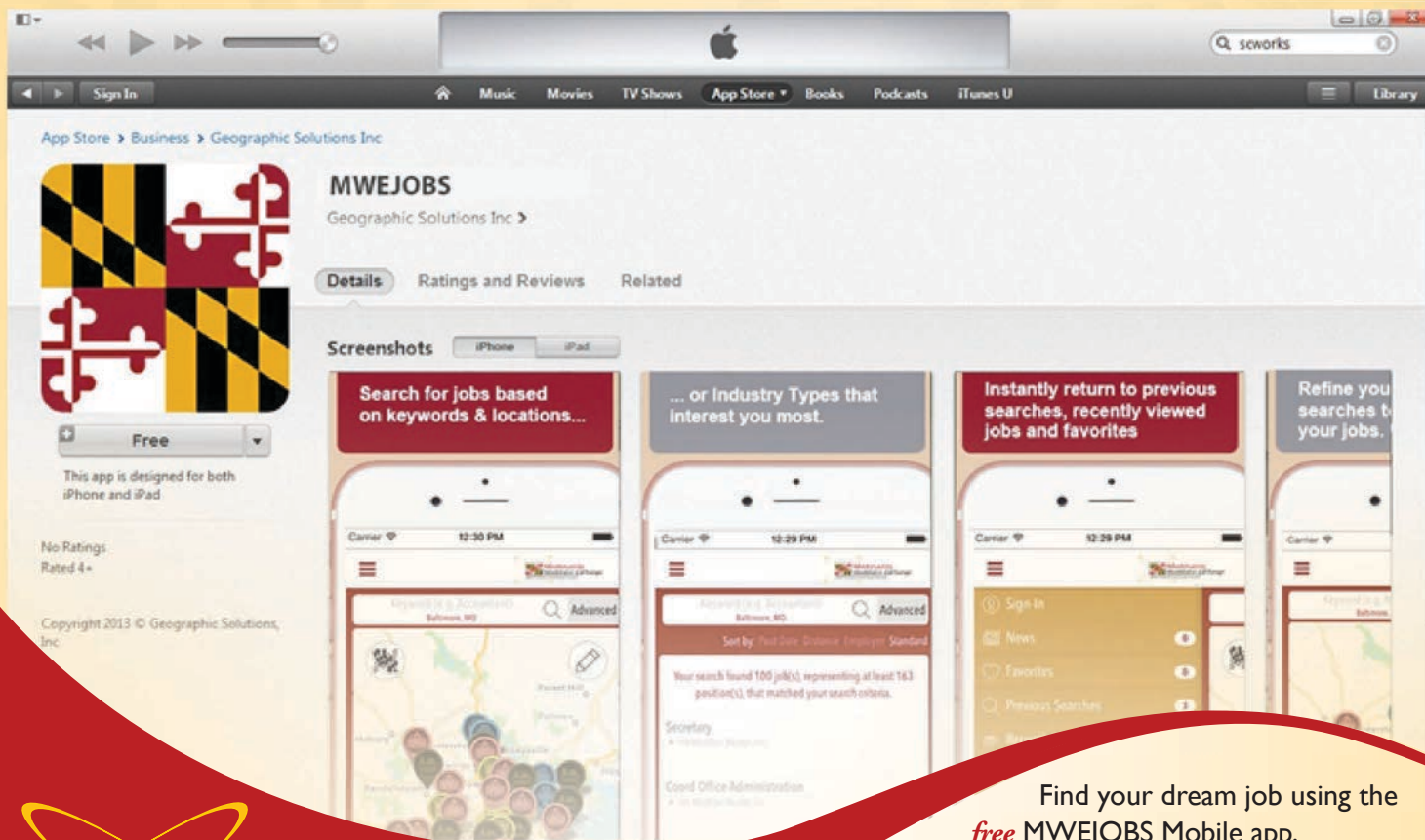
It's certainly easier to write generic or blanket cover letters than it is to write a cover letter specifically targeted to each position you apply for. However, if you don't invest the time in writing cover letters, you're probably not going to get the interview, regardless of your qualifications. If your cover letter and resume aren't perfect, they most likely will end up in the reject pile. And perfect means perfect - there should not be any typos or grammatical errors.

When writing your cover letter and resume, try to match your qualifications to the job. This takes some time and effort and it's not always easy, but it's important. Take the job posting and list the criteria the employer is looking for. Then list the skills and experience you have. Either address how your skills match the job requirements in paragraph form or make a comparative list of the criteria and your qualifications.

Given this competitive job market, it is critically important to target your cover letter and your resume. That way the employer knows exactly why you are qualified for the position and why they should consider you for an interview.

Doyle, Alison. "Targeted Cover Letters (Writing Tips and Samples)." *The Balance Careers, Dotdash*, 15 December 2018, <https://www.thebalancecareers.com/targeted-cover-letter-writing-tips-2060176>.

NEED A JOB? NOW MARYLAND HAS AN APP FOR THAT! **MWEJOBS Mobile App**



Find your dream job using the *free* MWEJOBS Mobile app. Instantly view any job posted to the web directly on your mobile phone or tablet. Simply search for "MWEJOBS" in the Apple iTunes or Google Play sites.

The latest job openings in your area from 16,000 websites are now at your finger tips. Save and share your favorite job via email, Facebook or Twitter.

With MWEJOBS Mobile's unique "Jobs Nearby" function, you can easily map all of the latest jobs near your current location. Search for jobs around your neighborhood or at a different location. Simply tap color-coordinated pins to see more information or to apply for a job.

MWEJOBS Mobile lets you instantly return to previous searches, recently viewed jobs and your favorite jobs.



mwejobs.maryland.gov

STATE OF MARYLAND
DLIR
 DEPARTMENT OF LABOR, LICENSING AND REGULATION



AROCON
 Home Improvement. Simplified.

Hiring Event

Available Positions at Arocon Roofing and Construction "Arocon Holding"

Technician & Site Supervisor



AROCON
 Available Roofing and Construction

PLATINUM
 PROFESSIONAL CONTRACTOR

Positions available for Eastern Shore of MD

Paper Applications Available During Interview Process

Wednesday
February 27, 2019
10AM – 2PM

AmericanJobCenter
Lower Shore
 Serving Somerset, Wicomico and Worcester Counties

31901 Tri-County Way
 Room 115-A
 Salisbury, MD 21804

AROCON **AROCON**

939903

Technician & Site Supervisor

For Additional Information & to Apply in Advance
 Visit mwejobs.maryland.gov



"Maryland's American Job Center system, a proud partner of the American Job Center network, is an equal opportunity employer/program committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin, or disability. Please contact a local American Job Center to make arrangements for auxiliary aids, interpreter services, and reasonable accommodations."

J O B S E E K E R S




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Workforce Exchange
 Where Business meets Progress

MARYLAND JOBS NOW
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Rev: 4/2017

STATE OF MARYLAND
DLIR
 DEPARTMENT OF LABOR, LICENSING AND REGULATION



Moutaire
 Fresh Young Chickens

Job Fair

Positions Available

Live Haul Driver • Dress Haul Driver • Garage "Diesel" Mechanic
 *** General Labor ***

(Cone Debone, Tray Pack, Experience Live Hang, Cut-Up, Thigh Debone)



Positions available for Selbyville, DE Location

Dress to Impress

Come Early - Come Prepared

Wednesday
February 20, 2019
10AM – 2PM

AmericanJobCenter
Lower Shore
 Serving Somerset, Wicomico and Worcester Counties

31901 Tri-County Way, Room 115-A
 Salisbury, MD 21804

930685 - Live Haul Driver
930690 - Dress Haul Driver
943155 - Garage Mechanic
930691 - General Labor
(Cone Debone, Tray Pack, Experience Live Hang, Cut-Up, Thigh Debone)

For Additional Information & to Apply in Advance
 Visit mwejobs.maryland.gov



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J O B S E E K E R S



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Maryland Workforce Exchange






February 17, 2019 - February 23, 2019

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Job Order Number	Company	Position	Positions open
944990	City of Pocomoke	Public Works CDL-B Truck Driver 	1
945893	City of Pocomoke	Automotive/ Equipment Mechanic 	1
946127	Salisbury University	Director of Financial Aid	1
946233	Salisbury University	Diversity and Inclusion Specialist	1
946910	Salisbury University	Legal Assistant 	1
947023	Salisbury University	Academic Program Specialist	1
947453	Salisbury University	Maintenance Mechanic 	1
947473	Town of Ocean City	Crew Leader 	1

Visit mwejobs.maryland.gov for Additional Information & Instructions to Apply

“Maryland’s American Job Center system, a proud partner of the American Job Center network, is an equal opportunity employer/program committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin, or disability. Please contact a local American Job Center to make arrangements for auxiliary aids, interpreter services, and reasonable accommodations.”



EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Acme - Salisbury, Ocean City	Courtesy Clerk Deli/Meat Clerk Pharmacy Clerk (Salisbury) Pharmacy Tech/Clerk-Part-time (Salisbury) Meat Cutter Bakery Clerk Cashier Grocery Clerk Night Crew Clerk Produce Clerk	<i>Ongoing recruitment</i> Apply online at https://www.acmemarkets.com/career-location-finder-retail-positions/
Adecco	Forklift Operator (Salisbury) #1076487	Apply online at www.adeccousa.com or call 302-430-7439 (Details at www.theguide.com)
American Eagle - Centre at Salisbury	Sales Associate Stock Lead	<i>Ongoing recruitment</i> Apply online at www.ae.com
Atlantic General Hospital	CNA Emergency Department Tech Medical Office Assistant Medical Receptionist Nurse Tech Patient Safety Aide Radiologic Technologist Registration Specialist RN Secretary/Nurse Technician	Apply online at https://www.atlanticgeneral.org/Careers.aspx
Atria	Dishwasher Housekeeper Cook Memory Care Activity Specialist Caregiver Driver Engage Life Program Instructor Server/Waitstaff Memory Care Caregiver Registered Medication Aide/Med Tech	Apply online at https://www.atriaseniorliving.com/careers/
Bath & Body Works - Centre at Salisbury	Sales Associate	Apply online at https://www.bathandbodyworks.com/customer-care/careers.html
Bay Shore Services	Administrative Assistant/Receptionist CNA Direct Support Professional Residential Supervisor RN Case Manager	Download and print application at http://www.bayshoreservices.org/our-mission/job-opportunities/ . Return completed application to: Bay Shore Services, Inc. 1235 Pemberton Drive Salisbury, Maryland 21801 or email to: info@bayshoreservices.org
BesTemps	Administrative Assistant Banquet Server (Ocean City) Construction Labor (Ocean City, Salisbury/Berlin) Dishwashers (Ocean City) Machine Operator Maintenance Technician Skilled Construction Labor Warehouse/Truck Unload	Apply online at https://www.bestemps.com/looking-for-work/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Boscov's - Centre at Salisbury	Cosmetics Sales Consultant	Apply online at https://www.boscovs.com/static/about_boscov/about_boscov.html
	Customer Service Desk Associate	
	Department Manager	
	Loss Prevention Detective	
Burlington - Centre at Salisbury	Retail Store Manager/Assistant Manager	Apply online at https://burlingtonstores.jobs/
	Retail Receiving Associate	
	Cashier Associate	
	Retail Sales Associate	
Charlotte Russe - Centre at Salisbury	Sales Associate	Apply online at https://www.charlotterusse.com/careers.html
	Supervisor	
Chesapeake Health Care	Medical Receptionist	<i>Ongoing recruitment</i> These positions are open until filled. Email current cover letter and resume, or completed job application to Kristi Carmean, Human Resources Manager, at kcarmean@chesapeakehc.org or fax to HR at 443-210-2324.
	Medical Assistant	
	Dental Assistant	
	Dental Receptionist	
	Pharmacy Technician	
	RN/LPN	
	Interpreters (Hispanic & Haitian)	
Chesapeake Shipbuilding	Fabricator/Ship Fitter	Apply online at http://www.chesapeakeshipbuilding.com/take-action/
	Carpenter	
	Electrician	
	Foreman	
	Supervisor	
	Welder	
Chick-Fil-A - North Pointe Plaza	Team Member	<i>Ongoing recruitment</i> Apply online at http://salisburychickfila.com/
The Children's Place - Centre at Salisbury & Ocean City Factory Outlet	Sales Associate	Apply online at https://www.childrensplace.com/us/content/careers-us
	Seasonal Sales Associate	
Chuck E. Cheese's - Centre at Salisbury	Cast Member	<i>Ongoing recruitment</i> Apply online at https://www.chuckecheese.com/careers
City of Pocomoke	Automotive/Equipment Mechanic	Apply online at https://www.cityofpocomoke.com/info/jobs
	Public Works CDL Truck Driver/Laborer	
City of Salisbury	Part Time Zoo Educator	For job descriptions and to print application go to https://salisbury.md/departments/human-resources/careers **Some jobs require special licenses. Please check job description for more details.
	Wastewater Treatment Operator I	
	Laboratory Technician	
	Zookeeper I	
	Materials Manager Wastewater Treatment Plant	
	Utility Tech I	
	Utilities Superintendent	
	Meter Reader I	
	Revenue Clerk I or II	
	Parks Maintenance Worker	
	Plant Mechanic	
	Meter Tech I	
	Assistant Plant Mechanic	
	Computerized Maintenance Management Service Technician	
	Sign & Pavement Marking Technician I	
	Part-time Parking Attendant	
Administrative Office Associate		

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Education Technician-Zoo Water Plant Operator I or II Zoo Concession Associate Part Time Administrative Assistant POLICE CAREERS: Police Communications Supervisor Officer Police Communications Officer Animal Control Officer Cadet Program	
Delmarva Shredding	Class B CDL Driver #1077451	Apply in person with driving record to: Delmarva Shredding 300 Moss Hill Lane, Ste. D Salisbury, MD 21804 410-860-1425 (Details at www.theguide.com)
Delmarva Trucking	CDL Live Haul Driver Class A #1077742	Email delmarvatrucking@gmail.com or 410-726-3547 (Details at www.theguide.com)
Dollar Tree	Sales Floor Associate - positions in Salisbury, Berlin & Pocomoke	<i>Ongoing recruitment</i> Apply online at https://sjobs.brassring.com/TGnewUI/Search/Home/Home?partnerid=25600&siteid=5477#keyWordSearch=&locationSearch=21804,Salisbury&State%2FProvince:=Maryland
Dove Pointe	Kitchen Staff Delegating Nurse Behavior Health Supervisor Children's Program Aide Children's Program Mentor House Counselor Instructor Aide Banquet Host or Hostess Banquet Coordinator Driver	Apply online at http://dovepointe.org/Careers
Eastern Pile Driving	Supervisor #1077712 Laborer #1077712 Carpenter #1077712 Boat Lift Installer #1077712	Email resume to jim@easternpiledriving.com or fax to 410-873-2483 (Details at www.theguide.com)
Express - Centre at Salisbury	Store Associate	Apply online at https://www.express.com/g/careers
Express Employment Professionals	Accounting Clerk Counter/Warehouse Associate General Laborer Carpenter Helper Plating Shop Assistant Service Helper Cleaner	Apply online at https://www.expresspros.com/
Finish Line - Centre at Salisbury	Assistant Manager Cashier Manager In Training Sales Associate Stock Associate Stock Lead Store Manager	<i>Ongoing recruitment</i> Apply online at https://www.finishline.com/store/corporate/employment.jsp

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Food Lion	Customer Service Leader-Office Assistant (Nanticoke Rd, Snow Hill Rd)	Apply online at https://ws4.delhaize.com/HRWEB/ATS/ATS/JobBoard/searchjobs.aspx?__SVRTRID=1183B9E9-7AC6-4449-B963-37B049A11B2D
	Center Store (Grocery) Lead (Nanticoke Rd)	
	Frozen Food/Dairy Associate (Tilghman Rd)	
	Cake Decorator (Nanticoke Rd)	
	Store Manager (Nanticoke Rd)	
	Produce Associate (Nanticoke Rd, Snow Hill Rd)	
	Center Store (Grocery) Associate (Tilghman Rd, Snow Hill Rd)	
	Assistant Customer Service Manager (Tilghman Rd, Snow Hill Rd)	
	Evening Manager (Tilghman Rd)	
	Sales Associate (Cashier) (Tilghman Rd, Snow Hill Rd)	
Foot Locker - Centre at Salisbury	Sales Lead	Apply online at https://www.sneakerjobs.com/
	Assistant Manager	
	Sales Associate	
GameStop - All locations (Salisbury, Fruitland, Pocomoke, Ocean City)	Assistant Store Manager	<i>Ongoing recruitment</i> Apply online at https://careers.gamestop.com/
	Senior Game Advisor (Shift Leader)	
	Game Advisor (Sales Associate)	
	Store Manager	
	District Manager	
Gillin Tree Service	Experienced Tree Climber #1073292	Call 410-629-0295 Berlin, Ocean City, MD area (Details at www.theguide.com)
GNC - Centre at Salisbury	Retail Senior Store Manager	<i>Ongoing recruitment</i> Apply online at https://jobs.gnc.com/locations/locations
	Sales Associate, Retail Part Time	
	Retail Store Manager	
Grace of God Trucking	Dump Truck Driver #1073435	Call 410-397-3929 and ask for Leus/Louie In Fruitland area (Details at www.theguide.com)
The Green Turtle - Salisbury and Ocean City	Cook	Apply online at https://thegreeneturtle.com
	Dishwasher	
	Host	
	Server	
Home Depot (Salisbury, Berlin)	Merchandising	Apply online at https://careers.homedepot.com/
	Freight/Receiving	
	Asset Protection Specialist	
	Deliveries/Driver	
	Lot Associate	
	Designer-Kitchen/Bath	
	Cashier	
	Department Supervisor	
	Store Support	
Customer Service/Sales		
Hot Topic	Key Holder	Apply online at https://www.workatht.com/stores/
	Sales Associate	
J Talabert Trucking	Dump Truck Driver #1076787	Apply at: 2521 Old Ocean City Rd Salisbury, MD or call 443-359-6001 (Details at www.theguide.com)

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Journeys - Centre at Salisbury	Assistant Store Manager	Apply online at https://www.journeys.com/careers
	Sales Associate (part-time)	
	Store Manager	
Kay Jewelers - Centre at Salisbury	Sales Associate/Jewelry Consultant	Apply online at https://signetjewelers.wd1.myworkdayjobs.com/signetjewelryretailsales
Lids - Centre at Salisbury	Assistant Manager	<i>Ongoing recruitment</i> Apply online at https://www.lids.com/help-desk/corporate/career-opportunities
	District Manager In Training	
	Sales Help	
	Store Manager	
Longhorn Steakhouse	Dishwasher	Apply online at https://jobs.longhornsteakhouse.com/locations/locations
	Host	
	Server	
	Line Cook	
	Bartender	
Lowe's	Store Seasonal Employee - Assembler, Receiver/Stocker, Customer Service Associate (Pocomoke, Salisbury)	Apply online at https://jobs.lowes.com/
	Merchandising Service Associate (Salisbury)	
	Facility Service Associate (Pocomoke)	
Market Street Inn	Full-time, experienced Manager	Print out application from http://www.marketstreetinnsalisbury.com/employment/ . Fill out application and take to Market Street Inn, 130 W Market St, Salisbury, MD 21801 Visit http://www.marketstreetinnsalisbury.com/employment/ for more details about job requirements
	<i>Ongoing recruitment for:</i>	
	Line Cook/Sous Chef	
	Servers Bartenders	
Men's Wearhouse - Centre at Salisbury	Retail Store Manager In Training	Apply online at https://careers.tailoredbrands.com/
	Retail Sales Consultant	
	Retail Store Tailor-Alterations	
New York & Company	Sales Associate	Apply online at http://newyorkcompany.apploi.com/
	Assistant Manager	
	Seasonal Sales Associate	
Ocean Pines Association	Assistant Facility Maintenance Worker	Apply online at http://oceanpines.org/administration/work-here/
	Payroll & Human Resources Coordinator	
Olive Garden	To Go Specialist	Apply online at https://sjobs.brassring.com/TGnewUI/Search/Home/Home?partnerid=25377&siteid=5160#keywordSearch=salisbury,%20md
	Line Cook	
	Prep Cook	
	Dishwasher	
	Host	
	Server	
	Busser	
Bartender		
PRMC	Administrative Assistant	Apply online at https://www.peninsula.org/employment-opportunities
	CAT Scan Technologist	
	Clinical Dietician	
	Community Health Worker	
	Environmental Services Aide	
	Food Service-Catering Associate	

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Food Service-Food Production Assistant Medical Assistant MRI Technologist Parking Attendant Patient Service Representative Radiologic Technologist Representative-Billing/Collection- Medical Group Representative-Patient Access Representative-Patient Account Security Police Staffing Coordinator Supply Chain Ops Assistant Unit Secretary	
Pep Boys	Commercial Driver Mechanic Store Manager of Service	Apply online at http://careers.pepboys.com/
Pepsi Bottling Ventures	Fleet Technician	Apply online at https://careers.peopleclick.com/careerscp/client_pepsibv/highvolume/search.do
Perdue Farms - Salisbury	Vegetable Oil Refinery Operator Oil Driver Industrial Maintenance Mechanic Tanker Washer Grain Crew Leader Fleet Technician Evisceration Team Leader Maintenance Mechanic Oil Refinery Production Supervisor Live Haul Driver	Apply online at http://perdue.balancetrak.com/
Piercing Pagoda - Centre at Salisbury	Sales Associate/Key Sales	Apply online at https://signetjewelers.wd1.myworkdayjobs.com/signetjewelryretailsales
Quality Staffing	Assemblers Boiler Operator Certified Forklift Chemist Corporate Controller Electrician-Certified Electronic Technician II Electronics Technician Forklift/Pallet Jack CNC Machinist/Setup Electronic Assembler General Labor Injection Molding Technician Inventory Processing Clerk Lead Carpenter/Manager Machinist Maintenance Manager Maintenance Person Maintenance Technician Manufacturing Assembler/Shop Labor Material Handler/Forklift Manufacturing Packer Plumbing Service Technician Production Associate Production Supervisor Production/Manufacturing Workers	Contact Quality Staffing Services 410-742-2600 1237 N. Salisbury Blvd Salisbury, MD 21801

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Security Officer Stock Room Clerk/Manufacturing Utility Maintenance Mechanic Warehouse Associate Warehouse Supervisor Wastewater Operator	
R & N Welding Fabrications, Inc.	Welder #1072087 Fabricator #1072087 Laborer #1072087 Material Handling Equipment Operator (Bending/Shearing/Punching) #1072087	Call 410-546-0811 or send resume to sales@rnc-co.com (Details at www.theguide.com)
Racetrack Auto & Marine - Berlin	All positions	Apply in person at Racetrack Automotive 10834 Ocean Gateway Berlin, MD 21811 from 8am-8pm
Red Lobster	Line Cook Server Assistant/Busser Prep Cook Dishwasher/Utility Server Host/Hostess Bartender	Apply online at https://www.careerarc.com/job-map/red-lobster?campaign_id=28236/#ts-1542123286352
Rice's Inc. Termite & Pest Control	Office Clerk #1076797	Apply in person at: 306 Tilghman Rd Salisbury, MD or send resume to ricepest@aol.com to schedule your confidential interview. NO PHONE CALLS (Details at www.theguide.com)
Ruby Tuesday - Salisbury, Fruitland & Pocomoke	Bartender Cook Dish Machine Operator Expo Garden Bar Prep/Utility Garden Bar Specialist Server Server Assistant	Apply online at https://careers.rubytuesday.com/
Salisbury University	Food Service Assistant (Part-time, Contingent I) <i>Applications accepted through June 30, 2019</i> Housekeeper (Part-time Contingent I) <i>Applications accepted through June 30, 2019</i> Maintenance Mechanic Filing deadline: March 1, 2019 Legal Assistant Filing deadline: Feb. 28, 2019 Housekeeping Supervisor I Filing deadline: Feb. 18, 2019	Apply online at https://www.salisbury.edu/administration/administration-and-finance-offices/human-resources/careers/index.aspx?id=employment-opportunities
Sears	Service Technician-Refrigeration and Appliance Repair HVAC Service Tech II Service Technician-Appliance Repair	Apply online at https://jobs.sears.com/search

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Shore Up!	Family Service Worker Family Advocate Site Coordinator Bus Aide Bus Driver Custodian Teacher Teacher Aide Nutrition Aide Substitutes Interpreter	Apply at Shore Up! Inc. 520 Snow Hill Rd. Salisbury, MD 21804. Call Main Office at 410-749-1142 for qualifications. Online employment application at http://www.shoreup.org/eastern-shore-md-services-careers
Somers Cove Marina and Red Shell Shanty	Seasonal employment	Applications available at the Marina Office 715 Broadway Crisfield, MD 21817 Mon-Fri, 8am-4:30pm. NO online applications accepted. Applicants must be at least 18 years old, possess a valid Driver's License & high school diploma or GED by June 2019.
SP Industries - Pocomoke	Picker/Packer Mold Engineer Mold Repair Tech Machine Operator	Apply online at https://careers-spindustries.icims.com/jobs/search?ss=1&searchLocation=12781-12804-Pocomoke+City
Spencer's - Centre at Salisbury	Sales Associate Sales Supervisor Store Manager Assistant Store Manager	Apply online at https://www.spencersandspiritjobs.com/?IPath=TNCNTPG
State of Maryland	Police Communications Operator I (MD State Police Wicomico County) Filing deadline: Feb. 19, 2019 Maintenance Mechanic Senior (DGS Facilities Operations & Maintenance Wicomico County) Filing deadline: Feb. 21, 2019 Office Clerk II, Contractual (Wicomico County DSS) Filing deadline: Feb. 21, 2019 Building Services Worker, Part-time, Contractual (Wicomico County Health Dept) Filing deadline: Feb. 22, 2019 Office Secretary II, Contractual (Wicomico County Animal Health Unit) Filing deadline: Feb. 25, 2019 Building Services Worker, Part-time (Deer's Head) Filing deadline: Feb. 27, 2019 Office Services Clerk (Worcester County Health Dept) Filing deadline: March 1, 2019	Apply online at https://jobapscloud.com/MD/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Child Care Provider I, Part-time, Contractual (Worcester County Health Dept) Filing deadline: Feb. 27, 2019 Interviewer/Translator (Somerset County Dept. of Health) Filing deadline: Feb. 21, 2019	
Subway - All	Sandwich Artist	<i>Ongoing recruitment</i> Apply online at https://www.mysubwaycareer.com/
Sun Communities, Inc.	<i>Frontier Town Campground:</i> Gate Attendant (Evening & Overnight) Store Clerk Animal Care Attendant Snack Bar Supervisor (Deli) Activities Assistant Snack Bar Attendant (Deli) <i>Fort Whaley Campground:</i> Activities Assistant Guest Services Coordinator Store Clerk Resort Housekeeper <i>Castaways RV Resort:</i> Gate Attendant (Overnight) Activities Assistant Gate Attendant Store Clerk Snack Bar Attendant Guest Services Coordinator Store Supervisor	Apply online at https://careers.suncommunities.com/viewalljobs/
Sunglass Hut - Centre at Salisbury	Sales Associate	Apply online at https://careers.sunglasshut.com/na
Sysco-Pocomoke	CDL A Delivery Truck Driver	Apply online at https://careers.sysco.com/jobs?stretch=40&stretchUnit=MILES&location=21804%2C+MD&woe=11&page=1
Taco Bell - Ocean City	Shift Lead Team Member Assistant Manager Restaurant General Manager	<i>Ongoing recruitment</i> Apply online at http://jobs.tacobell.com/
Target	Apparel & Accessories Team Member Beauty Team Member Electronics Team Member Logistics Team Member-Flow	Apply online at https://jobs.target.com/
Texas Roadhouse	Host Server	Apply online at https://careers.texasroadhouse.com/
Things Remembered - Centre at Salisbury	Sales Lead	Apply online at https://www.thingsremembered.com/employment-opportunities

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Thornes Marine	Full-time Parts Counter Person #1076412	Contact Kevin at Thornes Marine in Stockton, MD 410-957-4481 or 443-235-4874 (Details at www.theguide.com)
Torrid - Centre at Salisbury	Assistant Manager Keyholder Sales Associate Store Manager	Apply online at https://jobs.jobvite.com/torrid
Town of Berlin	Seasonal Laborer Police Communications Operator/Dispatcher	Apply online at https://berlinmd.gov/employment-opportunities/
Town of Ocean City	Firefighter/EMS Provider (Part-time) EMT - Intermediate, CRT, Paramedics (Part-time) Recreation & Parks Crew Leader Filing deadline: Feb. 25, 2019 Recreation Manager Filing deadline: Feb. 27, 2019 Tennis Supervisor, Seasonal Filing deadline: Feb. 28, 2019 Part-time Public Safety Building (PSB) Facility Specialist Filing deadline: Feb. 28, 2019 Part-time Golf Course Landscaper Filing deadline: March 1, 2019 Security Guard-Temporary/Seasonal Filing deadline: March 14, 2019 Part-time Women's Tennis Coordinator (T-Recreation Leader) Filing deadline: March 22, 2019 2019 SEASONAL EMPLOYMENT Bus Driver Bus Maintenance Tech I Dispatcher Tram Conductor Tram Driver Ticket Seller Account Clerk	Get detailed job description and apply online at https://oceancitymd.gov/oc/departments/human-resources/employment/
Tri-County Council for the Lower Eastern Shore of Maryland	Bus Operators-Fixed Route Dispatcher Accounting Associate	Apply online at http://lowershore.org/Departments/HumanResources.aspx
Tuesday Morning - Centre at Salisbury	Store Associate (Part-time) Assistant Manager (Part-time)	Apply online at https://careers.tuesdaymorning.com/
Victoria's Secret - Centre at Salisbury	Sales & Support Generalist	Apply online at https://www.victoriasscret.com/careers

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Villa Fresh Italian Kitchen - Centre at Salisbury	<i>Ongoing recruitment</i>	Print application at http://www.villarestaurantgroup.com/careers and apply in person
WCDC	Residential Counselor Residential Coordinator Food Services Instructor/Driver Personal Supports Facilitator (part-time)	For detailed job descriptions and to apply, download and print application go to http://wcdcservices.org/employment-opportunities/ Mail completed applications to: WCDC Attn: Human Resources P.O. Box 70 Newark, MD 21841
Wicomico County	Correctional Officer I <i>Ongoing recruitment</i> Assistant Maintenance Foreman <i>Open until filled</i> Assistant Operations Manager <i>Open until filled</i> Ferry Operator (Part-time) <i>Open until filled</i> Court Security-Civilian <i>Open until filled</i> Communications Operator I (911 Call Taker and Dispatcher) Filing deadline: Feb. 22, 2019 Audio Visual Technician Filing deadline: Feb. 28, 2019 Mason/Bricklayer <i>Open until filled</i> Mechanic I <i>Open until filled</i> Motor Equipment Operator IV <i>Open until filled</i> Motor Equipment Operator I <i>Open until filled</i> Pemberton Nature Camp Director <i>Open until filled</i> Revenue Specialist-Finance Department Filing deadline: March 1, 2019 Parks Facility Worker I (Westside) Filing deadline: July 31, 2019	Apply online at http://www.wicomicocounty.org/jobs.aspx
Wicomico Public Libraries	Branch Assistant (Part-time) Job Search Center Assistant (Part-time)	Apply online at http://www.wicomicolibraries.org/employment
Wilfre Company - Hebron	Plumber #1075033 Plumber Helper #1075033 Sheet Metal Mechanic #1075033 HVAC Service Tech #1075033	Applications accepted at 8161 Memory Gardens Lane Hebron, MD 21830 Call 410-749-0496 for directions (Details at www.theguide.com)

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Worcester County	Communications Clerk Trainee Communications Clerk I Building Maintenance Mechanic III Landfill Operator II Vehicle & Equipment Mechanic III Carpenter/Maintenance Worker III Roads Worker I and II Welcome Center Greeter Part-Time Deputy Sheriff-School Division	Download and print application from http://www.co.worcester.md.us/departments/hr/jobs Mail completed application to: Human Resources Worcester County Government Center 1 W. Market St. Room 1301 Snow Hill, MD 21863
Zales - Centre at Salisbury	Sales Associate/Jewelry Consultant	Apply online at https://signetjewelers.wd1.myworkdayjobs.com/signetjewelryretailsales
Zumiez - Centre at Salisbury	Seasonal Sales Associate Sales Part-Time Assistant Manager Store Manager	Apply online at https://www.zumiez.com/jobs



Now accepting applications for all positions

Apply in-person from 8 a.m.– 5 p.m. at

Racetrack Automotive

10834 Ocean Gateway,

Berlin, MD 21811

WORKFORCE INNOVATION AND OPPORTUNITY ACT TRAINING SERVICES



Do you need skills training to start a new career or advance in your current career?

Speak with a career counselor to see how the Lower Shore Workforce Alliance could help you reach your goals through a free CAREER TRAINING SCHOLARSHIP

WHO ARE WE?

The Lower Shore Workforce Alliance receives funding to provide Workforce Innovation and Opportunity Act Title I training services. These funds are used to pay tuition, fees, books and supportive services for individuals who receive a career training scholarship.

WHAT ARE THE STEPS TO APPLY?

- √ Register in MWE (mwejobs.maryland.gov/) and create a resume.
- √ Speak with a career counselor at the American Job Center to learn about available programs, eligibility and the enrollment process.

WHAT COURSES ARE ELIGIBLE?

**Wor-Wic Community College
Non-Credit Courses (6-14 weeks)**
www.worwic.edu

Healthcare

- ⇒ Certified Nursing Assistant

Trades

- ⇒ Intro to A/C & Refrigeration
- ⇒ Intro to ARC Welding

Logistics

- ⇒ Class A Commercial Driver's License
- ⇒ Class B Commercial Driver's License

Other

- ⇒ Child Care Training



**Wor-Wic Community College
Credit Courses (1- and 2-year programs)**
www.worwic.edu

Healthcare

- ⇒ Chemical Dependency Counseling
- ⇒ Nursing
- ⇒ Radiologic Tech

Other

- ⇒ Business Management
- ⇒ Criminal Justice
- ⇒ Early Childhood Education
- ⇒ Hotel - Motel - Restaurant Management



Interested in other trainings?

Please visit the Maryland Eligible Training Provider list located at www.dllr.state.md.us/employment/train/



Who do YOU want to be?



Information about the courses above can be obtained through the school website or phone number.

Don't forget to check for any admission instructions that may be required.



Lower Shore Workforce Alliance
Located at the American Job Center
31901 Tri-County Way, Salisbury, MD
(410) 341-6010 — train4jobs.org



FREE *Job Fair* **PREPARATION** ***** **WORKSHOP**

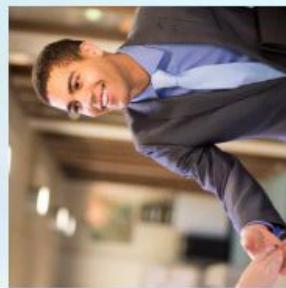


Do you want to attend a Job Fair or apply for a job but have no idea how to prepare? Our workshop will give you the tools you need to succeed!

- Resume help
- Interview skills
- What to wear
- Do's & Don'ts
- Tips & much more!

March 5, 5-7:30

March 13, 2-4:30



Upcoming local Job Fairs:
3/20 ... Stephen Decatur High School
3/23 ... Ocean Pines
3/30 ... Ocean City Job Fair



Call us now to Register!
Worcester Youth & Family
124 North Main St. Berlin, MD
410-641-4598

Join Google for **free workshops** to help you grow your skills, career, or business.

WHEN:

March 1

WORKSHOPS INCLUDE:

- Digital Skills for Your Community
- Get Found on Google Search and Maps
- Reach Customers Online with Google
- Get Started with Email, Spreadsheets, and Presentations

WHERE:

Wicomico Public Libraries - Downtown Branch

122 S. Division Street
 Salisbury, MD 21801

RSVP:

g.co/GrowMaryland

Grow with **Google**

MARYLAND





2019 Dates for the Lower Shore Career Development Center JOB SKILLS TRAINING PROGRAMS

	Computer and Clerical	Medical Billing and Coding	Microsoft Office Bundle	Microsoft Technology Associate Training	NRF Customer Service Training	Quick Books
*Orientation for all programs starts at 9 am on the dates below	Mon-Thurs. 9 am-12:30pm or 1pm-4pm	Mon-Thurs. 9 am-12:30 am or 1 pm- 4 pm	Mon-Thurs. 9 am -12:30 pm or 1 pm -4pm	Monday - Friday self-paced	Mon., Tues., Wed, 9 AM-12 PM or 1PM-4 PM	Fridays 9am-12pm
January 7	1/07/2019		01/07/2019	01/11/2019		01/11/2019
February 11	02/11/2018 AM		02/11/2018 PM	02/15/2019	02/11/2019 PM	02/15/2019
March 11	03/11/2019 PM	03/11/2019AM	03/11/2019 PM	03/15/2019		03/15/2019
April 15	04/15/2019PM		04/15/2019 PM	04/19/2019	04/15/2019 AM	04/19/2019
May 13	05/13/201 AM	05/13/2019PM	05/13/2019 AM	05/13/2019		05/13/2019
June 17	06/17/2019		06/17/2019	06/17/2019	06/17/2019 PM	06/21/2019

To sign up: CALL 410-219-9118 for more info / 700 S. Salisbury Blvd (next to the Goodwill store)

Computer and Clerical Program	Medical Billing and Coding	Microsoft Office Bundle (online)	Microsoft Technology Associate Training	NRF Customer Service Training	QUICKBOOKS
Coursework includes: MS Word, Excel, PowerPoint, resumes, job readiness, Length: 6 weeks, self-paced Requirements: Reading and Math Assessment completed BEFORE ORIENTATION	Course Work includes: Medical Terminology, Introduction to Medical Billing, CPT Coding for Beginners, ICD-10 Medical Coding, HIPPA Length 8wks, 7.8 C.E.U.s that fit today's workforce Requirements: HS Diploma, Reading and Math Assessments	Coursework includes: Office Bundle 2016, Word, Excel, PowerPoint and Outlook (self-paced) Length: 8 wks ,3.2 C.E.U. s (Continuing Education Units) that fit today's workforce Requirements: H.S. Diploma, Reading and Math Assessment	Coursework includes: Windows Fundamentals, Database Administration, Networking Fundamentals, Security Fundamentals, and more Requirements H.S. or GED, Reading and Math Assessment Length: 6-8 weeks, self-paced	Coursework includes: Learn and practice the principles of providing quality customer service, understands what adds value to customer Requirements Reading assessment completed Length 3 weeks	Coursework includes: Basic Accounting principles, starting a new company, invoicing, purchase orders, payroll, billing statements Requirements Quick Books assessment, accounting vocab and basic computer knowledge)

Medical Billing & Coding

The Lower Shore Career Development Center offers an online training in billing and coding is an introduction to help you find an entry level position in a variety of medical settings. If you want to jump start learning a new career, taking these courses online is a convenient way to start your education.

INTRO

1. Medical Terminology for Medical Coders
2. Introduction to Medical Billing
3. CPT Coding for Beginners
4. ICD-10; Medical Coding
5. HIPAA Compliance 101



EARN Online CEU Certificates for each course.
Great for your resume

Class Starts March 11TH at 9 am
Monday – Thursday 9 am to 12:30 pm
Length: Eight weeks (self-paced)

HS Diploma or GED, Reading and Math Assessment. Must register by class start date. Bring two forms of ID.



700 S. Salisbury Blvd. Salisbury, MD
Call 410-219-9118 for more information

CNAs -

The future health of our community depends upon you!

The career options in healthcare are varied and exciting as the booming aging population will place an unprecedented demand on healthcare services. By 2030, each Lower Shore county will have at least 23 percent of its population made up of people 60 years old and older. (Source: Maryland Dept. of Aging)

Are you ready for the challenge?

The future health of our community depends upon it!

Wor-Wic has scholarships for CNAs interested in securing stackable credentials in phlebotomy, EKG and clinical medical assistant. You must be a CNA in Maryland in good standing with the Board of Nursing with at least one year's experience. Information sessions covering eligibility, application process and scholarship awarding will be held in Room 109 of Shockley Hall on:

- Monday, Jan. 14, 9 to 10:30 a.m.
- Monday, Feb. 11, 1:30 to 3 p.m.
- Monday, March 11, 3 to 4:30 p.m.

Only individuals interested in this scholarship opportunity should attend these sessions. Please arrive on time. Doors close at the start of each session and no further admittance will be allowed.

Stack Your Credentials to Build Your Career



A stackable credential is part of a sequence of credentials that can be accumulated over time to build up your qualifications and help you to move along a career pathway to potentially higher-paying jobs. (Source www.doleta.gov)



Carpentry Training



The construction industry on the Lower Eastern Shore needs workers!

Wor-Wic Community College is offering a construction training program funded by a Department of Labor, Licensing and Regulation EARN Maryland grant in partnership with industry representatives, Quality Staffing Services and the Lower Shore Workforce Alliance.

For more information about course content & schedule, contact Wor-Wic at 410-334-2815 or visit their website at <http://www.worwic.edu/Academics/ContinuingEducation/CarpentryTraining.aspx>.

To be considered for the training, please contact Quality Staffing Services at 410-742-2600 or visit their website at EasternShoreJobs.com and apply for "Carpentry Training."

To be eligible for consideration, candidates must:

- Be a Maryland resident (Lower Shore preferred)
- Have a High School Diploma or GED (Minimum age 17)
- Be able to pass a pre-employment "5 panel" drug screen
- Display hand-arm steadiness
- Display strong near-vision to see details at close range
- Be able to recognize and solve problems
- Be able to adjust controls with precision
- Be able to lift 50 lbs. unassisted
- Possess good depth perception and manual dexterity
- Be able to purchase and wear safety equipment (e.g. safety glasses, gloves, hearing protection)
- Have reliable transportation

Basic Construction Techniques is designed to prepare students with the basic skills required to enter the construction industry.

Experience "hands-on" instruction on proper and safe use of hand and power tools. Focus on basic safety standards for construction. Review basic math & measurement as they relate to construction (mathematical functions, decimal-fraction conversion and basic geometry), reading a tape measure and print reading. Review drawing plans to determine materials and fasteners needed.

Discover the importance of work ethic from the employer's perspective. Demonstrate critical thinking and problem solving skills by working through issues related to the construction industry. Focus on construction career paths and understand how a construction team works together. Topics include floor systems, wall systems, basic stair layout, doors and door hardware, drywall installation, drywall finishing, suspended ceilings, trim (window, floor & ceiling) and cabinet installation.



Welding Training (FREE)

The welding industry is in the midst of a worker shortage that is expected to intensify as baby boomers age and the need for skilled welders grows.

Through a partnership with Arcon Welding Services and Quality Staffing Services, Wor-Wic Community College is offering a welding training program funded by the Department of Labor, Licensing and Regulation EARN Maryland grant.

The next classes are projected for Jan. 22-April 23, 2019 and May 13-Aug. 14, 2019.

For information about the course content, policies, procedures and schedule, contact Wor-Wic at (410) 334-2815 or visit the website at www.worwic.edu.

To be considered for the training, please contact Quality Staffing Services at (410) 742-2600 or visit their website, easternshorejobs.com, and apply for "Welding Training."

To Be Eligible For Consideration, Candidates Must:

- Be age 17 or older
- Have a High School Diploma or GED
- Be able to pass a pre-employment "5 panel" drug screen
- Display hand-arm steadiness
- Display strong near-vision to see details at close range
- Possess good depth perception and manual dexterity
- Be able to stand, stoop, bend, reach, push, pull, sit, kneel, work on the ground and work overhead
- Work in confined spaces
- Be able to work in extremely hot, dusty and noisy environments
- Be able to work inside with fumes or outside in direct sunlight
- Be able to lift at least 50 lbs. unassisted
- Be able to adjust controls with precision
- Be able to recognize and solve problems
- Be able to work well with others and accept positive, constructive criticism that aids in growth
- Be able to supply and wear safety equipment (e.g. welding helmet, safety glasses, gloves, hearing protection, steel toe boots, jacket (100% wool, leather or cotton or hybrid of these materials) and 100% cotton long sleeve shirt - est. cost \$250) for up to 7 hours per day
- Maryland resident (Lower Shore preferred)
- Be job ready
- Have reliable transportation
- Be able to support themselves for the duration of the training

Basic Arc/Fluxed Core Welding is a 455 hour course (full time for 13 weeks), designed to provide the entry level welder with the skills necessary to secure employment in the welding industry. Students will progress from basic arc / flux cored welding to the welder qualification test for structural welders. Includes basic safety for welders and an introduction to hand and power tools. Develop knowledge to work safely within industry standards and to recognize and avoid hazards.

Safely establish and utilize an oxy-fuel outfit for cutting of steel and the basics of the thermal cutting processes. Use power tools for preparation of base metals prior to welding, be able to use measuring devices and fit-up tools effectively.

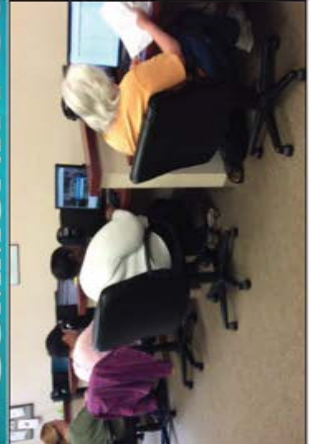
Identify the AWS classification of electrodes and their application to the various welding procedures as well as the limitations of filler metals. Select the proper polarity and current requirements for various electrodes and identify the common welding processes used.

Recognize common weld discontinuities, defects and successfully inspect work to industry standards set forth in the "AWS D1.1 Structural welding code." Be aware of the requirements of a "Welder-Procedure Specification." Students will be required to pass a written evaluation as well as a destructive bend test prior to seeking employment.

A welder qualification record (WOR) will be issued to successful completers. Training includes both classroom and shop instruction with the division of time being 20% class instruction and 80% shop instruction.



WOR-WIC COMMUNITY COLLEGE



OBTAIN
A
REFERRAL
and
REGISTER
TODAY!

Free Self-Paced Computer Classes

At the
American
Job Center

31901 Tri-County Way
Salisbury, MD 21804
Phone: (410) 341-6515

Lab Training Hours:

Mon., Tues., & Thurs.
8:30 a.m.-12:30 p.m.
and
1:30 p.m.-4:30 p.m.
Wed. 8:30 a.m.-12 Noon
Fri. Closed

Funding provided by:
 LOWER SHORE
WORKFORCE ALLIANCE

In order to participate, stop by the front desk at the American Job Center to be referred by an agency.

- ♦ Set your own schedule and start building your resume today by updating your computer skills.
- ♦ Receive a Wor-Wic Document of Participation and Recognition upon successful completion.
- ♦ Prepares you for additional college-level courses. Earn requirements toward Wor-Wic's Continuing Education Certificate in Computer and Office Technology Essentials.

For additional information about the courses, call Wor-Wic at 410-334-2815.

Keyboard Skills

Develop skills in typing and effectively using the keyboard. Practice drills to increase your accuracy and speed. *No previous experience is required.*

Introduction to Computers and Technology I

Obtain the workplace skills you need in using Microsoft Office 2013 (Word, Excel and PowerPoint) and Internet basics with SAM, a web-based training program. *Prerequisite: "Keyboard Skills" or basic knowledge of a keyboard.*

Introduction to Computers and Technology II

Advance to the next level and go beyond the basics. Increase your skills in using all the Microsoft applications to complete self-paced capstone projects. *Prerequisite: "Introduction to Computers and Technology I."*

Applied Computers & Technology

Combine all skills learned in "Introduction to Computers and Technology Levels I & II" and prepare to use Microsoft Office in the workplace by completing twelve Skills Assessment Manager (SAM) projects using Microsoft Office 2013. *Prerequisite: "Introduction to Computers and Technology Levels I and II."*

Keyboard Skills: Document Formatting

Apply your keyboarding skills to create basic business documents using Microsoft Word to format business reports, letters, emails, memos, tables, resumes and other communications. *Prerequisite: "Keyboard Skills" or basic knowledge of Microsoft Word.*

Microsoft 2016 Online Training Course

The Online training course in Microsoft Office 2016 offered by the Lower Shore Career Development Center is an introduction to help you enhance current skills or provide a new foundation in office technology. If you want to jump start a new career, taking these courses online is a convenient way to advance in your educational pursuits.

**Classes start: January 7th with Orientation at 9 am
Monday – Thursday 1 pm to 4 pm
Length: Eight weeks (self-paced)**



The course bundle includes the following courses:

- Microsoft Word
- Outlook
- Microsoft Excel
- PowerPoint



EARN Online CEU Certificates for each course. Great for your resume!

Requirements: HS Diploma or GED. Intake form, Reading and Math Assessment. All requirements completed by Orientation. Bring two forms of ID, state, driver's license, valid passport, birth certificate



700 S. Salisbury Blvd. Salisbury, MD Call 410-219-9118 for more information

AREA ADULT EDUCATION PROVIDERS

*****You may enroll with any program that is convenient for you no matter which Maryland county that you live in.*****

DORCHESTER COUNTY

Chesapeake College/Cambridge Center
416-418 Race Street
Cambridge, MD 21613
Phone: 410-443-3002

Services Offered: Classes in reading, writing, math, English for Speakers of Other Languages, GED® Test Preparation and National External Diploma Program

SOMERSET COUNTY

Somerset County Public Schools
Somerset County Adult Education Program
Marion Sarah Peyton School
28573 Hudson Corner Road
Marion, MD 21838
Phone: 410-623-3328

Services Offered: Classes in reading, writing, math, English for Speakers of Other Languages (ESOL), and GED® Preparation

WICOMICO COUNTY

Wicomico County Library Main Branch
122 S. Division Street
Salisbury, MD 21801
Phone: 443-260-1703
NEDP: 443-260-1702

Services Offered: Adult Basic Education Classes/GED® Preparation/English as a Second Language (ESL) Classes and the National External Diploma Program

WORCESTER COUNTY

Worcester County Board of Education
6270 Worcester Highway
Newark, MD 21841
Phone: 410-632-5071

Services Offered: Classes in reading, writing, math, English for Speakers of Other Languages (ESOL), and GED® Preparation

Need information for another county?

Maryland's providers are listed at www.dllr.state.md.us/gedmd/programs

ABE & ESL

Registration Dates:

Tuesday, March 12, 2019
1:00 pm & 5:00 pm
Wednesday, March 13,
2019
10:00 am & 2:00 pm



Wor-Wic offers **FREE** day and evening classes for those interested in Adult Basic Education (ABE) or English as a Second Language (ESL) classes.

New Class Placement, Testing, and Registration will be held at the Wor-Wic office located at the downtown branch of Wicomico Public Libraries on the lower level.

Students must attend the testing session in person.

Registration is mandatory for new students. Students only need to attend one session from the provided options. Please arrive on time to the session and plan to be there for 2 hours. Students more than 15 minutes late will not be admitted.

Please make your own arrangements for childcare and transportation—only registered students will be allowed inside the testing room.

For more information:

Phone: **443-260-1703**
E-mail: adulteducation@worwic.edu



WOR-WIC
COMMUNITY COLLEGE

Adult Education Program

Earn your High School Diploma or improve your English skills!

You will work through online activities and with an advisor to complete your program.



WOR-WIC
COMMUNITY COLLEGE

Earn Your Maryland High School Diploma

The National External Diploma Program®



Looking for a different way to earn your high school diploma? The National External Diploma Program could be right for you!

- ◆ Earn a Maryland High School Diploma
- ◆ Flexible and confidential
- ◆ Aligned with the college and career readiness standards
- ◆ Work at home, the library, or wherever you have a computer
- ◆ Complete program in 6 – 15 months

Consider NEDP's Innovative Approach

Use the skills you've gained from life and work experience to demonstrate your reading, writing and math high school level skills.

This web-based program for adults and out-of-school youth offers flexibility to earn your diploma even if you are employed full time, enrolled in job training, or have other commitments.

You will work through online activities and with an advisor to complete your program. You have multiple opportunities to demonstrate your mastery of academic skills in core subject areas.

Leonique Milles Advisor/Assessor * (443) 260-1702 * Denise Burton Advisor/Assessor

2019 Worcester County

Community Access to Resources Expo

Do you have questions about resources in Worcester County? Do you need utility or food assistance, child or adult care or other help? Do you have a health concern? Do you need educational resources?

Find answers at Worcester County CARE from community service providers, educators and area businesses.

Saturday, March 30, 2019
9:00 am until 12:00 pm

To be held at Berlin Intermediate School
309 Franklin Avenue, Berlin, MD

Sponsored by:



FREE FINANCIAL EDUCATION CLASSES



COME AND LEARN WHERE YOUR MONEY IS GOING
THE HOME BUYING PROCESS
HOW TO QUALIFY FOR A LOAN AND MORE ...

- * BUDGET
- * CREDIT
- * PRE-PURCHASE
- * POST-PURCHASE
- * RENTAL RIGHTS & RESPONSIBILITIES

EVERY MONDAY FROM 5:30 – 7:30 PM &
EVERY WEDNESDAY FROM 9:00 – 11:00 AM

PLEASE CALL @ (443) 397 – 9239 TO RESERVE YOUR SEAT

TELAMON CORPORATION (ONE STOP JOB MARKET)
31901 TRI-COUNTY WAY, SUITE 112
SALISBURY, MD 21804

LEGAL RESOURCES

Maryland Courts Self-Help Centers

410.260.1392
mdcourts.gov/selfhelp

Monday-Friday, 8:30 AM to 8:00 PM

Family Law Hotline

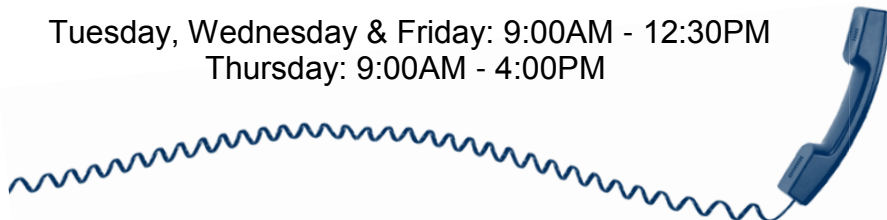
800.845.8550

Monday-Friday, 9:30 AM to 4:30 PM

Legal Forms Hotline

800.818.9988 (English)
877.293.2507 (Spanish)

Tuesday, Wednesday & Friday: 9:00AM - 12:30PM
Thursday: 9:00AM - 4:00PM



These organizations may assist you with free or reduced cost legal representation:

Disability Rights Maryland

800.233.7201
disabilityrightsmd.org

Legal Aid Bureau Inc.

800.444.4099
mdlaborg

Maryland Volunteer Lawyers Service, Inc.

800.510.0050
mvslaw.org

Pro Bono Resource Center of Maryland, Inc.

800.396.1274
probonomd.org

Family Law Assistance

**Divorce • Domestic Violence
Custody • Adoption
Visitation • Child Support
Guardianship • Name Change**

**Dorchester County
Circuit Court**
206 High Street
Cambridge, Maryland

Mondays, Noon to 3:30 PM

410.228.1395

**Somerset County
Circuit Court**
11770 Somerset Avenue
Princess Anne, Maryland

Fridays, 9 AM to Noon

410.651.4618

**Wicomico County
Circuit Court**
101 North Division Street
Salisbury, Maryland

Mondays, 9 AM to Noon

410.334.3127

**Worcester County
Circuit Court**
1 West Market Street
Snow Hill, Maryland

Mondays, 9:30 AM to 2:30 PM

410.632.5638