

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

Job Search Dos Part 1

Define your goals. When you get started on your next job hunt, you should kick things off by envisioning a primary goal for yourself. This may be a challenging task if you're just getting started in the professional world and haven't pinpointed what exactly you want to do, but you should try your best to focus your job hunt as precisely as possible.

Why is this so crucial? Your goal will help you target your cover letters and resume, and focus your job search. Also, hiring personnel love a confident young potential hire who knows exactly what she or he wants to do with their life. If you have a goal for your next job hunt, then great—run with it! If not, consider asking yourself the following questions to help you define your goals and purpose:

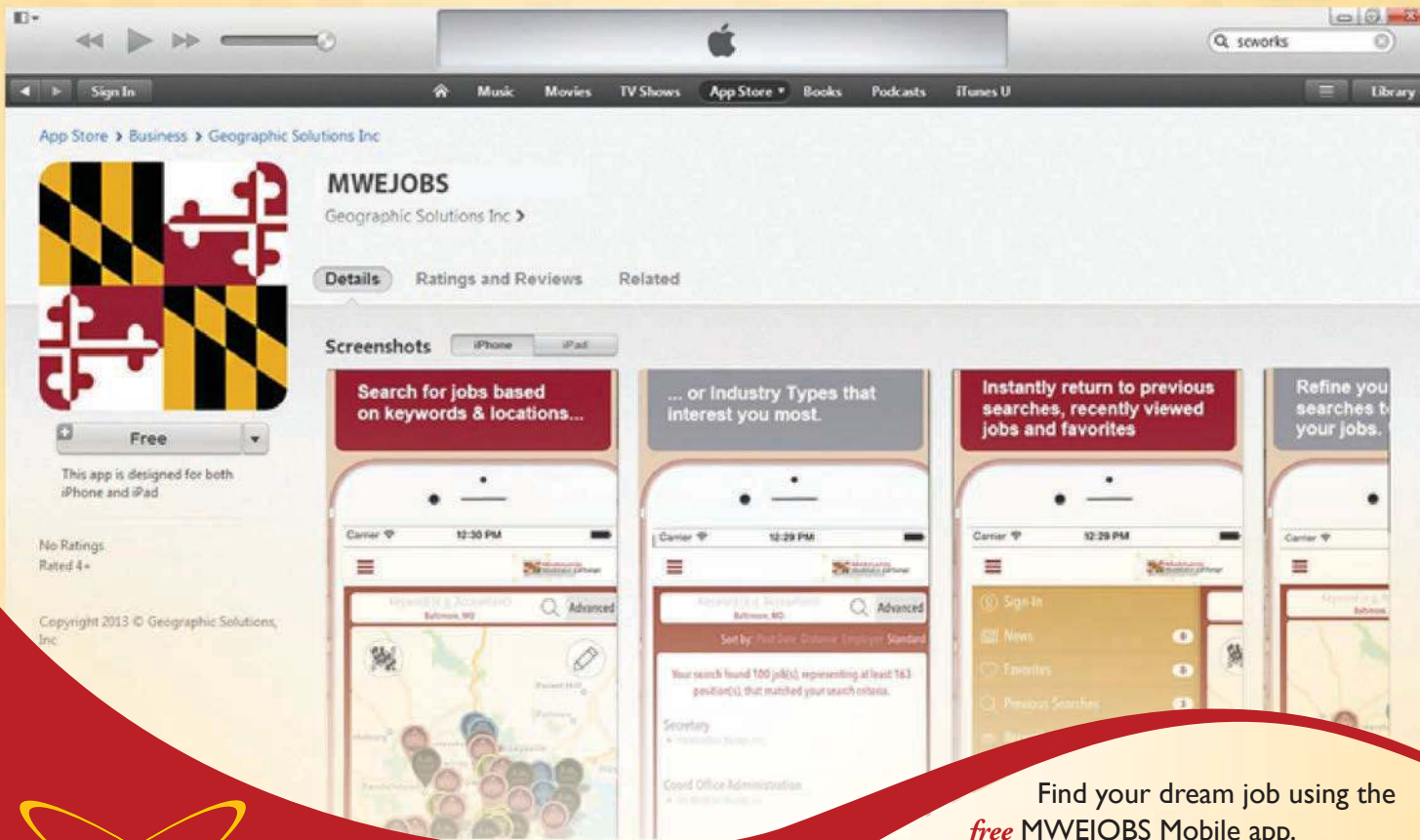
- What am I passionate about?
- Why do I do what I do?
- Which values are driving my goals?
- What's my purpose?
- What vision do I have for my career over the next 1, 3, 5, or 10 years?

Target your audience. Now that you have some clearly defined goals for your job hunt, you can begin to target your audience—this includes the industries, insiders, and companies that you want to connect with in an effort to help you achieve your stated goals. Some of you may already feel as if you know everything there is to know about the position or industry you're looking to break into. If so, then great. If not, then do some research and get to know as much as you can at the onset of your job hunt.

Consider asking yourself the following questions when you're trying to figure things out:

- Are there specific companies I'm interested in?
- Am I aiming to secure a position in a specific industry?
- What advantage or benefit does this position bring to their business?
- What will the company be lacking or missing if there's no one in this position?
- Consider some of the struggles and obstacles facing the employer and the industry. Make a list of the most critical ones, and reflect on times in the past when you've confronted similar challenges.

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



Job Fair

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Available Positions at Worcester County Developmental Center

Personal Supports Facilitators
Residential Counselors

Entry Level Positions

Wednesday
April 10, 2019
9AM – 1PM



Serving Somerset, Wicomico and Worcester Counties

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

955735 - Residential Counselors
955752 - Personal Supports Facilitators

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



Positions available for
Newark, MD Location

Paper Applications Available
During Interview Process



"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."



Rev: 4/2017

PRESENTED BY THE JOB SEARCH CENTER

JOB FAIR

ENTREPRENEUR CENTER
DOWNTOWN LIBRARY

WEDNESDAY
MAY 8
10 AM - 1 PM

Get a job or get a better job.

There will be several companies in attendance with open positions!

Employers will be interviewing and hiring qualified employees. Attendees will have the opportunity to ask questions, meet with the employer(s) and submit a resume or application for a posted position. An interview room will be available for employers wishing to interview on the spot.



- ▶ The Job Fair is FREE and open to the community
- ▶ Please come prepared to fill out a job application
- ▶ Dress professionally



FOR MORE INFORMATION PLEASE CALL
410-749-3612 EXT. 161

WWW.WICOMICOLIBRARIES.ORG

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Acme - Salisbury, Ocean City	<i>Ongoing recruitment</i> Courtesy Clerk Deli/Meat Clerk Pharmacy Clerk (Salisbury) Meat Cutter Bakery Clerk Cashier Grocery Clerk Night Crew Clerk Produce Clerk	Apply online at https://www.albertsoncompanies.com/careers/acme-careers.html
ALDI	Store Associate	Apply online at https://careers.aldi.us/
American Eagle - Centre at Salisbury	<i>Ongoing recruitment</i> Sales Associate Stock Lead	Apply online at www.ae.com
Atlantic General Hospital	Diet Aide Emergency Department Tech Floor Care Tech Housekeeping Aide Medical Office Assistant Medical Receptionist Nurse Tech Patient Safety Aide Radiologic Technologist Registration Specialist RN Secretary/Nurse Technician Unit Secretary	Apply online at https://www.atlanticgeneral.org/Careers.aspx
Atria	Engage Life Program Instructor Receptionist Caregiver Memory Caregiver Cook Dishwasher Server/Waitstaff Housekeeper Memory Care Caregiver Driver	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 CNA Direct Support Professional Residential Supervisor	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
Bed Bath & Beyond - Salisbury, Ocean City	Retail Sales Associate Retail Stock Associate Retail Cashier	Apply online at https://bbby.wd5.myworkdayjobs.com/bed_bath_beyond_jobs

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
BesTemps	Administrative Assistant A/V Technician Assistant Assembler-Microelectronic & Filter (Fruitland) Banquet Server (Ocean City) Construction Labor (Ocean City, Salisbury/Berlin) Customer Service/Dispatcher IT Dishwasher (Ocean City) Housekeeping (Ocean City) Machine Operator Maintenance Technician Skilled Construction Labor Warehouse/Truck Unload	Apply online at https://www.bestemps.com/looking-for-work/
Boscov's - Centre at Salisbury	Department Manager Sales Associate Stock & Mark Associate	Apply online at https://www.boscovs.com/static/about_boscov/about_boscov.html
Brew River	<i>Ongoing recruitment</i> Server Cocktail waitress Bartender Kitchen staff Hostess	Email resume to info@brewriver.com or visit in person to fill out an application 502 W Main St Salisbury, MD 21801
Burlington - Centre at Salisbury	Retail Store Manager/Assistant Manager Cashier Associate Retail Sales Associate Retail Receiving Associate	Apply online at https://burlingtonstores.jobs/
Chesapeake Health Care	<i>Ongoing recruitment</i> Medical Receptionist Medical Assistant Dental Assistant Dental Receptionist Pharmacy Technician RN/LPN Interpreters (Hispanic & Haitian) Insurance Billers	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. Link for job application at https://chesapeakehc.org/md-eastern-shore-healthcare-careers/
Chesapeake Shipbuilding	Fabricator/Ship Fitter Carpenter Electrician Foreman Supervisor Welder	Apply online at http://www.chesapeakeshipbuilding.com/take-action/
Chick-Fil-A	<i>Ongoing recruitment</i> Team Member	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

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Chili's Grill & Bar	<i>Ongoing recruitment</i> Host Dishwasher To-Go Specialist Prep Cook QA Expeditor Bartender Line Cook Manager Server	For job descriptions go to https://www.chilisjobs.com/ Apply via email to chilis523@chilis.net
Chipotle Mexican Grill - Salisbury, West Ocean City	<i>Ongoing recruitment</i> Restaurant Team Member - Crew	Apply online at https://jobs.chipotle.com/
Chuck E. Cheese's - Centre at Salisbury	<i>Ongoing recruitment</i> Cast Member	Apply online at https://chuckejobs.com/
City of Pocomoke	Automotive/Equipment Mechanic Public Works CDL Truck Driver/Laborer	Apply online at https://www.cityofpocomoke.com/info/jobs
City of Salisbury	Part Time Zoo Educator Wastewater Treatment Operator I Laboratory Technician Parks Maintenance Worker Plant Mechanic Assistant Plant Mechanic Computerized Maintenance Management Service Technician Sign & Pavement Marking Technician I Part-time Parking Attendant Water Plant Operator I or II Zoo Concession Associate Part Time Administrative Assistant Water Plant Assistant Superintendent Cashier I or II Zoo Ranger - Adventure Camp Utility Tech I Program Specialist-Water Works POLICE CAREERS: Police Communications Supervisor Entry Level Police Officer Police Communications Officer Animal Control Officer Maryland Certified Police Officer Cadet Program	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.
Comfort Keepers	CNA Caregivers (Wicomico, Worcester & Somerset County) PRN Nurse (Salisbury, Ocean Pines, Berlin) Long-Term Live-In Caregiver (Salisbury, Ocean Pines, Berlin)	Apply online at https://salisburymd.comfortkeepers.com/home/careers
Dick's Sporting Goods - Centre at Salisbury	Sales Associate - Apparel Sales Associate - Golf Cashier	Apply online at https://www.dickssportinggoods.jobs/
Dollar Tree	<i>Ongoing recruitment</i> Sales Floor Associate - positions in Salisbury, Berlin & Pocomoke Operations Assistant Manager (Salisbury)	Apply online at https://www.dollartree.com/careers-stores

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Dove Pointe	Day Program Nurse Maintenance Technician Accounting Clerk 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
Dressbarn	Stylist	Apply online at https://ascenaretail.wd5.myworkdayjobs.com/us_retail_jobs
DTLR - Centre at Salisbury	Sales Associate Assistant Manager Store Manager	Apply online at https://www.dtlr.com/careers/
Dunkin' Donuts - Salisbury, Fruitland, Ocean City, Berlin, Pocomoke	<i>Ongoing recruitment</i> Crew Member Production Crew Shift Leader Assistant Manager Store Manager	Apply online at https://www.delmarvadd.net/DunkinDonuts/joinourteam.aspx
Earthbound Trading Co. - Centre at Salisbury	<i>Ongoing recruitment</i> Key Holder Sales Associate	Apply online at https://www.earthboundtrading.com/
Exelon (Delmarva Power)	Supervisor Substations	Apply online at http://www.exeloncorp.com/careers
Express - Centre at Salisbury	Store Associate	Apply online at https://www.express.com/g/careers
Express Employment Professionals	Checker	Apply online at https://www.expresspros.com/
	Administrative Support Professional	
	Salesperson	
	Medical Assistant	
	Service Technician	
	Compliance/Billing Clerk	
	Customer Service Representative	
	Glazier/Helper	
Finish Line - Centre at Salisbury	<i>Ongoing recruitment</i> Assistant Store Manager Store Associate	Apply online at https://finishline.wd1.myworkdayjobs.com/Store_Careers
Food Lion	Assistant Customer Service Manager (Tilghman Rd)	Apply online at https://ws4.delhaize.com/HRWEB/ATS/ATS/JobBoard/searchjobs.aspx
	Deli Bakery Associate (Snow Hill Rd, Nanticoke Rd)	
	Center Store (Grocery) Associate (Nanticoke Rd, Tilghman Rd)	
	Perishable Associate (Tilghman Rd)	
	Sales Associate-Cashier (Tilghman Rd, Nanticoke Rd, Snow Hill Rd)	
Foot Locker - Centre at Salisbury	Sales Lead Assistant Manager Sales Associate	Apply online at https://www.sneakerjobs.com/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
GameStop - All locations (Salisbury, Fruitland, Pocomoke, Ocean City)	<i>Ongoing recruitment</i> Assistant Store Manager Senior Game Advisor (Shift Leader) Game Advisor (Sales Associate) Store Manager District Manager	Apply online at https://careers.gamestop.com/
GNC - Centre at Salisbury	<i>Ongoing recruitment</i> Retail Senior Store Manager Sales Associate Retail Store Manager	Apply online at https://jobs.gnc.com/locations/locations
The Green Turtle - Salisbury and Ocean City	<i>Ongoing recruitment</i> Cook Dishwasher Host Server	Apply online at https://thegreenturtle.com
H&M - Centre at Salisbury	Sales Advisor	Apply online at https://career.hm.com/content/hmcareer/en_us.html
Holt	Delivery Driver Receiver/Stocker Material Handler/Order Selector	Apply online at http://holtpaper.com/About-Us/Careers
Home Depot (Salisbury, Berlin)	Asset Protection Specialist Deliveries/Driver Merchandising Freight/Receiving Store Support Cashier Department Supervisor Customer Service/Sales Designer-Kitchen/Bath Lot Associate	Apply online at https://careers.homedepot.com/
Hot Topic	Key Holder Sales Associate	Apply online at https://www.workatht.com/stores/
Journeys - Centre at Salisbury	Assistant Store Manager Sales Associate Store Manager	Apply online at https://www.journeys.com/careers
Justice - Centre at Salisbury	Style Advisor	Apply online at https://ascenaretail.wd5.myworkdayjobs.com/us_retail_jobs
Kay Jewelers - Centre at Salisbury	Sales Associate/Jewelry Consultant	Apply online at https://signetjewelers.wd1.myworkdayjobs.com/signetjewelryretailsales
Kids Foot Locker - Centre at Salisbury	Sales Lead Sales Associate Assistant Manager	Apply online at https://www.sneakerjobs.com/us/en
Kohl's	Assistant Store Manager	Apply online at https://careers.kohls.com/
Lane Bryant	Sales Associate Part-time	Apply online at https://ascenaretail.wd5.myworkdayjobs.com/us_retail_jobs
LensCrafters	Sales Associate	Apply online at https://jobs.luxottica.com/go/Lenscrafters-jobs/1022801/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Lids - Centre at Salisbury	<i>Ongoing recruitment</i> Assistant Manager District Manager In Training Sales Help Store Manager	Apply online at https://blog.lids.com/jobs/
Longhorn Steakhouse	Dishwasher Host Server Line Cook Bartender	Apply online at https://jobs.longhornsteakhouse.com/locations/locations
Lowe's - Salisbury, Pocomoke	Merchandising Service Associate (Salisbury)	Apply online at https://jobs.lowes.com/
	Administrative Support Associate (Salisbury)	
	Head Cashier (Salisbury)	
	Sales Specialist Plumbing (Salisbury)	
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
	<i>Ongoing recruitment</i>	
	Line Cook/Sous Chef	
	Servers Bartenders	
Marshalls - Ocean City	Merchandise Associate	Apply online at http://www.tjxjobs.com/search.asp
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 Lead	Apply online at http://newyorkcompany.aploi.com/
	Sales Associate	
	Assistant Manager	
	Seasonal Sales Associate	
Ocean Pines Association	Seasonal Front Desk Customer Service Representative	Fill out application at http://oceanpines.org/administration/work- here/ and email to HR@oceanpines.org or mail to: Ocean Pines Association Attention: HR 239 Ocean Parkway Ocean Pines, MD 21811
	IT Support Associate	
	Part-time Swim Instructor	
	Summer Membership Clerk	
Olive Garden	Dishwasher	Apply online at https://jobs.olivegarden.com/search/searchjobs
	Line Cook	
	Prep Cook	
	To Go Specialist	
	Host	
	Busser	
	Server	
	Bartender	
Peninsula Regional Health System	CAT Scan Technologist	Apply online at https://www.peninsula.org/employment-opportunities
	Clinical Dietician	
	Coder Abstractor I	
	Environmental Services Aide	
	Food Service-Cafeteria Aide	
	Food Service-Catering Associate	
	Food Service-Food Production Assistant	
	Food Service-Utility Aide	
	Medical Assistant	

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Monitor Technician MRI Technologist Nursing Office Coordinator Parking Attendant Patient Care Assistant Patient Portal Liaison Patient Service Representative Radiologic Technologist Registrar-Emergency Admittance Representative-Billing/Collection Representative-Patient Account Security Police Transporter Unit Secretary	
Pep Boys	General Service Technician Store Manager of Service Commercial Driver	Apply online at http://careers.pepboys.com/
Pepsi Bottling Ventures	Fountain Installer Forklift Operator/Loader	Apply online at https://careers.peopleclick.com/careerscp/client_pepsibv/highvolume/search.do
Perdue Farms - Salisbury	Grain Operator Senior Grain Operator Accounts Payable Processor Edible Oil Refinery Operator Receiving Team Leader Growout Manager General Labor Fleet Tech	Apply online at https://www.perduecareers.com/
Pier 1	Sales Associate Sales Leader	Apply online at https://www.pier1.com/careers-stores
Piercing Pagoda - Centre at Salisbury	Sales Associate/Key Sales Assistant Store Manager	Apply online at https://signetjewelers.wd1.myworkdayjobs.com/signetjewelryretailsales
Quality Staffing	Alarm Technician Assembler Boiler Operator Certified Forklift Driver 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 Material Handler/Forklift/Production Line Tech Manufacturing Packer Plumbing Service Technician	Contact Quality Staffing Services 410-742-2600 1237 N. Salisbury Blvd Salisbury, MD 21801

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Production Associate Production Supervisor Production/Manufacturing Worker Quality Inspector Security Officer Stock Room Clerk/Manufacturing Utility Maintenance Mechanic Warehouse Associate Warehouse Supervisor Wastewater Operator	
Racetrack Auto & Marine - Berlin	Automotive Service Manager Experienced Boat Salesman	Apply in person at Racetrack Automotive 10834 Ocean Gateway Berlin, MD 21811 from 8am-8pm
Red Lobster	<i>Ongoing recruitment</i> Line Cook Bartender Server Assistant/Busser Prep Cook Dishwasher/Utility Server Host/Hostess	Apply online at https://www.careerarc.com/job-map/red-lobster?campaign_id=28236/#ts-1542123286352
Royal Farms - Salisbury, Princess Anne, Berlin, Ocean City	<i>Ongoing recruitment</i> Assistant Store Leader Customer Service Associate Customer Service Leader Food Service Leader	Apply online at https://my.peoplesmatter.com/mja/royalfarms/JobApp/GetBusinessUnits
Ruby Tuesday - Salisbury, Fruitland & Pocomoke	<i>Ongoing recruitment</i> 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> Parking Control Aide <i>Open until filled</i> Fundraising/Development Videographer <i>Open until filled</i> Groundskeeper Filing deadline: April 11, 2019 Administrative Assistant II Filing deadline: April 16, 2019	Apply online at https://www.salisbury.edu/administration/administration-and-finance-offices/human-resources/careers/index.aspx?id=employment-opportunities

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 Substitute 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
Somerset County	ProShop Golf Cart Attendant Correctional Officer I	Apply online at http://www.somersetmd.us/employment.html
SP Industries - Pocomoke	Supervisor Material Handler	Apply online at https://careers-spindustries.icims.com/jobs/search?ss=1&searchLocation=12781-12804-Pocomoke+City
Spencer's - Centre at Salisbury	Store Manager Assistant Store Manager Sales Associate Sales Supervisor	Apply online at https://www.spencersandspiritjobs.com/?IPath=TNCNTPG
State Of Maryland	Office Clerk I (Worcester Co. Health Dept.) Filing deadline: April 8, 2019	Apply online at https://jobapscloud.com/MD/
	Office Services Clerk (Worcester Co. Health Dept.) Filing deadline: April 10, 2019	
	Office Services Clerk (Worcester Co. Health Dept.) Filing deadline: April 15, 2019	
	Mosquito Control Field Technicians/ Field Supervisors/ Field Aides (Wicomico, Worcester & Somerset Counties) Filing deadline: April 15, 2019	
Subway - All	<i>Ongoing recruitment</i> Sandwich Artist	Apply online at https://www.mysubwaycareer.com/
Sun Communities, Inc.	<i>Frontier Town Campground:</i> Resort Housekeeper Stagecoach Driver Snack Bar Attendant Restaurant Server Train Operator Busser Zip Line Operator Activities Assistant Gate Attendant Dishwasher Bartender Guest Services Coordinator Resort Maintenance Technician RV Ranger Shuttle Driver Animal Care Attendant Cafe Barista Restaurant Cook Entertainment Performer	Apply online at https://careers.suncommunities.com/viewalljobs/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	<p><i>Fort Whaley Campground:</i> Resort Housekeeper Snack Bar Attendant Activities Assistant Resort Maintenance Technician Guest Services Coordinator Resort Groundskeeper RV Ranger</p> <p><i>Castaways RV Resort:</i> Guest Services Coordinator Resort Housekeeper Snack Bar Attendant Bartender Cafe Barista Gate Attendant Store Clerk</p>	
Sunglass Hut - Centre at Salisbury	Sales Associate	Apply online at https://careers.sunglasshut.com/na
Sysco-Pocomoke	CDL A Delivery Truck Driver Meat Specialist Diesel Fleet Mechanic Technician III-Master Inbound Warehouse Supervisor Warehouse Order Selector	Apply online at https://careers.sysco.com/?
Taco Bell - Ocean City	<i>Ongoing recruitment</i> Shift Lead Team Member Assistant Manager Restaurant General Manager	Apply online at http://jobs.tacobell.com/
Target	Visual Merchandiser Logistics Team Member - Flow Guest Service Team Member - Cashier Logistics Team Member - Fulfillment Sales Floor Team Member Apparel & Accessories Team Member Beauty Team Member	Apply online at https://jobs.target.com/
Texas Roadhouse	Host Server Line Cook Dishwasher	Apply online at https://careers.texasroadhouse.com/
T.J. Maxx - Ocean City	Merchandise Associate	Apply online at http://www.tjxjobs.com/search.asp
Torrid - Centre at Salisbury	<i>Ongoing recruitment</i> Assistant Manager Keyholder Sales Associate Store Manager	Apply online at https://jobs.jobvite.com/torrid
Town of Berlin	Seasonal Laborer	Apply online at https://berlinmd.gov/employment-opportunities/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Town of Ocean City	Solid Waste Worker <i>Open until filled</i> Security Guard <i>Open until filled</i> Maintenance Worker <i>Open until filled</i> Boardwalk Comfort Station Attendant <i>Open until filled</i> Golf Course Maintenance (Eagle's Landing) <i>Open until filled</i> Lifeguards for Summer 2019 <i>Open until filled</i> Temporary Concessions Worker <i>Open until filled</i> Temporary Parks Worker <i>Open until filled</i> Camp Horizon Day Camp Counselor <i>Open until filled</i> Camp Horizon & Scamper Day Camp Assistant Director <i>Open until filled</i> Camp Horizon & Scamper Day Camp Director <i>Open until filled</i> 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	Apply online at http://lowershore.org/Departments/HumanResources.aspx
Tuesday Morning - Centre at Salisbury	Store Associate Assistant Manager	Apply online at https://careers.tuesdaymorning.com/
UMES	Administrative Assistant I Filing deadline: April 10, 2019	Apply online at https://umes.peopleadmin.com/postings/1928
Victoria's Secret - Centre at Salisbury	Sales & Support Generalist	Apply online at https://www.victoriasssecret.com/careers
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

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Wicomico County	Assistant Maintenance Foreman <i>Open until filled</i> Assistant Operations Manager <i>Open until filled</i> Correctional Officer I <i>Ongoing recruitment</i> Custodian <i>Open until filled</i> Mason/Bricklayer <i>Open until filled</i> Mechanic I <i>Open until filled</i> Motor Equipment Operator I <i>Open until filled</i> Assistant Concessions Manager (Parker Athletic Complex) <i>Open until filled</i> Athletic Complex Seasonal Worker <i>Open until filled</i> Court Security-Civilian <i>Open until filled</i> Ferry Operator (Part-time) <i>Open until filled</i> Park Ranger <i>Open until filled</i> Pemberton Nature Camp Director <i>Open until filled</i> Administrative Office Associate Filing deadline: April 9, 2019 Pemberton Nature Camp Counselor Filing deadline: May 3, 2019	Apply online at http://www.wicomicocounty.org/jobs.aspx
Wicomico Public Libraries	Branch Manager II (Full-time) Circulation Assistant II (Full-time) Reader Van Coordinator (Full-time)	Apply online at http://www.wicomicolibraries.org/employment
Wicomico County Public Schools	Contractual Custodian Filing deadline: April 10, 2019 Contractual Food Service Worker Filing deadline: April 10, 2019 Custodian I and II Filing deadline: April 10, 2019	Apply online at https://www.applitrack.com/wcboe/onlineapp/default.aspx
Worcester County	Communications Clerk Trainee Correctional Officer Trainee Communications Clerk I Building Maintenance Mechanic III Mosquito Control Foreman Trainee Maintenance Worker I Plant Operator Plant Operator III Water System Supervisor Roads Worker I and II Swim Instructor Landfill Operator II	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 Or fax application to: (410) 632-5614
Zales - Centre at Salisbury	Sales Associate/Jewelry Consultant	Apply online at https://signetjewelers.wd1.myworkdayjobs.com/signetjewelryretailsales

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Zumiez - Centre at Salisbury	Seasonal Sales Associate Sales Part-Time Assistant Manager Store Manager	Apply online at https://www.zumiez.com/jobs



SNL CLEANING SERVICES
 Serving OCMD, Delaware & Surrounding Areas
SHANNON TEATS, Owner 443-435-3011
 LICENSED & INSURED

NOW HIRING
 Part-time cleaners for residential, condos, vacation rentals and time shares. Mainly Fridays and Saturdays and Sundays. Must have own transportation.
 Email Shannon Teats at froggy43@hotmail.com or call 443-435-3011. Visit us on Facebook @SNLcleaningservices.



STATE OF MARYLAND
DLLR
 DEPARTMENT OF LABOR, LEARNING AND REGULATORY

Maryland Workforce Exchange

April 7, 2019 - April 13, 2019

JOBS
OF
THE
WEEK

Job Order Number	Company	Position	Positions open
971667	Salisbury University	Groundskeeper	1
972151	Harrison Group	Receptionist	1
973174	The Hungry Seagull	Delivery Driver	5
973517	Town of Ocean City	Chief Building Officer	1
973583	Salisbury University	Administrative Assistant II	1
974444	Town of Ocean City	Security Guard	3
972577	Farmers Bank of Willards	Part-Time Deposit Account Resolution/ Research Specialist	1
974869	R Home Communities	Maintenance Trainee	1
974913	SNL Cleaning Services	Cleaners	25
974917	SNL Cleaning Services	Crew Leaders	10

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

"Maryland's American Job Centers 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."



MARYLAND Workforce Exchange
Where Business and People Connect

MARYLAND JOBS NOW

A proud partner of the American Job Center network





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





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-Thursday 9 am-12:30 am or 1 pm- 4 pm	Mon-Thur. 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
<p><i>Coursework includes: MS Word, Excel, PowerPoint, resumes, job readiness,</i></p> <p><i>Length: 6 weeks, self-paced</i></p> <p><i>Requirements: Reading and Math Assessment completed BEFORE ORIENTATION</i></p>	<p><i>Course Work includes: Medical Terminology, Introduction to Medical Billing, CPT Coding for Beginners, ICD-10 Medical Coding, HIPPA</i></p> <p><i>Length 8wks, 7.8 C.E.U.s that fit today's workforce</i></p> <p><i>Requirements: HS Diploma, Reading and Math Assessments</i></p>	<p><i>Coursework includes: Office Bundle 2016, Word, Excel, PowerPoint and Outlook (self-paced)</i></p> <p><i>Length: 8 wks ,3.2 C.E.U. s (Continuing Education Units) that fit today's workforce</i></p> <p><i>Requirements: H.S. Diploma, Reading and Math Assessment</i></p>	<p><i>Coursework includes: Windows Fundamentals, Database Administration, Networking Fundamentals, Security Fundamental, and more</i></p> <p><i>Requirements H.S. or GED, Reading and Math Assessment</i></p> <p><i>Length: 6-8 weeks, self-paced</i></p>	<p><i>Coursework includes: Learn and practice the principles of providing quality customer service, understands what adds value to customer</i></p> <p><i>Requirements Reading assessment completed</i></p> <p><i>Length 3 weeks</i></p>	<p><i>Coursework includes: Basic Accounting principles, starting a new company, invoicing, purchase orders, payroll, billing statements</i></p> <p><i>Requirements Quick Books assessment, accounting vocab and basic computer knowledge)</i></p>

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."



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 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.

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 (WQR) 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.



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:



WOR-WIC

COMMUNITY COLLEGE



**OBTAIN
A
REFERRAL
and
REGISTER
TODAY!**

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.*

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.

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



Earn Your Maryland High School Diploma

The National External Diploma Program®

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

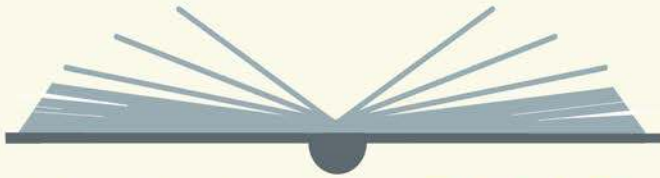
Consider NEDP's Innovative Approach

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



PROJECT READ

**Need Help Reading?
Enroll in Project READ!**

Do you need to improve your reading, math or other literacy skills in order to get a job or earn your GED? Find out how to enroll in Project READ.



Want to become an Adult Literacy Coach?

Would you like to help an adult learn how to read? Find out how you can make a difference in someone's life by becoming a volunteer Adult Literacy Coach.



For more information ask a staff member or contact the Project READ Coordinator at 410-749-3612 x159

www.wicomicolibraries.org



Project READ is funded by the Wicomico Public Libraries in partnership with Rotary Club of Wicomico County, The United Way of the Lower Eastern Shore, and The Richard A. Henson Foundation, Inc.



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
- FAIR HOUSING

EVERY WEDNESDAY FROM 9:00 – 11:00 AM

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

**TELAMON CORPORATION
31901 TRI-COUNTY WAY, SUITE 112
SALISBURY, MD 21804**



Legal Clinic

DOWNTOWN LIBRARY

JUNE 12, 2019

2:00 PM - 4:00 PM

Join us at the Wicomico Public Library to get free legal advice from lawyers in the field. Some of the issues the legal experts can address:

- Bankruptcy-Chapter 7
- Expungements & Shielding
- Birth Certificates
- Debt and Consumer Disputes
- Foreclosures
- Deed Changes
- Name Changes
- Income Tax Disputes
- Divorce & Custody

Please come in to the Downtown Branch or call (410) 749-3612 ext. 127 to sign up.

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

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
mdlabb.org

Maryland Volunteer Lawyers Service, Inc.
800.510.0050
mvlslaw.org

Pro Bono Resource Center of Maryland, Inc.
800.396.1274
probonormd.org