

the Job Journal

**TIP
OF THE
WEEK**

What you need to know about background checks for your next job

Some basics of employment background checks

Employment background checks are often conducted by third-party vendors. Therefore, jobseekers should become aware of their rights under the Fair Credit Reporting Act (FCRA), which governs such transactions.

As mentioned earlier, background checks investigate several areas of a candidate's history. Because workplace safety is paramount, nearly every candidate is investigated for criminal history. For most candidates, a background check will also include confirming identity, employment history, education, and professional credentials.

For some roles, ongoing illegal drug use is a focus, and may require a pre-employment drug test. Other roles will look at DMV records and driving history. Less common are medical history and Workers' Compensation claims.

Some candidates can expect more rigorous background checks. Positions of high trust will necessitate additional scrutiny, especially handling valuable assets or offsite work on another's property. The same applies to positions that involve driving, operating tools or machinery, or handling hazardous materials. Senior managers, especially those with fiduciary responsibilities, can expect scrutiny of their financial history, as can anyone in a position to bribe or be bribed. And candidates being hired for roles that expose them to confidential or secure information, including trade secrets and intellectual property assets, will also be investigated thoroughly.

The three things to sweat:

1. What you say about yourself not matching what the employer finds in your background check report.

One rule of thumb for clearing a background check is whether "candidates are who they say they are." Employers can make a case for hiring a candidate who has been upfront about a prior lapse of judgment. But employers cannot do so with candidates found having a current lapse of judgment in representing themselves truthfully. The most common areas that candidates falsify are education, professional credentials, and employment history. When discovered, it is an immediate deal breaker, even if you're the CEO.

If in doubt, contact the applicable keeper of records. It is very easy for employers to do, and likewise for job candidates wanting to verify their past accomplishments.

2. False, inaccurate, or misleading information appearing in your background check.

As much as you've been truthful about yourself, you can't necessarily expect the system to vouch for you. Background checks can and do contain wrong information, which can cost jobseekers dearly.

Data brokering is a sketchy and unregulated business, operating in a legal grey area and increasingly outside of U.S. jurisdiction. Even post-GDPR, custodians of your background data have neither the resources nor the incentives to maintain its integrity. That includes reporting bureaus with whom employers contract for background checks, and especially the sources from which they scrape your background data.

It is a good idea for all jobseekers to do as much detective work on themselves as possible. Start by ordering a free credit report. Always request a copy of an employer background check report if your state allows it. Do what you can to obtain DMV and court records, along with any prior background check reports. Consider using a paid service if any doubts linger.

3. Derogatory background information bringing about the end of the conversation.

If your background contains a criminal conviction, it does not necessarily mean an automatic disqualification.

Most employers treat discovery of derogatory background information on a case-by-case basis. As a rule, it is handled very conscientiously and discreetly, and only among need-to-know persons, typically the recruiter or an HR representative and the legal department. Together they review the facts and determine how best to proceed to ensure fairness and regulatory compliance, yet maintain workplace safety.

When should a candidate with derogatory background information discuss it with an employer?

Experts advise one of two courses. If it relates to something fundamental about performing the job (e.g., a candidate for a driving job having a DUI conviction), then it needs to be discussed early in the process. That allows both the candidate and the recruiter to determine whether there is a workaround. If on the other hand, it is not directly relevant to performing the job, then it should be brought up later, at the point when it is clear to the candidate that a job offer is probable.

In either case, the candidate needs to demonstrate that as an exit of the criminal justice system, the past has been resolved, present obligations are being satisfied, and the future represents no greater risk to the employer than any other candidate. It also provides the candidate with a unique opportunity to apply the tried and true CAR technique to demonstrate his or her value, in an extraordinarily vivid and impressive way.

The bottom line

Background checks are often complicated. Employers must follow numerous regulations and procedures, which are subject to frequent change. Therefore, employers are typically advised against having a blanket background check policy.

For jobseekers, it is worthwhile to find out what employers see. Anything you can do to make things easier for the employer is mutually beneficial. Show that you are low risk, and use your experiences to demonstrate your value just like any other top candidate. And always be truthful, no matter what's in your background.

Guest Contributor. "What you need to know about background checks for your next job." *The Job Network*, PandoLogic, <https://www.thejobnetwork.com/background-checks-for-your-next-job/>.

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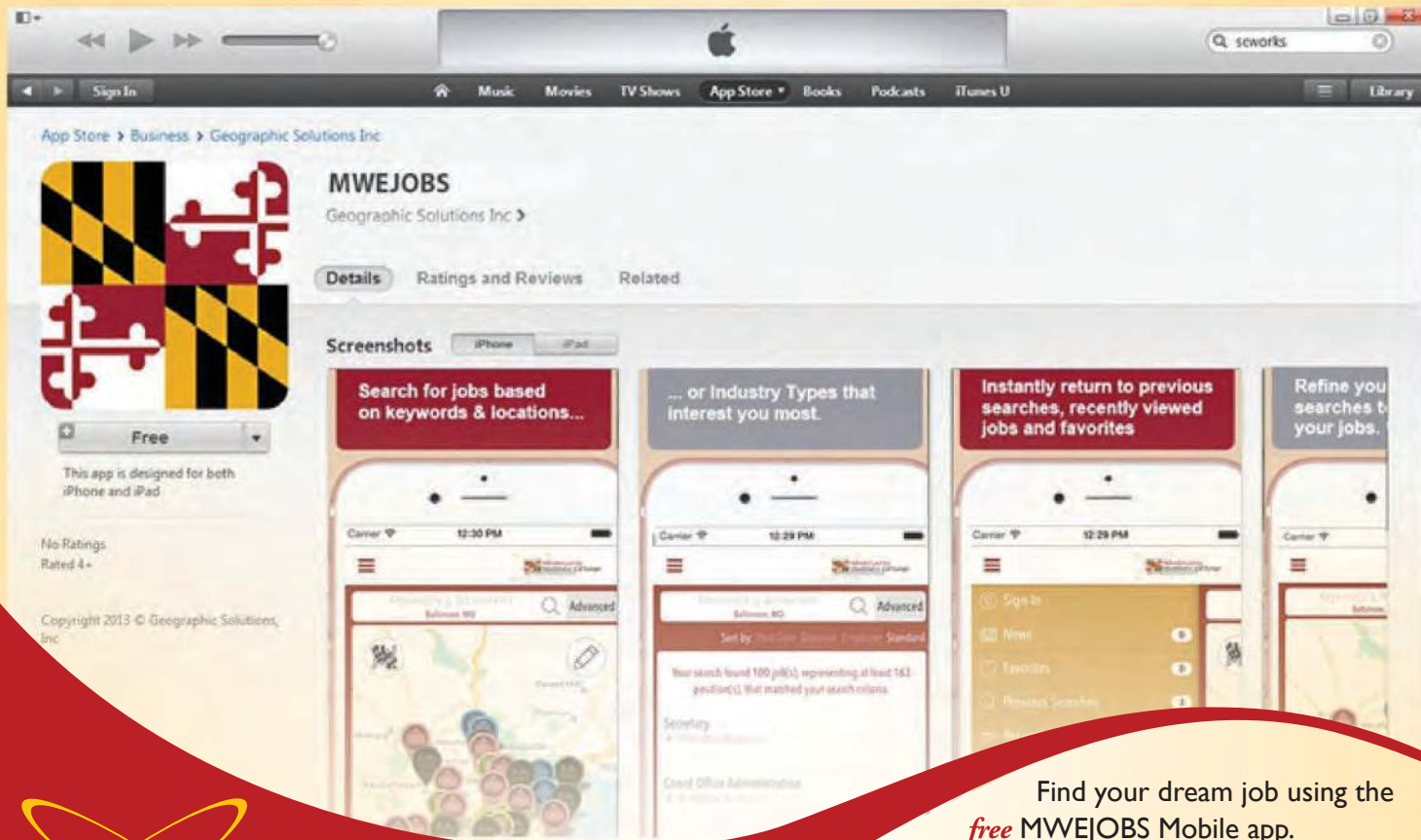
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Tri-County Workforce Development Initiative
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JOB FAIR

**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 Temporary Grocery Manager (Ocean City)	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 Floor Care Tech Housekeeping Aide 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	Engage Life Program Instructor Caregiver Dishwasher Server/Waitstaff 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
BayRunner Shuttle	Part-time Driver	Print application and apply online at https://bayrunnershuttle.com/about/career-opportunities/
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
BesTemps	Administrative Assistant Assembler-Microelectronic & Filter (Fruitland)	Apply online at https://www.bestemps.com/looking-for-work/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Banquet Server (Ocean City) Construction Labor (Ocean City, Salisbury/Berlin) Dishwasher (Ocean City) Housekeeping (Ocean City) Machine Operator Maintenance Technician Porter Part-time Skilled Construction Labor Warehouse/Truck Unload	
Bob Evans Restaurant	<i>Ongoing recruitment</i> Carryout Host/Cashier Server Shift Leader Grill Cook Kitchen Preparation Bus Person Dishwasher Operator	Apply online at http://careers.bobevans.com/?_ga=2.159178803.804186696.1555685152-1534936397.1555685152
Boscov's - Centre at Salisbury	Cosmetic Sales Consultant Sales 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	Police Communications Operator/Dispatcher Automotive/Equipment Mechanic	Apply online at https://www.cityofpocomoke.com/info/jobs
City of Salisbury	Part Time Zoo Educator Wastewater Treatment Operator I Laboratory Technician 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 Utility Tech I Program Specialist-Water Works Groundskeeper Zoo Motor Equipment Operator II Parks Maintenance Worker POLICE CAREERS: Entry Level Police Officer Police Communications Officer Animal Control Officer Maryland Certified Police Officer	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
Delaware Elevator	Certified Elevator Mechanic Drilling Assistant Service Technician	Apply online at https://delawareelevator.com/about/careers/
Dick's Sporting Goods - Centre at Salisbury	Sales Associate - Apparel Sales Associate - Golf Cashier	Apply online at https://www.dickssportinggoods.jobs/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Dollar Tree	<i>Ongoing recruitment</i> Sales Floor Associate - positions in Salisbury, Berlin & Pocomoke Operations Assistant Manager (Salisbury, Pocomoke)	Apply online at https://www.dollartree.com/careers-stores
Dove Pointe	Personnel Coordinator Residential Delegating RN Maintenance Technician-Drywall/Painting Behavior Health Supervisor Children's' Program Aide Children's Program Mentor House Counselor Instructor Aide Banquet Host or Hostess Driver	Apply online at http://dovepointe.org/Careers
Dressbarn	Stylist Part-time Assistant Manager	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 Relay & Control Relay Tester 3/C SCD NERC	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	Warehouse Associate	Apply online at https://www.expresspros.com/
	General Laborer	
	Data Entry/Office Clerk	
	Claims Review Specialist	
	Front Office	
	Driver	
	Machine Operator - D/S (Berlin)	
	Forklift Operator (Berlin)	
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 Manager (Nanticoke Rd)	
	Evening Manager (Tilghman Rd)	
	Customer Service Leader-Office Assistant (Tilghman Rd)	
	Deli Bakery Associate (Tilghman Rd, Snow Hill Rd)	
	Center Store (Grocery) Associate (Nanticoke Rd)	

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Perishable Associate (Tilghman Rd, Snow Hill Rd, Nanticoke Rd) Produce Associate (Tilghman Rd, Nanticoke Rd) Sales Associate-Cashier (Tilghman Rd, Nanticoke Rd)	
Foot Locker - Centre at Salisbury	Sales Lead Assistant Manager Sales Associate	Apply online at https://www.sneakerjobs.com/
Fratelli's Restaurant	Server Host Busser	Apply in person at Fratelli's Restaurant 925 Snow Hill Rd Salisbury, MD 21804
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/
Genesis HealthCare	Dietary Aide Assistant Admissions Coordinator Maintenance Assistant Nursing-Non-Certified Nursing Assistant Bookkeeper Cook	Apply online at https://www.genescareers.jobs/?
GNC - Centre at Salisbury	<i>Ongoing recruitment</i> 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
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/
HomeGoods - Ocean City	Merchandise Associate	Apply online at http://www.tjxjobs.com/search.asp
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

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
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/
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/
Lincare	Customer Service Rep Service Rep	Apply online at https://www.jobs.net/jobs/Lincare/en-us/
Longhorn Steakhouse	Dishwasher Host Server Line Cook Bartender Restaurant Manager	Apply online at https://jobs.longhornsteakhouse.com/locations/locations
Lowe's - Salisbury, Pocomoke	Sales Specialist Plumbing	Apply online at https://jobs.lowes.com/
Macy's - Centre at Salisbury	At Your Service Center Associate	Apply online at https://www.macysjobs.com/?&lat=39.29&lng=-76.61&distance=25&sorting=Nearest&v=261
Market Street Inn	Full-time, experienced Manager <i>Ongoing recruitment</i> Line Cook/Sous Chef Servers Bartenders	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
Marshalls - Ocean City	Merchandise Associate	Apply online at http://www.tjxjobs.com/search.asp
Men's Wearhouse - Centre at Salisbury	Retail Sales Consultant Retail Store Tailor-Alterations	Apply online at https://careers.tailoredbrands.com/
New York & Company	Sales Lead Sales Associate Assistant Manager Seasonal Sales Associate	Apply online at http://newyorkcompany.apploi.com/
Ocean Pines Association	Seasonal Front Desk Customer Service Representative Police Officer	Fill out application at http://oceanpines.org/administration/workhere/ and email to HR@oceanpines.org or mail

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Part-time Swim Instructor	to: Ocean Pines Association Attention: HR 239 Ocean Parkway Ocean Pines, MD 21811
Olive Garden	Dishwasher Line Cook Prep Cook To Go Specialist Host Busser Server Bartender	Apply online at https://jobs.olivegarden.com/search/searchjobs
Outback Steakhouse - Salisbury, Ocean City	<i>Ongoing recruitment</i> Delivery Driver Bartender Dishwasher Prep Cook Restaurant Busser Line Cook Server Host To-Go Specialist	Apply online at https://www.outback.com/careers
Peninsula Regional Health System	CAT Scan Technologist Clinical Dietician Coder Abstractor I Courier-Outpatient Environmental Services Aide Food Service-Catering Associate Food Service-Utility Aide Medical Assistant MRI Technologist Nursing Office Coordinator Operator-Equipment Parking Attendant Patient Care Assistant Patient Portal Liaison Patient Service Representative Representative-Billing/Collection Representative-Patient Account Security Police Staffing Coordinator Supply Chain Ops Assistant Technician-Service Desk I Transporter Unit Secretary	Apply online at https://www.peninsula.org/employment-opportunities
Pep Boys	General Service Technician Commercial Driver	Apply online at http://careers.pepboys.com/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Pepsi Bottling Ventures	Beverage Equipment Shop Support Fountain Installer Forklift Operator/Loader Pre-Sell Account Manager Sales Helper OTR Driver	Apply online at https://careers.peopleclick.com/careerscp/client_pepsibv/highvolume/search.do
Perdue Farms - Salisbury	Grain Operator Senior Grain Operator Edible Oil Refinery Operator Fleet Tech Maintenance Mechanic C Executive Admin Assistant-SVP of Operations Hatchery-Injection Crew Leader General Labor PAA Tech Customer Support Specialist II Live Haul Driver Grain Operator Temp	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
Pugh's Patient Care Services - all the Lower Counties	<i>Ongoing recruitment</i> CNA CMT	Apply in person at Pugh's Patient Care Services 11793 Somerset Ave Princess Anne, MD 21853 410-621-5705
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 Production Associate Production Supervisor Production/Manufacturing Worker Quality Inspector Stock Room Clerk/Manufacturing	Contact Quality Staffing Services 410-742-2600 1237 N. Salisbury Blvd Salisbury, MD 21801

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Utility Maintenance Mechanic	
	Warehouse Associate	
	Warehouse Supervisor	
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.peoplematter.com/mja/royalfarms/JobApp/GetBusinessUnits
Ruby Tuesday - Salisbury, Fruitland & Pocomoke	<i>Ongoing recruitment</i> Host/Server Assistant Server Kitchen Prep/Salad Bar Prep Cook	Apply online at https://www.rubytuesday.com/careers
Salisbury University	Food Service Assistant (Part-time, Contingent I) <i>Applications accepted through June 30, 2019</i>	Apply online at https://www.salisbury.edu/administration/administration-and-finance-offices/human-resources/careers/index.aspx?id=employment-opportunities
	Housekeeper (Part-time Contingent I) <i>Applications accepted through June 30, 2019</i>	
	Fundraising/Development Videographer <i>Open until filled</i>	
	Housekeeping Supervisor I Filing deadline: May 10, 2019	
	IT Support Training Associate Filing deadline: May 9, 2019	
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	Correctional Officer I	Apply online at https://www.somersetmd.us/services/employment_opportunities.php
SP Industries - Pocomoke	Machine Operator Mold Repair Tech	Apply online at https://careers-spindustries.icims.com/jobs/intro?mobile=false&width=800&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240
Spencer's - Centre at Salisbury	Store Manager Assistant Store Manager Sales Associate Sales Supervisor	Apply online at https://www.spencersandspiritjobs.com/?IPath=TNCNTPG

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Staples	Technology Sales Associate Print & Marketing Associate	Apply online at https://careers.staples.com/
State Of Maryland	Personnel Clerk (Holly Center) Filing deadline: May 9, 2019 Direct Care Assistant II (Holly Center) Filing deadline: May 10, 2019 DJS Youth Transportation Officer Trainee (Wicomico) Filing deadline: May 14, 2019 Community Health Outreach Worker I (Worcester Co. Health Dept.) Filing deadline: May 14, 2019 Patient/Client Driver (Worcester Co. Health Dept.) Filing deadline: May 14, 2019 Direct Care Trainee (Holly Center) Filing deadline: May 16, 2019 Dental Assistant II Wicomico Co. Health Dept.) Filing deadline: May 17, 2019	Apply online at https://jobapscloud.com/MD/
Subway - All	<i>Ongoing recruitment</i> Sandwich Artist	Apply online at https://www.mysubwaycareer.com/
Sun Communities, Inc.	<i>Frontier Town Campground:</i> Snack Bar Attendant Store Clerk Animal Care Attendant Guest Services Coordinator Golf Cart Attendant Train Operator Entertainment Performer Busser Restaurant Host Stagecoach Driver Zip Line Operator Resort Groundskeeper Dishwasher Resort Housekeeper Activities Assistant Bartender Restaurant Cook Restaurant Server Resort Maintenance Technician Cafe Barista Ticket Sales Attendant Gate Attendant Lifeguard Resort Pool Attendant <i>Fort Whaley Campground:</i> Snack Bar Attendant Activities Assistant Resort Housekeeper RV Ranger Resort Groundskeeper Resort Maintenance Technician	Apply online at https://careers.suncommunities.com/viewalljobs/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	<i>Castaways RV Resort:</i> Guest Services Coordinator Busser Activities Assistant Resort Groundskeeper Gate Attendant Resort Housekeeper Store Clerk	
Sunglass Hut - Centre at Salisbury	Sales Associate	Apply online at https://careers.sunglasshut.com/na
Sysco-Pocomoke	Inbound Warehouse Selector Inbound Receiver Special Delivery Truck Driver Material Handling Technician II Outbound Warehouse Supervisor CDL A Delivery Truck Driver Warehouse Order Selector Returns Putaway Diesel Fleet Mechanic Technician III - Master	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	Inbound Expert Fulfillment Expert Electronics Team Member Target Security Specialist	Apply online at https://jobs.target.com/
Texas Roadhouse	Host Server	Apply online at https://careers.texasroadhouse.com/
T.J. Maxx - Ocean City	Merchandise Associate Customer Experience Coordinator	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/
Town of Ocean City	Casual Labor (Convention Center) <i>Open until filled</i> Facilities Monitor <i>Open until filled</i> Seasonal Vehicle Equipment Technician <i>Open until filled</i> Seasonal Skate Park Worker <i>Open until filled</i> Security Guard <i>Open until filled</i> Lifeguards for Summer 2019 <i>Open until filled</i>	Get detailed job description and apply online at https://oceancitymd.gov/oc/departments/human-resources/employment/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	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> Maintenance Worker <i>Open until filled</i> Boardwalk Comfort Station Attendant <i>Open until filled</i> Solid Waste Worker <i>Open until filled</i> Golf Course Maintenance (Eagle's Landing) <i>Open until filled</i> Parks Worker Filing deadline: May 10, 2019 2019 SEASONAL EMPLOYMENT Bus Driver Bus Maintenance Tech I Dispatcher Tram Conductor Tram Driver Ticket Seller Account Clerk	
Tri-County Council for the Lower Eastern Shore of Maryland	Bus Operators-Fixed Route Landscape Laborer-Seasonal	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	Library Services Assistant Filing deadline: May 17, 2019	Apply online at https://umes.peopleadmin.com/postings/1976
UPS	Package Handler	Apply online at https://www.jobs-ups.com/search-jobs/
Victoria's Secret - Centre at Salisbury	Sales & Support Generalist	Apply online at https://www.victoriasecret.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
Wicomico County	Correctional Officer I <i>Ongoing recruitment</i> Custodian <i>Open until filled</i>	Apply online at http://www.wicomicocounty.org/jobs.aspx

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	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> Revenue Specialist Filing deadline: May 15, 2019	
Wicomico Public Libraries	Branch Manager II (Full-time) Reader Van Coordinator (Full-time)	Apply online at http://www.wicomicolibraries.org/employment
Wicomico County Public Schools	Accounting Associate I Filing deadline: May 8, 2019 Contractual Custodian Filing deadline: May 10, 2019 Contractual Food Service Worker Filing deadline: May 10, 2019 Custodian I and II Filing deadline: May 10, 2019 Assistant Coach - Girls Soccer Filing deadline: May 11, 2019 Site and Grounds Worker I Filing deadline: May 12, 2019 School Vehicle Foreman Filing deadline: May 15, 2019	Apply online at https://www.applitrack.com/wcboe/onlineapp/default.aspx?all=1
Worcester County	Correctional Officer Trainee Communications Clerk Trainee Communications Clerk I Landfill Operator II Building Maintenance Mechanic III Maintenance Worker I Plant Operator Plant Operator III Maintenance Worker III Roads Worker I and II Swim Instructor Accounting Intern	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

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
YMCA - Salisbury, Pocomoke	<p><i>Richard A. Henson Family YMCA - Salisbury</i></p> <p>Camp Director Camp Counselor Membership Services Representative Child Watch Assistant Birthday Party Host Group Exercise Instructor Wellness Assistant Personal Trainer Gym Monitor Swim Team Admin Assistant Lifeguard Swim Instructor Sports Staff Custodian Supervisor</p> <p><i>Lower Shore Family YMCA - Pocomoke City</i></p> <p>Membership Services Representative After School Counselor Group Exercise Instructor Wellness Assistant Personal Trainer Lifeguard Water Aerobics Instructor Camp Counselor Child Watch Outdoor Program Specialist</p>	Apply online at http://www.ymcachesapeake.org/employment
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 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.



Maryland Workforce Exchange

May 5, 2019 - May 11, 2019

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Job Order Number	Company	Position	Positions open
980238	Town of Ocean City	Facilities Monitor	1
980591	Salisbury University	IT Support Training Associate	1
982185	Paul Davis Restoration	Full-Time Technician	5
983007	Salisbury University	Housekeeping Supervisor I	1
978911	Town of Ocean City	Lifeguard	25
985172	City of Pocomoke	Police Communication	1
985196	City of Pocomoke	City Manager	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."



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."

To be eligible for consideration, candidates must:

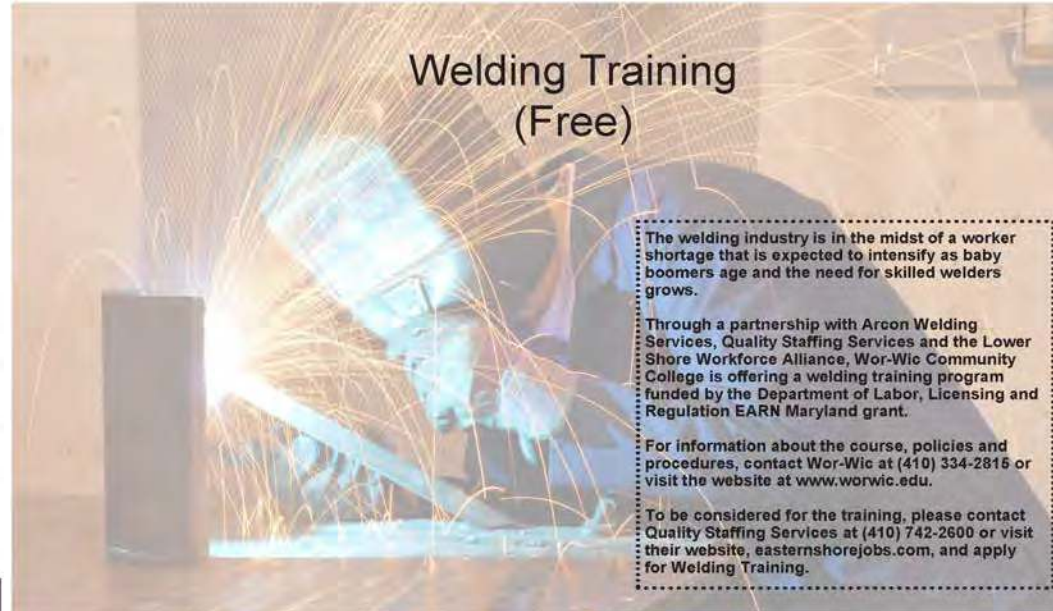
- Be a Maryland resident (Lower Shore preferred)
- Have a High School Diploma or GED (Minimum age 17)
- Be able to pass a pre-employment "5 panel" drug screen
- Display hand-arm steadiness
- Display strong near-vision to see details at close range
- Be able to recognize and solve problems
- Be able to 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, Quality Staffing Services and the Lower Shore Workforce Alliance, Wor-Wic Community College is offering a welding training program funded by the Department of Labor, Licensing and Regulation EARN Maryland grant.

For information about the course, policies and procedures, 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 work in extremely hot, dusty and noisy environments
- 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.

The intent behind the welding training is to obtain welding employment.





Prepare for a Career at Delmarva Power

Step 1- If you are interested in a career with Delmarva Power (focus is on linemen at this time), please call Wor-Wic to reserve a seat in a free information session.

Step 2- At the end of the information session, you are welcome to take a free basic English and math assessment to determine if you are ready for the next step.

Step 3- For students who pass the assessment, you are able to prepare for Delmarva Power's pre-employment exam by taking a preparation course: "Get Into Energy Math Revised Course" through Wor-Wic at a total tuition cost of \$25 during day or evening times.

Step 4- Students who pass the assessment are able to take the pre-employment exam through Delmarva Power for potential employment.



Delmarva Power has multiple job opportunities in our area!
Reserve your seat in one information session by calling Wor-Wic at 410-334-2815.
Registration for information sessions will be accepted on a first come, first serve basis.



The metal fabrication industry is in the midst of a worker shortage, which is expected to intensify as baby boomers age and the need for skilled metal fabricators grows.

Through a partnership with Crystal Steel, Arcon Welding Services, Quality Staffing Services and the Lower Shore Workforce Alliance, Wor-Wic Community College will be offering a metal fabrication training course in the near future. This course will be free thanks to funding from the Department of Labor, Licensing and Regulation EARN Maryland grant.

The new Basic Metal Fabrication course will provide 250 hours of half day (8:30AM-12:00PM) instruction and practice Monday through Friday, over 14 consecutive weeks. Students who graduate will be job and career ready and have entry level metal fabricator skills that are necessary to secure employment in the metal fabrication industry.

Eligibility requirements, course information and how to apply will be forthcoming. Please contact Dr. Rhonda Banks at Wor-Wic Community College for additional information at rbanks@worwic.edu or 410-334-2815.



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

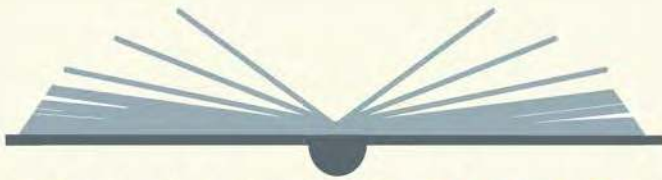
Consider NEDP's Innovative Approach

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.

Telamon Corporation
Empowering Individuals. Improving Communities

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

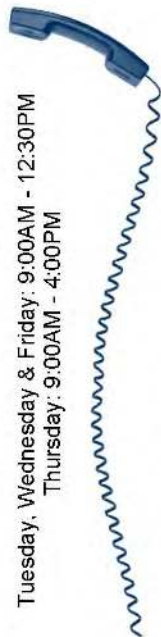
Please come in to the Downtown Branch or call (410) 749-3612 ext. 127 to sign up.

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
mvlslaw.org

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