

# 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

## 8 Easy Ways to Clean Up Your Social Media (Because Hiring Managers Really Do Look at It)

What if I told you that we all have two resumes?

The first is the crisp white sheet sprinkled with bullet points and carefully-chosen verbs. On it are descriptions of our education, the positions we've held, and acquired skills. This one we reserve for job interviews.

And then there are our other "resumes:" the Instagram account that reveals our love for happy hour, the Twitter account turned gossip column, and the Facebook profile that has pictures that are just a bit too NSFW.

The reality is that hiring managers are looking at your social media just as thoroughly as your resume or cover letter. In fact, 45% of hiring managers use social media to learn more about potential candidates. Which means you want it to be just as pristine.

But cleaning up your online image doesn't mean you need to change everything about who you are. It just means you may need to monitor how you post or what you share (and with whom).

Here are eight tips that'll help you project your best online self—without sacrificing your personality.

### 1. Make Your Accounts Private

Let's start here in case companies are already looking at your social media. Simply go to your settings and choose only "friends" to see your activity.

Also, if you really want your profiles to remain personal, maybe only accept friend requests from people you know and not anyone in your professional network, like old bosses or co-workers. That said, if you want to remain public, you should...

### 2. Hide or Delete Any Inappropriate Posts

These posts don't need to go away completely! You can always archive Instagram photos, save Snapchats to memories, hide content from your Facebook timeline, or set your settings to "Only me" so certain posts are private.

### 3. Deactivate Old Accounts

Like your middle school YouTube account that's been floating on the internet for far too long. If you wouldn't care to revisit your teenage self, you probably don't want hiring managers to, either.

Even if you don't think you have any, google yourself! You might be surprised what you forgot you signed up for.

### 4. Add the Right Photos

Your photo is literally the first thing hiring managers see when they find you online.

No need to get a professional headshot, but do make sure that your profile and cover photos are professional and easily visible (and *actually have one*, none of that Twitter egg nonsense).

### 5. Add a Professional Bio

This is the best way to explain who you are, what makes you unique, and why you're the perfect hire.

Not sure how to write one? Here's an article that can help you craft the perfect bio for each platform.

### 6. Edit Your Handles and URLs

Because a custom url takes less than a minute to create, and looks far more intentional.

### 7. Post Industry-Related News, Quotes, or Articles

Post, share, or retweet anything related to the industry you're in or want to be a part of. When a hiring manager sees that the mission of their company falls in line with your own brand, they're even more likely to consider you for a position.

### 8. Follow Inspiring People and Companies

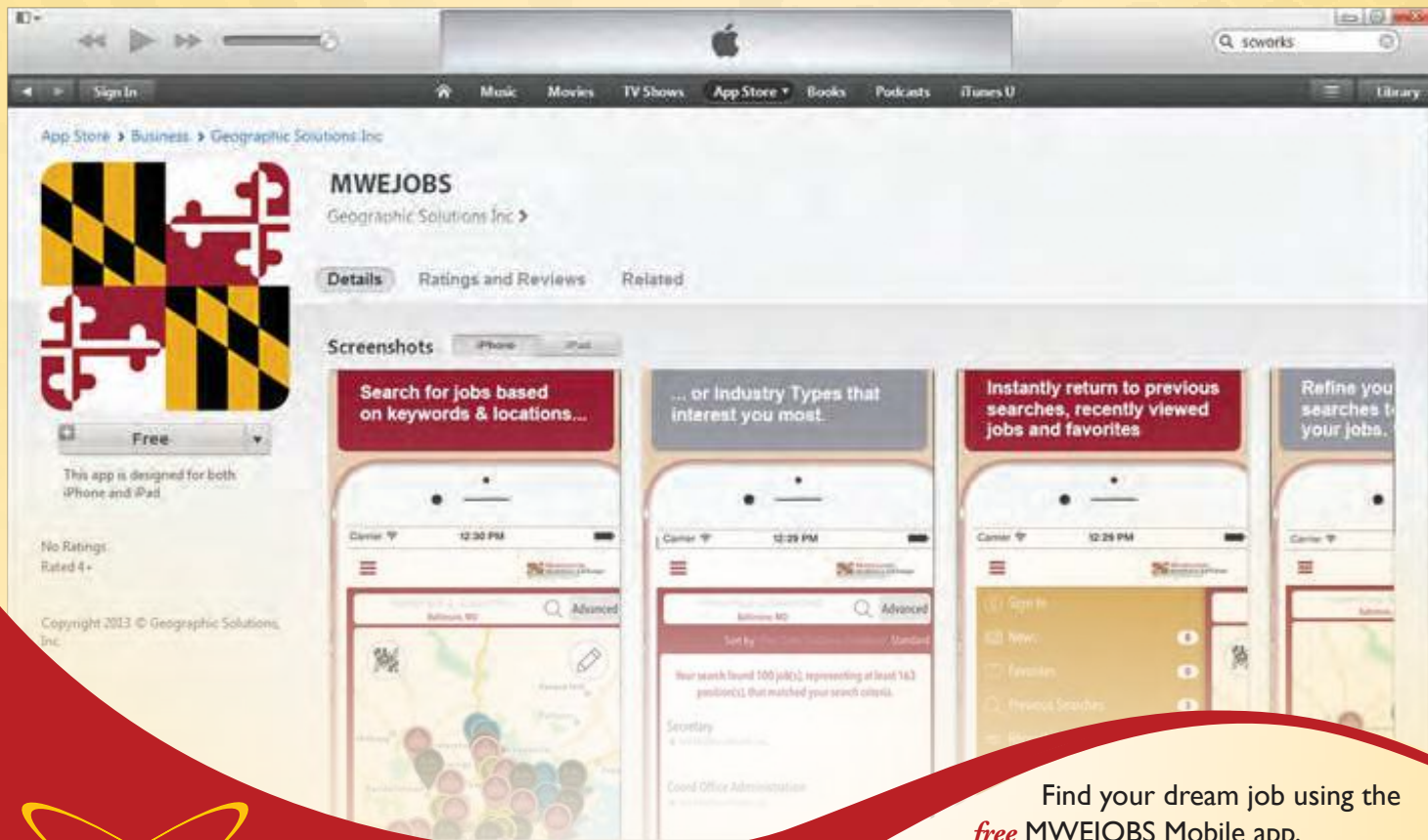
Blogs, news sources, and any other website you love count, too! This tells managers what you're passionate about, which leaders you admire, and what trends you're up-to-date on. As weird as it may seem, we also are who we follow.

Lastly, make smart social media choices. Before you post something, contemplate whether it matches the online presence you wish to uphold.

Think of it this way: If a hiring manager brought it up in an interview, would you be able to explain why you posted it?

Nieves, Stephanie. "8 Easy Ways to Clean Up Your Social Media (Because Hiring Managers Really Do Look at It)." *The Muse*, Daily Muse Inc., <https://www.themuse.com/advice/8-easy-ways-clean-up-social-media-job-search>.

# 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

Available Positions at Perdue Farms – Accomac VA

## General Laborers – Night Shift

Wednesday  
Sept. 25, 2019  
9 AM – 1 PM



Serving Somerset, Wicomico and Worcester Counties

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

**1035343 – General Laborers**

For Additional Information &  
to Apply in Advance  
Visit [mwejobs.maryland.gov](http://mwejobs.maryland.gov)



**Full Time Positions  
Transportation  
Available**

**\$13.55 DOE**



"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



## MARYLAND DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES



**Same Day Apply & Test!! Monday, October 7, 2019**

**Apply: 9AM – 11AM \*\*\* Test: 11:30am – 3:30PM**

**American Job Center: Lower Shore  
31901 Tri-County Way Salisbury, MD. 21804-1708  
410-341-8533 Room #111-F**

### CORRECTIONAL OFFICER I

**Earn up to \$54,186/yr.**

Must be at least 21 and have a high school diploma or GED. No Experience Necessary. Excellent Benefits!  
For Additional information, please visit [mwejobs.maryland.gov](http://mwejobs.maryland.gov) and search Job Order #1035317

**\*PUBLIC SAFETY HAS YOU COVERED\***

Health Insurance, Paid Vacation, Holidays, Sick Leave, Military Leave, 20 Yr. Service Retirement, Credit for Military Service, 401k & 457 Retirement Plans, Free Transportation on MD MTA, Uniforms Provided, Education/Training Credit, Numerous Promotional Opportunities and more!

**Learn more about us at [www.dpscs.maryland.gov](http://www.dpscs.maryland.gov)**

**Or call our information line at (410) 585-3560**

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."





Quality Staffing Services



# JOB AND CAREER FAIR

Hosted by the Salisbury Area Chamber of Commerce & Lower Shore American Job Center

## JOB SEEKERS

Hundreds of job openings in a wide range of industries!

The Job & Career Fair is FREE for attendees & open to the community

Resume assistance is available at event

Bring multiple copies of your resume & don't forget to dress for success!

Visit [www.salisburyarea.com](http://www.salisburyarea.com) for more information.

**Friday**  
**October 11, 2019**  
**3:00 - 6:00 pm**  
**The Centre at Salisbury**

2300 N. Salisbury Blvd.,  
Salisbury, MD 21801

### SPONSORSHIPS AVAILABLE!

Receive the highest level of exposure to all attending vendors and attendees with a **PREMIUM BOOTH LOCATION**, your company logo on signage, print materials, social media posts, press releases, SBYBiz and Chamber websites. See registration form for details!

## BUSINESSES

Open to any business seeking employees in the Lower Shore Area

To register for a space, contact LeVita Bragdon at 410-749-0144 or [lbragdon@salisburyarea.com](mailto:lbragdon@salisburyarea.com)



# Maryland Maryland Workforce Exchange

DEPARTMENT OF LABOR

September 15, 2019 - September 21, 2019

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Job Order Number	Company	Position	Positions open
1028651	George E. Young, III, P.C. Engineers & Surveyors	CADD Operator	1
1028725	Thad Waters Truckin	Truck Driver	1
1029754	Marathon Service Company, LLC	Service Technician	1
1030395	Farmers Bank of Willards	Accounting Clerk	1
1031138	Nick, Inc.	Driver	1
1032763	Delmarva Shredding	Route Driver - CDL B Licensed	1
1032866	Perdue AgriBusiness	Edible Oil Refinery Operator	1
1032855	Perdue AgriBusiness	Project Manager	1
1032868	Perdue AgriBusiness	Edible Oil Refinery Supervisor	1
1035317	Department of Public Safety and Correctional Services	Correctional Officer I	25
1035327	Grainger	Service Representative	1
1035343	Perdue Farms	General Labor	50
1036444	Salisbury University	Housekeeping Supervisor I	1
1036455	Town of Ocean City	Afterschool Activities Assistant	1

Visit [mwejobs.maryland.gov](http://mwejobs.maryland.gov) for Additional Information & Instructions to Apply

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



EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Acme - Salisbury, Ocean City	<i>Ongoing recruitment</i> Pharmacy Tech (Salisbury) Courtesy Clerk Deli/Meat Clerk Pharmacy Clerk (Salisbury) Meat Cutter Bakery Clerk Cashier Grocery Clerk Night Crew Clerk Produce Clerk Night Crew Boss (Ocean City)	Apply online at <a href="https://www.albertsoncompanies.com/careers/acme-careers.html">https://www.albertsoncompanies.com/careers/acme-careers.html</a>
ALDI	Store Associate	Apply online at <a href="https://careers.aldi.us/">https://careers.aldi.us/</a>
American Eagle - Centre at Salisbury	Overnight Merchandising Associate Merch Lead Brand Ambassador Stock Associate	Apply online at <a href="http://www.ae.com">www.ae.com</a>
Aramark	Food Production Supervisor	Apply online at <a href="https://careers.aramark.com/">https://careers.aramark.com/</a>
Atlantic General Hospital	Emergency Department Tech	Apply online at <a href="https://www.atlanticgeneral.org/Careers.aspx">https://www.atlanticgeneral.org/Careers.aspx</a>
	Endoscopy Tech	
	Housekeeping Aide	
	Maintenance Specialist (HVAC)	
	Medical Office Assistant	
	Medical Receptionist	
	Nurse Tech	
	Polysomnographer	
	Public Safety Officer	
	RN	
	Registration Specialist	
Secretary/Nurse Technician		
Atria	Caregiver Memory Care Activity Specialist Server/Waitstaff Memory Care Caregiver Housekeeper Registered Medication Aide/Med Tech	Apply online at <a href="https://www.atriaseniorliving.com/careers/">https://www.atriaseniorliving.com/careers/</a>
Bath & Body Works - Centre at Salisbury, White Marlin Mall	Sales Associate (Centre, White Marlin) Seasonal Associate (Centre, White Marlin) Assistant Manager (Centre) Key Holder (Centre)	Apply online at <a href="https://www.bathandbodyworks.com/customer-care/careers.html">https://www.bathandbodyworks.com/customer-care/careers.html</a>
BayRunner Shuttle	<i>Ongoing recruitment</i> Part-time Driver	Print application and apply online at <a href="https://bayrunnershuttle.com/about/career-opportunities/">https://bayrunnershuttle.com/about/career-opportunities/</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Bay Shore Services	Administrative Assistant/Receptionist CNA Direct Support Professional Residential Supervisor RN Case Manager	Download and print application at <a href="http://www.bayshoreservices.org/our-mission/job-opportunities/">http://www.bayshoreservices.org/our-mission/job-opportunities/</a> . Return completed application to: Bay Shore Services, Inc. 1235 Pemberton Drive Salisbury, Maryland 21801  or email to: <a href="mailto:info@bayshoreservices.org">info@bayshoreservices.org</a>
Bed Bath & Beyond - Salisbury, Ocean City	Retail Sales Associate Retail Stock Associate Retail Cashier	Apply online at <a href="https://bbby.wd5.myworkdayjobs.com/bed_bath_beyond_jobs">https://bbby.wd5.myworkdayjobs.com/bed_bath_beyond_jobs</a>
BesTemps	Banquet Server (Ocean City) Construction Labor (Ocean City, Salisbury/Berlin) Dishwasher (Ocean City) Dog Treat Production Associate (Berlin) Front Desk Receptionist Housekeeping (Ocean City) Machine Operator Mobility Sales Specialist Writer Production Machine Operator Store Clerk (Pocomoke) Warehouse/Truck Unload	Apply online at <a href="https://www.bestemps.com/looking-for-work/">https://www.bestemps.com/looking-for-work/</a>
Big Lots	Store Associate/Stocker Freight Processing Lead Service Lead	Apply online at <a href="https://careers.biglots.com/">https://careers.biglots.com/</a>
Bob Evans Restaurant	<i>Ongoing recruitment</i> Key Supervisor Assistant Manager Host/Cashier Grill Cook Dishwasher Kitchen Prep Server Bus Person Carryout	Apply online at <a href="http://careers.bobevans.com/?_ga=2.159178803.804186696.1555685152-1534936397.1555685152">http://careers.bobevans.com/?_ga=2.159178803.804186696.1555685152-1534936397.1555685152</a>
Boscov's - Centre at Salisbury	Department Manager Leisure Travel Sales Consultant Loss Prevention Detective Sales Associate	Apply online at <a href="https://www.boscovs.com/static/about_boscov/about_boscov.html">https://www.boscovs.com/static/about_boscov/about_boscov.html</a>
Burlington - Centre at Salisbury	<i>Ongoing recruitment</i> Retail Store Manager/Assistant Manager Cashier Associate Retail Sales Associate Retail Receiving Associate	Apply online at <a href="https://burlingtonstores.jobs/">https://burlingtonstores.jobs/</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
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 <a href="mailto:kcarmean@chesapeakehc.org">kcarmean@chesapeakehc.org</a> or fax to HR at 443-210-2324. Link for job application at <a href="https://chesapeakehc.org/md-eastern-shore-healthcare-careers/">https://chesapeakehc.org/md-eastern-shore-healthcare-careers/</a>
Chesapeake Shipbuilding	Fabricator/Ship Fitter Carpenter Electrician Foreman Supervisor Welder	Apply online at <a href="http://www.chesapeakeshipbuilding.com/take-action/">http://www.chesapeakeshipbuilding.com/take-action/</a>
Chick-Fil-A - Salisbury, Berlin	<i>Ongoing recruitment-Salisbury</i> Team Member	Apply online at <a href="http://salisburychickfila.com/">http://salisburychickfila.com/</a>
	<i>Ongoing recruitment-Berlin</i> Chicken Breeder Dining Room Team Member Leadership	Apply online at <a href="http://cfawestoceancity.com/">http://cfawestoceancity.com/</a>
The Children's Place - Centre at Salisbury & Ocean City Factory Outlet	<i>Ongoing recruitment</i> Sales Associate	Apply online at <a href="https://www.childrensplace.com/us/content/careers-us">https://www.childrensplace.com/us/content/careers-us</a>
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 <a href="https://www.chilisjobs.com/">https://www.chilisjobs.com/</a>  Apply via email to <a href="mailto:chilis523@chilis.net">chilis523@chilis.net</a>
Chipotle Mexican Grill - Salisbury, West Ocean City	<i>Ongoing recruitment</i> Restaurant Team Member - Crew	Apply online at <a href="https://jobs.chipotle.com/">https://jobs.chipotle.com/</a>
City of Salisbury	Wastewater Treatment Operator I	For job descriptions and to print application go to <a href="https://salisbury.md/departments/human-resources/careers">https://salisbury.md/departments/human-resources/careers</a>  **Some jobs require special licenses. Please check job description for more details.
	Plant Mechanic	
	Computerized Maintenance Management System Technician	
	Water Plant Operator I or II	
	Utility Technicians I, II & III	
	Parks Maintenance Worker	
	Auto Mechanic II	
	Biosolids Operator I	
	Motor Equipment Operator II	
	Bus Driver	
	Motor Equipment Operator I	
	Part-time Zoo Educator	
	Administrative Assistant III	
	<b>Filing deadline: September 19, 2019</b>	



EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Administrative Assistant <b>Filing deadline: September 27, 2019</b> Operations Support Staff Fire Department Testing (Fire Fighter/EMT, Fire Fighter/EMT-P) <b>Filing deadline: November 1, 2019</b> POLICE CAREERS: Entry Level Police Officer Police Communications Officer Animal Control Officer Maryland Certified Police Officer Records Management Technician	
Comfort Keepers <i>Ongoing recruitment</i>	CNA Caregivers (Wicomico, Worcester & Somerset County) PRN Nurse (Salisbury, Ocean Pines, Berlin) Long-Term Live-In Caregiver (Salisbury, Ocean Pines, Berlin)	Apply online at <a href="https://salisburymd.comfortkeepers.com/home/careers">https://salisburymd.comfortkeepers.com/home/careers</a>
Dakota Watch Co. - Centre at Salisbury	Part-time Associate	Apply online at <a href="https://apply.jobappnetwork.com/dakotawatch">https://apply.jobappnetwork.com/dakotawatch</a>
Dick's Sporting Goods - Centre at Salisbury	Sales Associate - Lodge Operations Associate Sales Associate - Team Sports Cashier Bicycle Technician Sales Associate-Footwear	Apply online at <a href="https://www.dickssportinggoods.jobs/">https://www.dickssportinggoods.jobs/</a>
Dollar Tree	<i>Ongoing recruitment</i> Sales Floor Associate (Salisbury, Princess Anne, Berlin & Pocomoke) Operations Assistant Manager (Berlin, Pocomoke) Operations Assistant Manager In Training (Pocomoke)	Apply online at <a href="https://www.dollartree.com/careers-stores">https://www.dollartree.com/careers-stores</a>
Dove Pointe	Aide Children's Program Mentor House Counselor Children's' Program Aide Instructor Driver	Apply online at <a href="http://dovepointe.org/Careers">http://dovepointe.org/Careers</a>
Dressbarn - Salisbury, White Marlin Mall	Stylist (Salisbury, White Marlin) Part-time Assistant Manager (Salisbury)	Apply online at <a href="https://ascenaretail.wd5.myworkdayjobs.com/us_retail_jobs">https://ascenaretail.wd5.myworkdayjobs.com/us_retail_jobs</a>
DTLR - Centre at Salisbury	Sales Associate Assistant Manager-Retail Store Manager	Apply online at <a href="https://www.dtlr.com/careers/">https://www.dtlr.com/careers/</a>
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 <a href="https://www.delmarvadd.net/DunkinDonuts/joinourteam.aspx">https://www.delmarvadd.net/DunkinDonuts/joinourteam.aspx</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Earthbound Trading Co. - Centre at Salisbury	<i>Ongoing recruitment</i> Key Holder Sales Associate	Apply online at <a href="https://www.earthboundtrading.com/">https://www.earthboundtrading.com/</a>
Encompass Health	Maintenance Technician RN LPN	Apply online at <a href="https://www.encompasshealth.com/careers">https://www.encompasshealth.com/careers</a>
Express - Centre at Salisbury	Store Associate	Apply online at <a href="https://www.express.com/g/careers">https://www.express.com/g/careers</a>
Express Employment Professionals	General Labor	Apply online at <a href="https://www.expresspros.com/">https://www.expresspros.com/</a>
	Production Packers-3rd Shift	
	Assembler	
	Administrative Assistant	
	Office Assistant (Berlin)	
FedEx	Retail Customer Service Associate	Apply online at <a href="https://careers.fedex.com/fedex/?">https://careers.fedex.com/fedex/?</a>
Finish Line - Centre at Salisbury	<i>Ongoing recruitment</i> Assistant Manager Store Associate	Apply online at <a href="https://finishline.wd1.myworkdayjobs.com/Store_Careers">https://finishline.wd1.myworkdayjobs.com/Store_Careers</a>
Food Lion	<i>Nanticoke Road (Salisbury)</i> Specialty Merchandise Associate Deli Bakery Associate Center Store (Grocery) Lead	Apply online at <a href="https://ws4.delhaize.com/HRWEB/ATS/ATS/JobBoard/searchjobs.aspx">https://ws4.delhaize.com/HRWEB/ATS/ATS/JobBoard/searchjobs.aspx</a>
	<i>Snow Hill Road (Salisbury)</i> Center Store (Grocery) Associate Sales Associate (Cashier)	
	<i>Tilghman Road (Salisbury)</i> Center Store (Grocery) Associate Customer Service Leader-Office Assistant Cake Decorator	
	<i>Fruitland</i> Center Store (Grocery) Manager Sales Associate (Cashier) Produce Associate Perishable Associate Quality Assurance Associate	
	<i>Princess Anne</i> Center Store (Grocery) Associate Customer Service Leader-Office Assistant Deli Bakery Associate Sales Associate (Cashier)	
	<i>Berlin</i> Sales Associate (Cashier) Assistant Store Manager	
	<i>Ocean City</i> Center Store (Grocery) Associate Quality Assurance Associate Frozen Food/Dairy Associate Sales Associate (Cashier) Perishable Associate Produce Associate Deli Bakery Associate	

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	<i>Ocean Pines</i> Deli Bakery Associate Perishable Associate Produce Associate Cake Decorator Sales Associate (Cashier) Center Store (Grocery) Associate Meat Market Associate  <i>West Ocean City</i> Deli Bakery Associate Sales Associate (Cashier) Center Store (Grocery) Associate	
Foot Locker - Centre at Salisbury	Assistant Manager Sales Associate Sales Lead	Apply online at <a href="https://www.sneakerjobs.com/">https://www.sneakerjobs.com/</a>
Genesis HealthCare	Non-Certified Nursing Assistant Aide-Geriatric Nurse Dietary Aide Cook Certified Medicine Aide Laundry Aide Recreation Assistant	Apply online at <a href="https://www.genesiscareers.jobs/?">https://www.genesiscareers.jobs/?</a>
GNC	Sales Associate Retail Store Manager	Apply online at <a href="https://jobs.gnc.com/search/searchjobs">https://jobs.gnc.com/search/searchjobs</a>
The Green Turtle - Salisbury and Ocean City	<i>Ongoing recruitment</i> Cook Dishwasher Host Porter Server	Apply online at <a href="https://thegreenturtle.com">https://thegreenturtle.com</a>
H&M - Centre at Salisbury	Sales Advisor	Apply online at <a href="https://career.hm.com/content/hmcareer/en_us.html">https://career.hm.com/content/hmcareer/en_us.html</a>
Harbor Freight Tools	Retail Stocking Associate Retail Sales Associate Retail Sales Supervisor	Apply online at <a href="https://harborfreightjobs.com/">https://harborfreightjobs.com/</a>
Harrison Senior Living (Snow Hill)/John B. Parsons Community (Salisbury)	Certified Medication Technician (Salisbury) Long Term Care -Chef/Cook (Snow Hill) RN (Snow Hill) LPN (Snow Hill)	Apply online at <a href="https://harrisonseniorliving.com/careers">https://harrisonseniorliving.com/careers</a>
Holt Food and Paper Company	Customer Service Representative Delivery Driver Receiver/Stocker Material Handler/Order Selector	Apply online at <a href="http://holtpaper.com/About-Us/Careers">http://holtpaper.com/About-Us/Careers</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Home Depot (Salisbury, Berlin)	<i>Ongoing recruitment</i> Asset Protection Specialist Deliveries/Driver Merchandising Freight/Receiving Store Support Cashier Department Supervisor Customer Service/Sales Designer-Kitchen/Bath Lot Associate	Apply online at <a href="https://careers.homedepot.com/">https://careers.homedepot.com/</a>
HomeGoods	Merchandise Associate	Apply online at <a href="https://jobs.tjx.com/">https://jobs.tjx.com/</a>
Hot Topic	Key Holder Sales Associate	Apply online at <a href="https://www.workatht.com/stores/">https://www.workatht.com/stores/</a>
Hudson Health Services, Inc.	Behavioral Health Aide Substance Abuse Counselor Maintenance I Maintenance II	Apply online at <a href="http://www.hudson-health.org/index.cfm?ref=99000">http://www.hudson-health.org/index.cfm?ref=99000</a>
Journeys - Centre at Salisbury	Assistant Store Manager Sales Associate Store Manager	Apply online at <a href="https://www.journeys.com/careers">https://www.journeys.com/careers</a>
Jubilant Cadista	Facilities Maintenance Mechanic Process Operator Line Leader, Packaging 1st Shift Warehouse Associate	Apply online at <a href="https://jubilantcareer.jubl.com/">https://jubilantcareer.jubl.com/</a>
K&L Microwave	CNC Machine Operator Electronic Assembler Electronic Technician Manual Machine Operator Mechanical Drafter Production Equipment Operator	Apply online at <a href="http://www.klmicrowave.com/employment.php">http://www.klmicrowave.com/employment.php</a>
Kay Jewelers - Centre at Salisbury	Sales Associate/Jewelry Consultant	Apply online at <a href="https://signetjewelers.wd1.myworkdayjobs.com/signetjeweleryretailsales">https://signetjewelers.wd1.myworkdayjobs.com/signetjeweleryretailsales</a>
Kids Foot Locker - Centre at Salisbury	Sales Lead Sales Associate Assistant Manager	Apply online at <a href="https://www.sneakerjobs.com/us/en">https://www.sneakerjobs.com/us/en</a>
Kohl's	Stockroom Operations Associate Retail Sales Associate Area/Department Supervisor	Apply online at <a href="https://careers.kohls.com/">https://careers.kohls.com/</a>
Lids - Centre at Salisbury	<i>Ongoing recruitment</i> Assistant Manager District Manager In Training Sales Help Store Manager	Apply online at <a href="https://blog.lids.com/jobs/">https://blog.lids.com/jobs/</a>
Longhorn Steakhouse	Dishwasher Host Server Line Cook Bartender	Apply online at <a href="https://jobs.longhornsteakhouse.com/locations/locations">https://jobs.longhornsteakhouse.com/locations/locations</a>
Lowe's - Salisbury, Pocomoke	<i>Salisbury</i> Overnight Supervisor Customer Service Associate II	Apply online at <a href="https://jobs.lowes.com/">https://jobs.lowes.com/</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	<i>Pocomoke</i> Merchandising Service Associate Customer Service Associate II Cashier Customer Service Associate/Loader	
Macy's - Centre at Salisbury	Merchandise Team Manager Retail Customer Service Lead Backstage Team Lead Backstage Sales Team Member	Apply online at <a href="https://www.macysjobs.com">https://www.macysjobs.com</a>
Marshalls - Salisbury, Ocean City	Merchandise Associate (Salisbury, Ocean City) Customer Experience Coordinator (Ocean City)	Apply online at <a href="https://jobs.tjx.com/">https://jobs.tjx.com/</a>
McCready Health	Certified Medication Aide Cook/Supervisor Delegating Nurse-Assisted Living Geriatric Nursing Assistant LPN RN	Apply online at <a href="https://www.mccreadyhealth.org/careers-and-volunteers/employment-portal/">https://www.mccreadyhealth.org/careers-and-volunteers/employment-portal/</a>
Men's Wearhouse - Centre at Salisbury	Retail Sales Consultant Retail Store Tailor-Alterations	Apply online at <a href="https://careers.tailoredbrands.com/">https://careers.tailoredbrands.com/</a>
New York & Co. - Centre at Salisbury	Sales Associate Sales Lead	Apply online at <a href="https://usr56.dayforcehcm.com/CandidatePortal/en-US/rtw">https://usr56.dayforcehcm.com/CandidatePortal/en-US/rtw</a>
Ocean Pines Association	<i>Ongoing recruitment</i> Police Officer Part-time Swim Instructor	Instructions to apply at <a href="https://www.oceanpines.org/administration/work-here/">https://www.oceanpines.org/administration/work-here/</a>
Olive Garden	Dishwasher Line Cook Prep Cook To Go Specialist Host Busser Server Bartender	Apply online at <a href="https://jobs.olivegarden.com/search/searchjobs">https://jobs.olivegarden.com/search/searchjobs</a>
Ollie's - Salisbury	Freight Flow Supervisor Seasonal Sales Associate	Apply online at <a href="https://www.ollies.us/careers/">https://www.ollies.us/careers/</a>
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 <a href="https://www.outback.com/careers">https://www.outback.com/careers</a>
Peninsula Home Care	Home Health Aide (HHA) LPN Occupational Therapy Assistant Physical Therapy Assistant	Apply online at <a href="https://www.peninsulahomecare.com/careers/">https://www.peninsulahomecare.com/careers/</a>
Peninsula Regional Health System	Administrative Assistant	Apply online at <a href="https://www.peninsula.org/employment-opportunities">https://www.peninsula.org/employment-opportunities</a>
	Assistant-Executive	
	Coordinator-Emergency Admitting	
	Coordinator-Information-Laboratory	

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Coordinator-Referral Environmental Services Aide Food Service-Cafeteria Aide Food Service-Catering Associate Food Service-Cook Food Service-Food Production Assistant Mechanic-Facilities Medical Assistant Nursing Assistant (CNA) Nursing Office Coordinator Patient Care Assistant Patient Care Tech II-Emergency Department Patient Service Representative Preventative Maintenance Mechanic Radiologic Technologist Registrar-Emergency Admittance Registrar/Coder-Trauma Representative-Billing/Collection Representative-Patient Account Security Police Staffing Coordinator Technician-Central Processing Equipment Technician-Central Processing II Technician-Pharmacy Certified Transporter Unit Secretary	
Pep Boys	Customer Service Advisor Master Technician Assistant Service Manager Mechanic	Apply online at <a href="https://recruiting.adp.com/srccar/public/RTI.home?d=ExternalCareerSite&amp;_icx=v021nc41E1jd3q_9ToFQ4b31uqrxtgGFKrizzx6hg685vE17yerQ%2F5c9DzyViJzuSZV&amp;c=1153251&amp;_dissimuloSSO=IPtEagtcsgA:qGscblalhsLnMKWA6uMuStCWY_E">https://recruiting.adp.com/srccar/public/RTI.home?d=ExternalCareerSite&amp;_icx=v021nc41E1jd3q_9ToFQ4b31uqrxtgGFKrizzx6hg685vE17yerQ%2F5c9DzyViJzuSZV&amp;c=1153251&amp;_dissimuloSSO=IPtEagtcsgA:qGscblalhsLnMKWA6uMuStCWY_E</a>
Pepsi Bottling Ventures	Beverage Equipment Shop Support Fountain Installer Swing Merchandiser	Apply online at <a href="https://careers.peopleclick.com/careerscp/client_pepsibv/highvolume/search.do">https://careers.peopleclick.com/careerscp/client_pepsibv/highvolume/search.do</a>
Perdue Farms - Salisbury	Social Media Specialist Refrigeration Operator General Labor General Labor Lead Maintenance Mechanic C Customer Support Specialist II Lead Maintenance Mechanic Mentor-Night Shift Fleet Tech Weighing & Grading Operator Grain Operator (Berlin) Shipping Clerk-Night Shift Senior Grain Operator Grain Operator Wastewater Operator C	Apply online at <a href="https://www.perduecareers.com/">https://www.perduecareers.com/</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Edible Oil Refinery Operator Maintenance Mechanic C Live Haul Driver	
PetSmart - Salisbury, Berlin	<i>Ongoing recruitment</i> Retail Custodial Associate Early Morning Stocker Customer Engagement Manager Merchandising and Inventory Manager Associate Manager Assistant Store Manager Pet Trainer Pet Groomer Pet Grooming Salon Manager Bather/Groomer Trainee (Salisbury) Retail Sales Associate	Apply online at <a href="https://careers.petsmart.com/">https://careers.petsmart.com/</a>
Pier 1	Sales Associate	Apply online at <a href="https://www.pier1.com/careers-stores">https://www.pier1.com/careers-stores</a>
Piercing Pagoda - Centre at Salisbury	Sales Associate/Key Sales	Apply online at <a href="https://signetjewelers.wd1.myworkdayjobs.com/signetjewelryretailsales">https://signetjewelers.wd1.myworkdayjobs.com/signetjewelryretailsales</a>
Plymouth Tube Co.	Machine Operator-Production NDT Trainee	Apply online at <a href="https://www.plymouth.com/careers/">https://www.plymouth.com/careers/</a>
Quality Staffing	Alarm Technician Alignment Technician Electrical Maintenance Mechanic Electrician-Certified Electronic Technician II Electronics Technician Forklift/Pallet Jack CNC Machinist/Setup Electronic Assembler General Labor Hair Stylist HR/Finance/Office Assistant Lead Carpenter/Manager Machine Operator/Mill Associate Maintenance Manager Maintenance Person Maintenance Technician Manufacturing Assembler/Shop Labor Manufacturing Packer Production Associate Production Specialist Production Technician Production Worker Production/Manufacturing Worker Quality Inspector Stock Room Clerk/Manufacturing Utility Maintenance Mechanic Warehouse Supervisor	Contact Quality Staffing Services 410-742-2600 1237 N. Salisbury Blvd Salisbury, MD 21801

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Red Lobster	<i>Ongoing recruitment</i> Line Cook Server Assistant/Busser/Host Bartender Server Prep Cook Dishwasher/Utility	Apply online at <a href="https://www.careerarc.com/job-map/red-lobster?campaign_id=28236/#ts-1542123286352">https://www.careerarc.com/job-map/red-lobster?campaign_id=28236/#ts-1542123286352</a>
RGIS - Salisbury, Ocean City	Part-time Retail Inventory Associate	Apply online at <a href="https://www.rgis.com/careers">https://www.rgis.com/careers</a>
Rite Aid - Salisbury, Princess Anne, Berlin, Pocomoke, Ocean City	Pharmacy Technician (Salisbury, Delmar, Pocomoke, Berlin) Cashier (Salisbury)	Apply online at <a href="https://careers.info.riteaid.com/en-US/#careers">https://careers.info.riteaid.com/en-US/#careers</a>
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 <a href="https://my.peoplematter.com/mja/royalfarms/JobApp/GetBusinessUnits">https://my.peoplematter.com/mja/royalfarms/JobApp/GetBusinessUnits</a>
Ruby Tuesday - Salisbury, Fruitland & Pocomoke	<i>Ongoing recruitment</i> Host/Server Assistant Server Kitchen Prep/Salad Bar Prep Cook	Apply online at <a href="https://www.rubytuesday.com/careers">https://www.rubytuesday.com/careers</a>
Salisbury University	Catering Assistant, Part-time <i>Application reviewed upon receipt</i>	Apply online at <a href="https://www.salisbury.edu/administration/administration-and-finance-offices/human-resources/careers/index.aspx?id=employment-opportunities">https://www.salisbury.edu/administration/administration-and-finance-offices/human-resources/careers/index.aspx?id=employment-opportunities</a>
	Food Service Assistant, Part-time <i>Application reviewed upon receipt</i>	
	Digital Marketing Assistant, Part-time <i>Open until filled</i>	
	Storekeeper I, Part-time <i>Open until filled</i>	
	Housekeeper <i>Applications accepted through December 20, 2019</i>	
	Executive Administrative Assistant III <b>Filing deadline: September 18, 2019</b>	
	Housekeeping Supervisor I <b>Filing deadline: September 27, 2019</b>	
	Recruitment Specialist CAMP <b>Filing deadline: September 30, 2019</b>	
Sam's Club	Member Support Prepared Food II Member Team Lead Merchandise & Stocking Associate Customer Service Associate Maintenance Associate Fresh Food Associate	Apply online at <a href="https://careers.walmart.com/?xid=ftr:careers">https://careers.walmart.com/?xid=ftr:careers</a>
Sherwin Williams - Salisbury, West Ocean City, Crisfield	<i>Crisfield:</i> Packer Maintenance Mechanic	Apply online at <a href="https://careers.sherwin-williams.com/home">https://careers.sherwin-williams.com/home</a>



EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Shore Up - Wicomico, Worcester, Somerset	Family Service Worker Family Advocate Site Coordinator Bus Aide Bus Driver Custodian Teacher Teacher Aide Nutrition Aide Substitute Interpreter	Apply online at <a href="http://www.shoreup.org/eastern-shore-md-services-careers">http://www.shoreup.org/eastern-shore-md-services-careers</a>
Smiths Interconnect	Alignment Technician Assembler	Apply online at <a href="https://www.smithsinterconnect.com/careers-en/current-opportunities/">https://www.smithsinterconnect.com/careers-en/current-opportunities/</a>
Somerset County	Correctional Officer I Zoning & Nuisance Enforcement Building Custodian <b>Filing deadline: September 25, 2019</b>	Apply online at <a href="https://www.somersetmd.us/services/employment_opportunities.php">https://www.somersetmd.us/services/employment_opportunities.php</a>
Spencer's - Centre at Salisbury	Store Manager Assistant Store Manager Sales Associate Sales Supervisor	Apply online at <a href="https://www.spencersandspiritjobs.com/?IPath=TNCNTPG">https://www.spencersandspiritjobs.com/?IPath=TNCNTPG</a>
Staples	Technology Sales Associate Print & Marketing Associate	Apply online at <a href="https://careers.staples.com/">https://careers.staples.com/</a>
State Of Maryland	Office Secretary III (Wicomico Co. DSS) <b>Filing deadline: September 18, 2019</b> Family Support Worker (Wicomico Co. Health Dept.) <b>Filing deadline: September 19, 2019</b> Family Support Worker Trainee (Wicomico Co. Health Dept.) <b>Filing deadline: September 19, 2019</b> Peer Recovery Specialist I, Certified (Wicomico Co. Health Dept.) <b>Filing deadline: September 19, 2019</b> MSP Commercial Vehicle Safety Inspector I (Wicomico County) <b>Filing deadline: September 23, 2019</b> Office Services Clerk (Wicomico Co. Health Dept.) <b>Filing deadline: September 23, 2019</b> Medical Care Program Associate I (Worcester Co. Health Dept.) <b>Filing deadline: September 24, 2019</b> Office Secretary I (Worcester Co. DSS) <b>Filing deadline: September 24, 2019</b> Fiscal Accounts Technician Supervisor (Wicomico Co. Dept. Public Safety & Correctional Services) <b>Filing deadline: September 25, 2019</b> Fiscal Accounts Technician Supervisor (Somerset Co. Dept. Public Safety & Correctional Services) <b>Filing deadline: September 25, 2019</b>	Apply online at <a href="https://jobapscloud.com/MD/">https://jobapscloud.com/MD/</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Maintenance Mechanic Senior (Wicomico Co. Health Dept.) <b>Filing deadline: September 25, 2019</b>	
Sun Communities, Inc.	<p><i>Frontier Town Campground:</i> Resort Groundskeeper Guest Services Coordinator Attractions Manager Resort Housekeeper Golf Cart Attendant RV Ranger</p> <p><i>Castaways RV Resort:</i> Guest Services Coordinator Resort Groundskeeper Cafe Barista Store Clerk Snack Bar Attendant Resort Housekeeper Gate Attendant</p>	Apply online at <a href="https://careers.suncommunities.com/viewalljobs/">https://careers.suncommunities.com/viewalljobs/</a>
Sunglass Hut - Centre at Salisbury	Sales Associate	Apply online at <a href="https://careers.sunglasshut.com/na">https://careers.sunglasshut.com/na</a>
Sysco-Pocomoke	Diesel Fleet Mechanic Technician II CDL A Delivery Truck Driver Warehouse Order Selector Diesel Fleet Mechanic Technician III - Master	Apply online at <a href="https://careers.sysco.com/">https://careers.sysco.com/</a>
Taco Bell - Ocean City	<i>Ongoing recruitment</i> Shift Lead Team Member Assistant Manager Restaurant General Manager	Apply online at <a href="http://jobs.tacobell.com/">http://jobs.tacobell.com/</a>
Target	<i>Ongoing recruitment</i> Specialty Sales (Style, Beauty or Tech) Guest Advocate (Cashier or Front of Store Attendant) GM and Food (General Merchandise, Closing, Presentation, Fulfillment, Inbound, Food Service, Starbucks Barista or Food & Beverage)	Apply online at <a href="https://jobs.target.com/">https://jobs.target.com/</a>
Texas Roadhouse	Line Cook Line Cook-Broil/Grill	Apply online at <a href="https://careers.texasroadhouse.com/">https://careers.texasroadhouse.com/</a>
T.J. Maxx - Salisbury, Ocean City	Customer Experience Coordinator (Ocean City) Merchandise Associate (Ocean City)	Apply online at <a href="https://jobs.tjx.com/">https://jobs.tjx.com/</a>
Torrid - Centre at Salisbury	<i>Ongoing recruitment</i> Assistant Manager Keyholder Sales Associate Store Manager	Apply online at <a href="https://jobs.jobvite.com/torrid">https://jobs.jobvite.com/torrid</a>
Town of Berlin	Seasonal Laborer	Apply online at <a href="https://berlinmd.gov/employment-opportunities/">https://berlinmd.gov/employment-opportunities/</a>
Town of Ocean City	Afterschool Activities Assistant (Temporary) <i>Open until filled</i> Temporary Parks Worker <i>Open until filled</i>	Get detailed job description and apply online at <a href="https://oceancitymd.gov/oc/departments/human-resources/employment/">https://oceancitymd.gov/oc/departments/human-resources/employment/</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Golf Course Landscaper <i>Open until filled</i> After School Activities Coordinator <i>Open until filled</i> Casual Labor (Convention Center) <i>Open until filled</i> Security Guard <i>Open until filled</i> Temporary Concessions Worker <i>Open until filled</i> 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	Child Support Service Clerk Systems Support Associate Bus Operators-Fixed Route	Apply online at <a href="http://lowershore.org/Departments/HumanResources.aspx">http://lowershore.org/Departments/HumanResources.aspx</a>
Tuesday Morning	Store Associate Assistant Manager	Apply online at <a href="https://www.tuesdaymorning.com/">https://www.tuesdaymorning.com/</a>
Ulta Beauty	Hair Stylist Brow Waxing Expert Beauty Advisor Prestige Beauty Advisor Skin Therapist Design Team Master Stylist	Apply online at <a href="https://careers.ulta.com/">https://careers.ulta.com/</a>
UMES	Agriculture Technician (Research) <b>Filing deadline: September 23, 2019</b>	Apply online at <a href="https://umes.peopleadmin.com/postings/2130">https://umes.peopleadmin.com/postings/2130</a>
UPS	Package Handler Package Delivery Driver	Apply online at <a href="https://www.jobs-ups.com/">https://www.jobs-ups.com/</a>
U.S. Census Bureau	Various jobs available	Apply online at <a href="https://2020census.gov/en/jobs">https://2020census.gov/en/jobs</a>
Victoria's Secret - Centre at Salisbury	Beauty Supervisor Sales & Support Generalist Events Team	Apply online at <a href="https://www.victoriasssecret.com/careers">https://www.victoriasssecret.com/careers</a>
Walgreens	Customer Service Associate	Apply online at <a href="https://jobs.walgreens.com/">https://jobs.walgreens.com/</a>
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 <a href="http://wcdcservices.org/employment-opportunities/">http://wcdcservices.org/employment-opportunities/</a>
Wicomico County	Assistant Maintenance Supervisor <i>Open until filled</i> Chef/Kitchen Manager <i>Open until filled</i> Crew Leader <i>Open until filled</i>	Apply online at <a href="http://www.wicomicocounty.org/jobs.aspx">http://www.wicomicocounty.org/jobs.aspx</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Human Resource Specialist II-Payroll <i>Open until filled</i>	
	Motor Equipment Operator II <i>Open until filled</i>	
	Motor Equipment Operator IV <i>Open until filled</i>	
	Motor Equipment Operator I <i>Open until filled</i>	
	Revenue Specialist <b>Filing deadline: October 31, 2019</b>	
	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>	
Wicomico Public Libraries	Administrative Assistant STEAM Instructor (Part-time)	Apply online at <a href="http://www.wicomicolibraries.org/employment">http://www.wicomicolibraries.org/employment</a>
Wicomico Public Schools	Accounting Associate II-Risk Management <b>Filing deadline: September 17, 2019</b>	Apply online at <a href="https://www.applitrack.com/wcboe/onlineapp/default.aspx?all=1">https://www.applitrack.com/wcboe/onlineapp/default.aspx?all=1</a>
	Contractual Custodian <b>Filing deadline: September 19, 2019</b>	
	Contractual Food Service Worker <b>Filing deadline: September 19, 2019</b>	
	Maintenance Technician 3-HVAC <b>Filing deadline: September 19, 2019</b>	
WMDT	Media Specialist (Full-time)	Apply online at <a href="https://www.wmdt.com/about-us/job-openings/">https://www.wmdt.com/about-us/job-openings/</a>
Worcester County	Communication Clerk I	Download and print application from <a href="http://www.co.worcester.md.us/departments/hr/jobs">http://www.co.worcester.md.us/departments/hr/jobs</a>  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
	Communication Clerk-Temporary, Part-time	
	Communication Clerk Trainee	
	Correctional Officer Trainee	
	Building Maintenance Mechanic III	
	Grounds Worker II	
	Landfill Operator II	
	Maintenance Worker I	
	Maintenance Worker III	
	Plant Operator	
	Roads Worker II and III	
	Transfer Station Attendant	
	Vehicle and Equipment Mechanic I	
	Parks Worker II-Temporary, part-time	
	Animal Control - Kennel Attendant	
	Document Imager II	
Worcester Public Library	Library Service Assistant (Part-time)	Print application online at <a href="http://www.worcesterlibrary.org/about/jobs">http://www.worcesterlibrary.org/about/jobs</a> and return to the Administrative Office at the Snow Hill Branch, 307 North Washington St., Snow Hill, MD 21863 or email to <a href="mailto:employment@worcesterialibrary.org">employment@worcesterialibrary.org</a> .

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Worcester County Public Schools	Instructional Tech Coach <b>Filing deadline: October 30, 2019</b>	Apply online at <a href="https://worcestermd.tedk12.com/hire/index.aspx">https://worcestermd.tedk12.com/hire/index.aspx</a>
YMCA - Salisbury, Pocomoke	<i>Richard A. Henson Family YMCA - Salisbury</i> 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 Cleaning Staff <hr/> <i>Lower Shore Family YMCA - Pocomoke City</i> Membership Services Representative After School Counselor Group Exercise Instructor Wellness Assistant Personal Trainer Lifeguard Water Aerobics Instructor Camp Counselor Child Watch Outdoor Program Specialist Cleaning Staff	Apply online at <a href="http://www.ymcachesapeake.org/employment">http://www.ymcachesapeake.org/employment</a>
Zales - Centre at Salisbury	Sales Associate/Jewelry Consultant	Apply online at <a href="https://signetjewelers.wd1.myworkdayjobs.com/signetjeweleryretailsales">https://signetjewelers.wd1.myworkdayjobs.com/signetjeweleryretailsales</a>
Zumiez - Centre at Salisbury	Seasonal Sales Associate Sales Part-Time Assistant Manager Store Manager	Apply online at <a href="https://www.zumiez.com/jobs">https://www.zumiez.com/jobs</a>

## 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/](http://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](http://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](http://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/](http://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](http://train4jobs.org)



## Looking for alternatives to college?



**We have training opportunities to get you employed **FAST** making a living wage and without the debt of college.**

**Scholarships are available for the programs listed below!**

- |                                     |                           |
|-------------------------------------|---------------------------|
| ⇒ Certified Medical Assistant       | ⇒ Medicine Aide           |
| ⇒ Certified Nursing Assistant (CNA) | ⇒ MIG/TIG and Arc Welding |
| ⇒ Child Care                        | ⇒ Personal Trainer        |
| ⇒ Dental Assistant                  | ⇒ Pesticide Applicator    |
| ⇒ Electrical Wiring Technician      | ⇒ Pharmacy Technician     |
| ⇒ EKG                               | ⇒ Phlebotomy Technician   |
| ⇒ HVACR                             | ⇒ Truck and Bus Driver    |
| ⇒ Medical Coding/Billing            | ⇒ Veterinary Assistant    |

\*Must be a resident of Wicomico, Worcester or Somerset County\* \*Must be 18 years of age\*

\*Must demonstrate financial need\* \*Must meet certain eligibility requirements\*

Get a job

Get ahead

Get a life



Contact our Continuing Education and Workforce Development Office for more information:  
(p) 410.334.2815 (f) 410.334.2952 [www.worwic.edu/financialassistance](http://www.worwic.edu/financialassistance) [abrumfield@worwic.edu](mailto:abrumfield@worwic.edu)



## 2019 Job Skills Training Programs for the Lower Eastern Shore Community

### Lower Shore Career Development Center

Call 410-219-9118 for info or visit 700 S. Salisbury Blvd. Salisbury

*Orientation 9 AM	Medical Billing and Coding	Computer and Clerical	Microsoft Office Bundle	Quick Books
July 15		07/15/2019	07/15/2019	07/15/2019
August 12		08/12/2019		08/15/2019
September 16	09/16/2019	09/16/2019	09/16/2019	09/19/2019
October 14		10/14/2019		10/14/2019
November 4	11/04/2019		11/04/2019	11/04/2019

\*All requirements must be met prior to ORIENTATION

### What you need to bring with you – two forms of ID

#### Computer and Clerical / Microsoft Office Bundle 365

Requirements for programs Reading and Math Assessment\*

MONDAY – THURSDAY MORNINGS – 9 AM-12:30 PM OR AFTERNOONS -1 PM-4:30 PM

In 6 short weeks YOU'LL have some job and computer skills that fit today's workforce

Coursework includes: MS Office 2016 Word, Excel and PowerPoint, Outlook (Bundle only) and more

#### QUICKBOOKS

FRIDAY MORNINGS ONLY 9 AM -12 PM (\* Quick Books accounting vocab and basic computer knowledge)

If you enjoy working with numbers, the desire to learn accounting principles. then, QUICKBOOKS is the program for you!

**WHAT YOU WILL LEARN** Starting a New Company, Invoicing, Sales Receipts, Purchase Orders, Inventory, Payroll, Track income and expenses

#### MEDICAL BILLING AND CODING 9 AM – Noon/ PM 1-4 Monday-Thursday

Requirements – HS Diploma, no criminal record, pass Reading and Math Assessment, Interview with instructor

Earn 7.2 CEUs (continuing education credits) for you resume.

Five Modules, Medical Terminology, Introduction to Medical Billing, CPT coding for beginners, ICD-10 coding, and HIPPA Compliance

**Goodwill Industries of the Chesapeake, Inc.**  
has the tools for you to start your

**CAREER JOURNEY TODAY!**



"I have never in my life worked with such good people (at Goodwill). In spite of my background, they have welcomed me with open arms and no restrictions."  
-Jimmy C.

**Providing a Second Chance to Returning Citizens**

- Paid On-the-Job Training
- Transportation
- Housing
- Legal
- Employment Placement Assistance

#### How it Works

- To participate, you must be:
- Age 25 or older
- AND
- Released from prison/jail within the last 180 days
- OR
- Currently under parole or probation

#### Free Skilled Training and Tuition Assistance

- Building Trades
- IT
- Retail
- Manufacturing
- Culinary
- Healthcare
- AND MORE!!



The Goodwill® Reentry Opportunities to Work (GROW) program is made possible with a grant award of \$4.5 million, covering 92 percent of costs, from the U.S. Department of Labor Employment and Training Administration. Eight percent of GROW program activities and services will be supported with \$373,275 in leveraged resources.



Contact: Ellen Willingham  
(410) 219-9118 ext. 205  
ewillinghan@goodwillches.org

# FREE 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 EARN Maryland grant in partnership with industry representatives, Quality Staffing Services and the Lower Shore Workforce Alliance.**

**A new cohort is scheduled to begin Sept. 2019.**

**For more information about course content & schedule, contact Wor-Wic at 410-334-2815 or visit the 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](http://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 work in hot, cold, dusty and noisy environments
- Possess good depth perception and manual dexterity
- Be able to adjust controls with precision
- Be able to recognize and solve problems
- Be able to lift 50 lbs. unassisted
- 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. safety glasses, gloves, hearing protection)
- Be job ready
- 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.

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

# Welding Training (Free)



**Welders are in demand!**

**Welding training is ongoing through a partnership with Wor-Wic Community College, Arcon Welding Services, Quality Staffing Services and the Lower Shore Workforce Alliance. This training is free thanks to a grant from the Department of Labor EARN Maryland grant.**

**For more information about the course, please contact Wor-Wic at (410) 334-2815, visit [www.worwic.edu](http://www.worwic.edu) or email Dr. Rhonda Banks at [rbanks@worwic.edu](mailto:rbanks@worwic.edu). For the course schedule and to be considered for the training, contact Quality Staffing Services at (410) 742-2600 or visit [easternshorejobs.com](http://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 linesmen 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.

## New. Free Metal Fabrication Training During Evenings! Start Date for the next course is: Dec. 3, 2019.



### Metal fabricators are in demand!

Metal fabricator training is ongoing through a partnership of Wor-Wic Community College, Arcon Welding Services Training Center, Crystal Steel, Quality Staffing Services and the Lower Shore Workforce Alliance. This training is free thanks to grants from the Maryland Department of Labor EARN and Maryland Energy Administration.

For more information about the course, please contact Wor-Wic at (410) 334-2815, visit [www.worwic.edu](http://www.worwic.edu) or email Dr. Rhonda Banks at [rbanks@worwic.edu](mailto:rbanks@worwic.edu). For the course schedule and to be considered for the training, contact Quality Staffing Services at (410) 742-2600 or visit [easternshorejobs.com](http://easternshorejobs.com) and apply for Metal Fabrication 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 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/cold, dusty & noisy environments
  - Be able to lift at least 50 lbs. unassisted
  - Be able to stand for long periods of time
  - 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, steel toe boots and 100% cotton long sleeve shirts) for up to 3.5 hours per day at a total cost around \$250 (Gear List will be provided)
  - Maryland resident (Lower Shore preferred)
  - Be job ready
  - Have reliable transportation
  - Be able to support themselves for the duration of the training

The new Basic Metal Fabrication course will provide 250 hours of evening (5:30 pm - 9:15 pm) instruction and practice Monday through Friday over 14 consecutive weeks. Graduates of the training will be job and career ready and have entry level metal fabricator skills that are necessary to secure employment in the metal fabrication industry.

Students will progress from basic blue print reading and industry math to fundamental A.I.S.C. fitting practices for a variety of metal shapes. This course includes safety for fabricators and an introduction to hand and power tools. Students will develop knowledge for working safely within the industry standards, and recognize and avoid potential hazards.

Students will safely work with oxy-fuel and hand-held plasma cutters for cutting steel and incorporate thermal cutting processes. Through instruction and practice, students will be able to use basic lay-out and measuring tools effectively to prepare main members for cutting and fit-up.

Metal fabrication students will be able to identify and demonstrate understanding of the basic AWS welding symbols and various electrodes and their applications. Tack welding and tack welding techniques and procedures will be discussed, modeled and practiced.

Students will be introduced to industry structures and processes and discover requirements to qualify as a metal fabricator. Metal fabrication training includes 30% classroom and 70% shop time. Passing written and hands-on skills exams are necessary to graduate.



# 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.*

## 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](http://www.dllr.state.md.us/gedmd/programs)

**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.**



## *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**

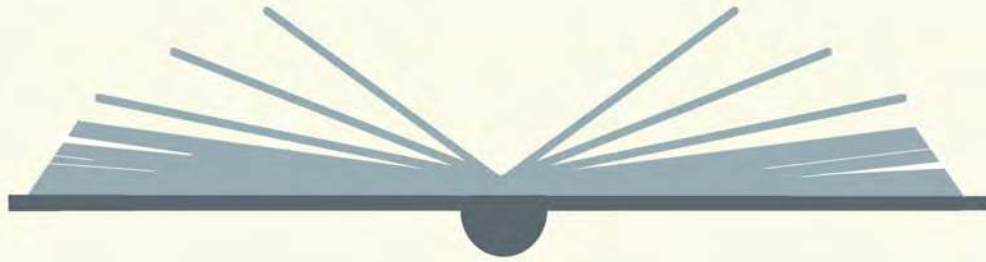
Use the skills you've gained from life and work experience to demonstrate your reading, writing and math high school level skills.

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](http://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.

independence / confidence / stability



Want to learn how to improve your credit score to obtain more affordable housing, car payments & insurance?

join us

# free credit repair classes

Every 1st Friday  
10 AM  
(ENGLISH & CREOLE)

Every 2nd Saturday  
9 AM  
(ENGLISH ONLY)

reserve your seat

908 W. ISABELLA STREET  
SALISBURY, MARYLAND 21801

(410) 546-1551  
(443) 397-7000

wicomicohabitat.org



independence / confidence / stability



Want to learn how to create a budget, build credit, tackle student loan debt, and more?

join us

# free financial literacy classes

Every 1st Friday  
10 AM  
(ENGLISH & CREOLE)

Every 2nd Saturday  
9 AM  
(ENGLISH ONLY)

reserve your seat

908 W. ISABELLA STREET  
SALISBURY, MARYLAND 21801

(410) 546-1551  
(443) 397-7000

wicomicohabitat.org



## 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**  
**OCTOBER 9, 2019**  
**1:30 PM - 4:00 PM**

Our Cyber Clinics allow Maryland Volunteer Lawyers Service to reach clients in hard-to-reach counties. We partner with the Wicomico Public Library Job Center in Salisbury to make these clinics happen. Clients attend the clinics in-person at the library, while MVLS volunteer attorneys participate from the MVLS Office using just a computer and a webcam to speak with clients and help them through legal issues. 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

**Potential clients interested in attending the clinic should call the Job Center at 410-749-3612 ext. 161**

## 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](http://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](http://disabilityrightsmd.org)

### Legal Aid Bureau Inc.

800.444.4099  
[mdlhb.org](http://mdlhb.org)

### Maryland Volunteer Lawyers Service, Inc.

800.510.0050  
[mvslaw.org](http://mvslaw.org)

### Pro Bono Resource Center of Maryland, Inc.

800.396.1274  
[probonomd.org](http://probonomd.org)