

# the Job Journal

**TIP  
OF THE  
WEEK**

## I'm a Job Search Expert, And These Are the 5 Mistakes I See Way Too Many People Make

Job searching stinks. I'll say it. You have to write out a document saying what you've done, write a cover letter saying what you'll do, and then you get to meet with someone who is, by definition, judging you. Sign me up! (Said no one ever).

Here's the good news: it doesn't have to stink. Let's review some of the most common mistakes that job seekers make during this process and, in doing so, give you a path that's better paved to your new job. To be clear, no one is going to hand you an engraved invitation to make your life and your work exactly the way you want them to be. But with a little strategic guidance, you can do the work to make it possible — especially by avoiding these common missteps from the start.

### 1. Use one go-to cover letter for all the jobs you apply to.

If you have just the one cover letter, you have no cover letter. Cover letters are an opportunity for you to showcase your understanding of the hiring manager's pain points and to begin to solve them. So do some research, talk about the company or organization, and distill out how your unique skills can solve those problems. Consider the following line as an example: "The candidate you bring on as your next Director of Marketing at Company X will need to be able to understand the way that digital and offline marketing tactics work together, be able to work cross-functionally, and be fluent in leveraging data to make a case — my background speaks to those needs in Y ways." By referencing the specific pain points that a Director of Marketing at this company should be able to address, you're demonstrating that you have a deep understanding of the business objectives connected to this specific role, instead of speaking to past accomplishments in your repertoire only. And that makes for a much more personalized cover letter overall.

### 2. Going on interviews without preparing enough in advance.

The power dynamic in an interview is uncomfortable. The interviewer is asking you questions, and you have to answer them in the right way. Here's the thing: most people do not prepare, or don't prepare well enough, for interviews. It not only shows, but it also prevents them from getting the job. To show your preparedness you could, for example, bring a notebook and have some questions written out. You know they're going to ask you what questions you have. Don't first think about those questions are during the interview. Open your notebook and show that you've prepared and written down your top strategic questions about the role. You want to demonstrate that it's not just any job that you want — it's this one, and you've prepared your questions accordingly. Further, if it's around lunchtime, have a snack. Bring some water. Make sure your creature comforts are met so you can focus. And if it's the middle of the summer and you're walking three blocks from the subway, for

goodness sake, get there early so you can stop sweating before you walk in the door. #awkward.

### 3. Trash talking your boss (or anyone).

It's totally possible that your boss is a jerk and that she didn't treat you fairly. It's also possible that you were misled in the interview process and the product was not where they said that it was. However, the interviewer does not know the truth or the backstory, and it will reflect poorly on you to trash talk. Let it rip with your friends. Then, button up your story with a mentor or a coach and come up with a version that is still the truth, but leaves out any negativity.

### 4. Writing a resume that reads like a job description.

Most resumes contain tons of inputs and not nearly enough outputs. Just because you were responsible for something doesn't mean that you did it well. Consider instead: "Grew vertical specific book of business 20% year over year by consistently setting meetings, managing pipeline, and staying on top of industry trends that matter to prospects. Identified and attended seven to ten appropriate industry events per year and created new opportunities through networking, thought leadership and adding value to prospects and clients." Meanwhile, most people say simply: "Responsible for bringing in new business." Which, of course, doesn't mean that you did.

### 5. Ignoring your gut.

Does the job seem like it's not quite right? I get that not having a job, or having one that's draining your soul, is extremely uncomfortable. But that doesn't mean you should take an offer that doesn't feel right to you. There will be something better. If something seems too good to be true, or if your gut is telling you it's not quite the right fit, then listen!

Though it's a grind to look for a job, by avoiding these key mistakes and following a strategic pathway instead, you can (and will!) land the role you're ultimately meant for.

Berman, Deb. "I'm a Job Search Expert, And These Are the 5 Mistakes I See Way Too Many People Make." *Fairygodboss*, Fairygodboss, <https://fairygodboss.com/articles/im-a-job-search-expert-and-these-are-the-5-mistakes-i-see-way-too-many-people-make>.

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

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Tri-County Workforce Development  
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# NEED A JOB? NOW MARYLAND HAS AN APP FOR THAT! MWEJOBS Mobile App

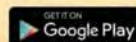


Find your dream job using the **free** MWEJOBS Mobile app. Instantly view any job posted to the web directly on your mobile phone or tablet. Simply search for "MWEJOBS" in the Apple iTunes or Google Play sites.

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



**Step 1**  
Enroll at  
<https://mwejobs.maryland.gov>

**Step 2**  
Create a résumé in the system.

**Step 3**  
Schedule your one-on-one appointment (see below for contact information).

**Step 4**  
Bring copies of your résumé, cover letter or other job search materials to your appointment.

## Contact Us

410-341-8533 Ext 0

### Job Specialists:

YoVanda Brown  
Bill Draucker  
Takishia Kiah  
Nancy Wenger  
Susan Willey  
Jorge DeJesus Jr.

### Veterans Representative:

J. Zack Walker  
John Codd Jr.

### Reentry Navigator:

Jarah Hall

Email:

[salisbury@dllr.state.md.us](mailto:salisbury@dllr.state.md.us)

31901 Tri-County Way  
Salisbury, MD 21804



[www.labor.maryland.gov](http://www.labor.maryland.gov)

# Energize Your Job Search

## Résumé Reviews

Not getting any interviews? Have your résumé reviewed by a Job Service Specialist to discuss up to date résumé ideas and formatting tips to get your résumé to the top of the pile.

## Job Search Techniques

If you are frustrated from navigating through endless job boards, social networking sites and piles of newspapers, we can help you mainstream your job search and learn to focus on finding the right job.

## Interviewing Tips

Learn how to get prepared for your upcoming interview and how to best answer questions about employment gaps, terminations and other sticking points that can be tricky, and what questions you need to ask the employer.

## Labor Market Consultation

Explore resources that will help you to research careers, industries and find information about specific occupations. By utilizing the most up-to-date labor market information available for salaries, job outlook and training, we can help you make more informed decisions in your job search.

## Effective Online Job Applications

We can assist you through the sometimes complicated process of completing online applications from setting up an email account to copy and pasting your résumé into the application.

## Job Skills Identification

Finding transferrable job skills while changing careers can be difficult, we can help you explore your past experience and learn how to translate those skills to another field.

## Resources for Job Seekers

There are many resources for job seekers from getting funding to go back to school to veteran services to computer training, ask how the One-Stop can help you in finding your next career.

## Ask Us to Design a Custom Consultation to Meet Your Needs

Meet one on one with a Job Service Specialist to further discuss problems you are encountering during your job search and how to overcome them with confidence.

Maryland's American Job Center networks are 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. Auxiliary aids, interpreter services, and reasonable accommodations are available upon request at local American Job Centers.



# JOB FAIR



**Thursday, March 12**  
**Interviews 12-3pm**

**Human Resource Office - Rm.1301**  
**Worcester County Government Center**  
**1 West Market St., Snow Hill**  
**410-632-0090**

**To see job opportunities, visit**  
[www.co.worcester.md.us/departments/hr/jobs](http://www.co.worcester.md.us/departments/hr/jobs)

• EOE/AA •

## Worcester County Government

# NOW HIRING

MARCH 2020



### COME JOIN OUR TEAM

- Full Benefit Packages •
- EOE/AA
- On Site Training •
- Member of Maryland State Retirement System



#### Emergency Services

Communications Clerk Trainee  
 Communication Clerk I - FT/PT  
 Emergency Management Planner

#### Jail

Correctional Officer Trainee

#### Public Works

Building Maintenance Mechanic III  
 Carpenter/Maintenance Worker III  
 Grounds Worker II  
 Landfill Operator II  
 Maintenance Worker I  
 Roads Worker II/III  
 Transfer Station Attendant  
 Vehicle and Equipment Mechanic II

#### Sheriff's Office

Full Time Lateral Deputy - MD Certified  
 Deputy Sheriff - PT

#### Treasurer's Office

Accounting Clerk II  
 Accounting Intern  
 Tax Recordation Paralegal

[www.co.worcester.md.us/departments/hr/jobs](http://www.co.worcester.md.us/departments/hr/jobs)

Print and mail application to:

**Human Resources, Worcester County Government Center**  
**1 W. Market St. Room 1301, Snow Hill, MD 21863**  
**Phone: (410) 632-0090 Fax: (410) 632-5614**



Lower Shore American  
Job Center  
and  
Village at Mitchell Pond



# JOB FAIR

Bring Your Résumé and Get A Job

**March 9, 2020**

10:00 AM - 2:00 PM

**Village at Mitchell Pond  
Community Center**

1117 PARSONS ROAD, SALISBURY, MD 21801

**JOB OPPORTUNITIES  
IN MULTIPLE FIELDS**



"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."



## TOWN OF OCEAN CITY, MD Multi-Department Hiring Event



Hiring Departments

Transportation • Beach Patrol • Solid Waste • Public Works  
Maintenance and Construction • Recreation • Convention Center

**Thursday, March 19, 2020  
10AM – 2PM**

**AmericanJobCenter®**

Serving Somerset, Worcester and Worcester Counties

31901 Tri-County Way, Worcester Room  
Salisbury, MD 21804

**Available Positions with More to Come:**

**Transportation:** Bus Drivers, Boardwalk Tram Drivers, Account Clerks, Ticket Sellers

**Beach Patrol:** Surf Rescue Technicians

**Solid Waste:** Solid Waste Workers, Solid Waste Drivers

**Public Works Maintenance and Construction:**

Heavy Equipment Operators, Maintenance Workers, Boardwalk Comfort Station Attendants

**Recreation:** Camp Counselors, Scorekeepers/ Sports Officials, Concession Workers, Beach Activities Assistant, Tennis Attendants, Skate Park Workers

**Convention Center:** Maintenance Workers

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



**Positions available for  
Ocean City, MD**

**Paper applications available**



**MARYLAND JOBS NOW**  
A proud partner of the American Job Center network

Rev: 4/2017

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Acme - Salisbury, Ocean City	<i>Ongoing recruitment</i> Courtesy Clerk Deli/Meat Clerk Pharmacy Clerk (Salisbury) Meat Cutter Bakery Clerk Cashier Grocery Clerk Night Crew Clerk Produce Clerk	Apply online at <a href="https://www.albertsonscorporation.com/careers/acme-careers.html">https://www.albertsonscorporation.com/careers/acme-careers.html</a>
ALDI	Store Associate Cashier Manager Trainee	Apply online at <a href="https://careers.aldi.us/">https://careers.aldi.us/</a>
American Eagle - Centre at Salisbury	Brand Ambassador (Sales Associate) Sales Leader Overnight Merchandising Associate	Apply online at <a href="https://aeo.jobs/">https://aeo.jobs/</a>
Atlantic General Hospital	Billor Billor Specialist CNA Certified Medical Assistant Certified Pharmacy Tech Collections Specialist Floor Care Tech Medical Office Assistant Medical Receptionist Nurse Tech Payment Porting Supervisor Polysomnographer RN Radiologic Technologist Registration Specialist Registration Team Lead Secretary/Nurse Technician Unit Secretary	Apply online at <a href="https://www.atlanticgeneral.org/Careers.aspx">https://www.atlanticgeneral.org/Careers.aspx</a>
Atria	Nurse Supervisor Memory Care Caregiver Caregiver Server/Waitstaff Driver	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) Assistant Manager (Centre) Key Holder (Centre, White Marlin) Sales Support (White Marlin) Supervisor (White Marlin)	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>
Bed Bath & Beyond - Salisbury, Ocean City	Retail Sales Associate Retail Stock Associate Retail Cashier	Apply online at <a href="https://www.bedbathandbeyond.com/store/static/careers">https://www.bedbathandbeyond.com/store/static/careers</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
BesTemps	Banquet Server (Ocean City) Carpenter Helper/Apprentice Construction Labor (Ocean City, Salisbury/Berlin) Dishwasher (Ocean City) Dog Treat Production Associate (Berlin) Front Desk Receptionist Housekeeping (Ocean City) Machine Operator Mechanical Operator Mobility Service Writer & Sales Specialist Night Shift Production Maintenance Mechanic (Berlin) Production Machine Operator Production Operator (Berlin) 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	Apply online at <a href="https://careers.biglots.com/">https://careers.biglots.com/</a>
Bob Evans Restaurant	Grill Cook Kitchen Prep Host/Cashier Key Supervisor Carryout Dishwasher Bus Person Server Assistant Manager	Apply online at <a href="http://careers.bobevans.com/">http://careers.bobevans.com/</a>
Boscov's - Centre at Salisbury	Loss Prevention Detective	Apply online at <a href="https://www.boscovs.com/">https://www.boscovs.com/</a>
Burlington	Retail Receiving Associate Retail Sales Associate Cashier Associate	Apply online at <a href="https://burlingtonstores.jobs/">https://burlingtonstores.jobs/</a>
Carrabba's Italian Grill - Ocean City	Kitchen Manager  <i>Ongoing recruitment</i> Restaurant Busser Dishwasher Server To-Go Specialist Host Line Cook Prep Cook Bartender	Apply online at <a href="https://www.carrabbas.com/careers">https://www.carrabbas.com/careers</a>
Chesapeake Shipbuilding	<i>Ongoing recruitment</i> 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, West Ocean City	<i>Ongoing recruitment-Salisbury</i> Team Member Catering Assistant	Apply online at <a href="http://salisburychickfila.com/">http://salisburychickfila.com/</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	<i>Ongoing recruitment-West Ocean City</i> Front Counter Team Member Kitchen Team Member Leadership	Apply online at <a href="https://www.cfawestoc.com/jobs">https://www.cfawestoc.com/jobs</a>
The Children's Place - Centre at Salisbury & Ocean City Factory Outlet	Store Lead (Centre) Sales Associate (Centre, Ocean City)	Apply online at <a href="https://corporate.childrensplace.com/careers/">https://corporate.childrensplace.com/careers/</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 Pocomoke	Public Works General Laborer Water/Wastewater Lead Operator	Apply online at <a href="https://www.cityofpocomoke.com/info/jobs">https://www.cityofpocomoke.com/info/jobs</a>
City of Salisbury	Plant Mechanic Utility Technicians I, II & III Bus Driver Part-time Zoo Educator Operations Support Staff Motor Equipment Operator I Utilities Section Chief Zoo Groundskeeper Electrical Supervisor Waste Water Treatment Administrative Assistant Waste Water Treatment Operator I Water Treatment Plant Operator I Construction Inspector Zoo Greeter <del>Automotive Mechanic II</del> POLICE CAREERS: Entry Level Police Officer Police Communications Officer Maryland Certified Police Officer Custodian	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.
Coastal Hospice & Palliative Care	PRN Certified Medication Technician Hospice Aide (CNA or GNA)	Apply online at <a href="https://coastalhospice.org/careers/">https://coastalhospice.org/careers/</a>
Comfort Keepers	<i>Ongoing recruitment</i> CNA Caregivers PRN Nurse Long-Term Live-In Caregiver	Apply online at <a href="https://www.comfortkeepers.com/offices/maryland/salisbury/careers/jobs">https://www.comfortkeepers.com/offices/maryland/salisbury/careers/jobs</a>
Crothall Healthcare	Janitor, part-time	Apply online at <a href="https://www.crothall.com/careers/">https://www.crothall.com/careers/</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Delaware Elevator	AutoCAD Drafter-2D Apprenticeship Program-Laborers Welder	Apply online at <a href="https://delawareelevator.com/about/careers/job-opportunities/">https://delawareelevator.com/about/careers/job-opportunities/</a>
Dick's Sporting Goods - Centre at Salisbury	Bicycle Technician Retail Cashier Retail Sales Associate	Apply online at <a href="https://www.dickssportinggoods.jobs/">https://www.dickssportinggoods.jobs/</a>
Dollar General - Salisbury, Berlin, Crisfield, Fruitland, Mardela Springs, Pittsville, Pocomoke, Princess Anne, Snow Hill, Westover, Willards	Asst Store Manager Lead Sales Associate Sales Associate Store Manager (Salisbury)	Apply online at <a href="https://careers.dollargeneral.com/">https://careers.dollargeneral.com/</a>
Dollar Tree	<i>Ongoing recruitment</i> Sales Floor Associate (Salisbury, Princess Anne, Berlin & Pocomoke) Operations Assistant Manager (Salisbury)	Apply online at <a href="https://www.dollartree.com/careers-stores">https://www.dollartree.com/careers-stores</a>
Dove Pointe	Residential Program Coordinator Banquet Host or Hostess Day Program RN Maintenance Tech Children's Program Aide Aide House Counselor Instructor Driver	Apply online at <a href="http://dovepointe.org/Careers">http://dovepointe.org/Careers</a>
DTLR - Centre at Salisbury	Sales Associate Assistant Manager-Retail Store Manager	Apply online at <a href="https://recruiting.talentreef.com/dtlr-villa">https://recruiting.talentreef.com/dtlr-villa</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>
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	Rehab Nursing Tech (CNA or LNA) Nutrition Services Manager 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	Driver Materials Planner Temporary Driver Shipping Clerk Checker - Dorchester Route Customer Service Representative Senior Guest Services Representative (Ocean City)	Apply online at <a href="https://www.expresspros.com/">https://www.expresspros.com/</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>



EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Food Lion	<i>Nanticoke Road (Salisbury)</i> Perishable Associate Center Store (Grocery) Associate Deli Bakery Associate Quality Assurance Associate Sales Associate (Cashier) Customer Service Leader-Office Assistant	Apply online at <a href="https://www.foodlion.com/">https://www.foodlion.com/</a>
	<i>Snow Hill Road (Salisbury)</i> Deli Bakery Assistant Manager	
	<i>Tilghman Road (Salisbury)</i> Sales Associate (Cashier) Deli Bakery Associate Produce Associate Cake Decorator Seafood Associate Deli Bakery Assistant Manager Quality Assurance Associate	
	<i>Fruitland</i> Perishable Associate Sales Associate (Cashier) Quality Assurance Associate Deli Bakery Assistant Manager	
	<i>Princess Anne</i> Deli Bakery Associate Deli Bakery Assistant Manager	
	<i>Berlin</i> Deli Bakery Assistant Manager Specialty Merchandise Associate Deli Bakery Associate Quality Assurance Associate	
	<i>Ocean City</i> Frozen Food/Dairy Associate Center Store (Grocery) Associate Specialty Merchandise Associate Deli Bakery Assistant Manager Produce Associate Quality Assurance Associate	
	<i>Ocean Pines</i> Customer Service Leader-Office Assistant Center Store (Grocery) Associate Sales Associate (Cashier) Produce Associate Deli Bakery Assistant Manager Meat Market Associate Deli Bakery Associate	
	<i>West Ocean City</i> Deli Bakery Associate Deli Bakery Assistant Manager Seafood 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>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Genesis HealthCare	Aide-Geriatric Nurse Dietary Aide Cook Certified Medicine Aide Accounts Receivable Bookkeeper	Apply online at <a href="https://www.genescareers.jobs/">https://www.genescareers.jobs/</a>
GNC - Salisbury, Ocean City	Sales Associate (Ocean City)	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://thegreeneturtle.com">https://thegreeneturtle.com</a>
H&M - Centre at Salisbury	Retail 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 Sales Associate Retail Stocking Associate Senior Retail Stocking Associate	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	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>
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://tjx.valhalla.stage.jobs2web.com/">https://tjx.valhalla.stage.jobs2web.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 RN and LPN Substance Abuse Counselor Maintenance I Maintenance II	Apply online at <a href="http://www.hudson-health.org">http://www.hudson-health.org</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	Manufacturing Process Operator Warehouse Associate	Apply online at <a href="https://jubilantcareer.jubl.com/">https://jubilantcareer.jubl.com/</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Junior Achievement of the Eastern Shore	Marketing & Events Coordinator	Apply online at <a href="https://www.juniorachievement.org/web/ja-easternshore/home">https://www.juniorachievement.org/web/ja-easternshore/home</a>
Justice - Centre at Salisbury	Style Advisor Lead Style Advisor	Apply online at <a href="https://ascenaretail.wd5.myworkdayjobs.com/us_retail_jobs">https://ascenaretail.wd5.myworkdayjobs.com/us_retail_jobs</a>
K&L Microwave	CNC Machine Operator Electronic Assembler Electronic Technician	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/signetjewelryretailsales">https://signetjewelers.wd1.myworkdayjobs.com/signetjewelryretailsales</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>
Lane Bryant	Sales Associate Key Holder	Apply online at <a href="https://ascenaretail.wd5.myworkdayjobs.com/us_retail_jobs">https://ascenaretail.wd5.myworkdayjobs.com/us_retail_jobs</a>
Longhorn Steakhouse	Dishwasher Host Server Line Cook Bartender	Apply online at <a href="https://jobs.longhornsteakhouse.com/locations">https://jobs.longhornsteakhouse.com/locations</a>
Lowe's - Salisbury, Pocomoke	<i>Salisbury</i> Merchandising Service Associate Seasonal Receiver/Stocker Seasonal Sales Associate Seasonal Cashier  <i>Pocomoke:</i> Seasonal Receiver/Stocker Seasonal Cashier Seasonal Sales Associate Merchandising Service Associate	Apply online at <a href="https://jobs.lowes.com/">https://jobs.lowes.com/</a>
Lower Shore Clinic, Inc. & Go-Getters, Inc.	Maintenance Technician Mental Health Intensive Residential Counselor Payroll Accountant	Apply online at <a href="https://www.lowershoreclinic.org/current-openings">https://www.lowershoreclinic.org/current-openings</a>
Marshall's (Salisbury, Ocean City)	Merchandise Associate (Ocean City) Customer Experience Coordinator (Ocean City)	Apply online at <a href="https://jobs.tjx.com/">https://jobs.tjx.com/</a>
Men's Wearhouse - Centre at Salisbury	Retail Sales Consultant	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://www.nyandcompany.com/static/about/careers/">https://www.nyandcompany.com/static/about/careers/</a>
Ocean Pines Association	Dispatcher/Communications Officer Front Desk Facility Coordinator General Laborer 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>



EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Olive Garden	<i>Ongoing recruitment</i> 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	Sales Super Flooring	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>
Panera Bread - Salisbury, Ocean City	Night Baker Manager Associate Delivery Driver	Apply online at <a href="https://jobs.panerabread.com/">https://jobs.panerabread.com/</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	Aide-EVS Floor Tech	Apply online at <a href="https://www.peninsula.org/employment-opportunities">https://www.peninsula.org/employment-opportunities</a>
	Assistant-Physical Therapy	
	CAT Scan Technologist	
	Cardiac Sonographer	
	Coordinator-Information-Laboratory	
	Food Service-Catering Associate	
	Food Service-Utility Aide	
	Medical Assistant	
	Nuclear Medicine Technologist	
	Nursing Assistant (CNA)	
	Nursing Office Coordinator	
	Office Supervisor	
	Patient Care Assistant	
	Patient Care Tech II-Critical Care	
	Patient Care Tech II-Emergency Department	
	Patient Companion	
	Patient Service Representative	
	Radiologic Technologist	
	Representative-Billing/Collection	
	Representative-Patient Account	
	Scribe/Medical Assistant	
	Secretary	
	Security Police	
	Service Desk II-Technician	

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Supply Chain Ops Assistant	
	Technician-Pharmacy Certified	
	Technician-Service Desk I	
	Transporter	
	Unit Secretary	
Pep Boys	Master Technician Assistant Service Manager Mechanic	Apply online at <a href="https://careers.pepboys.com/">https://careers.pepboys.com/</a>
Pepsi	Beverage Equipment Shop Support Fleet Technician Delivery Driver Pepsi (Trainee DOT) Warehouse Supervisor I	Apply online at <a href="http://www.pepsibottlingventures.com/job">http://www.pepsibottlingventures.com/job</a>
Perdue Farms - Salisbury	Building & Grounds Maintenance Mechanic Edible Oil Refinery Operator Fleet Tech General Labor General Labor Premium Live Hanger Grain Operator Lab Technician-Edible Oil Refinery Live Haul Driver Maintenance Mechanic Soy Crush Operator Specification Coordinator Staff Nurse I PN	Apply online at <a href="https://www.perduecareers.com/">https://www.perduecareers.com/</a>
PetSmart - Salisbury, Berlin	<i>Ongoing recruitment</i> Retail Custodial Associate Early Morning Stocker Customer Engagement Manager Merchandising and Inventory Manager Retail Store Manager Associate Manager Assistant Store Manager Seasonal Associate 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>
Piedmont Airlines	Customer Service Agent Avionics Technician Flight Dispatcher	Apply online at <a href="https://piedmont.jobs.net/">https://piedmont.jobs.net/</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.	Customer Service Rep II Machine Operator-Production	Apply online at <a href="https://www.plymouth.com/careers/">https://www.plymouth.com/careers/</a>
Quality Staffing	Administrative Office Assistant	Contact Quality Staffing Services 410-742-2600 1237 N. Salisbury Blvd Salisbury, MD 21801
	CNC Machinist	
	Electrical Maintenance Mechanic	
	Electrician-Certified	
	Electronic Assembler	
	Electronic Technician II	
	Electronics Technician	

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Forklift/Pallet Jack Front Desk Receptionist/Patient Care Coordinator General Labor Lead Carpenter/Manager Machine Operator/Mill Associate Manufacturing Packer Production Associate Production Technician Quality Control Lead Quality Control Technician Quality Supervisor/Wirer Sensory Evaluator Service Manager Staff Engineer Utility Maintenance Mechanic	
Red Lobster	<i>Ongoing recruitment</i> Line Cook Server Assistant/Busser/Host Bartender Server Prep Cook Dishwasher/Utility	Apply online at <a href="https://jobs.redlobster.com/search/searchjobs">https://jobs.redlobster.com/search/searchjobs</a>
Rite Aid	Cashier (Delmar) Pharmacy Technician (Delmar)	Apply online at <a href="https://www.riteaid.com/">https://www.riteaid.com/</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.peplematter.com/mja/royalfarms/JobApp/GetBusinessUnits">https://my.peplematter.com/mja/royalfarms/JobApp/GetBusinessUnits</a>
Ruby Tuesday - Salisbury, Fruitland & Pocomoke	<i>Ongoing recruitment</i> Host/Server Assistant Server Kitchen Prep/Salad Bar Prep Dishwasher Cook	Apply online at <a href="https://www.rubytuesday.com/careers">https://www.rubytuesday.com/careers</a>
Safelite AutoGlass	Auto Glass Technician Trainee Seasonal Repair Specialist (Salisbury)	Apply online at <a href="https://www.safelite.com/careers">https://www.safelite.com/careers</a>
Salisbury University	Housekeeper <i>Application reviewed upon receipt</i> Catering Assistant <i>Application reviewed upon receipt</i> Food Service Assistant <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">https://www.salisbury.edu/administration/administration-and-finance-offices/human-resources/careers/index.aspx</a>



EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Sam's Club	Cafe Associate Merchandising and Stocking Associate Freezer, Cooler and Deli Stocker Associate Member Assist Cart Attendant Member Frontline Cashier Merchandising Lead Membership Representative Maintenance Custodian Associate Fresh Food Associate	Apply online at <a href="https://careers.walmart.com/">https://careers.walmart.com/</a>
Sherwin Williams - Salisbury, West Ocean City, Crisfield	<i>Salisbury:</i> Store Driver III CDL/Hazmat Store Driver CDL/Hazmat <i>West Ocean City:</i> Sales Associate <i>Crisfield:</i> Maintenance Mechanic Temporary Production Operator-Packer	Apply online at <a href="https://careers.sherwin-williams.com/home">https://careers.sherwin-williams.com/home</a>
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="https://shoreup.org/employment/join-our-team/">https://shoreup.org/employment/join-our-team/</a>
Somerset County	Correctional Officer I Maintenance Worker I <b>Filing deadline: March 11, 2020</b>	Apply online at <a href="https://www.somersetmd.us/services/employment_opportunities.php">https://www.somersetmd.us/services/employment_opportunities.php</a>
SP Industries	Machine Operator	Apply online at <a href="https://www.spindustries.com/employment/">https://www.spindustries.com/employment/</a>
Spencer's - Centre at Salisbury	Store Manager Assistant Store Manager Sales Associate Sales Supervisor	Apply online at <a href="https://www.spencersandspiritjobs.com/">https://www.spencersandspiritjobs.com/</a>
Staples	Sales Supervisor, Technology Operations Supervisor Supervisor, Copy & Print Marketing Sales Associate, Technology Sales Associate, Copy & Print Marketing Inventory Specialist	Apply online at <a href="https://retailcareers.staples.com/">https://retailcareers.staples.com/</a>
State Of Maryland	Office Clerk I (Worcester Co. Health Dept.) <b>Filing deadline: March 10, 2020</b>	Apply online at <a href="https://jobapscloud.com/MD/">https://jobapscloud.com/MD/</a>
	Licensed Practical Nurse II (Deer's Head) <b>Filing deadline: March 12, 2020</b>	
	Food Service Worker (Deer's Head) <b>Filing deadline: March 12, 2020</b>	
	Dental Assistant II (Worcester Co. Health Dept.) <b>Filing deadline: March 12, 2020</b>	

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Seasonal Lifeguard (Dept. Natural Resources Worcester Co.) <b>Filing deadline: March 13, 2020</b>	
	Community Health Outreach Worker I (Somerset Co. Health Dept.) <b>Filing deadline: March 19, 2020</b>	
	Correctional Maintenance Officer I - Maintenance Mechanic (Wicomico Co., Somerset Co.) <b>Filing deadline: April 13, 2020</b>	
	Direct Care Assistant I (Deer's Head, Holly Center) <b>Filing deadline: December 31, 2020</b>	
	Direct Care Assistant II (Deer's Head, Holly Center) <b>Filing deadline: December 31, 2020</b>	
	Direct Care Trainee (Deer's Head, Holly Center) <b>Filing deadline: December 31, 2020</b>	
	Registered Nurse (Deer's Head, Holly Center) <b>Filing deadline: December 31, 2020</b>	
Sun Communities, Inc.	<p><i>Frontier Town Campground:</i></p> <p>Store Clerk Restaurant Supervisor Resort Maintenance Snack Bar Supervisor Gate Attendant Resort Groundskeeper RV Ranger Office Assistant Golf Cart Attendant Gate Attendant Animal Care Attendant Snack Bar Attendant Entertainment Performer Resort Housekeeper Guest Services Coordinator Lifeguard Activities Supervisor Resort Maintenance Technician Activities Assistant Restaurant Cook Bartender</p> <p><i>Castaways RV Resort:</i></p> <p>Shuttle Operator Resort Groundskeeper Resort Housekeeper Resort Maintenance Technician Guest Services Coordinator Store Clerk Gate Attendant Snack Bar Attendant Activities Assistant Activities Supervisor</p>	Apply online at <a href="https://careers.suncommunities.com/viewalljobs/">https://careers.suncommunities.com/viewalljobs/</a>
Sysco - Pocomoke	Special Delivery Truck Driver Diesel Fleet Tech III Warehouse Order Selector	Apply online at <a href="https://careers.sysco.com/">https://careers.sysco.com/</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
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>
Tailored Staffing	CNC Machine Operator Electronic Assembler Electronic Technician Forklift Operator	Apply online at <a href="http://www.tailoredstaffingmd.com">www.tailoredstaffingmd.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	Server Host Line Cook Line Cook-Broil/Grill Server Assistant-Busser	Apply online at <a href="https://careers.texasroadhouse.com/">https://careers.texasroadhouse.com/</a>
T.J. Maxx - Ocean City	Merchandise Associate	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 Ocean City	Building Maintenance Worker <b>Filing deadline: March 18, 2020</b>	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>
	Tennis Attendant <b>Filing deadline: May 1, 2020</b>	
	Camp Horizon & Scamper Day Camp Director <i>Open until filled</i>	
	Camp Horizon & Scamper Day Camp Assistant Director <i>Open until filled</i>	
	Scamper Day Camp Counselor <i>Open until filled</i>	
	Camp Horizon Day Camp Counselor <i>Open until filled</i>	
	Beach Activities Assistant <i>Open until filled</i>	
	Skate Park Supervisor <i>Open until filled</i>	
	Golf Course Laborer <i>Open until filled</i>	
	Golf Course Landscaper <i>Open until filled</i>	
	Bus Driver <i>Open until filled</i>	
	Bus Maintenance Tech I <i>Open until filled</i>	



EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Transportation Dispatcher <i>Open until filled</i>	
	Tram Conductor <i>Open until filled</i>	
	Tram Driver <i>Open until filled</i>	
	Transportation Ticket Seller <i>Open until filled</i>	
	Transportation Account Clerk <i>Open until filled</i>	
	Afterschool Activities Assistant (Temporary) <i>Open until filled</i>	
	Afterschool 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>	
	Administrator Coordinator <b>Filing deadline: March 20, 2020</b>	
	Carpenter <b>Filing deadline: March 16, 2020</b>	
	General Electrician <b>Filing deadline: March 16, 2020</b>	
	Solid Waste Worker II/Driver <b>Filing deadline: March 16, 2020</b>	
	Collection Systems Operator <b>Filing deadline: March 14, 2020</b>	
	Administrative Office Associate I <b>Filing deadline: March 13, 2020</b>	
	Fire Safety Inspector <i>Open until filled</i>	
Tri-County Council for the Lower Eastern Shore of Maryland	Bus Operators-Fixed Route	Apply online at <a href="http://lowershore.org/Departments/HumanResources.aspx">http://lowershore.org/Departments/HumanResources.aspx</a>
	Custodial Services Aide	
	Dispatcher <i>Open until filled</i>	
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	Apply online at <a href="https://careers.ulta.com/">https://careers.ulta.com/</a>
UMES	Administrative Assistant I <b>Filing deadline: March 19, 2020</b>	Apply online at <a href="https://umes.peopleadmin.com/postings/2272">https://umes.peopleadmin.com/postings/2272</a>
Valvoline	Automotive Technician/Customer Service Advisor	Apply online at <a href="https://jobs.vioc.com/">https://jobs.vioc.com/</a>

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Verizon	Retail Sales Representative	Apply online at <a href="https://www.verizon.com/about/work/">https://www.verizon.com/about/work/</a>
Victoria's Secret - Centre at Salisbury	Events Team Selling Associate	Apply online at <a href="https://www.victoriassecret.com/careers">https://www.victoriassecret.com/careers</a>
Walgreens	Pharmacy Cashier	Apply online at <a href="https://jobs.walgreens.com/">https://jobs.walgreens.com/</a>
Walmart - Salisbury, Fruitland	<i>Ongoing recruitment</i> Store Lead Food and Consumables Coach Replenishment Coach Hourly Supervisor & Training Specialized-Auto/Pharmacy/Optical Technician Fresh Food Associate Sales Associate Stocker/Backroom/Receiving Associate Cart Attendant/Janitorial Associate Cashier/Front End Associate	Apply online at <a href="https://careers.walmart.com/">https://careers.walmart.com/</a>
WCDC	Residential Counselor Residential Coordinator Food Services Instructor/Driver Personal Supports Facilitator (part-time)	For detailed job descriptions, and to download and print application, go to <a href="http://wcdcservices.org/employment-opportunities/">http://wcdcservices.org/employment-opportunities/</a>
Wicomico County	Maintenance Worker I <i>Open until filled</i>	Apply online at <a href="http://www.wicomicocounty.org/jobs.aspx">http://www.wicomicocounty.org/jobs.aspx</a>
	Motor Equipment Operator II <i>Open until filled</i>	
	Motor Equipment Operator I <i>Open until filled</i>	
	Crossing Guard <i>Open until filled</i>	
	Building Security <b>Filing deadline: March 11, 2020</b>	
Wicomico County Public Schools	Contractual Custodian <b>Filing deadline: March 10, 2020</b>	Apply online at <a href="https://www.applitrack.com/wcboe/onlineapp/default.aspx">https://www.applitrack.com/wcboe/onlineapp/default.aspx</a>
	Contractual Food Service Worker <b>Filing deadline: March 10, 2020</b>	
	Custodian I and II <b>Filing deadline: March 10, 2020</b>	
Wicomico Public Libraries	Branch Assistant	Apply online at <a href="http://www.wicomicolibraries.org/employment">http://www.wicomicolibraries.org/employment</a>
WMDT	Master Control Operator Media Specialist	Apply online at <a href="https://www.wmdt.com/about-us/job-openings/">https://www.wmdt.com/about-us/job-openings/</a>

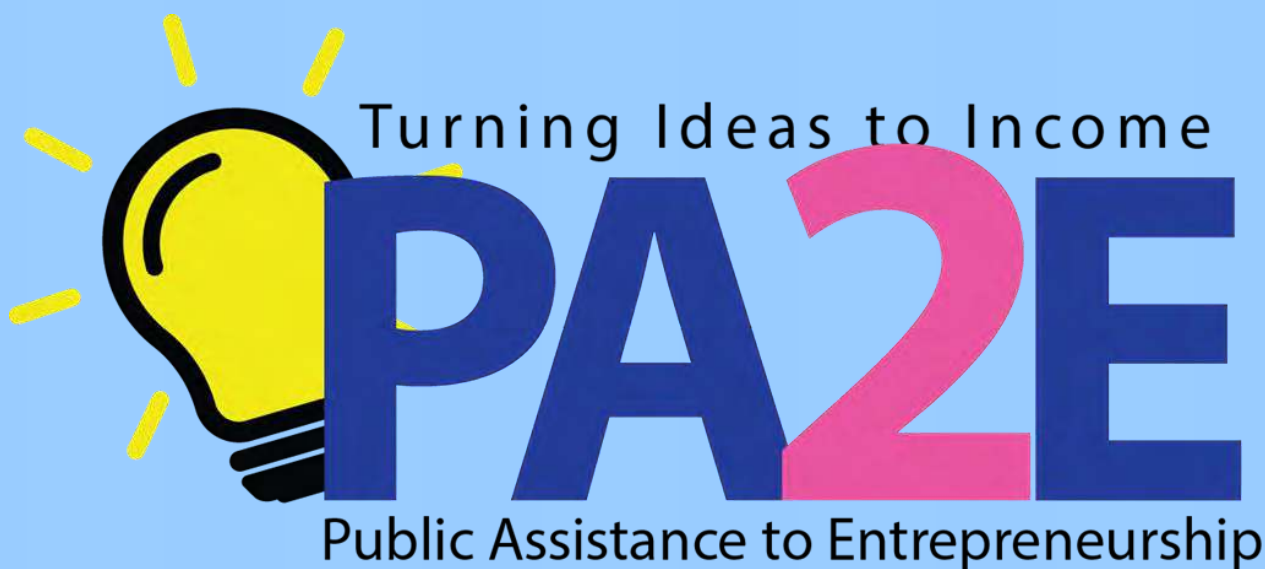
EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Worcester County	Communication Clerk I Communication Clerk-Temporary, Part-time Communication Clerk Trainee Correctional Officer Trainee Building Maintenance Mechanic III Carpenter/Maintenance Worker III Grounds Worker II Landfill Operator II Maintenance Worker I Plant Operator Roads Worker II and III Transfer Station Attendant Vehicle and Equipment Mechanic II Parks Worker II Accounting Clerk II Tax Recordation Paralegal	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
Worcester County Public Schools	Secretary <b>Filing deadline: March 31, 2020</b>	Apply online at <a href="https://worcestermd.tedk12.com/hire/index.aspx">https://worcestermd.tedk12.com/hire/index.aspx</a>
Wor-Wic Community College	Administrative Associate I <b>Filing deadline: March 15, 2020</b>	Apply online at <a href="https://www.schooljobs.com/careers/worwic?">https://www.schooljobs.com/careers/worwic?</a>
YMCA - Salisbury, Pocomoke	<i>Richard A. Henson Family YMCA - Salisbury</i> Membership Services Representative Child Watch Assistant Birthday Party Host Group Exercise Instructor Wellness Assistant Personal Trainer Gym Monitor Lifeguard Swim Instructor Day Camp Counselor Sports Staff Cleaning Staff <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 Child Watch 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/signetjewelryretailsales">https://signetjewelers.wd1.myworkdayjobs.com/signetjewelryretailsales</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>



# START YOUR SMALL BUSINESS

- *Are you interested in small business ownership?*
- *Do you own a small business but want help getting to the next level?*

*The Maryland Department of Human Services partners with the Small Business Development Center to help entrepreneurs\* who are interested in learning the necessary skills for small business management.*



For more information or to apply, go to PA2E Program at <http://dhs.maryland.gov/workforce-development/public-assistance-entrepreneurship-pa2e/> or call 410-677-4323 to schedule appointment for application assistance.

\*Must live in Wicomico, Worcester or Somerset County AND be a current SNAP recipient.\*

**\*\*This program does not provide startup capital but will assist you to source for alternative funding.\*\***

# RISE

**Raising. Independent. Skilled. Employees.**

## Workforce Development Program

Are you in need of help getting a job and maintaining it, or continuing your education?

***We can help!***



### We Can Help You With:

- GED enrollment
- Job Skills Training
- Work Experience
- Occupational Skills Training
- Mentorship & Counseling

### Eligibility:

- 16-24 years old
- Not attending school
- Lives in Worcester, Somerset, or Wicomico County



### Funded By:

**LOWER SHORE  
WORKFORCE ALLIANCE**



**Grace Center**  
for Maternal and Women's Health

### Contact Grace Center:

(443) 513-4124  
[info@gracematernalhealth.org](mailto:info@gracematernalhealth.org)



## 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 [www.worwic.edu](http://www.worwic.edu)

##### Healthcare

- ⇒ Certified Nursing Assistant
- ⇒ Certified Medical Assistant

##### Trades

- ⇒ Basic Arc/Flux-Cored Welding
- ⇒ Metal Fabrication

##### 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.dlr.state.md.us/employment/train/](http://www.dlr.state.md.us/employment/train/)



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)



## 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.

For more information about course content and 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.



**WOR-WIC**  
COMMUNITY COLLEGE

**delmarva**  
**power**

An Exelon Company

## 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.

## 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, Licensing and Regulation 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 465 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.



## New. Free Metal Fabrication Training During Evenings! Start Date for the next course is: April 13, 2020.



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

**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.

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.

Metal fabrication 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 for cutting and fit-up.

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.

There will be an introduction to industry structures and processes and students discover requirements to qualify as a metal fabricator. Metal fabrication training includes 30% classroom and 70% shop time. To graduate, 75% or greater is necessary on written and hands-on skills exams.







## 2020 Dates for the Lower Shore Career Development Center JOB SKILLS TRAINING PROGRAMS

	Job Readiness Beginner & Intermediate	Job Readiness Advanced	Digital Skills	Quick Books	Microsoft Technology Associate	NRF Customer Service/Sales Certification	Serv Safe
Orientation for all classes start at 9 am on the first day of class except Quick Books	Mon 9am-1pm Tue 9am-3:30pm Wed 9am-3:30pm Thu 9am-1pm	Fri 9am - 4pm	Mon-Thu 9am - 12pm	Fri 9am-12pm	Mon, Tue, Wed 1pm - 4pm	Mon, Tue, Wed 1pm - 4pm	Thu 1pm- 4pm Fri 9am - 12pm
April	4/06	4/10 & 4/24	4/06	4/10	4/06	4/13	4/09 - 4/10 4/23 - 4/24
May	5/04	5/08 & 5/22	5/04	5/08	5/04	5/11	5/07 - 5/08 5/21 - 5/22
June	6/08	6/05 & 6/19	6/08	6/12	6/08	6/08	6/04 - 6/05 6/18 - 6/19

### JOB READINESS

*Coursework includes:* 45 Job Readiness Components (resumes, interview, career path, finances, stress & anger management, ethics, time management and many more)  
**Length:** Beginner & Intermediate: 3 weeks (60 hours) Advanced: 1 day  
**Requirements:** Pre-register, Valid identification, Job Readiness Assessment

### MICROSOFT TECHNOLOGY ASSOCIATE (ONLINE)

*Coursework includes:* Windows OS Fundamentals, Database Admin, Network Security and more  
**Length:** Earn Microsoft Technology Associate Certification for IT Helpdesk and course is self-paced  
**Requirements:** HS Diploma, Reading and Math Assessment

### DIGITAL SKILLS PROGRAM

*Coursework includes:* MS Word, Excel, PowerPoint, Resumes, Job Readiness  
**Length:** 6 weeks, self-paced **Requirements:** Reading and Math Assessment

### NRF CUSTOMER SERVICE/SALES CERTIFICATION

*Coursework includes:* Customer Service, Team Work, Problem Solving, Communication, Inventory tracking and Payments  
**Length:** 3 weeks Mon-Wed, 1pm - 3pm, Orientation 1<sup>st</sup> day of class  
**Requirements:** Reading and Math Assessment

### QUICKBOOKS

*Coursework includes:* Basic Accounting principles, invoicing, sales receipts, purchase orders, payroll and billing  
**Length:** 8-10 Weeks Friday only 9am - 12 PM  
**Requirements:** Assessment, accounting vocab and basic computer knowledge

### SERV SAFE CERTIFICATION (ONLINE CLASS)

*Coursework includes:* Knowledge of health and safety procedures, time/temperature personal hygiene allergens  
**Length:** 1 day, online class, learn the vocabulary, pass the exam  
**Requirements:** Intake Form, Valid email address and password

Bring two forms of ID, Driver's License, SS#, State ID, Birth certificate. Complete Intake Form, complete assessments if needed.

ASSESSMENT HOURS Monday - Thursday 8:45 AM - 2 PM. Call for more info 410-219-9118 x2200

Lower Shore Career Development Center 700 S. Salisbury, MD

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

Free Skilled Training  
and Tuition 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

- 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.

**Goodwill**  
Industries of the Chesapeake, Inc.

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











**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.





## Legal Clinic

**DOWNTOWN LIBRARY**

**APRIL 8, 2020**

**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

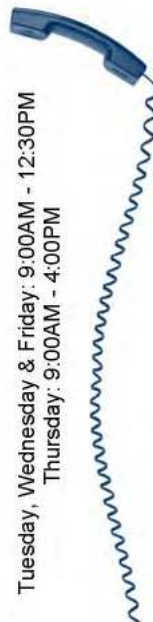
Monday-Friday, 8:30 AM to 8:00 PM

**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  
mdlab.org

#### Maryland Volunteer Lawyers Service, Inc.

800.510.0050  
mvslaw.org

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

800.396.1274  
probonomd.org