



the Job Journal

**TIP
OF THE
WEEK**

How to Explain Why You've Been Job Hopping

If you're worried about coming across as a "job hopper" or changing jobs too often, here's how to ditch the stigma and stand out for the right reasons.

Landing the perfect job, rising to the top and earning big raises and benefits are a dream come true, especially if all are achieved at the same company. Sometimes though, staying with one employer doesn't work out. Whether due to personal health or family concerns, business ventures gone sour or industry-wide layoffs, it's best not to bounce from job to job, otherwise known as job hopping.

Jumping from one venture to the next within short time spans tells the employer you aren't willing to commit. Or maybe when a hiring manager sees frequent job changes on a resume, they infer you are a bad employee and companies don't want to keep you around for the long haul. On the other hand, explaining why you've had various short-term opportunities isn't very difficult. There are several techniques to draw attention away from your job hopping history.

Before sweating in front of the hiring manager, try these simple techniques to explain your frequent job changes to ease the "job hopper" stigma.

Optimize your resume.

The first step to explaining your various opportunities and frequent job changes is by not drawing attention to them in the first place. Most resumes list experience, education and achievements chronologically, placing most recent qualifications first. While this is the best format for most job seekers, listing your vast experience may kill your chances for an interview. Focus your template on skills, achievements and abilities rather than time. This format is called a functional resume.

Include a career summary and areas of expertise. Show hiring managers and recruiters you know your stuff and mean business. Career summaries should be written in paragraph or bulleted form, include between five to ten sentences, include no more than five lines of text and focus on your top abilities. Areas of expertise are top skills (nine to twelve), formatted within a table (without borders) and bulleted. Tailor the summary and areas of expertise to each specific job.

Draw attention to skills, abilities and achievements.

The next step is organizing your experience and achievements. This is done with one of two formats - grouping positions and descriptions according to skill sets or creating key skills assessments with each position (no description) at the bottom.

IN THIS ISSUE

- 2 MWE JOBS Mobile App; Energize Your Job Search
- JOB FAIRS**
- 3 Town of Ocean City Hiring Event
- 4 **EMPLOYMENT OPPORTUNITIES**
- TRAINING SERVICES & OPPORTUNITIES**
- 20 Public Assistance to Entrepreneurship (PA2E) Program
- 21 RISE Workforce Development Program
- 22 Workforce Innovation and Opportunity Act Training Services; Wor-Wic Community College Job Training Programs
- 23 Carpentry Training; Welding Training; Delmarva Power Career Prep; Metal Fabrication Training
- 24 Lower Shore Career Development Center Training Programs; Goodwill Reentry Opportunities to Work Program
- EDUCATION SERVICES & OPPORTUNITIES**
- 25 Adult Education Providers; Worcester Co. Adult Education Programs
- 26 National External Diploma Program; Project READ
- 27 Legal Clinic; Legal Resources

For example, using the first technique, marketing and digital communications experts could divide their experience into three categories: advertising, marketing and digital communication. List the appropriate positions, descriptions and notable achievements under each section. Feel free to use the dates or not.

On the other hand, creating a key skills assessment fits with positions detailed similar descriptions. Remove all job descriptions and add them to a master list. Delete repetitious information, and rewrite it using action verbs and achieving words. Format the list into bullets. Each list should not have more than six bulleted sentences. Reduce the bullets by creating more than one list and diving into subcategories, similar to the previous template.

On the other hand, don't lie or hide the facts.

Drawing their attention to your abilities rather than your multiple job history isn't the same as lying or hiding information. Never lie or hide information about job hopping from potential employers. They will learn the truth sooner rather than later. Prepare yourself for the inevitable. Once you're in the interview, someone will ask why you've been changing job frequently within a short period of time.

Another question will be "Did you like your last job?" The only way to answer either question is with absolute honesty - and tact. Be transparent. Explain that the company downsized, went out of business or moved out of town. These are the easiest scenarios to explain. On the other hand, if you were the catalyst, explain why you left the job. "I felt my skills and abilities weren't utilized to their furthest extent." Or you can explain that the positions weren't the best fit. Don't be defensive about changing jobs too often or try to place blame. Explain the facts honestly, accurately and without bias.

Draw attention to professional development and skills.

Explaining your reasons for leaving a job is great. Just don't focus too much on the explanation. Give a short, concise explanation and steer the conversation towards your abilities. For example, after explaining how you felt your skills weren't utilized, start describing those skills and achievements. "I felt my skills and abilities weren't utilized to their fullest extent. Recently, I took a five week seminar on social media marketing and analytics. This allows me to design online campaigns and determine their effects on sales."

This also is a perfect opportunity to list new skills and abilities learned from working with different companies. Choose one or two projects you successfully completed. Describe those achievements and contributions. Don't pat yourself on the back. Show the hiring manager what you did for the company and what you can do for their business. Focus on how you can bring value to the potential employer.

Assure them you're there to stay.

Job hopping scares hiring managers and tells them you aren't willing to commit. They automatically assume you will leave this job, making them work to find another candidate. Assure them you are committed to staying and want the job. "I am looking for long-term employment and think your company is a good fit because..." Don't be sappy or brownnose. This is a little obvious and obnoxious.

If the hiring manager is still hesitant about your frequent job changes, experience or seems to not trust your intentions, offer suggestions to prove your worth. Come prepared with a list of references who will vouch for your commitments. Ask former supervisors to write letters of recommendation to bring to the interview. Some hiring managers may be open to a trial assessment. Just don't mention probationary terms until it's the last possible alternative.

What if nothing works?

Sometimes we cannot explain our shortcomings, and it costs us several good opportunities. Rest assured, this isn't the end of the game. You may lose a few battles due to frequent job changes, but the war hasn't been lost. If you cannot find an employer to offer solid employment, there are still a few options to build your reputation and improve your marketability. Check out local talent scouts or staffing agencies. Yes, we know; temp agencies aren't very glamorous. They may not offer your dream job. But they do pay the bills.

Staffing agencies often provide steady work at local companies. There are three main benefits to temp work. You have the option to work for several employers, but only have to place one company on your resume. This reduces the "job hopping" stigma. Working for various companies in multiple roles also provides important soft skills training and professional development. The most important benefit is networking. Some job seekers report finding their dream job by networking at their temp roles.

Smith, M. A. "How to Explain Why You've Been Job Hopping." *TopResume*, Talent Worldwide, Inc., <https://www.topresume.com/career-advice/how-to-explain-why-youve-been-job-hopping>.

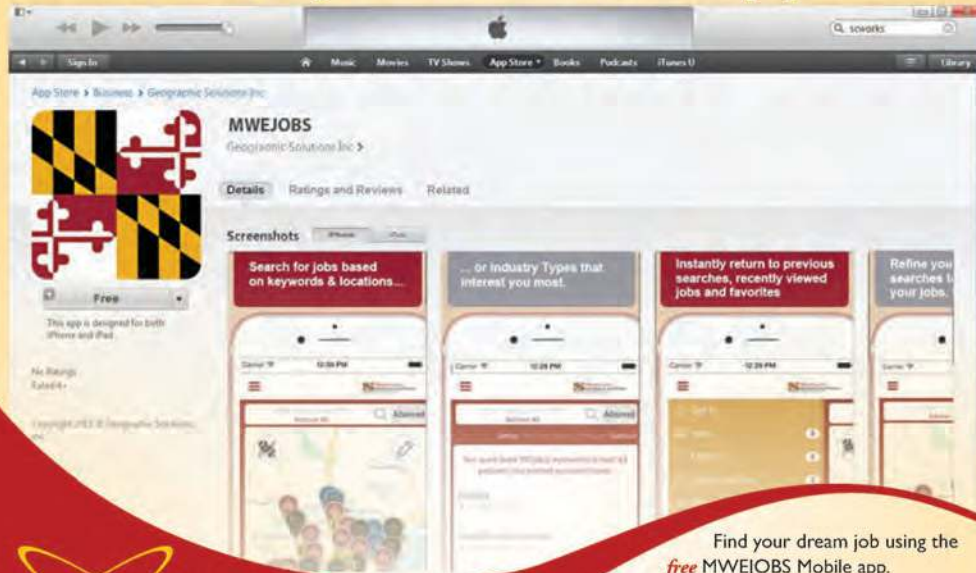
Tri-County Workforce Development Initiative
31901 Tri-County Way, Suite 110
Salisbury, Maryland 21804

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.



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

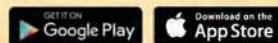


Find your dream job using the **free** MWEJOBS Mobile app. Instantly view any job posted to the web directly on your mobile phone or tablet. Simply search for "MWEJOBS" in the Apple iTunes or Google Play sites.

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:
Jarrah Hall

Email:
salisbury@dllr.state.md.us

31901 Tri-County Way
Salisbury, MD 21804



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.

TOWN OF OCEAN CITY, MD Multi-Department Hiring Event



J
O
B
S
E
E
K
E
R
S

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

Thursday, March 19, 2020
10AM – 2PM



Serving Somerset, Wicomico 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



Positions available for
Ocean City, MD

Paper applications available



"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> Courtesy Clerk Deli/Meat Clerk Pharmacy Clerk (Salisbury) Meat Cutter Bakery Clerk Cashier Grocery Clerk Night Crew Clerk Produce Clerk	Apply online at https://www.albertsoncompanies.com/careers/acme-careers.html
ALDI	Store Associate Cashier Manager Trainee	Apply online at https://careers.aldi.us/
American Eagle - Centre at Salisbury	Brand Ambassador (Sales Associate) Sales Leader Overnight Merchandising Associate	Apply online at https://aeo.jobs/
APEX Systems	Payment Poster (Berlin) Charge Pass Examiner (Berlin)	Apply online at https://itcareers.apexsystems.com/en-US/
Atlantic General Hospital	Certified Medical Assistant Certified Pharmacy Tech Collections Specialist Floor Care Tech Medical Office Assistant Nurse Tech Payment Posting Supervisor Polysomnographer RN Radiologic Technologist Registration Specialist Registration Team Lead Secretary/Nurse Technician	Apply online at https://www.atlanticgeneral.org/Careers.aspx
Atria	Nurse Supervisor Memory Care Caregiver Caregiver Server/Waitstaff Driver	Apply online at https://www.atriaseniorliving.com/careers/
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 https://www.bathandbodyworks.com/customer-care/careers.html
BayRunner Shuttle	<i>Ongoing recruitment</i> Part-time Driver	Print application and apply online at https://bayrunnershuttle.com/about/career-opportunities/
Bed Bath & Beyond - Salisbury, Ocean City	Retail Sales Associate Retail Stock Associate Retail Cashier	Apply online at https://www.bedbathandbeyond.com/store/strategic/careers

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 (Delmar) Night Shift Production Maintenance Mechanic (Berlin) Production Machine Operator Production Operator (Berlin) Store Clerk (Pocomoke) Warehouse/Truck Unload	Apply online at https://www.bestemps.com/looking-for-work/
Big Lots	Store Associate/Stocker	Apply online at https://careers.biglots.com/
Bob Evans Restaurant	Grill Cook Kitchen Prep Host/Cashier Key Supervisor Carryout Dishwasher Bus Person Server Assistant Manager	Apply online at http://careers.bobevans.com/
Boscov's - Centre at Salisbury	Loss Prevention Detective	Apply online at https://www.boscovs.com/
Burlington	Retail Receiving Associate Retail Sales Associate Cashier Associate	Apply online at https://burlingtonstores.jobs/
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 https://www.carrabbas.com/careers
Chesapeake Shipbuilding	<i>Ongoing recruitment</i> Fabricator/Ship Fitter Carpenter Electrician Foreman Supervisor Welder	Apply online at http://www.chesapeakeshipbuilding.com/take-action/
Chesapeake Utilities	Natural Gas Apprentice (Salisbury) Delivery Driver (Pocomoke)	Apply online at https://chpk.com/our-culture/careers/
Chick-Fil-A - Salisbury, West Ocean City	<i>Ongoing recruitment-Salisbury</i> Team Member Catering Assistant	Apply online at http://salisburychickfila.com/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	<i>Ongoing recruitment-West Ocean City</i> Front Counter Team Member Kitchen Team Member Leadership	Apply online at https://www.cfawestoc.com/jobs
The Children's Place - Centre at Salisbury & Ocean City Factory Outlet	Store Lead (Centre) Sales Associate (Centre, Ocean City)	Apply online at https://corporate.childrensplace.com/careers/
Chili's Grill & Bar	<i>Ongoing recruitment</i> Host Dishwasher To-Go Specialist Prep Cook QA Expeditor Bartender Line Cook Manager Server	For job descriptions go to https://www.chilisjobs.com/ Apply via email to chilis523@chilis.net
Chipotle Mexican Grill - Salisbury, West Ocean City	<i>Ongoing recruitment</i> Restaurant Team Member - Crew	Apply online at https://jobs.chipotle.com/
City of Pocomoke	Public Works General Laborer Water/Wastewater Lead Operator	Apply online at https://www.cityofpocomoke.com/info/jobs
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 Automotive Mechanic II POLICE CAREERS: Entry Level Police Officer Police Communications Officer Maryland Certified Police Officer Custodian	For job descriptions and to print application go to https://salisbury.md/departments/human-resources/careers **Some jobs require special licenses. Please check job description for more details.
Coastal Hospice & Palliative Care	PRN Certified Medication Technician Hospice Aide (CNA or GNA)	Apply online at https://coastalhospice.org/careers/
Comfort Keepers	<i>Ongoing recruitment</i> CNA Caregivers PRN Nurse Long-Term Live-In Caregiver	Apply online at https://www.comfortkeepers.com/offices/maryland/salisbury/careers/jobs
Crothall Healthcare	Janitor, part-time	Apply online at https://www.crothall.com/careers/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Delaware Elevator	Apprenticeship Program-Laborers Welder	Apply online at https://delawareelevator.com/about/careers/job-opportunities/
Dick's Sporting Goods - Centre at Salisbury	Bicycle Technician Retail Cashier Retail Sales Associate	Apply online at https://www.dickssportinggoods.jobs/
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 https://careers.dollargeneral.com/
Dollar Tree	<i>Ongoing recruitment</i> Sales Floor Associate (Salisbury, Princess Anne, Berlin & Pocomoke)	Apply online at https://www.dollartree.com/careers-stores
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 http://dovepointe.org/Careers
DTLR - Centre at Salisbury	Sales Associate Assistant Manager-Retail Store Manager	Apply online at https://recruiting.talentreef.com/dtI-r-villa
Dunkin' Donuts - Salisbury, Fruitland, Ocean City, Berlin, Pocomoke	<i>Ongoing recruitment</i> Crew Member Production Crew Shift Leader Assistant Manager Store Manager	Apply online at https://www.delmarvadd.net/DunkinDonuts/joinourteam.aspx
Earthbound Trading Co. - Centre at Salisbury	<i>Ongoing recruitment</i> Key Holder Sales Associate	Apply online at https://www.earthboundtrading.com/
Encompass Health	Rehab Nursing Tech (CNA or LNA) Nutrition Services Manager Unit Secretary RN LPN	Apply online at https://www.encompasshealth.com/careers
Express - Centre at Salisbury	Store Associate	Apply online at https://www.express.com/g/careers
Express Employment Professionals	General Labor Medical Receptionist Driver Warehouse Associate Materials Planner Temporary Driver Kit Assembler Production Control Associate	Apply online at https://www.expresspros.com/
Finish Line - Centre at Salisbury	<i>Ongoing recruitment</i> Assistant Manager Store Associate	Apply online at https://finishline.wd1.myworkdayjobs.com/Store_Careers

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

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Foot Locker - Centre at Salisbury	Assistant Manager Sales Associate Sales Lead	Apply online at https://www.sneakerjobs.com/
Genesis HealthCare	Aide-Geriatric Nurse Dietary Aide Cook Certified Medicine Aide Accounts Receivable Bookkeeper Housekeeper	Apply online at https://www.genescareers.jobs/
GNC - Salisbury, Ocean City	Sales Associate (Ocean City)	Apply online at https://jobs.gnc.com/search/searchjobs
The Green Turtle - Salisbury and Ocean City	<i>Ongoing recruitment</i> Cook Dishwasher Host Porter Server	Apply online at https://thegreenturtle.com
H&M - Centre at Salisbury	Retail Sales Advisor	Apply online at https://career.hm.com/content/hmcareer/en_us.html
Harbor Freight & Tools	Retail Sales Associate Retail Stocking Associate Senior Retail Stocking Associate	Apply online at https://harborfreightjobs.com/
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 https://harrisonseniorliving.com/careers
Holt Food and Paper Company	Delivery Driver Receiver/Stocker Material Handler/Order Selector	Apply online at http://holtpaper.com/About-Us/Careers
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 https://careers.homedepot.com/
HomeGoods	Merchandise Associate	Apply online at https://tjx.valhalla.stage.jobs2web.com/
Hot Topic	Key Holder Sales Associate	Apply online at https://www.workatht.com/stores/
Hudson Health Services, Inc.	Behavioral Health Aide RN and LPN Substance Abuse Counselor Maintenance I Maintenance II	Apply online at http://www.hudson-health.org
Journeys - Centre at Salisbury	Assistant Store Manager Sales Associate Store Manager	Apply online at https://www.journeys.com/careers

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Jubilant Cadista	Manufacturing Process Operator	Apply online at https://jubilantcareer.jubl.com/
Junior Achievement of the Eastern Shore	Marketing & Events Coordinator	Apply online at https://www.juniorachievement.org/web/ja-easternshore/home
Justice - Centre at Salisbury	Style Advisor Lead Style Advisor	Apply online at https://ascenaretail.wd5.myworkdayjobs.com/us_retail_jobs
K&L Microwave	CNC Machine Operator Electronic Assembler Electronic Technician	Apply online at http://www.klmicrowave.com/employment.php
Kay Jewelers - Centre at Salisbury	Sales Associate/Jewelry Consultant	Apply online at https://signetjewelers.wd1.myworkdayjobs.com/signetjewelryretailsales
Kids Foot Locker - Centre at Salisbury	Sales Lead Sales Associate Assistant Manager	Apply online at https://www.sneakerjobs.com/us/en
Lane Bryant	Sales Associate Key Holder	Apply online at https://ascenaretail.wd5.myworkdayjobs.com/us_retail_jobs
Longhorn Steakhouse	Dishwasher Host Server Line Cook Bartender	Apply online at https://jobs.longhornsteakhouse.com/locations/locations
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 https://jobs.lowes.com/
Lower Shore Clinic, Inc. & Go-Getters, Inc.	Maintenance Technician Mental Health Intensive Residential Counselor Payroll Accountant	Apply online at https://www.lowershoreclinic.org/current-openings
Marshall's (Salisbury, Ocean City)	Merchandise Associate (Salisbury, Ocean City) Customer Experience Coordinator (Ocean City)	Apply online at https://jobs.tjx.com/
Men's Wearhouse - Centre at Salisbury	Retail Sales Consultant	Apply online at https://careers.tailoredbrands.com/
New York & Co. - Centre at Salisbury	Sales Associate Sales Lead	Apply online at https://www.nyandcompany.com/static/about/careers/
Ocean Pines Association	Dispatcher/Communications Officer Front Desk Facility Coordinator General Laborer Part-time Swim Instructor	Instructions to apply at https://www.oceanpines.org/administration/work-here/

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 https://jobs.olivegarden.com/search/searchjobs
Ollie's	Sales Super Flooring	Apply online at https://www.ollies.us/careers/
Outback Steakhouse - Salisbury, Ocean City	<i>Ongoing recruitment</i> Delivery Driver Bartender Dishwasher Prep Cook Restaurant Busser Line Cook Server Host To-Go Specialist	Apply online at https://www.outback.com/careers
Panera Bread - Salisbury, Ocean City	Night Baker Manager Associate Delivery Driver	Apply online at https://jobs.panerabread.com/
Peninsula Home Care	Home Health Aide (HHA) LPN Occupational Therapy Assistant Physical Therapy Assistant	Apply online at https://www.peninsulahomecare.com/careers/
Peninsula Regional Health System	Aide-EVS Floor Tech	Apply online at https://www.peninsula.org/employment-opportunities
	Assistant-Physical Therapy	
	CAT Scan Technologist	
	Cardiac Sonographer	
	Clerk-Storeroom	
	Coordinator-Information-Laboratory	
	Food Service-Cashier	
	Food Service-Cafeteria Aide	
	Food Service-Catering Associate	
	Food Service-Food Production Assistant	
	Food Service-Utility Aide	
	Medical Assistant	
	Nuclear Medicine Technologist	
	Nursing Assistant (CNA)	
	Nursing Office Coordinator	
	Patient Care Assistant	
	Patient Care Tech II-Critical Care	
	Patient Care Tech II-Emergency Department	
	Patient Companion	
	Patient Service Representative	
Radiologic Technologist		
Receptionist-Security		
Representative-Billing/Collection		
Representative-Patient Account		

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Scribe/Medical Assistant Secretary Security Police Technician-Pharmacy Certified Transporter Unit Secretary	
Pep Boys	Master Technician Assistant Service Manager Mechanic	Apply online at https://careers.pepboys.com/
Pepsi	Beverage Equipment Shop Support	Apply online at http://www.pepsibottlingventures.com/job
Perdue Farms - Salisbury	Building & Grounds Maintenance Mechanic Edible Oil Refinery Operator Edible Oil Refinery Supervisor Fleet Tech General Labor General Labor Premium Live Hanger Grain Operator Lab Technician-Edible Oil Refinery Live Haul Driver Maintenance Mechanic Refrigeration Operator Soy Crush Operator Specification Coordinator Staff Nurse LPN	Apply online at https://www.perduecareers.com/
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 https://careers.petsmart.com/
Piedmont Airlines	Maintenance Control Supervisor Aircraft Records Specialist Customer Service Agent Avionics Technician	Apply online at https://piedmont.jobs.net/
Piercing Pagoda - Centre at Salisbury	Sales Associate/Key Sales	Apply online at https://signetjewelers.wd1.myworkdayjobs.com/signetjewelleryretailsales
Plymouth Tube Co.	Customer Service Rep II Machine Operator-Production	Apply online at https://www.plymouth.com/careers/
Quality Staffing	Accounts Payable Specialist Administrative Office Assistant CNC Machinist Counter Sales Delivery Driver/Warehouse Clerk	Contact Quality Staffing Services 410-742-2600 1237 N. Salisbury Blvd Salisbury, MD 21801

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	DOT Truck Driver/Plant Worker Electrical Maintenance Mechanic Electrician-Certified Electronic Assembler Electronic Technician II Electronics Technician Forklift/Pallet Jack Front Desk Receptionist/Patient Care Coordinator General Labor In House Direct Sales Associate Lead Carpenter/Manager Machine Operator/Mill Associate Manufacturing Packer Production Associate Production Technician Quality Control Lead Quality Control Technician Quality Supervisor/Wirer Sales Consultant Sensory Evaluator Service Manager Staff Engineer Utility Maintenance Mechanic Warehouse Clerk	
Red Lobster	<i>Ongoing recruitment</i> Line Cook Server Assistant/Busser/Host Bartender Server Prep Cook Dishwasher/Utility	Apply online at https://jobs.redlobster.com/search/searchjobs
Royal Farms - Salisbury, Princess Anne, Berlin, Ocean City	<i>Ongoing recruitment</i> Assistant Store Leader Customer Service Associate Customer Service Leader Food Service Leader	Apply online at https://my.peplematter.com/mja/royalfarms/JobApp/GetBusinessUnits
Ruby Tuesday - Salisbury, Fruitland & Pocomoke	<i>Ongoing recruitment</i> Host/Server Assistant Server Kitchen Prep/Salad Bar Prep Dishwasher Cook	Apply online at https://www.rubytuesday.com/careers
Safelite AutoGlass	Auto Glass Technician Trainee Seasonal Repair Specialist (Salisbury)	Apply online at https://www.safelite.com/careers
Salisbury University	Housekeeper <i>Application reviewed upon receipt</i> Catering Assistant <i>Application reviewed upon receipt</i>	Apply online at https://www.salisbury.edu/administration/administration-and-finance-offices/human-resources/careers/index.aspx

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Food Service Assistant <i>Application reviewed upon receipt</i>	
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 Member Support Fresh Food Associate	Apply online at https://careers.walmart.com/
Sherwin Williams - Salisbury, West Ocean City, Crisfield	<i>Salisbury:</i> Store Driver CDL/Hazmat Sales Coordinator-Field Tech <i>West Ocean City:</i> Sales Associate <i>Crisfield:</i> Maintenance Mechanic Temporary Production Operator-Packer	Apply online at https://careers.sherwin-williams.com/home
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 https://shoreup.org/employment/join-our-team/
Somerset County	Correctional Officer I	Apply online at https://www.somersetmd.us/services/employment_opportunities.php
SP Industries	Machine Operator	Apply online at https://www.spindustries.com/employment/
Spencer's - Centre at Salisbury	Store Manager Assistant Store Manager Sales Associate Sales Supervisor	Apply online at https://www.spencersandspiritjobs.com/
Staples	Sales Supervisor, Technology Operations Supervisor Supervisor, Copy & Print Marketing Sales Associate, Technology Sales Associate, Copy & Print Marketing Inventory Specialist	Apply online at https://retailcareers.staples.com/
State Of Maryland	Community Health Outreach Worker I (Somerset Co. Health Dept.) Filing deadline: March 19, 2020 Correctional Maintenance Officer I - Maintenance Mechanic (Wicomico Co., Somerset Co.) Filing deadline: April 13, 2020	Apply online at https://jobapscloud.com/MD/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	Direct Care Assistant I (Deer's Head, Holly Center) Filing deadline: December 31, 2020	
	Direct Care Assistant II (Deer's Head, Holly Center) Filing deadline: December 31, 2020	
	Direct Care Trainee (Deer's Head, Holly Center) Filing deadline: December 31, 2020	
	Registered Nurse (Deer's Head, Holly Center) Filing deadline: December 31, 2020	
Sun Communities, Inc.	<i>Frontier Town Campground:</i> Restaurant Supervisor Bartender Activities Assistant Office Assistant Animal Care Attendant Entertainment Performer Resort Housekeeper Guest Services Coordinator Activities Supervisor Resort Maintenance Technician Store Clerk Snack Bar Attendant Snack Bar Supervisor RV Ranger Golf Cart Attendant Lifeguard Gate Attendant Dishwasher Restaurant Cook Resort Groundskeeper <i>Castaways RV Resort:</i> Shuttle Operator Activities Assistant Guest Services Coordinator Resort Groundskeeper Resort Housekeeper Gate Attendant Store Clerk Resort Maintenance Technician Snack Bar Attendant	Apply online at https://careers.suncommunities.com/viewalljobs/
Sysco - Pocomoke	Special Delivery Truck Driver Diesel Fleet Tech III Warehouse Order Selector CDL A Delivery Truck Driver	Apply online at https://careers.sysco.com/
Taco Bell - Ocean City	<i>Ongoing recruitment</i> Shift Lead Team Member Assistant Manager Restaurant General Manager	Apply online at http://jobs.tacobell.com/
Tailored Staffing	CNC Machine Operator Electronic Assembler Electronic Technician Forklift Operator	Apply online at www.tailoredstaffingmd.com

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
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 https://jobs.target.com/
Taylor Bank	Customer Service Associate (Berlin)	Apply online at https://www.taylorbank.com/careers/
Texas Roadhouse	Line Cook Line Cook-Broil/Grill	Apply online at https://careers.texasroadhouse.com/
T.J. Maxx - Ocean City	Merchandise Associate Backroom Coordinator	Apply online at https://jobs.tjx.com/
Torrid - Centre at Salisbury	<i>Ongoing recruitment</i> Assistant Manager Keyholder Sales Associate Store Manager	Apply online at https://jobs.jobvite.com/torrid
Town of Ocean City	Building Maintenance Worker Filing deadline: March 18, 2020	Get detailed job description and apply online at https://oceancitymd.gov/oc/departments/human-resources/employment/
	Tennis Attendant Filing deadline: May 1, 2020	
	Surf Rescue Tech/Lifeguard <i>Open until filled</i>	
	Camp Horizon & Scamper Day Camp 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>	
	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>	
	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>		

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
	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 Filing deadline: March 20, 2020 Carpenter Filing deadline: March 16, 2020 General Electrician Filing deadline: March 16, 2020 Solid Waste Worker II/Driver Filing deadline: March 16, 2020 Fire Safety Inspector <i>Open until filled</i>	
Tri-County Council for the Lower Eastern Shore of Maryland	Bus Operators-Fixed Route Dispatcher <i>Open until filled</i>	Apply online at http://lowershore.org/Departments/HumanResources.aspx
Tuesday Morning	Store Associate Assistant Manager	Apply online at https://www.tuesdaymorning.com/
Ulta Beauty	Hair Stylist Brow Waxing Expert Beauty Advisor Prestige Beauty Advisor Skin Therapist	Apply online at https://careers.ulta.com/
UMES	Administrative Assistant I Filing deadline: March 19, 2020	Apply online at https://umes.peopleadmin.com/postings/2272
Verizon	Retail Sales Representative	Apply online at https://www.verizon.com/about/work/
Victoria's Secret - Centre at Salisbury	Events Team	Apply online at https://www.victoriasssecret.com/careers
Walgreens	Pharmacy Cashier	Apply online at https://jobs.walgreens.com/
Walmart - Salisbury, Fruitland	<i>Ongoing recruitment</i> Store Lead 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 https://careers.walmart.com/
WBOC	Promotions Mascot & Event Team Member	Apply online at http://www.wboc.com/

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
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 http://wcdcservices.org/employment-opportunities/
Wicomico County	Chef/Kitchen Manager <i>Open until filled</i>	Apply online at http://www.wicomicocounty.org/jobs.aspx
	Community Program Manager Filing deadline: March 27, 2020	
	Maintenance Worker I <i>Open until filled</i>	
	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>	
Wicomico Public Libraries	Branch Assistant	Apply online at http://www.wicomicolibraries.org/employment
WMDT	Master Control Operator Media Specialist	Apply online at https://www.wmdt.com/about-us/job-openings/
Worcester County	Office Assistant III 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 http://www.co.worcester.md.us/departments/hr/jobs Mail completed application to: Human Resources Worcester County Government Center 1 W. Market St. Room 1301 Snow Hill, MD 21863 Or fax application to: (410) 632-5614
Worcester County Public Schools	Secretary Filing deadline: March 31, 2020	Apply online at https://worcesstermd.tedk12.com/hire/index.aspx
Wor-Wic Community College	Part-time Child Care Aide Filing deadline: March 29, 2020	Apply online at https://www.schooljobs.com/careers/worwic?

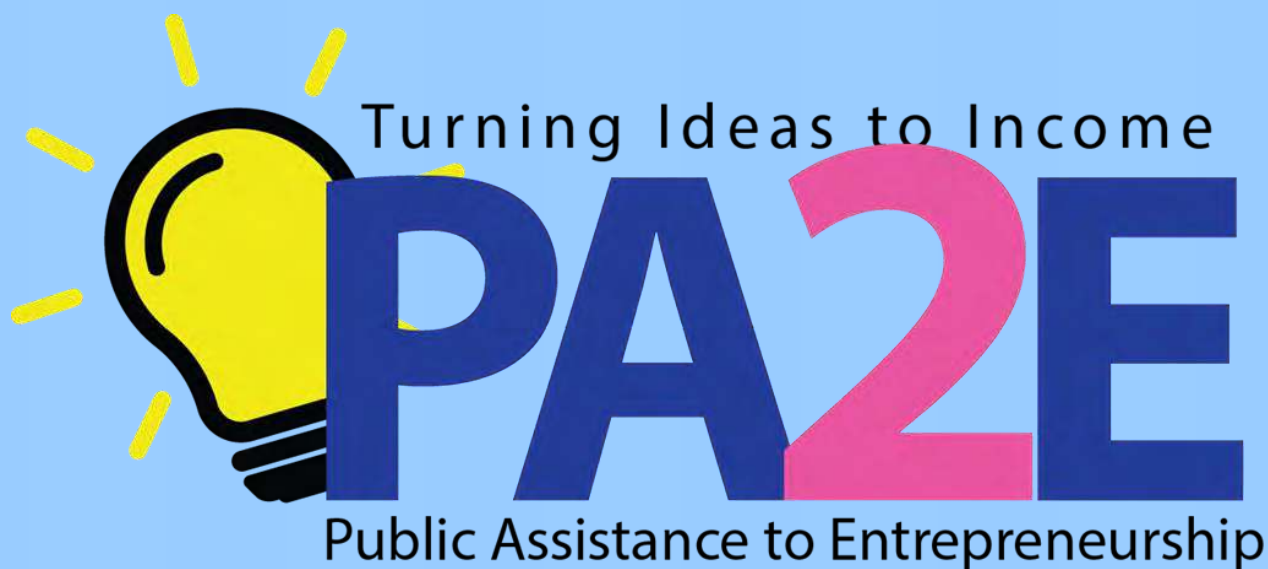
EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
YMCA - Salisbury, Pocomoke	<p><i>Richard A. Henson Family YMCA - Salisbury</i></p> <p>Membership Services Representative Child Watch Assistant Birthday Party Host Group Exercise Instructor Wellness Assistant Personal Trainer Gym Monitor Lifeguard Swim Instructor Day Camp Counselor Sports Staff Cleaning Staff</p> <hr/> <p><i>Lower Shore Family YMCA - Pocomoke City</i></p> <p>Membership Services Representative After School Counselor Group Exercise Instructor Wellness Assistant Personal Trainer Lifeguard Water Aerobics Instructor Child Watch Cleaning Staff</p>	Apply online at http://www.ymcachesapeake.org/employment
Zales - Centre at Salisbury	Sales Associate/Jewelry Consultant	Apply online at https://signetjewelers.wd1.myworkdayjobs.com/signetjewelryretailsales
Zumiez - Centre at Salisbury	Seasonal Sales Associate Sales Part-Time Assistant Manager Store Manager	Apply online at https://www.zumiez.com/jobs



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



Contact Grace Center:

(443) 513-4124
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/) 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

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

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.dlfr.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



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 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 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, Licensing and Regulation EARN Maryland grant.

For more information about the course, please contact Wor-Wic at (410) 334-2815, visit www.worwic.edu or email Dr. Rhonda Banks at 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 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 D-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.



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.

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 or email Dr. Rhonda Banks at 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 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 1st 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 9 am - 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 - 2PM. 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!**

Providing a Second Chance to Returning Citizens

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

Free Skilled Training and Tuition Assistance

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

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

Goodwill Industries of the Chesapeake, Inc.

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

Goodwill Industries of the Chesapeake, Inc.

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



"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.

The Goodwill® Reentry Opportunities to Work (ROW) 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 ROW program activities and services will be supported with \$373,275 in leveraged resources.

Wor-Wic Community College

MDLLR
STATE OF MARYLAND
DEPARTMENT OF LABOR, INDUSTRY AND TRAINING

CASIS
a program of CASIS

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





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
mdlaiab.org

Maryland Volunteer Lawyers Service, Inc.

800.510.0050
mvslaw.org

Pro Bono Resource Center of Maryland, Inc.

800.396.1274
probonomd.org