

# the Job Journal

**TIP  
OF THE  
WEEK**

## 11 Reasons to Job Search During the Holidays

Many job seekers take a break from job searching during the holidays. It's a hectic time of year, and it can be a challenge to juggle getting ready for the holidays with keeping a job hunt moving forward. But, that may be a mistake. Contrary to what you might think, hiring doesn't stop during the holiday season. Employers hire when they need new employees.

A slower holiday season for some businesses means more time for hiring. It can also mean less competition for available jobs because of the number of job seekers who do take a break from their job hunt.

### 11 Reasons to Keep Job Searching During the Holidays

Still not sure whether you should call it quits until the New Year? Here are some reasons to keep your job search going during the holiday season.

- Employers are Hiring:** Don't think for a minute that companies aren't hiring. Check the job boards, like Indeed, Monster, CareerBuilder, or Dice, and you will see thousands of available jobs that employers need to fill now. Be sure to check the leading job sites regularly, so you don't miss out on job leads.
- Less Competition for Available Jobs:** Even though you might need a new job, it can be hard to manage a job search when there are so many other things happening during the holidays. For some people, it's easier to focus on the season than the job hunt. That's fine, of course, but if you're a juggler who can multi-task, you'll find less competition for jobs. Keeping your job search going could give you a chance for an interview that you may not have got during another time of year. That's because the candidate pool was more competitive during another time of year. It's also a good idea to keep your job search organized. Keeping your job search organized will help you manage multiple priorities.
- More Networking Opportunities:** You couldn't pick a better time of year for networking. There are many social and business holiday functions during November and December when you can connect with people who can help your job search. Don't be shy. Most people are thrilled to have the opportunity to pay it forward by helping you out, especially during the season of giving. Consider getting a business card made with your contact information and the URL of your LinkedIn page, if you have one. Bring a supply with you to give to the people you meet at networking events and holiday parties. Have an elevator pitch ready so you can quickly share information on your background.
- Unemployment Benefits Are Limited:** There are no extended unemployment benefits in place. The only unemployment compensation available is the weekly benefits provided by your state. That's a maximum of 26 weeks, less in some states. Be aware of when your unemployment runs out if you are thinking of holding off on your job search.
- Salary and Benefits in Place for the New Year:** It's always good to start January with your life in order if you can. Having your compensation set for the year not only helps pay the bills. It also helps with budgeting and tax planning.
- A Temporary Job Could Become Permanent:** If you are hired for a temporary holiday season job, you might get to keep it. Companies typically keep some of the temps they hire for the holidays, and you could

be one of them if you make a good impression on your employer.

- You May Still Get Holiday Time Off:** You will still get some holiday time off from work even if you're a brand new employee. Many companies are closed for at least Christmas Day and New Year's Day. Others close for even longer when the holidays wrap around a weekend. You also may be entitled to pro-rated time off, depending on your start date.
- You May Be Able to Negotiate a Start Date:** Start dates can be negotiable. Two weeks is typical if you are giving notice to your current employer. You may be able to extend that out to a later date, especially if there are Thanksgiving or Christmas holidays when the business is closed. That would give you a bit of extra time to move a start date back.
- Extra Money for the Holidays:** If you get hired sooner than you expect, you will have extra money to spend for the holidays. You will also have the peace of mind of knowing that you have a job to go to. That will save some stress of worrying about having to start your job search over on January 1st.
- Get a New Wardrobe:** Shopping for yourself is always fun. It's even better when you can take advantage of holiday sales and discounts. If you have a new job lined up, you can shop for a brand new wear-to-work wardrobe to start your position in style. If you're job searching, it's a good time to pick up a new interview outfit or two on sale.
- Use Employee Discounts for Holiday Shopping:** If you get hired for a retail or hospitality job, you'll be able to use your employee discounts for shopping for holiday presents and gift certificates. That's perfect timing for gift-giving.

### On-Demand Hiring

Hiring used to be seasonal. Now it's on-demand. If a company decides that they need a new employee or if a current employee moves on, they won't wait to start the hiring process. If you're hiring ready, you'll be positioned for job search success.

Don't miss out on good jobs because you have decided to stop your job search. Even if you cut back your job search activities and spend less time you'll still be positioned to get hired, and it's always better to get hired sooner rather than later!

Doyle, Alison. "11 Reasons to Job Search During the Holidays." *The Balance Careers*, Dotdash, 6 December 2020, <https://www.thebalancecareers.com/top-reasons-to-job-search-during-the-holidays-2062214>.

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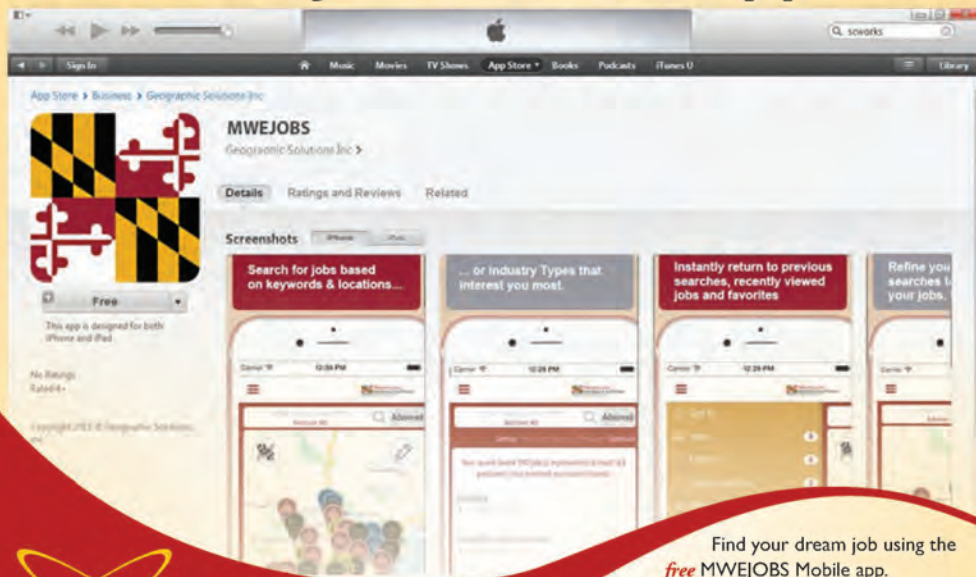


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Salisbury, Maryland 21804

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**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:**  
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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](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.

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Acme - Salisbury, Ocean City	<i>Ongoing recruitment</i> Courtesy Clerk Deli/Meat Clerk Pharmacy Technician (Salisbury) Meat Cutter Bakery Clerk Cashier Grocery Clerk Night Crew Clerk Produce Clerk In-Store Shopper (E-commerce) Pharmacy Clerk (Salisbury)	Apply online at <a href="https://www.albertsonscorporation.com/careers/en/our-companies/acme.html?our-companies=Acme">https://www.albertsonscorporation.com/careers/en/our-companies/acme.html?our-companies=Acme</a>
Advance Auto Parts	<i>Salisbury</i> Store Hourly Store Driver Retail Parts Pro Salesperson <hr/> <i>Pocomoke</i> Salesperson Store Hourly Retail Parts Pro	Apply on line at <a href="https://www.advanceautoparts.jobs/">https://www.advanceautoparts.jobs/</a>
ALDI	<i>Salisbury</i> Cashier Store Associate <hr/> <i>Berlin</i> Store Associate Cashier	Apply online at <a href="https://careers.aldi.us/">https://careers.aldi.us/</a>
Anchorage Healthcare Center	Cook Culinary Director Culinary Aide Activities Leader GNA Receptionist	Apply online at <a href="https://jobs.applioi.com/profile/communicarefamily">https://jobs.applioi.com/profile/communicarefamily</a>
Applebee's	Bartender Server Carside To-Go Specialist Line Cook Host	Apply online at <a href="https://www.applebees.com/en/restaurant-jobs">https://www.applebees.com/en/restaurant-jobs</a>

Atlantic General Hospital	CT Technologist Collections Specialist Echocardiographer Emergency Department Tech Floor Care Tech Housekeeping Aide Insurance Verifier Medical Office Assistant Medical Receptionist Nurse Tech (CNA) Patient Safety Aide Registration Specialist Secretary/Nurse Technician Staffing Coordinator Surgical Services Inventory Analyst Surgical Tech Unit Secretary	Apply online at <a href="https://www.atlanticgeneral.org/Careers.aspx">https://www.atlanticgeneral.org/Careers.aspx</a>
Atlantic Tractor - Salisbury, Pocomoke	Management Trainee (Salisbury) Grounds Maintenance (Salisbury) Lawn & Garden Equipment Sales (Salisbury) Diesel/Farm Equipment Technician Small Engine Mechanic	Apply online at <a href="https://www.atlantictractor.net/employment">https://www.atlantictractor.net/employment</a>
Atria	Cook Housekeeper Engage Life Program Instructor	Apply online at <a href="https://www.atriaseniorliving.com/careers/">https://www.atriaseniorliving.com/careers/</a>
Barnes & Noble	Barista	Apply online at <a href="https://careers.barnesandnoble.com/retail-jobs">https://careers.barnesandnoble.com/retail-jobs</a>
BesTemps	Administrative Assistant (Various locations) Assembler (Salisbury) Banquet Server (Ocean City) Carpenter (Showell) Dishwasher (Ocean City) General Laborer (Various locations) Hospitality Worker (Ocean City) Housekeeper/Houseman (Ocean City) Industrial Maintenance Mechanic (Salisbury) Line Cook (Ocean City) Machine Operator (Salisbury) Maintenance Technician (Various locations) Material Handler (Salisbury) Packaging Operator (Salisbury) Pest Control Technician (Bishopville) Production Associate (Pocomoke) Production Operator (Salisbury) Sales Associate (Salisbury) Sign Installer (Salisbury) Warehouse Associate (Salisbury)	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>
Blue Water	<i>Berlin</i> Guest Service Specialist	Apply online at <a href="https://bwdc.com/">https://bwdc.com/</a>



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Burlington	<p>Store Associate-Shortage Control Retail Receiving Associate Retail Sales Associate Cashier Associate Retail Store Supervisor</p>	Apply online at <a href="https://burlingtonstores.jobs/">https://burlingtonstores.jobs/</a>
Carrabba's Italian Grill - Ocean City	<p>Kitchen Manager Assistant Kitchen/Culinary Manager</p> <p><i>Ongoing recruitment</i> Prep Cook Restaurant Busser Dishwasher Server To-Go Specialist Host Bartender</p>	Apply online at <a href="https://www.carrabbas.com/careers">https://www.carrabbas.com/careers</a>
Chesapeake Shipbuilding	<p><i>Ongoing recruitment</i> Pipe Fitter/Plumber Fabricator/Ship Fitter Carpenter Electrician Welder Painter</p>	Apply online at <a href="https://www.chesapeakeshipbuilding.com/careers">https://www.chesapeakeshipbuilding.com/careers</a>
Chesapeake Utilities	<p>CGS Apprentice/Rail Car (Salisbury) Distribution Systems Technician I (Salisbury) Line Locator I (Salisbury) Damage Prevention Coordinator (Salisbury) Gas Operations Supervisor-Metering (Salisbury) Service Technician (Pocomoke) Customer Service Representative I (Pocomoke) Delivery Driver (Pocomoke)</p>	Apply online at <a href="https://chpk.com/our-culture/careers/">https://chpk.com/our-culture/careers/</a>
Chili's Grill & Bar	<p>Prep Cook Line Cook</p>	<p>For job descriptions go to <a href="https://www.chilisjobs.com/">https://www.chilisjobs.com/</a></p> <p>Apply via email to <a href="mailto:chilis523@chilis.net">chilis523@chilis.net</a></p>
Chipotle Mexican Grill - Salisbury, West Ocean City	<p><i>Ongoing recruitment</i> Restaurant Team Member - Crew</p>	Apply online at <a href="https://jobs.chipotle.com/">https://jobs.chipotle.com/</a>

City of Fruitland	Public Works Maintenance Worker I Utilities Technician I	Apply online at <a href="https://www.cityoffruitland.com/how_do_i_apply_for_obtain/employment.php">https://www.cityoffruitland.com/how_do_i_apply_for_obtain/employment.php</a>
City of Pocomoke	Water/Wastewater Lead Operator Public Works General Laborer	Apply online at <a href="https://www.cityofpocomoke.com/info/jobs">https://www.cityofpocomoke.com/info/jobs</a>
City of Salisbury	Utility Tech I, II or III Motor Equipment Operator II-Sanitation Water Plant Operator I Waste Water Treatment Operator I Operations Support Staff Trolley Bus Driver Zoo Educator Revenue Supervisor Field Ops Technician Crew Leader Signal and Lighting Tech Field Ops Technician Firefighter/EMT Meter Tech Trainee I, II or III Program Coordinator-Water Works Department Payroll Accountant I/II Zookeeper II	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.
	POLICE CAREERS: Entry Level Police Officer Police Communications Officer Maryland Certified Police Officer Logistics Manager	
Coastal Hospice & Palliative Care	Certified Nursing Assistant (CNA) Certified Medication Technician	Apply online at <a href="https://coastalhospice.org/careers/">https://coastalhospice.org/careers/</a>
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Coca-Cola Consolidated	Delivery Merchandiser Trainee Merchandiser Bulk Delivery Driver CDL-A Delivery Merchandiser	Apply online at <a href="https://cokeconsolidated.jobs.net/">https://cokeconsolidated.jobs.net/</a>
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Dick's Sporting Goods - Centre at Salisbury	Retail Sales Associate	Apply online at <a href="https://www.dickssportinggoods.jobs/">https://www.dickssportinggoods.jobs/</a>

Dove Pointe	CDL Driver Children's Program Aide Job Coach Aide Instructor House Counselor Mentor Maintenance Tech Quality Enhancement Coordinator	Apply online at <a href="https://www.dovepointe.org/careers">https://www.dovepointe.org/careers</a>
Dunkin' Donuts - Salisbury, Fruitland, Ocean City, Berlin, Pocomoke	<i>Ongoing recruitment</i> Crew Member Production Crew Shift Leader Assistant Manager Store Manager	Apply online at <a href="https://www.delmarvadd.net/DunkinDonuts/joinourteam.aspx">https://www.delmarvadd.net/DunkinDonuts/joinourteam.aspx</a>
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Express Employment Professionals	Junior Accountant Design and Construction Coordinator Shipping Clerk Office Assistant (Eden) Forklift Driver/Warehouse Associate (Pittsville) General Laborer (Princess Anne)	Apply online at <a href="https://www.expresspros.com/">https://www.expresspros.com/</a>
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Food Lion	<i>Salisbury</i> Quality Assurance Associate Perishable Associate Customer Service Leader Customer Lead Frozen Food-Dairy Associate Produce Sales Associate Deli Bakery Sales Associate Cake Decorator Sales Associate Cashier Assistant Deli Bakery Manager <hr/> <i>Fruitland</i> Quality Assurance Associate Produce Associate Center Store Associate Sales Associate (Cashier) Retail Pricing Coordinator Specialty Merchandise Associate Deli Bakery Sales Associate Cake Decorator	Apply online at <a href="https://foodlion.careerswithus.com/">https://foodlion.careerswithus.com/</a>

	<p><i>Berlin</i></p> <p>Perishable Associate Sales Associate-Cashier To Go Associate Customer Service Leader Customer Lead To Go Lead Produce Sales Associate Deli Bakery Sales Associate Assistant Deli Bakery Manager Quality Assurance Associate</p>	
	<p><i>Crisfield</i></p> <p>Receiver Specialty Merchandise Associate Pricing Coordinator Quality Assurance Associate Perishable Frozen Food Dairy Associate Center Store Associate Sales Associate (Cashier) To Go Associate Customer Service Leader Center Store Lead</p>	
	<p><i>Ocean City</i></p> <p>Sales Associate-Cashier Hourly Seasonal Associate Produce Associate</p>	
	<p><i>Princess Anne</i></p> <p>Deli Bakery Sales Associate Perishable Associate Sales Associate (Cashier)</p>	
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HomeGoods - Salisbury, Ocean City	Merchandise Coordinator (Salisbury) Backroom Coordinator (Salisbury)	Apply online at <a href="https://jobs.tjx.com/">https://jobs.tjx.com/</a>
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Lower Shore Clinic	Maintenance Janitor	Apply online at <a href="https://www.lowershoreclinic.org/careers">https://www.lowershoreclinic.org/careers</a>
Marshall's - Salisbury, Ocean City	Merchandise Associate	Apply online at <a href="https://jobs.tjx.com/">https://jobs.tjx.com/</a>

Ocean Pines Association	Senior Executive Assistant Swim Instructor Dispatch/Communications Officer Front Desk Clerk Day-Shift Server Golf Maintenance Laborer General Laborer Lifeguard	Instructions to apply at <a href="https://oceanpines.org/web/pages/work-here">https://oceanpines.org/web/pages/work-here</a>
Olive Garden	<i>Ongoing recruitment</i> Dishwasher Line Cook Prep Cook To Go Specialist Host Busser Restaurant Server Bartender	Apply online at <a href="https://jobs.olivegarden.com/search/searchjobs">https://jobs.olivegarden.com/search/searchjobs</a>
Ollie's	Customer Service Supervisor Customer Service Associate Sales Associate Freight Flow Supervisor	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>
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Peninsula Home Care	<i>Ongoing recruitment</i> Home Health Aide (HHA) Occupational Therapy Assistant Physical Therapy Assistant	Apply online at <a href="https://www.peninsulahomecare.com/careers/">https://www.peninsulahomecare.com/careers/</a>
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Pepsi	Warehouse Associate Pepsi Bulk Driver	Apply online at <a href="http://www.pepsibottlingventures.com/job">http://www.pepsibottlingventures.com/job</a>

Perdue Farms - Salisbury	Administrative Assistant to VP Food Service Sales & Marketing Boiler Operator Culinary Technician Edible Oil Refinery Operator Electric Mechanical Maintenance Mechanic Electrician Facilities Coordinator Feed Mill Pickup Driver Fleet Tech Garage Supervisor Grain Crew Leader Grain Operator Lab Technician Mentor Production Associate Production Associate Line Lead Quality Control Research and Development Lab Technician Settlement Clerk Settlement Coordinator Split Breast Machine Operator Waste Water Technician	Apply online at <a href="https://www.perduecareers.com/">https://www.perduecareers.com/</a>
Piedmont	Aircraft Maintenance Parts Clerk Airframe and Powerplant Mechanic Aircraft Avionics Technician Aircraft Dispatcher	Apply online at <a href="https://piedmont.jobs.net/">https://piedmont.jobs.net/</a>
Plymouth Tube	Quality Lab Technician Maintenance Technician I Machine Operator	Apply online at <a href="https://us60.dayforcehcm.com/CandidatePortal/en-US/Plymouth">https://us60.dayforcehcm.com/CandidatePortal/en-US/Plymouth</a>
Quality Staffing	<i>Wicomico</i> Wirer Inspector Shaft Driller Client Service Associate Accounts Receivable Alignment Tech Forestry Heavy Equipment Operator Janitorial General Delivery Truck Driver Soldering Assembler Restaurant Staff Lead Custodian-Supervisor Warehouse Associate Security Systems Technician <hr/> <i>Worcester</i> Scale House Attendant <hr/> <i>Somerset</i> Food Production Worker Plant Worker & Packer RF Assembler Filter Technician Filter Assembler	Apply online at <a href="https://easternshorejobs.com/">https://easternshorejobs.com/</a>

Red Lobster	<i>Ongoing recruitment</i> Line Cook Server Assistant/Busser/Host Bartender Server Prep Cook Dishwasher/Utility	Apply online at <a href="https://www.redlobster.com/">https://www.redlobster.com/</a>
Royal Farms - Salisbury, Fruitland, Princess Anne, Berlin, Ocean City <i>Available positions vary by location</i>	<i>Ongoing recruitment</i> Assistant Store Manager Customer Service Associate Customer Service Leader Kitchen Manager Facilities/Maintenance Shift Leader Store Manager	Apply online at <a href="https://my.peoplematter.com/mja/royalfarms/JobApp/GetBusinessUnits">https://my.peoplematter.com/mja/royalfarms/JobApp/GetBusinessUnits</a>
Ruby Tuesday - Fruitland & Pocomoke	<i>Ongoing recruitment</i> Tue-Go Specialist 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>
Salisbury University	Human Resources Associate I Postal Services Supervisor Housekeeper Assistant Catering Assistant Food Service Assistant	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>
Sam's Club	Maintenance Custodian Associate Member Frontline Cashier Merchandising and Stocking Associate Baker and Packager Associate Freezer, Cooler and Deli Stocker Associate Produce Associate Prepared Meals and Rotisserie Chicken Associate Member Assist Cart Attendant Cafe Associate Sales & Training Manager-Membership Carwash/Gas Attendant Meat Cutter and Wrapper Member Specialist Pharmacy Tech	Apply online at <a href="https://careers.walmart.com/">https://careers.walmart.com/</a>
Sherwin Williams - Crisfield	Production Supervisor Operating Technician Packaging Operating Technician Manufacturing Extrusion Operator	Apply online at <a href="https://www.sherwin-williams.com/">https://www.sherwin-williams.com/</a>

Shore Up - Wicomico, Worcester, Somerset	Scanner/Intake Worker Substitute Driver Auditor/Weatherization Health Services Assistant Human Resources Assistant Receptionist/Intake Worker Certified Nursing Assistant Substitute Teacher Nutrition Aide Bus Aide Bus Driver Custodian Child Development Associate Trainee Teacher I Teacher II Teacher's Aide	Download application at <a href="https://shoreup.org/employment/join-our-team/">https://shoreup.org/employment/join-our-team/</a> and email to <a href="mailto:humanresources@shoreup.org">humanresources@shoreup.org</a>
Somerset County	Correctional Officer Emergency Communications Specialist Cook/Counter Person Groundskeeper Automotive Mechanic	Apply online at <a href="https://www.somersetmd.us/services/employment_opportunities.php">https://www.somersetmd.us/services/employment_opportunities.php</a>
SP Industries - Pocomoke City	Production Manager Machine Operator Machine Processor Maintenance Mechanic Assembler Material Handler I Picker/Packer	Apply online at <a href="https://www.spindustries.com/employment/">https://www.spindustries.com/employment/</a>
Staples	Retail Sales Technology Associate Retail Sales Associate Retail Inventory Specialist Retail Sales Technology Supervisor Retail Sales Print Associate Retail Operations Supervisor Print Production Sales Supervisor	Apply online at <a href="https://retailcareers.staples.com/">https://retailcareers.staples.com/</a>
State Of Maryland	Building Services Worker (Wicomico) Maintenance Chief II (Wicomico) Correctional Officer II (Somerset)	Apply online at <a href="https://jobapscloud.com/MD/">https://jobapscloud.com/MD/</a>
Sun Communities, Inc.	Resort Groundskeeper	Apply online at <a href="https://careers.suncommunities.com/viewalljobs/">https://careers.suncommunities.com/viewalljobs/</a>
Sysco - Pocomoke	Warehouse Order Selector Fleet Technician III Outbound Warehouse Supervisor	Apply online at <a href="https://careers.sysco.com/">https://careers.sysco.com/</a>
Target	<i>Ongoing recruitment</i> Specialty Sales (Style, Beauty or Tech) Guest Advocate (Cashier or Front of Store Attendant/Cart Attendant; Cashier-General Merchandise, Inbound) GM and Food (General Merchandise, Closing, Fulfillment, Inbound, Food & Beverage)	Apply online at <a href="https://jobs.target.com/">https://jobs.target.com/</a>
Taylor Bank - Ocean City/Pocomoke	Customer Service Associate	Apply online at <a href="https://www.taylorbank.com/careers/join-our-team/">https://www.taylorbank.com/careers/join-our-team/</a>

Texas Roadhouse - Fruitland	Line Cook Server Server Assistant-Busser	Apply online at <a href="https://careers.texasroadhouse.com/">https://careers.texasroadhouse.com/</a>
Tidal Health	Administrative Assistant	Apply online at <a href="https://www.tidalhealthcareers.org/">https://www.tidalhealthcareers.org/</a>
	Aide-Child Care	
	CAT Scan Technologist	
	Client Support Technician	
	Console Operator	
	Coordinator-Activities (Crisfield)	
	Coordinator-Information-Laboratory	
	Coordinator-Insurance/UR	
	ENDO Procedural Tech	
	Food Service-Cook	
	Food Service-Food Production Assistant	
	Food Service-Utility Aide	
	GNA (Crisfield)	
	Medical Assistant (Salisbury, Berlin, Crisfield, Snow Hill)	
	Nursing Assistant (Salisbury, Crisfield)	
	Patient Care Assistant (CNA)	
	Patient Care Tech II	
	Patient Care Technician I	
	Patient Service Representative (Salisbury, Berlin)	
	Pharmacy Clerk	
	Phlebotomy Technician (Salisbury, Berlin)	
	Physical Medicine Associate	
	Physical Therapist Assistant (Salisbury, Crisfield)	
	Practice Manager	
	Radiologic Technologist (Salisbury, Crisfield)	
	Receptionist-Security	
	Referral Coordinator	
	Referrals/Insurance Coordinator	
	Registrar	
	Representative-Billing/Collection	
	Representative-Patient Account	
	Revenue Cycle Technician	
	Scheduler	
	Scribe	
	Service Desk Technician I (IT/Information Systems)	
	Supervisor-Central Processing	
	Supervisor-Outreach Lab	
	Supply Chain Ops Assistant	
	Surgical Technologist	
	Technician-Core	
	Technician-Non-Certified Central Processing	
Technician-Pharmacy Certified		
Technician-Service Desk (IT/Information Services)		



	Unit Secretary	
TJ Maxx - Ocean City	Merchandise Associate	Apply online at <a href="https://jobs.tjx.com/">https://jobs.tjx.com/</a>
Town of Berlin	Police Officer Plant Operator Trainee-Wastewater Department	Apply online at <a href="https://berlinmd.gov/employment/">https://berlinmd.gov/employment/</a>
Town of Ocean City	Records Management Supervisor	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>
	Convention Maintenance Worker II	
	Convention Maintenance Worker I	
	Plumbing Inspector	
	Beach Patrol Surf Beach Facilitator	
	Office Associate III	
	Youth Basketball Official	
	Basketball/Indoor Soccer Scorekeeper/Timer	
	Skate Park Worker	
	Building Maintenance Worker	
	Greenkeeper	
	Casual Labor	
	Temporary Parks Worker	
	Retention & Recruitment Coordinator	
	Bus Driver	
	Solid Waste Worker I & II	
Bus Maintenance Tech I		
Tram Driver		
Tram Conductor		
Town of Snow Hill	Public Works General Laborer Water/Wastewater Operator	Apply online at <a href="https://www.snowhillmd.gov/employment.html">https://www.snowhillmd.gov/employment.html</a>
Tri-County Council for the Lower Eastern Shore of Maryland	Front Desk Customer Service Representative Special Project Coordinator Customer Services Representative/Scheduler Transit Bus Operator Job Counselor Landscape & General Maintenance Laborer	Apply online at <a href="https://tcclesmd.org/human-resources/">https://tcclesmd.org/human-resources/</a>
Ulta Beauty - Salisbury, White Marlin Mall	Associate Hair Stylist (Salisbury) Prestige Beauty Advisor Seasonal Beauty Advisor Hair Stylist	Apply online at <a href="https://careers.ulta.com/">https://careers.ulta.com/</a>
UMES	Administrative Assistant I	Apply online at <a href="https://umes.peopleadmin.com/postings/search">https://umes.peopleadmin.com/postings/search</a>
Vacasa - Ocean City	Onboarding Specialist Front Desk Specialist General Manager Owner Relations Manager Property Caretaker Maintenance Technician	Apply online at <a href="https://www.vacasa.com/careers/positions">https://www.vacasa.com/careers/positions</a>
Verizon	Retail Sales Representative	Apply online at <a href="https://www.verizon.com/about/work/">https://www.verizon.com/about/work/</a>
Walgreens - Salisbury, Berlin	Shift lead Pharmacy Technician Customer Service Associate	Apply online at <a href="https://jobs.walgreens.com/">https://jobs.walgreens.com/</a>

Walmart - Salisbury, Fruitland	Stocking & Unloading Online Orderfilling and Delivery Health & Wellness Hourly Supervisor and Training General Merchandise Fuel Station Food & Grocery Cashier & Front End Services Auto Care Center Store Lead	Apply online at <a href="https://careers.walmart.com/">https://careers.walmart.com/</a>
WBOC / WRDE	Transactional Sales Assistant Director of Sales Program Coordinator Traffic Coordinator	Apply online at <a href="http://drapermediajobs.com/">http://drapermediajobs.com/</a>
West Marine - Ocean City	Assistant Manager Cashier Sales Associate	Apply online at <a href="http://www.lifeatwestmarine.com/">http://www.lifeatwestmarine.com/</a>
Wicomico County	911 Specialist (911 Call Taker and Dispatcher) Administrative Office Associate I Correctional Officer I Inmate Accounts Clerk Maintenance Technician Motor Equipment Operator I Parks Facility Worker I Police Communications Specialist I Quartermaster Solid Waste Technician Athletic Complex Seasonal Worker Bailiff-Circuit Court Box Office Employee Concessions Manager Concessions Staff Convenience Center Attendant Cook Court Security-Civilian Crossing Guard Emergency Management Technician Ferry Operator Kids Klub After School Staff Maintenance Technician Maintenance/Janitorial Mower Operator Weed (Lead) Control Coordinator	Apply online at <a href="http://www.wicomicocounty.org/jobs.aspx">http://www.wicomicocounty.org/jobs.aspx</a>
Wicomico County Public Schools	Contractual Transportation Positions Contractual Food Service Worker Maintenance Technician III	Apply online at <a href="https://www.applitrack.com/wcboe/onlineapp/default.aspx">https://www.applitrack.com/wcboe/onlineapp/default.aspx</a>
Wicomico Public Library	Homework Help Center Supervisor	Apply online at <a href="http://www.wicomicolibraries.org/employment">http://www.wicomicolibraries.org/employment</a>
WMDT	Sports Director Sports Reporter Studio Technician Accountant Commercial Producer Media Specialist	Apply online at <a href="https://www.wmdt.com/about-us/job-openings/">https://www.wmdt.com/about-us/job-openings/</a>

Worcester County	Building Inspector Liquor License Specialist Emergency Communications Specialist I Emergency Communications Specialist Trainee 911 Call Taker Correctional Officer-Cook Correctional Officer Trainee Landfill Operator II Transfer Station Attendant Landfill Operator I Road Worker II and III General Laborer/Maintenance Worker I Parks Worker III-IV	Apply online at <a href="https://worcesterhr.co.worcester.md.us/">https://worcesterhr.co.worcester.md.us/</a>
Worcester County Developmental Center (WCDC)	Residential Coordinator Personal Supports Facilitator Maintenance Assistant Weekend Residential Counselor Awake Over Night Residential Counselor Residential Manager	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> Apply online at <a href="https://recruiting.paylocity.com/recruiting/jobs/All/febfda26-4102-46cf-b4be-5f1ddb2c56e2/Worcester-County-Developmental-Center">https://recruiting.paylocity.com/recruiting/jobs/All/febfda26-4102-46cf-b4be-5f1ddb2c56e2/Worcester-County-Developmental-Center</a>
Worcester County Public Schools	Secretary Educational Assistant Bus or Van Driver	Apply online at <a href="https://worcestermd.tedk12.com/hire/index.aspx">https://worcestermd.tedk12.com/hire/index.aspx</a>
Worcester County Recreation and Parks	Referee Parks Worker III or IV Gym Monitor Concession Monitor	Apply online at <a href="https://worcesterrecandparks.org/about-us/employment">https://worcesterrecandparks.org/about-us/employment</a>
YMCA - Salisbury, Pocomoke	<i>Richard A. Henson Family YMCA - Salisbury</i> Assistant Swim Team Coach Membership Services Representative Stay & Play Child Watch Assistant Birthday Party Host Group Exercise Instructor Wellness Assistant Personal Trainer Gym Monitor Lifeguard Swim Instructor Sports Staff Cleaning Staff Day Camp Counselor Day Camp Coordinator	Apply online at <a href="http://www.ymcachesapeake.org/employment">http://www.ymcachesapeake.org/employment</a>
	<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 Stay & Play Child Watch Assistant Cleaning Staff Day Camp Counselor Day Camp Coordinator	

 **Maryland Maryland Workforce Exchange**  
 DEPARTMENT OF LABOR December 13, 2021 - December 17, 2021

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Job Order Number	Company	Position	Positions open
1490833	Matheson Tri-Gas	Package Gas Driver 1	1
1490678	Farmers Bank of Willards	Full Time Personal Banker	1
1489399	Pepsi Bottling Ventures	Warehouse Associate	1
1489784	Salisbury University	Mechanical Engineer (Facilities)	1
1487994	CarMax Auto Superstore	Customer Specialist	1
1488422	Clear Channel Outdoor, LLC	Regional Marketing Coordinator - Northeast	1
1488502	LHC Group Inc.	Account Executive (Home Health)	1
1489111	Davita	Biomed Service Specialist - Field	1
1487846	K&L Microwave, Inc.	Senior RF Design Engineer Level 9	1
1488077	SAS Retail Services LLC	SAS Part Time Merchandiser	1
1489916	Bimbo Bakeries USA INC	Bakery Outlet Clerk PT	1
1490476	Coach	Temporary Support Associate	1
1488507	American Greetings	Part Time Merchandiser	1
1490281	Tri-County Council for the Lower Eastern Shore of Maryland	Job Counselor	1
1490325	Tri-County Council for the Lower Eastern Shore of Maryland	Special Project Coordinator	1
1490486	Bel-Art Products	Maintenance Mechanic	1
1489812	Bel-Art Products	Picker/Packer	1
1489127	Bel-Art Products	Machine Processor I	1

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

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



## WORKFORCE INNOVATION AND OPPORTUNITY ACT CAREER AND 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 TRAINING COURSES ARE ELIGIBLE?

Please visit the Maryland Eligible Training Provider list located at [www.dllr.state.md.us/employment/train/](http://www.dllr.state.md.us/employment/train/) to search for trainings by training provider, training type, geographic location or key word.



### NOT SURE WHAT YOU WANT TO DO?



[My Next Move](#) is an interactive tool for job seekers and students to learn more about their career options. The site has tasks, skills, salary information, and more for over 900 different careers.

### HOW DO I 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.



**LOWER SHORE  
WORKFORCE ALLIANCE**

Located at the American Job Center  
31901 Tri-County Way, Salisbury, MD  
(410) 341-6010 — [train4jobs.org](http://train4jobs.org)



**American Job Center**  
Serving Somerset, Worcester and Wicomico Counties

**SkillUp® Lower Shore**  
Register for Free Introductory Courses

BUILD YOUR SKILLS

Get free training to build your skills and prepare for your next job through the SkillUp® Lower Shore program supported by Metrix Learning. Start with FREE work readiness courses!

Course Topics Include:

• Digital Literacy	• Emotional Intelligence	• Effective Email
• Internet Skills	• Business Etiquette	• Word/Excel
• Communication	• Critical Thinking	• ...and more!

SIGN UP TODAY!

- 1.) Go to: <http://lowershoreajc.skillupamerica.org/>
- 2.) Click "JOBSEEKERS" → "REGISTER FOR FREE"
- 3.) Fill out your information for instant access
- 4.) Take as many courses as you want for 180 days (6 months)

WHY E-LEARNING?

- Convenient - Accessible 24/7 from any location with high speed internet access
- Flexible - Matches your skill level and learning pace
- No cost - No tuition or travel costs
- Customers completing assigned work readiness training will be granted access to 5000+ additional courses.

For access to additional training and career services, please contact Lower Shore Workforce Alliance:

**Phone - (410) 341-6515      Email - [Training@LSWA.org](mailto:Training@LSWA.org)**

<https://lwsa.org>  
<http://www.metrixlearning.com>



Virtual Format

# CUSTOMER SERVICE AND SALES NATIONAL RETAIL CERTIFICATION TRAINING



Goodwill and The National Retail Federation (NRF) have partnered to offer a virtual format customer service and sales training.



### Learn the following skills:

- Retail Fundamentals
- Communication and Teamwork
- Problem Solving
- Customer Service
- Inventory Tracking
- Payment Procedures and more!

Where: **Virtual self-paced lessons**

Length: **1 - 2 weeks**

Contact: **443-669-5846** or [digitalskills@goodwillches.org](mailto:digitalskills@goodwillches.org)

NRF Certification exam upon completion of the training. **Internet access required.**

[goodwillches.org](http://goodwillches.org)



## Serv Safe Training

Recommended for the Food and Hospitality Industries

### Learn the Principles of Food Safety:

- Food Safety Regulations
- The Importance of Food Safety
- Time and Temperature Control
- Good Personal Hygiene
- Safe Food Preparation
- Preventing Cross-Contamination
- Cleaning and Sanitizing
- HACCP (Hazard Analysis and Critical Control Points)
- Allergens

### Course Info:

ONE DAY Online and Self-Paced  
Learn the vocabulary and pass the assessment test and receive your certification

### Requirements:

- \* Complete intake form
- \* VALID email address and password
- \* Internet required through phone, tablet or computer

### Contact:

443-669-5846  
[digitalskills@goodwillches.org](mailto:digitalskills@goodwillches.org)



Earn an official certificate documenting course hours and display your certificate on your resume!



# PHARMACY TECHNICIAN PROGRAM



Goodwill Industries of the Chesapeake, in conjunction with CVS Health and Baltimore City Community College, is proud to offer a Pharmacy Technician Program.

## This 16 week program includes:

- Pharmacy Calculations
- Pharmacy Theory
- CPR Training
- Pharmacy Tech Certification Exam
- 160 Hour Clinical Externship (M-F 9am-5pm)

## Eligibility Requirements

Applicants must be 18 or older with a HS Diploma/GED and no criminal background. Must also pass TABE assessment, urinalysis and PPD screenings.

Students must pass all course requirements to obtain the Maryland Board Pharmacy Technician Certification.

Where: **Virtual Facilitator** (only)

When: **Monday - Thursday 9am-4pm**

Length of training program: **16 weeks**

Contact: [pharmtech@goodwillches.org](mailto:pharmtech@goodwillches.org)

IN PARTNERSHIP with

[goodwillches.org](http://goodwillches.org)



## Wor-Wic Community College

Free Metal Fabrication Training: M-F 5:30-9pm- March-June 2022 + July-Oct. 2022



### Metal fabricators are in demand!

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

Courses run Monday through Friday for 14 weeks from 5:30-9:00pm. For more information, 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).

To be considered for the free career-changing training, contact Quality Staffing Services at (410) 742-2600 or visit [easternshorejobs.com](http://easternshorejobs.com) and apply for Metal Fabrication Training.

### To Be Eligible For Consideration, Candidates Must:

- Be age 17 or older
- Have a High School Diploma or GED
- Be able to pass a pre-employment drug screen
- Display hand-arm steadiness
- Display strong near-vision to see details at close range
- Possess good depth perception and manual dexterity
- Be able to work in extremely hot/cold, dusty & noisy environments
- Be able to lift at least 50 lbs. unassisted
- Be able to stand for long periods of time
- Be able to adjust controls with precision
- Be able to recognize and solve problems
- Be able to work well with others and accept positive, constructive criticism that aids in growth
- Be able to supply and wear safety equipment (e.g. welding helmet, safety glasses, gloves, steel toe boots and 100% cotton long sleeve shirts) for up to 3.5 hours per day at a total cost around \$100 (Gear List will be provided)
- Maryland resident (Lower Shore preferred)
- Be job ready
- Have reliable transportation
- Be able to support themselves for the duration of the training

The new Basic Metal Fabrication course will provide 250 hours of evening instruction and practice 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, recognize and avoid potential hazards and receive OSHA trainings.

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 techniques and procedures will be discussed, modeled and practiced.

There will be an introduction to industry structures and processes and students will discover requirements to qualify as metal fabricators. Metal fabrication training includes 20% classroom and 80% shop time. To graduate, 75% or greater is necessary on written and hands-on skills exams.





# Wor-Wic Community College Free Welding Training for Eligible Candidates Projected Dates: Nov. 2021-April 2022 + May-Sept. 2022



**Welders are in demand!**

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

For more information about the course, please contact Wor-Wic at (410) 334-2815, visit [www.worwic.edu](http://www.worwic.edu) or email Dr. Rhonda Banks at [rbanks@worwic.edu](mailto:rbanks@worwic.edu). To be considered for the training, contact Quality Staffing Services at (410) 742-2600 or visit [easternshorejobs.com](http://easternshorejobs.com) and apply for the 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 urine 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) at est. cost \$150-\$250)
  - Maryland resident (Lower Shore preferred)
  - Be job ready
  - Have reliable transportation
  - Be able to support themselves for the duration of the training
  - Commit to attend classes, be on time, work hard and not give up!

Stick, Flux Core, MIG and TIG Welding is a 455 hour course with 5 hours of instruction per day, Monday-Friday for 18.2 weeks. The course is designed to provide the entry level welder with the skills necessary to secure employment in the welding industry.

Students will begin by developing knowledge to work safely within industry standards and recognize and avoid hazards. Through instruction, discussion, modeling and practice, students will become proficient with blueprint reading, measuring, hand and power tools, and stick/MIG/flux core/TIG set-ups, processes and clean up.

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."

Skills will be articulated verbally, in writing and by performance on quizzes, tests, a final exam and destructive bend test prior to seeking employment. Up to twelve welding qualifications may be earned for structural welding.

A welder qualification record (WQR) will be issued to successful completers. Training includes both classroom (20%) and shop instruction (80%).

The intent behind and expectation of the training is to obtain welding employment.



# Wor-Wic Community College Construction Academy: Free Training for eligible candidates



The construction industry on the Lower Eastern Shore needs workers!

Wor-Wic Community College is offering a "Construction Academy" 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.

The next two course program runs from Sept. 2021-April 2022, one evening per week with a partial/whole day internship component. For more information, 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).

To be considered for this free, career-changing training, contact Quality Staffing Services at 410-742-2600 or visit [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

The "Construction Academy" is designed to prepare students with 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 (math 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.

Experience construction through an internship to strengthen all skills. The intent behind the "Construction Academy" is to obtain construction employment.





# RISE

Raising. Independent. Skilled. Employees.

## Workforce Development Program

Do you need help finding a job and maintaining it?  
 Would you like to continue your education but not sure where to start?  
 Interested in obtaining skills to help you get a job?

We can help you!



### We can help you with:

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

### Eligibility:

- 16-24
- Male and Female
- Not attending school
- Lives in Worcester, Wicomico or Somerset Counties
- Ready to be successful

Funded By:



Contact Grace Center:  
 (443) 513-4124  
 info@gracematernalhealth.org



YOUR VISION, OUR MISSION



## Telamon Corporation Young Adult Career & Education Program



David Noonan  
 Call (443) 397-2767  
 or email [dnoonan@telamon.org](mailto:dnoonan@telamon.org)  
 31901 Tri-County Way, Suite 112  
 Salisbury, MD 21804

[www.telamon.org](http://www.telamon.org)

Telamon is an equal opportunity employer and provider of services. Auxiliary aids available upon request. Funding sources and amount available upon request.

**Are you 18 to 24 years old and want to get back into school? Continue your education? Or interested in starting a career?**

**If so... Let's talk.**

A proud partner of the  
 americanjobcenter  
 network





# WOR-WIC COMMUNITY COLLEGE

ADULT EDUCATION PROGRAM

FREE

ONLINE  
AND  
IN-PERSON CLASS  
OPTIONS!

## English for Speakers of Other Languages/ ESL Classes

### Steps to Enroll into Classes:

1. Watch the Orientation Video  
<https://youtu.be/ItEFyzV3q0s>



2. Complete the Application  
<https://forms.office.com/r/gc5wgX4Wjn>

3. Email [adulteducation@worwic.edu](mailto:adulteducation@worwic.edu) to schedule an appointment and Complete Testing

The program serves adults who are at least 18 yearsold and residents of Wicomico Co., Maryland. (Some exceptions apply.)

Students are placed in classes, after completion of class placement testing, on a first-come, first-served basis.

Intake, testing, and classes are free, and documentation is not required.

For more Information: Call/Text, (443) 669-6373



# WOR-WIC COMMUNITY COLLEGE


ADULT EDUCATION PROGRAM

FREE

OPCIONES DE  
CLASES  
VIRTUALES Y  
PRESENCIALES

## Clases de Inglés / ESL Classes

### Pasos para Inscribirse en Clases:

1. Escuchar el Video de Orientación en Español:  
[https://youtu.be/rR\\_r\\_haUT5e0](https://youtu.be/rR_r_haUT5e0)  

2. Completar la Solicitud  
<https://forms.office.com/r/gc5wgX4Wjn>
3. Envíe un correo electrónico a [adulteducation@worwic.edu](mailto:adulteducation@worwic.edu) para programar una cita y completar las pruebas

El programa atiende a adultos que tienen al menos 18 años de edad y residentes de Wicomico Co., Maryland. (Se aplican algunas excepciones).

Los estudiantes son colocados en clases, después de completar las pruebas de ubicación de clases, por orden de llegada.

La admisión, las pruebas y las clases son gratuitas y no se requiere documentación.

Para obtener más información: llame /mensaje de texto, (443) 669-6373



# WOR-WIC COMMUNITY COLLEGE

ADULT EDUCATION PROGRAM

FREE

OPSYON  
VITYÈL AK  
NAN KLAS  
MOUN

## Klas Angle / ESL Classes

### Etap pou Enskri nan Klas yo:

1. Tande videyo oryantasyon an Kreyòl:  
[https://youtu.be/8wih90VC\\_y4](https://youtu.be/8wih90VC_y4)  

2. Ranpli Aplikasyon an  
<https://forms.office.com/r/gc5wgX4Wjn>
3. Imèl [adulteducation@worwic.edu](mailto:adulteducation@worwic.edu) pou pran yon randevou ak ranpli tès plasman klas la

- Pwogram nan sèvi granmoun ki gen omwen 18 an ak rezidan nan distrik de Wicomico, Maryland. (Gen kèk eksepsyon ki aplike.)

Yo mete elèv yo nan klas yo, apre yo fin fè tès plasman klas yo, sou baz premye vini, premye sèvi.

Konsomasyon, tès, ak klas yo gratis epi dokiman pa obligatwa.

Pou plis enfòmasyon: Rele / Tèks, (443) 669-6373



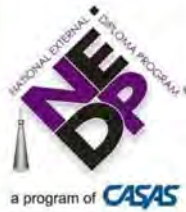


# WOR-WIC COMMUNITY COLLEGE

ADULT EDUCATION PROGRAM

There are TWO ways to earn a Maryland High School Diploma: Completing the National External Diploma Program® OR Passing the Official GED® Test!

The program serves adults, who are at least 18 years old and residents of Wicomico Co., Maryland. The NEDP® can enroll clients from Worcester and Somerset Co.



The NEDP® can enroll clients residing in Wicomico, Somerset, and Worcester Counties. The NEDP® is a computer-based portfolio, which is accessed online. There is a \$150 fee to enroll into the program, which is paid when the client qualifies on Reading and Math skills tests. Clients earn a diploma after all eight competency areas are 100% demonstrated.



There is a \$45 fee for the complete Official GED® Test for 1<sup>st</sup> time test takers who reside in Maryland. There is a \$30 fee for each GED® Test Subject for re-takes. There are 4 subjects in the complete test. Students schedule for the Official GED® Test at [www.ged.com](http://www.ged.com). The Adult Education Program provides testing and classes to help students prepare for the official test, but we are not authorized to schedule, reschedule, or administer the Official GED® Test.



In-PERSON AND ONLINE CLASS OPTIONS

FREE

### Steps to Enroll:

1. Watch the Orientation Video <https://youtu.be/JtEFyzV3q0s>



2. Complete the Application <https://forms.office.com/r/gc5wgX4Wjn>

3. Email [adulthoodeducation@worwic.edu](mailto:adulthoodeducation@worwic.edu) to schedule an appointment and Complete Testing.

Testing appointments must be scheduled in advance and completed in-person at War-Wic Community College or the Downtown Library in Salisbury.

For more information:  
Call/Text, (443) 669-6373

# WOR-WIC COMMUNITY COLLEGE

ADULT EDUCATION PROGRAM

### Steps to Enroll into Classes:

1. Watch the Orientation Video <https://youtu.be/JtEFyzV3q0s>



2. Complete the Application <https://forms.office.com/r/gc5wgX4Wjn>
3. Email [adulthoodeducation@worwic.edu](mailto:adulthoodeducation@worwic.edu) to schedule an appointment and complete class placement testing

For more information: Call/Text, (443) 669-6373

Intake, testing, and classes are free, and no documentation is required.

Students are placed in classes, after completion of class placement testing, on a first-come, first-served basis.

The program serves adults, who are at least 18 years old and residents of Wicomico Co., Maryland. The NEDP® can also enroll clients from Worcester and Somerset Counties.





# INTERESTED IN ADULT EDUCATION CLASSES?

We offer Adult Basic Education (ABE) and English as a Second Language (ESL) classes.

Registration is now online!

Use the QR code to sign up or call/email us using the information below.

## ABE & ESL Classes

In-person intake and pre-testing is required prior to joining a class.

Fall Semester: Sept. 13 - Dec. 17  
Spring Semester: Jan. 3 - April 29

We offer day and evening classes with in-person and online options.



OPEN YOUR PHONE'S CAMERA APP AND HOLD IT ABOVE THE CIRCLE TO SIGN UP!

Worcester County Public Schools  
Adult Education Program  
410-632-5071  
adulteducation@worcesterk12.org

Funding for the Adult Education program is provided by the MD Department of Labor



# INTERESADO EN CLASES PARA ADULTOS?

Tenemos clases de educación básica para adultos (ABE) y clases de inglés (ESL). El registro está en línea.

## ESL & ABE Virtual Sesiones

Se requiere admisión y pruebas previas en persona antes de unirse a una clase.

Semestre de otoño: 13 de sept - 17 de dic.  
Semestre de primavera: 3 de enero - 29 de abr.

Ofrecemos clases diurnas y nocturnas con opciones presenciales y en línea.



¡ABRE LA APLICACIÓN DE LA CÁMARA DE TU TELÉFONO Y MANTÉNLA SOBRE EL CÍRCULO PARA REGISTRARTE!

Worcester County Public Schools  
Adult Education Program  
410-632-5071  
adulteducation@worcesterk12.org

La financiación del programa de educación de adultos es proporcionado por el Departamento de Trabajo de Maryland



# ENTERESE NAN KLAS EDIKASYON POU GRANMOUN?

Nou ofri Edikasyon Debaz pou granmoun (ABE) ak klas angle tankou yon dezèm lang (ESL) Enskripsyon an kounye a sou entènèt.

## ESL & ABE klas yo

Semès Otòn: 13 septanm - 17 desanm  
Semès prentan: 3 janvyè - 29 avril

Nou ofri klas jou ak aswè ak opsyon an pèsòn ak sou entènèt.



LOUVRI APP KAMERA TELEFÒN OU AN EPI KENBE LI ANWO SÈK LA POU ENSKRI!

Worcester County Public Schools  
Adult Education Program  
410-632-5071  
adulteducation@worcesterk12.org

Finansman pou pwogram Edikasyon pou granmoun se bay nan Depatman Travay MD





**WORCESTER COUNTY PUBLIC SCHOOLS ADULT EDUCATION  
2021-2022**

Key: Class begins Class ends New Student begin Class closed Graduation Semester ends Make-Up Day

Month	S	M	T	W	Th	F	S	Notes
<b>July</b>						1	2	3
1 Online Registration begins	4	X	6	7	8	9	10	
5 Closed: Independence Day	11	12	13	14	15	16	16	
	18	19	20	21	22	23	24	
	25	26	27	28	29	30	31	
<b>August</b>	1	2	3	4	5	6	7	
	8	9	10	11	12	13	14	
17 Graduation	15	16	17	18	19	20	21	
	22	23	24	25	26	27	28	
	29	30	31					
<b>September</b>						1	2	3
6 Closed: Labor Day	5	X	7	8	9	10	11	
13 Fall Semester begins	12	13	14	15	16	17	18	
	19	20	21	22	23	24	25	
	26	27	28	29	30			
<b>October</b>						1	2	
	3	4	5	6	7	8	9	
14 Public schools closed	10	11	12	13	14	15	16	
	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	
	31							
<b>November</b>						1	2	3
	4	5	6	7	8	9	10	11
	12	13	14	15	16	17	18	19
	20	21	22	23	24	25	26	27
22 - 25 Closed: Thanksgiving Break	28	29	30					
<b>December</b>						1	2	3
	4	5	6	7	8	9	10	11
17 End of Fall Semester	12	13	14	15	16	17	18	
20 - 31 Closed: Winter Break	19	20	21	22	23	24	25	
	26	27	28	29	30	31		
<b>January</b>								1
	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
	16	X	18	19	20	21	22	
	23	24	25	26	27	28	29	
	30	31						
								3 Spring Semester begins
								17 Closed: MLK Day
<b>February</b>								1
	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
	16	X	18	19	20	21	22	
	23	24	25	26	27	28	29	
	27	28						
								21 Closed: Presidents' Day
<b>March</b>								1
	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
	16	17	18	19	20	21	22	
	23	24	25	26	27	28	29	
	30	31						
<b>April</b>								1
	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
	16	X	18	X	X	X	16	
	17	X	19	20	21	22	23	
	24	25	26	27	28	29	30	
								4 Closed: Professional Day
								14 - 18 Closed: Spring Break
								29 End of Spring Semester
<b>May</b>								1
	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
	16	17	18	19	20	21	22	
	23	24	25	26	27	28	29	
	30	31						
								30 Closed: Memorial Day
<b>June</b>								1
	2	3	4	5	6	7	8	
	9	10	11	12	13	14	15	
	16	17	18	19	20	21	22	
	23	24	25	26	27	28	29	
	30	31						

Funding for the Adult Education program is provided by the Maryland Department of Labor.

**Area Adult Education Providers**

**\*\* You may enroll with any program that is convenient for you no matter which Maryland county that you live in.\*\***

**Dorchester County**

Chesapeake College  
1000 College Circle  
Wye Mills, Maryland 21679  
Phone: 410-822-5400

Services offered: Classes in Reading, Writing, Math, English for Speakers of Other Languages, GED Test Preparation and National External Diploma Program

**Somerset County**

Princess Anne One-Stop Office  
30415 Mount Vernon Rd.  
Princess Anne, MD 21853  
Phone: 410-677-4261

Services offered: Classes in Reading, Writing, Math, English for Speakers of Other Languages (ESOL), and GED Preparation.

**Wicomico County**

Wor-Wic Community College  
32000 Campus Drive  
Salisbury, MD 21804  
Phone: 443-669-6373

Email: [adulthoodeducation@worwic.edu](mailto:adulthoodeducation@worwic.edu)

Services Provided: Adult Basic Education Classes, GED Preparation, English as a Second Language (ESL) Classes, and the National External Diploma Program

**Worcester County**

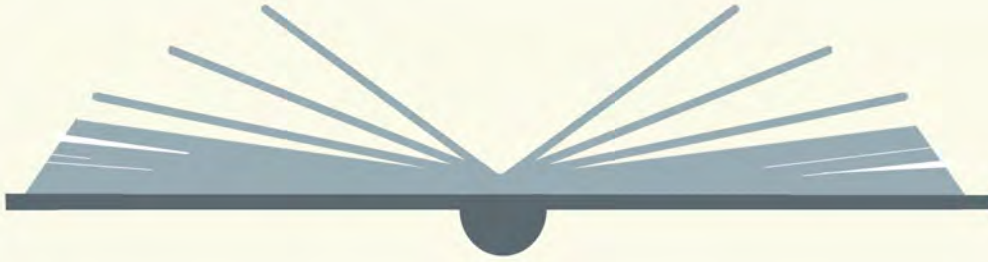
Worcester County Board of Education  
6270 Worcester Highway  
Newark, MD 21841  
Phone: 410-632-5071

Services Offered Adult Basic Education (ABE) and English as a Second Language (ESL)

Need information for another county?

Maryland's providers are listed at: <http://www.dllr.state.md.us/gedmd/programs.shtml>





# 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 RESOURCES

## Maryland Courts Self-Help Centers

410.260.1392  
mdcourts.gov/selfhelp

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

## Family Law Hotline

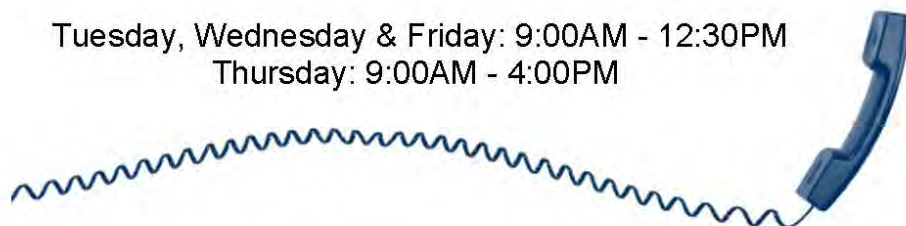
800.845.8550

Monday-Friday, 9:30 AM to 4:30 PM

## Legal Forms Hotline

800.818.9988 (English)  
877.293.2507 (Spanish)

Tuesday, Wednesday & Friday: 9:00AM - 12:30PM  
Thursday: 9:00AM - 4:00PM



These organizations may assist you with free or reduced cost legal representation:

## Disability Rights Maryland

800.233.7201  
disabilityrightsmd.org

## Legal Aid Bureau Inc.

800.444.4099  
mdlaborg

## Maryland Volunteer Lawyers Service, Inc.

800.510.0050  
mvlslaw.org

## Pro Bono Resource Center of Maryland, Inc.

800.396.1274  
probonomd.org

## Family Law Assistance

Divorce • Domestic Violence  
Custody • Adoption  
Visitation • Child Support  
Guardianship • Name Change

### Dorchester County Circuit Court

206 High Street  
Cambridge, Maryland

Mondays, Noon to 3:30 PM

410.228.1395

### Somerset County Circuit Court

11770 Somerset Avenue  
Princess Anne, Maryland

Fridays, 9 AM to Noon

410.651.4618

### Wicomico County Circuit Court

101 North Division Street  
Salisbury, Maryland

Mondays, 9 AM to Noon

410.334.3127

### Worcester County Circuit Court

1 West Market Street  
Snow Hill, Maryland

Mondays, 9:30 AM to 2:30 PM

410.632.5638