

the Job Journal

**TIP
OF THE
WEEK**

How to Modernize Your Resume Post-Covid

Times have changed — and so have you. Here's how to address those changes on your post-COVID resume so you stand out to employers.

Anytime you're in the market for a new job, you know one of the first steps you take is freshening up your resume. While there are general updating and editing tactics that are always applicable, these days there are some additional considerations for job seekers looking to highlight their adaptability, flexibility and success during COVID. Amanda Augustine, career expert for Top Resume, explains that many hiring trends have emerged in the wake of the pandemic. And your post-COVID resume has to reflect that.

"As the talent-acquisition community adapts its processes to this new hiring landscape, so must job seekers change the way they promote their talents online and on paper," she says. Here's a look at some of the standard resume rules that still apply, and the other new guidelines that have emerged to address the changing landscape of the job market. Are you ready to give your career one-pager the update it needs?

THINK BIGGER

People know their resumes need to stand out, and that their LinkedIn profiles need to be SEO optimized, but in a post-COVID world, job seekers must approach their job search in a more creative way, suggests Wendi Weiner, a resume and career expert. "It's imperative that job seekers take additional actions beyond just applying online — they need to create a new strategy," she says.

This should include a multi-prong approach that not only covers your bases but helps you to reach a more diverse range of opportunities. Weiner says job-seekers should think of their post-COVID resume through a bigger lens and think of the variety of recipients who will receive it. In other words, nearly anyone is just an email away.

"Your new strategy will involve direct outreach to targeted people at companies. When you do this, you should ask for informational interviews," she says. How come? You can access a recruiter, hiring manager, or key executive at a company at the push of a button via LinkedIn, so the old ways of the 'spray and pray' method no longer work, she explains.

EMPHASIZE YOUR ABILITY TO WORK REMOTELY

Though some businesses may be eager to have everyone under the same roof again, many are welcoming remote work and adopting more flexible policies. If you would prefer to dial in from home, or at least have the option to, your resume should demonstrate your ability to be productive and effective from anywhere.

"Show prospective employers that you can be a productive member of the team, regardless of your location, by editing your resume to highlight previous telecommuting experience and the accomplishments you achieved while working remotely," Augustine suggests.

She also says not to discount the value of the soft skills you possess that are particularly important for remote workers, including self-discipline, tech-savviness and time management.

"Consider adding a line to your cover letter that you have a dedicated workspace and a fast, reliable internet connection to work from home successfully," she adds.

GIVE YOUR LINKEDIN JUST AS MUCH ATTENTION AS YOUR RESUME

As an executive resume writer, Weiner focus on three key areas for her clients:

- Their unique value
- Their personal branding
- The results they've effectuated at a company

Then, she optimizes their LinkedIn profile to attract the best type(s) of job opportunity for that person. Because we all need to think of our LinkedIn

profiles as our digital resumes, they should never be outdated.

"Keep in mind that your LinkedIn profile gives you wider visibility to 700 million users, whereas your resume is hand-delivered to a select number of people," Weiner says. "LinkedIn acts very similar to Google in that you need to have targeted, highly-searched keywords. LinkedIn is a place to tell your story, whereas your resume is a formal strategic marketing document that not only sells your value, but also demonstrates it in the form of metrics and results."

DELETE YOUR PHYSICAL ADDRESS

If you're like most professionals, your resume's header features your home address. This has been a traditional design for decades, but is now antiquated. "With jobs becoming increasingly location-agnostic, many employers are casting a wider net for candidates — and so should job seekers," Augustine says.

Bottom line: if you want to not be chained to an office, delete your physical address and instead, replace it with a website link that goes to a simple webpage about your work history on your post-COVID resume. Alternatively, you could provide a link to your LinkedIn.

BE TRANSPARENT ABOUT ANY GAPS

A resume gap may have raised eyebrows a decade ago, but today, it's no longer a red flag. Particularly following a pandemic, Weiner says not to fear it and instead be transparent and honest.

If you've been laid off from a company, she recommends showcasing the strategies you've leveraged during COVID, as well as how you've turned lemons into lemonade during this time. "Think about ways in which you've effectively managed a crisis professionally and personally. Think about your adaptability and flexibility. Think about the transferable skills you've formulated and accentuated," she continues. "And highlight them in the resume."

FLAUNT YOUR ADAPTABILITY, FLEXIBILITY + SOFT SKILLS

While everyone's COVID-19 experience has been different, it's safe to assume it's forced everyone to be more flexible, adapt on the fly, and be patient. These are all valuable soft skills you can employ in any industry. Try to illustrate how you've been creative with solutions by listing them as examples on your resume.

For example, perhaps you had to figure out a way to virtually onboard new employees or scramble to offer your in-person services in a virtual environment. Augustine says to use the bullet points under your resume's 'Work History' section to highlight these successes, using what is known as the 'result by action' format. This is when you begin each bullet point with the outcome of your efforts and then describe the actions you took to achieve the result.

Tigar, Lindsay. "How to Modernize Your Resume Post-Covid." *HerMoney*, HerMoney Media, Inc., 24 May 2021, <https://hermoney.com/earn/careers/how-to-modernize-your-resume-post-covid/>.

IN THIS ISSUE

2 MWE JOBS Mobile App

JOB FAIRS

3 DOL Community Career Fair

4 Worcester Co. Job and Resource Fair

5 EMPLOYMENT OPPORTUNITIES

TRAINING SERVICES & OPPORTUNITIES

21 WIOA Career & Training Services

22 FoodWorks Culinary Job Training Program

23 National Retail Certification Training; ServSafe Training

24 Pharmacy Technician Program; Metal Fabrication Training

25 Welding Training; Construction Academy

26 RISE Workforce Development Program; Telamon Young Adult Career & Education

EDUCATION SERVICES & OPPORTUNITIES

27 Wor-Wic ESL Classes

28 Wor-Wic National External Diploma Program & GED Classes

29 Worcester County ESL & ABE

30 Area Adult Education Providers

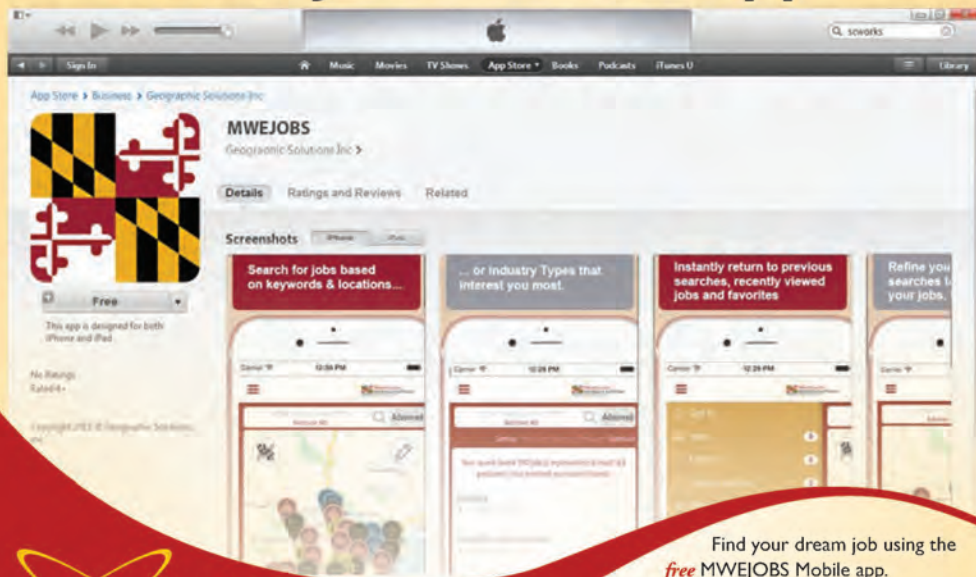
31 Project READ

32 Worcester Co. Library Expungement Clinic

33 Worcester Library Expungement Clinic

34 Legal Resources

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.

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.



Community Career Fair



March 15, 2022 10am - 2pm

(10am-1030am Veterans Only)

Where to find career opportunities?

American Job Center (Worcester Room)

www.mwejobs.maryland.gov

31901 Tri-County Way Salisbury, MD



Serving Somerset, Wicomico and Worcester Counties



MD Dept of Public Safety & Correctional Services

31901 Tri-County Way
Suite 111
Salisbury, MD 21804
(410) 341-6515
M-F 8am - 430pm



Pocomoke City Jobs



Worcester County Gov't & Worcester County Corrections

Christina Williams
LVER/DVOP
Veteran Employment Rep.
410-546-6821 (office)
443-955-9147 (cell)
christinas.williams@maryland.gov

DRESS TO IMPRESS

BRING A RESUME (if you have one)

"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."

JOB AND RESOURCE

FAIR



Worcester County

LIBRARY

Books are just the beginning.

ALL ARE WELCOME.



Contact Elena Coelho at ecoelho@worcesterlibrary.org or 443-783-6164 with any questions.

MARCH 16

BERLIN BRANCH

13 Harrison Avenue, Berlin, MD 21811

3:00 PM - 6:00 PM



OCEAN PINES
CHAMBER OF COMMERCE

EMPLOYER	POSITIONS AVAILABLE	HOW TO APPLY
Acme	<i>Ongoing recruitment</i> Store Associate Meat Cutter In-Store Shopper Night Crew Pharmacy Clerk Cake Decorator Pharmacy Technician	Apply online at https://www.acmemarkets.com/
Advance Auto Parts	<i>Salisbury</i> Store Hourly Store Driver Salesperson	Apply on line at https://www.advanceautoparts.jobs/
	<i>Berlin</i> Store Hourly Store Driver Salesperson	
	<i>Pocomoke</i> Salesperson Store Hourly Retail Parts Pro	
ALDI	<i>Salisbury</i> Stocker Cashier Store Associate	Apply online at https://careers.aldi.us/
	<i>Berlin</i> Store Associate	
Anchorage Healthcare Center	Cook GNA Personal Care Attendant (includes CNA training) Certified Medication Aide	Apply online at https://jobs.apploui.com/profile/communicarefamily
Applebee's	Bartender Server Carside To-Go Specialist Line Cook Host	Apply online at https://www.applebees.com/en/restaurant-jobs
Atlantic General Hospital	Central Processing Tech Certified Pharmacy Tech Echocardiographer Housekeeping Aide Housekeeping Supervisor Human Resources Assistant Maintenance Specialist (HVACR) Medical Office Assistant Medical Receptionist Nurse Tech (CNA) Outpatient Registration Specialist Patient Safety Aide Public Safety Officer Registration Specialist Scheduler Secretary/Nurse Technician Surgical Tech Ultrasound/Vascular Sonographer Unit Secretary	Apply online at https://www.atlanticgeneral.org/Careers.aspx

Atlantic Tractor - Salisbury, Pocomoke	Parts Counter Sales Diesel/Farm Equipment Mechanic (Pocomoke) Small Engine Mechanic (Pocomoke)	Apply online at https://www.atlantictractor.net/employment
BesTemps	Accounting Associate (Salisbury) Administrative Assistant (Various locations) Assembler (Salisbury) Banquet Server (Ocean City) Carpenter (Showell) Dishwasher (Ocean City) General Laborer (Various locations) Grain Operator (Bishopville) Hospitality Worker (Ocean City) Housekeeper/Houseman (Ocean City) Industrial Maintenance Mechanic (Salisbury) Landscaping Assistant (Bishopville) Line Cook (Ocean City) Machine Operator (Salisbury) Maintenance Technician (Salisbury & Ocean City) Material Handler (Salisbury) Packaging Operator (Salisbury) Part Time Administrative Support Specialist (Salisbury) Pest Control Technician (Bishopville) Production Associate (Pocomoke) Production Operator (Salisbury) Sales Associate (Salisbury) Shipping and Receiving Supervisor (Pocomoke) Sign Installer (Salisbury) Warehouse Associate (Salisbury)	Apply online at https://www.bestemps.com/looking-for-work/
Big Lots	Store Associate/Stocker	Apply online at https://careers.biglots.com/
Blue Water	<p><i>Berlin</i></p> <p>Golf Cart Attendant Pool Attendant Snack Bar Attendant Retail Clerk Groundskeeper Camp Host Maintenance Technician Cook Lifeguard Housekeeper Assistant Attractions Manager Reservations Specialist Guest Service Specialist</p> <hr/> <p><i>Ocean City</i></p> <p>Maintenance Technician Housekeeper Night Auditor Front Desk Agent Assistant Farm Manager</p>	Apply online at https://bwdc.com/

Bob Evans Restaurant	Kitchen Prep Host/Cashier Assistant Manager Carryout Server Key Supervisor Grill Cook Dishwasher	Apply online at http://careers.bobevans.com/
Boscov's	Sales Associate Loss Prevention Detective	Apply online at https://www.boscovs.com/
Burlington	Store Associate-Shortage Control Retail Receiving Associate Retail Sales Associate Cashier Associate Retail Store Supervisor	Apply online at https://burlingtonstores.jobs/
Carrabba's Italian Grill - Ocean City	Assistant Kitchen/Culinary Manager <i>Ongoing recruitment</i> Prep Cook Restaurant Busser Dishwasher Server To-Go Specialist Host Bartender	Apply online at https://www.carrabbas.com/careers
Chesapeake Shipbuilding	<i>Ongoing recruitment</i> Pipe Fitter/Plumber Fabricator/Ship Fitter Carpenter Electrician Welder Painter	Apply online at https://www.chesapeake-shipbuilding.com/careers
Chesapeake Utilities	Distribution Systems Technician I (Salisbury) Line Locator II (Salisbury) Damage Prevention Coordinator (Salisbury) Service Technician (Pocomoke) Line Locator I (Salisbury) Customer Service Representative I (Salisbury) Delivery Driver (Salisbury)	Apply online at https://chpk.com/our-culture/careers/
Chili's Grill & Bar	QA/Expeditor	Apply online at https://www.chilisjobs.com/
Chipotle Mexican Grill - Salisbury, West Ocean City	<i>Ongoing recruitment</i> Restaurant Team Member - Crew	Apply online at https://jobs.chipotle.com/
City of Fruitland	Public Works Maintenance Worker I Utilities Technician I	Apply online at https://www.cityoffruitland.com/how_do_i_apply_for_obtain/employment.php
City of Pocomoke	Water/Wastewater Lead Operator Public Works General Laborer Entry Level/Lateral Police Officer	Apply online at https://www.cityofpocomoke.com/info/jobs

City of Salisbury	Administrative Assistant I/II Construction Inspector Signal and Lighting Technician Utility Technician Trainee Wastewater Treatment Plant Groundskeeper Wastewater Treatment Plant Operator Water Works Plant Mechanic Zookeeper	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.
	POLICE CAREERS: Entry Level Police Officer Police Communications Officer Maryland Certified Police Officer Logistics Manager	
Coastal Hospice & Palliative Care	Clinical Support, Administration Homemaker, Dietary Aide/Housekeeper Certified Nursing Assistant Certified Medication Technician	Apply online at https://coastalhospice.org/careers/
Cobb-Vantress, Inc. - Pocomoke	Brood Feed Conv House Worker Poultry Farm Worker	Apply online at https://www.cobb-vantress.com/en_US/careers/
Coca-Cola Consolidated	Warehouse General Laborer Forklift Operator II Material Handler Warehouse Material Handler Checker Delivery Merchandiser Merchandiser (Ocean City)	Apply online at https://cokeconsolidated.jobs.net/
Comfort Keepers	<i>Ongoing recruitment</i> CNA Caregivers Long-Term Live-In Caregiver	Apply online at https://www.comfortkeepers.com/offices/maryland/salisbury/careers/jobs
Compass Group	Attendant, Warehouse Runner Supervisor, Suites Cook Cashier/Food Service Worker Patient Transporter Supervisor, Cook Housekeeper (Salisbury, Crisfield) Lead Housekeeper Technician, Floor (Crisfield)	Apply online at https://careers.compassgroupcareers.com/
CVS	Shift Supervisor Management Trainee Pharmacy Technician Retail Store Associate	Apply online at https://www.cvs.com/
Delaware Elevator	Accounting Resolution Associate Payroll Assistant Apprentice Elevator Mechanic/Technician AutoCAD 2D Draftsman Project Coordinator General Laborer Project Coordinator Assistant Welder	Apply online at https://delawareelevator.com/about/careers/job-opportunities/
Dick's Sporting Goods	Retail Sales Associate Retail Sales Leader	Apply online at https://www.dickssportinggoods.jobs/

Dove Pointe	Mentor Residential Program Coordinator Instructor Aide Childrens Program Staff House Counselor	Apply online at https://www.dovepointe.org/careers
Dunkin' Donuts - Salisbury, Fruitland, Ocean City, Berlin, Pocomoke	<i>Ongoing recruitment</i> Crew Member Production Crew Shift Leader Assistant Manager Store Manager	Apply online at https://www.delmarvadd.net/DunkinDonuts/joinourteam.aspx
Encompass Health	Cook Nutritional Services Aide Admissions Representative	Apply online at https://encompasshealth.com/careers
Exelon Corporation	Customer Care Representative	Apply online at https://jobs.exeloncorp.com/search/jobs
Express Employment Professionals	Clean Up Leasing Agent Housekeeping Associate Customer Billing Representative I Jockey Driver (Pittsville)	Apply online at https://www.expresspros.com/
Five Guys - Salisbury, Ocean City	Crew Member Shift Manager Assistant Restaurant Manager	Apply online at https://www.joinfiveguys.com/
Food Lion	<i>Salisbury</i> To Go Associate Assistant Deli Bakery Manager Center Store Associate Quality Assurance Associate Perishable Associate Customer Lead Deli Bakery Sales Associate Cake Decorator Sales Associate Cashier Customer Service Leader-Office Assistant <i>Fruitland</i> Customer Service Leader Perishable Associate Pricing Coordinator Sales Associate (Cashier) Deli Bakery Sales Associate <i>Berlin</i> Customer Lead Customer Service Leader Perishable Associate I Assistant Store Manager Sales Associate-Cashier To Go Associate Deli Bakery Sales Associate Produce Sales Associate	Apply online at https://foodlion.careerswithus.com/

	<p><i>Crisfield</i> Center Store Manager Quality Assurance Associate Customer Lead Cake Decorator To Go Associate Center Store Associate Customer Service Leader Sales Associate (Cashier)</p> <p><i>Ocean City</i> Center Store Lead Specialty Merchandise Associate Cake Decorator Perishable Associate Sales Associate Cashier Deli Bakery Sales Associate Center Store Manager Customer Service Leader To Go Associate Merchandise Associate Seasonal Associate Center Store Associate</p> <p><i>Princess Anne</i> Customer Lead Deli Bakery Sales Associate Sales Associate (Cashier)</p>	
Genesis Health Care	Receptionist Nurse Aide Training Activity Assistant Certified Nursing Assistant Dietary Aide Aide-Geriatric Nurse Certified Medicine Aide	Apply online at https://www.genescareers.jobs/main/
The Green Turtle - Salisbury	<i>Ongoing recruitment</i> Bartender Cook Dishwasher Host Server	Apply online at https://thegreenturtle.com
Harbor Freight & Tools - Salisbury, Pocomoke	Retail Sales Associate Retail Stocking Associate	Apply online at https://harborfreightjobs.com/
Harrison Senior Living (Snow Hill) & John B. Parsons Community (Salisbury)	CMT-Certified Med Tech (Salisbury) Receptionist (Salisbury) Dietary Aide (Salisbury)	Apply online at https://harrisonseniorliving.com/careers
Holt Food and Paper Company	Day Warehouse Receiver/Stocker Daytime Order Selector Night Warehouse Order Selector	Apply online at http://holtpaper.com/About-Us/Careers

Home Depot (Salisbury, Berlin)	<i>Ongoing recruitment</i> Asset Protection Specialist Designer-Kitchen/Bath Merchandising Freight/Receiving Store Support Cashier Department Supervisor Customer Service/Sales Lot Associate Measurement Specialist, Flooring (Berlin)	Apply online at https://careers.homedepot.com/
HomeGoods - Ocean City	Cashier Associates Sales Floor Associates Truck Processing Associates	Apply online at https://jobs.tjx.com/
Hudson Behavioral Health	Certified Medication Technician Facility Maintenance Mechanic Driver/Chemical Dependency Technician Chemical Dependency Tech Addictions Counselor Entry Level Maintenance Cook	Apply online at https://www.indeed.com/cmp/Hudson-Behavioral-Health/jobs
K&L Microwave	CNC Machine/Set Up Electronic Assembler Electronic Technician Senior Electronic Technician Inventory Associate Shipping & Receiving Clerk	Apply online at http://www.klmicrowave.com/employment.php
Longhorn Steakhouse	Dishwasher To Go Specialist Host Server Line Cook Bartender	Apply online at https://jobs.longhornsteakhouse.com/locations/locations
Lowe's - Salisbury, Pocomoke	<i>Salisbury</i> Loader/Cart Associate Fulfillment Team Lead Customer Service Merchandising Cashier Head Cashier Warehouse <i>Pocomoke:</i> Merchandising Customer Service Warehouse Cashier Sales Specialist	Apply online at https://jobs.lowes.com/
Marshall's - Salisbury, Ocean City	Customer Experience Coordinator (Salisbury) Backroom Coordinator (Salisbury) Merchandise Associate (Salisbury) Merchandise Coordinator (Salisbury) Store Cleaning Associate	Apply online at https://jobs.tjx.com/

Ocean Pines Association	Swim Instructor Marina Attendant Dispatch/Communications Officer Server Cook Cart Attendant Golf Maintenance Laborer General Laborer Lifeguard	Instructions to apply at https://oceanpines.org/web/pages/work-here
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	Customer Service Associate	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	Manager Night Baker Associate	Apply online at https://jobs.panerabread.com/
Peninsula Home Care	<i>Ongoing recruitment</i> Home Health Aide (HHA) Occupational Therapy Assistant Physical Therapy Assistant	Apply online at https://www.peninsulahomecare.com/careers/
Pep Boys	Auto General Service Technician Technician B Assistant Service Manager Store Manager of Service General Service Technician Customer Service Advisor	Apply online at https://careers.pepboys.com/
Pepsi	QC Supervisor Fountain Install Technician Warehouse Associate Pepsi Delivery Driver Pepsi (Trainee DOT) Merchandiser Sales Helper Swing Merchandiser	Apply online at http://www.pepsibottlingventures.com/job

<p>Perdue Farms - Salisbury</p>	<p>Clerk 4 Coordinator, Oil Operations Coordinator, Refined Oils Culinary Technician Customer Service Coordinator Egg Setter Facilities Coordinator Feed Mill Pickup Driver Feed Mill Dispatcher Fleet Tech Food Grade Oil Technician Grain Crew Leader Grain Operator Lead Transportation Coordinator Maintenance Mechanic OIL Driver Production Associate Production Associate Line Lead Quality Assurance Lead Shared Services Coordinator Shipping Clerk Staffing Specialist Trade Execution Coordinator</p>	<p>Apply online at https://www.perduecareers.com/</p>
<p>Piedmont Airlines</p>	<p>Airframe and Powerplant Mechanic Airline Dispatcher Aircraft Maintenance Parts Clerk</p>	<p>Apply online at https://piedmont.jobs.net/</p>
<p>Plymouth Tube</p>	<p>Quality Lab Technician Maintenance Technician I</p>	<p>Apply online at https://us60.dayforcehcm.com/CandidatePortal/en-US/Plymouth</p>
<p>Quality Staffing</p>	<p><i>Wicomico</i> Electronic Technician Janitorial General Soldering Assembler Delivery Truck Driver Wirer Inspector Shaft Driller Facilities Maintenance Technician Packaging Tech Lead Custodian-Supervisor Warehouse Associate Client Service Associate Accounts Receivable</p> <hr/> <p><i>Worcester</i> Scale House Attendant</p> <hr/> <p><i>Somerset</i> Food Production Worker Plant Worker & Packer RF Assembler Filter Technician Filter Assembler</p>	<p>Apply online at https://easternshorejobs.com/</p>

Red Lobster	<i>Ongoing recruitment</i> Line Cook Server Assistant/Busser/Host Bartender Server Prep Cook Dishwasher/Utility	Apply online at https://www.redlobster.com/
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 https://my.peoplematter.com/mja/royalfarms/JobApp/GetBusinessUnits
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 https://www.rubytuesday.com/careers
Salisbury University	Administrative Assistant II Maintenance Mechanic Sr. Groundskeeper Police Communications Operator Administrative Assistant I Postal Services Supervisor Food Service Aide II-Dishroom Lead Food Service Assistant Catering Assistant Housekeeper Assistant	Apply online at https://www.salisbury.edu/administration/administration-and-finance-offices/human-resources/careers/index.aspx
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 https://careers.walmart.com/
Sherwin Williams - Crisfield	Production Supervisor Extrusion Operator	Apply online at https://www.sherwin-williams.com/

Shore Up - Wicomico, Worcester, Somerset	Scanner/Intake Worker Substitute Driver Auditor/Weatherization Health Services 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 https://shoreup.org/employment/join-our-team/ and email to humanresources@shoreup.org
Somerset County	Correctional Officer Emergency Communications Specialist Cook/Counter Person Groundskeeper Automotive Mechanic	Apply online at https://www.somersetmd.us/services/employment_opportunities.php
Somerset County Public Schools	Substitute Custodians Substitute Food Service Worker	Apply online at https://www.somerset.k12.md.us/
Staples	<i>Ongoing recruitment</i> Retail Inventory Specialist Retail Sales Technology Supervisor Retail Sales Print Associate Retail Sales Technology Associate Retail Sales Associate Retail Operations Supervisor Print Production Sales Supervisor	Apply online at https://retailcareers.staples.com/
State Of Maryland	Office Secretary III (Wicomico) Family Investment Specialist I (Wicomico, Worcester, Somerset) Radio Technician IV (Wicomico) Forest Pest Field Technician (Wicomico, Worcester, Somerset) Correctional Supply Officer Supervisor (Somerset) Correctional Dietary Officer Trainee (Somerset) Fiscal Accounts Technician II (Somerset) Community Health Outreach Worker I (Somerset) Correctional Officer II (Somerset)	Apply online at https://jobapscloud.com/MD/
Sun Communities - Berlin	Bartender Concessions Attendant Food and Beverage Supervisor Guest Services Coordinator Hospitality Host Hospitality Host Supervisor Resort Groundskeeper Resort Housekeeper	Apply online at https://careers.suncommunities.com/viewalljobs/
Sysco - Pocomoke	CDL A Local Delivery Truck Driver Diesel Fleet Mechanic Technician III-Master Driver, Special Delivery Warehouse Order Selector	Apply online at https://careers.sysco.com/

Target	<i>Ongoing recruitment</i> Specialty Sales (Style, Beauty or Tech) Guest Advocate (Cashier or Front of Store Attendant/Cart Attendant) GM and Food (General Merchandise, Closing, Fulfillment, Inbound, Food & Beverage) Seasonal General Merchandise, Inbound	Apply online at https://jobs.target.com/
Taylor Bank - Berlin	Customer Service Associate	Apply online at https://www.taylorbank.com/about/careers
Texas Roadhouse - Fruitland	Line Cook Server Assistant-Busser	Apply online at https://careers.texasroadhouse.com/
Tidal Health	Administrative Assistant	Apply online at https://www.tidalhealthcareers.org/
	CAT Scan Technologist	
	Certified Tumor Registrar	
	Client Support Technician	
	Community Health Worker	
	Console Operator	
	Coordinator-Activities (Crisfield)	
	Coordinator-Information-Laboratory	
	Coordinator-Laboratory Purchasing	
	Courier	
	ENDO Procedural Tech	
	Food Service-Cafeteria Aide (Crisfield)	
	Food Service-Catering Associate	
	Food Service-Cook (Crisfield)	
	Food Service-Utility Aide	
	GNA (Crisfield)	
	Mechanic-Facilities	
	Medical Assistant (Salisbury, Berlin, Crisfield, Ocean Pines)	
	Medical Transcriptionist-Lab/Rad	
	Monitor Technician	
	Nursing Assistant	
	Parking Attendant	
	Patient Account Representative-Cash Core/ Payment Posting	
	Patient Aide (Crisfield)	
	Patient Care Assistant (CNA)	
	Patient Care Tech II	
	Patient Care Technician I	
	Patient Service Representative (Salisbury, Berlin, Crisfield, Ocean Pines)	
	Phlebotomy Technician (Salisbury, Berlin)	
	Practice Manager	
	Radiologic Technologist (Salisbury, Crisfield)	
	Receptionist-Security	
	Referrals/Insurance Coordinator	
	Registrar	
	Registrar-Scheduler/Call Center Operator	

	Representative-Patient Account Scheduler Security Guard (Crisfield) Supervisor-Outreach Lab Surgical Technologist Technician-EKG I Technician-Non-Certified Central Processing Technician-Pharmacy Certified (Salisbury, Ocean Pines) Technician-Service Desk (IT/Information Services) Unit Secretary	
TJ Maxx - Ocean City	Key Carrier Coordinator	Apply online at https://jobs.tjx.com/
Town of Berlin	Police Communications Officer Public Works Superintendent	Apply online at https://berlinmd.gov/employment/
Town of Ocean City	Crime Scene Technician Trainee Office Associate/Front Desk Reception Utility Operator/Truck Driver Parks Worker Heavy Equipment Operator Vehicle Equipment Technician II Convention Maintenance Worker I Beach Tractor Operator Boardwalk Comfort Station Attendant Maintenance Worker Museum Aide Account Clerk Dispatcher Tram Ticket Seller Camp Horizon Day Camp Counselor Scamper Camp Day Camp Counselor Golf Course Maintenance Tennis Attendant Concessions Worker Beach Activities Coordinator Beach Activities Assistant Activities/Arts & Crafts Day Camp Counselor Beach Patrol-Surf Beach Facilitator Skate Park Worker Casual Labor Retention & Recruitment Coordinator Bus Driver Solid Waste Worker I & II Bus Maintenance Tech I Tram Driver Tram Conductor	Get detailed job description and apply online at https://oceancitymd.gov/oc/departments/human-resources/employment/
Town of Snow Hill	Public Works General Laborer Water/Wastewater Operator	Apply online at https://www.snowhillmd.gov/employment.html

Tri-County Council for the Lower Eastern Shore of Maryland	Office Services Clerk Dispatcher Transit Bus Operator Landscape & General Maintenance Laborer	Apply online at https://tcclesmd.org/human-resources/
Ulta Beauty - Salisbury, White Marlin Mall	Associate Hair Stylist (Salisbury) Prestige Beauty Advisor Beauty Advisor Hair Stylist	Apply online at https://careers.ulta.com/
UMES	Electrician High Voltage MT Maintenance Mechanic Housekeeping Supervisor II Administrative Assistant I	Apply online at https://umes.peopleadmin.com/postings/search
Vacasa - Ocean City	Property Caretaker Owner Relations Manager Front Desk Specialist Property Caretaker Lead Housekeeper Housekeeper Sr. Housekeeper	Apply online at https://www.vacasa.com/careers/positions
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 https://careers.walmart.com/
WBOC	Sports Photographer/Editor Sports Producer Radio Account Executive Promotions Producer Media Specialist Traffic Coordinator	Apply online at https://www.drapermidajobs.com/jobs/
West Marine - Ocean City	Assistant Manager Cashier Sales Associate	Apply online at http://www.lifeatwestmarine.com/

Helper for Dryer Vent Cleaning Business

- Must be able to get behind the dryer, carry shop vacuum and air hose.
- Occasional ladder work.
- Must be reliable and have dependable transportation
- Work area is Ocean City/Pines, Berlin and occasionally Rehoboth
- Monday - Friday part time work. \$20/hour
- Email shorelinevents@gmail.com for more information and to apply

<p>Wicomico County</p>	<p>911 Specialist (911 Call Taker and Dispatcher) Administrative Assistant Administrative Office Associate I Correctional Officer I Legal Office Associate III Maintenance Technician Mechanic-Airport Motor Equipment Operator I Police Communications Specialist I Recordation Tax Specialist Revenue Specialist Athletic Complex Seasonal Worker 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/Janitorial Mower Operator Program Coordinator-Youth Sports & Special Events Weed (Lead) Control Coordinator</p>	<p>Apply online at http://www.wicomicocounty.org/jobs.aspx</p>
<p>Wicomico County Public Schools</p>	<p>Home School Liaison Contractual Transportation Positions Contractual Custodian Contractual Food Service Worker Custodian I and II Maintenance Technician III-HVAC</p>	<p>Apply online at https://www.applitrack.com/wcboe/onlineapp/default.aspx</p>
<p>Wicomico Public Library</p>	<p>Communications & Marketing Manager Homework Help Center Supervisor Mobile Services Assistant</p>	<p>Apply online at http://www.wicomicolibraries.org/employment</p>
<p>WMDT</p>	<p>Accountant Media Specialist</p>	<p>Apply online at https://www.wmdt.com/about-us/job-openings/</p>
<p>Worcester County</p>	<p>Emergency Communications Specialist I Emergency Communications Specialist Trainee 911 Call Taker Correctional Officer Trainee Landfill Operator II Landfill Operator I Building Maintenance Mechanic I Grounds Worker II Road Worker IV Temp Roads Worker Roads Worker V General Laborer/Maintenance Worker I Swim Instructor Summer Camp Monitor Animal Control-Kennel Attendant Legal Assistant</p>	<p>Apply online at https://worcesterhr.co.worcester.md.us/</p>

<p>Worcester County Developmental Center (WCDC)</p>	<p>1:1 Residential Counselor Personal Care Assistant and Transporter Personal Supports Facilitator Weekend Residential Counselor Awake Over Night Residential Counselor Residential Manager Human Resource Assistant</p>	<p>Apply online at https://wcdcservices.org/</p>
<p>Worcester County Public Schools</p>	<p>Educational Assistant Custodian II Bus or Van Driver</p>	<p>Apply online at https://worcestermd.tedk12.com/hire/index.aspx</p>
<p>Worcester County Recreation and Parks</p>	<p>Referee Parks Worker III or IV Gym Monitor Concession Monitor</p>	<p>Apply online at https://worcesterrecandparks.org/about-us/employment</p>
<p>Wor-Wic Community College</p>	<p>System Administrator</p>	<p>Apply online at https://www.schooljobs.com/careers/worwic?</p>
<p>YMCA - Salisbury, Pocomoke</p>	<p><i>Richard A. Henson Family YMCA - Salisbury</i> 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</p> <hr/> <p><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</p>	<p>Apply online at http://www.ymcachesapeake.org/employment</p>

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/ 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/) 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



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

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



FOODWORKS

MARYLAND FOOD BANK

CULINARY JOB TRAINING PROGRAM



**12 weeks of intense culinary training!
SERVSafe & assistance in job placement**

“ My time at FoodWorks was life-changing, I always felt support in class and am now on my way to realizing my culinary dreams. ”

“ I was really honored to go through the program. It made me want to get up and go every day. ”

Contact:

mdfoodbank.org/apply-foodworks • Adrienne Young • ayoung@mdfoodbank.org • 443.848.4703



32000 Campus Dr, Salisbury, MD 21804

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

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

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



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

Contact:

443-669-5846
digitalskills@goodwillches.org

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

IN PARTNERSHIP with

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 or email Dr. Rhonda Banks at rbanks@worwic.edu.

To be considered for the free metal fabrication career-changing training, contact Quality Staffing Services at (410) 742-2600 .

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 or email Dr. Rhonda Banks at rbanks@worwic.edu. To be considered for the training, contact Quality Staffing Services at (410) 742-2600 or visit 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.-April each year, 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 or email Dr. Rhonda Banks at rbanks@worwic.edu.

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

- 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



THEIR VISION, OUR MISSION



Telamon Corporation Young Adult Career & Education Program



Jennifer Baker-Lupinetti
 call 443-359-9930
 or jbakerylupinetti@telamon.org
 31901 Tri County Way Salisbury, MD 21804

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 or do you know a 17-24 year old that is not in school?

Telamon's young adult career and education program may be able to help them build skills that lead to a successful career. Our program provides education, resources, and personal supports to help make career and life decisions.



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 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



2. Completar la Solicitud
<https://forms.office.com/r/gc5wgX4Wjn>

3. Envíe un correo electrónico a 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/8wh90VC_y4



2. Ranpli Aplikasyon an
<https://forms.office.com/r/gc5wgX4Wjn>

3. Imèl 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 1st 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. 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

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.

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 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 to schedule an appointment and complete class placement testing

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



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

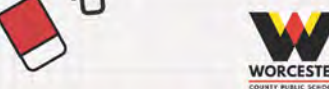
We offer day and evening classes with in-person and online options.



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.

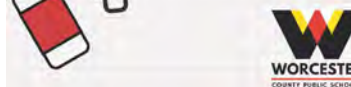
Ofrecemos clases diurnas y nocturnas con opciones presenciales y en línea.



¡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

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

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

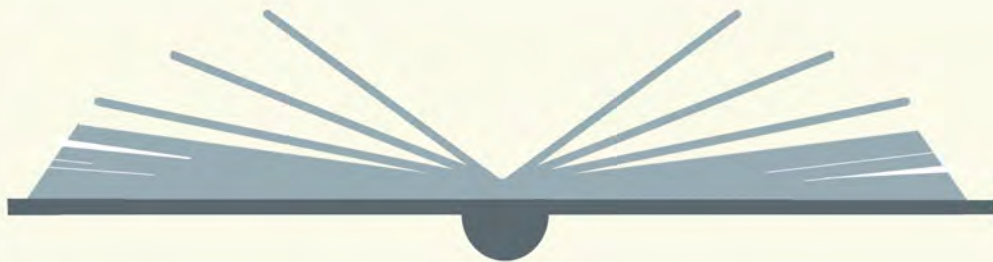
Newark, MD 21841

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



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.

EXPUNGEMENT CLINIC



Required Information to bring with you:

- * Income information for all household members
- * The value of your house, if you have one
- * The value of your car, if you have one
- * How much you have in your checking or savings account, or any investment accounts

Attorneys CAN provide information on:

criminal record expungement, family law, housing, consumer, income tax, and estate planning and administration.

Attorneys CANNOT address:

criminal cases, personal injury lawsuits, employment law questions and class actions.

MARCH 8 | **OCEAN CITY**
from 4-6 PM | **BRANCH**

Clients attend this session in person and receive assistance from volunteer attorneys. Register under the events page on website or call 410-524-1818 for assistance.

REGISTER UNDER EVENTS AT

WorcesterLibrary.org



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

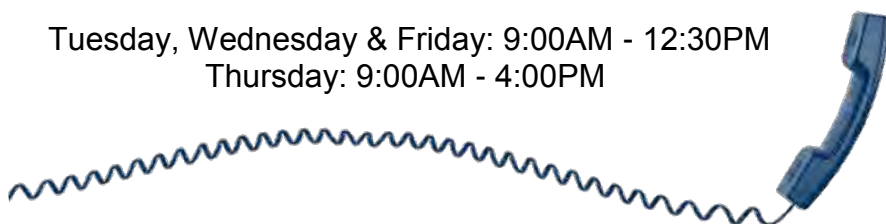
Legal Forms Hotline

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

mvslaw.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