

## CHESAPEAKE JOBS LISTING

November 16, 2017

EMPLOYMENT SERVICES

P.O. Box 8, Wye Mills, MD 21679



*The Office of Employment Services publishes this listing of job openings for Chesapeake College students and residents of the community. Please follow the application procedure outlined in each job announcement if you are interested in applying for one of the positions. For more information please contact the Office of Employment Services at (410) 822-5400, 758-1537, or 228-4360, ext. 5804.*

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**Accurate Environmental Consulting (366) Office Worker.** Full time – Monday-Friday 9am to 5pm. Must be dependable, have excellent phone skills, ability to schedule appointments and computer knowledge. Stevensville location. No phone calls; email resumes to: [PersonnelWorkforce2018@gmail.com](mailto:PersonnelWorkforce2018@gmail.com). (Date listed: 10/24/17)

**Adams Publishing Group, LLC (398) 29088 Airpark Drive, Easton, MD 21601. Machine Operator** (Refer to MWE Job Order #760528). For all interested candidates, please email resumes to: [hr@chespub.com](mailto:hr@chespub.com). (Date listed: 11/7/17)

**Adams Publishing Group, LLC (347) 29088 Airpark Drive, Easton, MD 21601. Inside Sales Representative** (Refer to MWE Job Order #745754). For all interested candidates, please email resumes to: [hr@chespub.com](mailto:hr@chespub.com). (Date listed: 10/20/17)

**Adidas (413) Queenstown, MD. Retail Salesperson** (MWE Job Order #761379). (Date listed: 11/9/17)

**All American Awards (187)** located in Chester, Maryland, has been providing custom imprinted and embroidered apparel, trophies, awards and promotional items since 1996. We are currently seeking a part-time **Graphic Artist** to be part of our team. The candidate will design graphics for screen printing, vinyl and other artwork needs. The ideal person will have working knowledge of computer based programs such as: Corel Draw, Adobe Photo Shop and Outlook. Must be accurate, have keen attention to detail and be able to work within deadlines. Will also maintain database of current graphics and previously used templates. Please send cover letter & resume to Stacy at [allamerican@allamericanawards.us](mailto:allamerican@allamericanawards.us). (Date listed: 8/30/16 Updated 10/27/17)

**Americorps (1085) AmeriCorps Member** - Caroline County Health Department 2017-18. The Caroline County Health Department is seeking a half-time AmeriCorps Member. The Caroline County Health Department provides community services including: Wellness; Women, Infants & Children; DDA; AERRS; Adult Day Care; Transportation; Environmental Health; Community Health; Addictions; and Mental Health. AmeriCorps Member responsibilities with Caroline County Health Department are to: •Attend numerous public events and promote Health Department Services. •Contact various Community Service Organizations concerning potential grants or donations for programs. •Help Behavioral & Addictions Team to educate our residents about our community services and medical offices. The AmeriCorps position with Caroline County Health Department can accommodate weekend and weekday schedules, and participation in some (not all) community events is required. Requirements for applicants include the following: •Have a strong interest in serving the community. •Be at least 18 years of age. •Able to provide copy of either high school diploma, GED, or college transcript. •Have reliable transportation. •Be available to attend the tuition-free, mandatory AmeriCorps class at Salisbury University bi-weekly during the Fall and Spring semesters. •Be available to serve for approximately 20 hours/week for half-time service for at least 48 weeks. •Must successfully pass a comprehensive Criminal History Check, which includes FBI fingerprinting. •Must be a U.S. Citizen, U.S. National, or lawful permanent resident alien. Benefits available to the AmeriCorps Member: •Valuable job experience in the area of non-profit management. •Joining a fun team committed to help you learn and grow. •A bi-weekly stipend of \$252.08. •Receipt of educational award to be used toward educational loans or future educational expenses upon completion of service year requirements in the amount of \$2,865. •6 tuition free credits at Salisbury University. Applications will be accepted until all positions are filled. An application can be downloaded from the ShoreCorps/PALS web site: [www.salisbury.edu/ameriCorps/Member-info.html](http://www.salisbury.edu/ameriCorps/Member-info.html). (Date listed: 6/15/17)

**The Arc Central Chesapeake Region (702)** Provide support to people with Developmental Disabilities to live and work in the community. We have full and part time positions in the following counties- Talbot, Queen Anne, Dorchester and Kent. All positions require- High School Diploma or GED, Valid Maryland Driver's License and most important must have a desire to make a positive difference in the lives of others. Drug Free, EOE. Contact Rena Buckreis [rbuckreis@thearc.org](mailto:rbuckreis@thearc.org). <http://www.thearc.org/about-us/join-our-team/>. (Updated 9/14/17)

**Bayleigh Chase in Easton (412)** (formerly William Hill Manor), 501 Dutchman's Lane, Easton, MD. **RN's** (JO#761429); **LPNs** (JO#761427); **CNAs/GNAs** (JO#761422); **Certified Medicine Aides** (JO#761422); **Campus Safety Asso.** (JO#761435); **Housekeeping Assistants** (JO3761424). Apply on line at: [www.integrace.org](http://www.integrace.org). (Date listed: 11/9/17)

**Benedictine (392)** Come for a job, find a family. Where else but Benedictine? Be inspired to come to work every day knowing that you are making a difference in someone else's life. Our teams of professionals work together to improve the quality of life of adults and children with developmental disabilities by helping them achieve their greatest potential in all aspects of life; school, residential, and vocational. **Speech Language Pathologist, Occupational Therapist, Associate Director of Benedictine Foundation, Direct Support Professionals – Adult and School Community** (Group Homes and Dorms), **Garden Center Job Coach, Vocational Job Coach, Busy Bee Job Coach, Sweetly Made Job Coach, Director of Nursing, Behavior Specialist – BCBA Certified, Resource Team Assistant – School Residential, Residential Coordinator, House Counselor – Adult Community, Education Assistant, DORS Associate, Easton. HR Assistant** (Part Time), **Graphics Customer Service and Sales**. Please apply on line at: [Benedictine Careers Page](http://Benedictine Careers Page). (Date listed: 11/2/17)

**Benedictine (358) Direct Support Professional – Paid Apprenticeship Program – January 2018.** Upon successful completion, participants will be guaranteed a position in the adult or school residential communities. Direct Support Professionals (DSPs) are essential to assisting individuals with developmental disabilities lead self-directed lives, advocating with the people they support to become inclusive members of their communities. DSPs assist with activities of daily living, social skills, accessing community resources and so much more.

Requirements: •21 & over. •High School Diploma/GED. •Valid Drivers License & Clean Driving Record (if applicable). •Pre-Employment Drug Screen, Physical & Criminal Background Check Required. •Embody the Benedictine Value of Compassionate Care. •Willingness to Learn & Grow.  
Information Sessions: November 13, 2017 – 9:00 am at Dover Unemployment Office, 655 S. Bay Road, Dover, DE 19901. November 30, 2017 – 10:30 am at Talbot County Job Center, 301 Bay St, Suite #301, Easton, MD 21601. (Date listed: 10/23/17)

**Binkley & Hurst, LP** (430) 12455 Browntown Rd., Kennedyville, MD. **Full-Time Ag Service Tech** position available for a self-motivated, dependable and reliable individual with experience in ag or mechanical fields. Responsibilities include service, repair and setup of a variety of agricultural equipment in a timely and accurate fashion both in the shop and on the road as directed by Service Team Leadership. The ideal candidate will also exhibit a strong Customer focus, have a willingness to work overtime as needed, and have a current, valid driver's license. Full-time benefits include Health Insurance, Vacation Plan, Paid Holidays, Life Insurance, 401(k) w/Company match and others. Applications are available online at [www.binkleyhurst.com](http://www.binkleyhurst.com). Please email resume or application to [careers@binkleyhurst.com](mailto:careers@binkleyhurst.com). (Date listed: 11/15/17)

**Binkley & Hurst, LP** (429) 12455 Browntown Rd., Kennedyville, MD. **Part-Time General Help** (approx. 20 hours/week within business hours) available for a self-motivated, dependable and reliable individual. Responsibilities include assisting with shipping and receiving of in-stock orders, unloading freight shipments, pulling and/or putting away Parts inventory, maintaining a clean and organized Parts area and Service Shop area, including cleaning and washing of equipment and Company vehicles and general grounds maintenance. The ideal candidate will exhibit a strong Team Member and Customer focus, and have a current, valid driver's license for occasional errands. Applications are available online at [www.binkleyhurst.com](http://www.binkleyhurst.com). Please email resume or application to [careers@binkleyhurst.com](mailto:careers@binkleyhurst.com). (Date listed: 11/15/17)

**Brinton Woods** (403) Current Jobs-Denton, MD. **Nursing Scheduler** (JO#760746); **CNA's Full time** (JO#760675); **LPN's** (JO#760680). Apply on line at: [www.brintonwoods.com](http://www.brintonwoods.com). (Date listed: 11/7/17)

**Builders First Source** (348) **Load Builder II** (MWE JOB ORDER #745767); **Driver-Class B CDL** (MWE JOB ORDER #745771); **Driver-Class A CDL** (MWE JOB ORDER #745777). Apply online at [www.bldr.com](http://www.bldr.com). (Date listed: 10/20/17) (Date listed: 10/20/17)

**Cambridge International** (341) **Senior Product Mgr.** (JO#745343); **Project Sales** (JO#745321); **Commercial Marketing Mgr.** (JO#745482); **Machine Operator- Welders** (JO#745293); **Machine Operator- Loader** (JO#745488); **Machine Operator Fabricator** (JO#745355); **Production Supervisor** (JO#745496). To apply to jobs email resume to [ssmith@cambridge-intl.com](mailto:ssmith@cambridge-intl.com). (Date listed: 10/19/17)

**Candlelight Cove** (405) an Assisted Living facility in Easton, MD. **CNA/Caregivers- FT 2nd shift, PT other shifts** (JO#733155); **Resident Care Assistants**-(JO#733161); **Housekeepers-** (JO#733167). Apply on line at: [www.integracare.com](http://www.integracare.com). (Date listed: 11/7/17)

**Caregiver &/or CNA** (293) Needed for private in home care. Pleasant physically challenged female adult in Denton, MD has part- time position opening/s. Must love working with physically challenged, must be kind and caring. Creativity is a plus. Must be dependable with great work references. Duties to include light housekeeping, bathing /overseeing personal hygiene care, medication reminders, mobility assistance to wheel chair, transportation (in van provided), as well as all aspects of daily living help. Must have mechanical Hoyer lift experience, and be able to shift a large person. We will train the right person in daily routine; this opening includes day shift hours 8am-6pm. CPR/F-A required, back ground check will be performed. Part-time 1-3 days per week- \$14.00/hr. Please call 410-479-1588 for more information and to set up an appointment. Be sure to leave a voice message with a good contact phone, if no one answers. (Date listed: 10/2/17 Updated 11/9/17)

**Caring Companions** (220) is a Residential Service Agency based in Ellicott City, MD offering services to individuals in need of Companion and Caregiver services while rehabilitating, battling an illness, or while trying to remain independent at home. We meet our clients wherever 'home' is and we offer services that range from very limited to extensive. Our support services are customized to meet the needs of the loved one and family. We employ CNA's (Certified Nursing Assistants) and GNA's (Geriatric Nursing Assistants), and Companions to support physical therapists, occupational therapists, visiting nurses, and/or any other medical staff members entrusted with the care. We take our work very seriously and hire only the best Caregivers. Caring Companions has been around for 10 years and we attribute our success to our commitment to excellence, to hiring the best, and to continuing to care greatly about those we serve and support. **Please submit your resume to: [vtoland@adlcaring.com](mailto:vtoland@adlcaring.com) by December 31, 2017.** (Date listed: 9/12/17)

**Caroline County Government** (431) **Human Resources Specialist** (JO#763648). To apply download application from [www.carolinemd.org](http://www.carolinemd.org). Fill out and mail to: Caroline County Human Resources, 103 Gay St. Suite 1, Denton, MD 21629. Application deadline-December 1, 2017. (Date listed: 11/16/17)

**Caroline County Government** (398) **Correctional Officer I** (JO#760323). To apply download application from [www.carolinemd.org](http://www.carolinemd.org). Fill out and mail to: Caroline County Human Resources, 103 Gay St. Suite 1, Denton, MD 21629. (Date listed: 11/7/17)

**Chesapeake College** (411) **Director of Simulation for Nursing and Health Professions.** Responsibilities: This Faculty position will develop, collaborate and implement the simulation program for the Health Professions Programs at Chesapeake College. This position will collaborate with health profession faculty and serve as a resource to promote simulation pedagogy in all Chesapeake College health profession programs; identify areas to enhance the use of simulation pedagogy in the health profession programs and provide leadership to meet those needs; evaluate faculty, simulation staff, and students relative to simulation scenarios; Maintain Standards of Best Practice put forth by INACSL and SSH; conducts a systematic evaluation of those standards and develops a plan to achieve accreditation within 5 years; collaborates with Department Chair to prepare and administers fiscal resources for the simulation program (equipment, additional faculty and/or staff); develops and implements programs to support the healthcare education needs of the community and community based providers; interacts with outside vendors for evaluation and selection of hardware, software, equipment, and supplies; collaborate with the VP for institutional advancement to market the simulation center and resources; represent the Simulation Center at meetings as necessary, including presentation of usage and financial reports; assures that all the simulation center equipment is in proper working condition, warranties are maintained, repairs are scheduled. **For best consideration, submit cover letter and resume by January 4, 2018 to [hr@chesapeake.edu](mailto:hr@chesapeake.edu).** Requirements: Bachelor's Degree. Master's Degree in Nursing preferred. Teaching expertise with demonstrated best practices in simulation pedagogy. Strong clinical and educational experience in health-related field. (Date listed: 11/8/17)

**Chesapeake College** (410) **Administrative Associate for the Dean for Academic Administration and Online Learning:** Grade 107NE. Responsibilities: This position provides management support to the office of the Dean for Academic Administration and Online Learning which includes acting as first-line communicator for the dean's office. This position is integral to the operation of the Academic Administration and Online Learning department and functions with a high degree of initiative, autonomy, judgment and discretion. This position will maintain calendars and set appointments, assist with travel arrangements, manage files, and manage budgets – purchasing, expenses, and requisitions. Duties also include recording and distributing meeting minutes; assist with creating, updating and reporting of academic assessment documents and entry of assessment data; and coordinate the routine collection of data for the dean's office. **For best consideration, submit cover letter and resume by December 1, 2017 to [hr@chesapeake.edu](mailto:hr@chesapeake.edu).** Requirements: High school diploma or equivalent. 3 to 5 years in office administration. 2 to 3 years of experience working with data entry and data tracking applications

such as TracDat, Microsoft Excel, and/or Microsoft Access. 1 to 2 years administrating budgets, project management and using Microsoft Office Suite. (Date listed: 11/8/17)

**Chesapeake College (390) Nursing Academic Progression Coordinator:** Job Grade 114E  
Responsibilities: Chesapeake College invites applicants for a twelve month nursing staff position beginning January 2018. The position is a NSP II grant funded, full-time position responsible for coordinating all aspects of academic progression within the program. Retention responsibilities are integral to the role and include ongoing monitoring of student academic progress, developing enhanced learning plans, implementing workshops, organizing tutoring activities and preparing students for success on the NCLEX exam. The position also includes responsibility for pivotal functions that assist the associate degree nursing graduate continue their nursing education at the baccalaureate level or higher. Required: Current licensure as a registered nurse in the state of Maryland, hold a Baccalaureate and Master's Degree in Nursing. Minimum of four years of experience in nursing practice. Strong communication skills with ability to work with diverse stakeholders. Position will remain open until filled. **For best consideration, submit cover letter and resume by November 30, 2017 to [hr@chesapeake.edu](mailto:hr@chesapeake.edu) by November 30, 2017.** (Date listed: 11/3/17)

**Chesapeake College (389) Director of Enterprise Applications:** Job Grade B5EX.  
Responsibilities: This position is responsible for all aspects of support for the Ellucian Colleague administrative computing system including the operations, supervising the enterprise department staff, project management, application development and implementation, business process re-engineering, vendor management, systems administration in Unix, Windows, Active Directory, Web technologies, third party integration, Microsoft SQL Server and other databases. The incumbent is also responsible for implementing technologies strategies and solutions aligned with the College's objects and internal department's goals. In support of the CIO, help to establish annual and 3-5 year projected budgets for IT services. Assist with strategic planning initiatives. This position is management, but it is expected that it will also be hands-on. Required: Bachelor's degree or equivalent experience is required; Master's degree is preferred. At least four (4) to six (6) years' experience in managing staff and providing strategic leadership. Working knowledge of ERP systems and software development experience with six (6) to ten (10) years' experience with Ellucian Colleague. Strong analytical and problem-solving skills. Effective time management skills with demonstrated ability to handle multiple assignments, manage conflicting priorities, and meet deadlines. Excellent written and verbal communication skills. Ability to work independently as well as in a team environment. **For best consideration, submit cover letter and resume by November 19, 2017 to [hr@chesapeake.edu](mailto:hr@chesapeake.edu).** (Date listed: 11/3/17)

**Chesterwye Center (415)** is currently seeking **caring** and **compassionate professionals** for positions working with Individuals with Intellectual and Developmental Disabilities. Must successfully pass all pre-employment screenings. We have **Direct Support Professional (DSP)** positions available in both our Residential (assorted shifts) and Day Programs (8:30am-4:00pm). Must have a valid driver's license. We have a position open for a **Part-Time driver**. Do you have spare time and would like to make good use of it. People we support with disabilities who live at home are needing to get out into the community. They live in Centreville, Grasonville, Stevensville and Barclay. This will help them all to be integrated out into the community. Some of the things they like to do are: eating out, bowling, swimming, and exercise. Some also need assistance in learning personal hygiene. You could change their lives! If you are looking for a rewarding career with benefits and great people to work with, please contact our HR Coordinator Cathy Dordick at 410-827-7048 or email her at [cdordick@chesterwye.com](mailto:cdordick@chesterwye.com). (Date listed: 11/9/17)

**Chimes** (1169) Family of Services began in 1947 as a small school in Baltimore, Maryland for children with intellectual developmental disabilities. Through planned growth over the years, we currently have services in Maryland, Delaware, Virginia, District of Columbia, Pennsylvania, New Jersey, North Carolina and Israel. Our not-for-profit organizations provide an array of educational, employment, vocational, residential, rehabilitative and behavioral health services and supports. Acknowledged as leaders in the industry, we are best known for the quality of our services and the integrity of our staff. Check out our job board for Eastern Shore opportunities and other areas here. <http://www.chimes.org/careers-idd.htm> (Updated 10/18/17)

**Comfort Keepers** (184) 8103 Ocean Gateway, Easton, MD. 410-822-4414. Seeking the following: **CNA's** and **GNA's** (Refer to MWE Job Order #729312) for in-home caregiving. Duties include assisting clients with cooking, cleaning, running errands, transportation, medication reminders, grooming, bathing and toileting. Applicants must be passionate and committed about helping others in need, be CPR certified, be able to pass a background check, and be able to lift 25lbs. Also, applicants must have basic computer skills, a valid driver's license, their own transportation, auto insurance, and a high school diploma or GED. Benefits include health care and dental/vision insurance, paid time off, competitive pay, flexible schedules, job training and development, mileage reimbursement, and community discounts. At least one year experience preferred, but not required. **Med-Techs** (Refer to MWE Job Order #729315) to work with DDA (Developmentally Disabled Adults) clients. Duties include assisting clients with cooking, cleaning, running errands, transportation, medication reminders, grooming, bathing and toileting. Applicants must be passionate and committed about helping others in need, be CPR certified, be able to pass a background check, and be able to lift 25lbs. Also, applicants must have basic computer skills, a valid driver's license, their own transportation, auto insurance, and a high school diploma or GED. Benefits include health care and dental/vision insurance, paid time off, competitive pay, flexible schedules, job training and development, mileage reimbursement, and community discounts. DDA certifications are a plus. To apply please go to <http://easton-596.comfortkeepers.com/> and click "apply today." For questions or concerns please contact Angela in HR 410-822-4414 / [angelarodano@comfortkeepers.com](mailto:angelarodano@comfortkeepers.com). (Date listed: 8/29/17)

**Corsica Technologies** (421) **Network Operations Center Assistant** (Refer to MWE Job Order #762387); **Service Coordinator** (Refer to MWE Job Order #762360); **Service Technician Baltimore/DC Area** (Refer to MWE Job Order #762378). <https://www.corsicatech.com>. (Date listed: 11/13/17)

**Cracker Barrel Old Country Store** (400) **Busser/Dishwasher** (Job Order #759720); **Grill Cook** (Job Order #759746); **Prep Cook** (Job Order #759754); **Night Maintenance** (Job Order #759789); **Host and Hostess** (Job Order #759791); **Cashier** (Job Order #759795). [APPLY HERE](#). (Date listed: 11/7/17)

**Critchlow Adkins Children's Centers' School Age Site** (406) (located at Easton Elementary) is hiring for an **energetic full-time teacher** who is a team player! The primary function will be to assist in preparing and implementing fun and engaging curriculum activities for its students. An Associates' Degree in Early Childhood Education is strongly preferred. Benefit package included. All interested applicants should submit resumes ASAP for immediate consideration to [jremenapp@cacckids.org](mailto:jremenapp@cacckids.org). (Date listed: 11/8/17)

**Critchlow Adkins Children's Centers' School Age Site** (378) is hiring for an energetic part-time teacher who is a team player! The primary function will be to assist in preparing and implementing fun and engaging curriculum activities for the Before & After Care school-aged students. An Associates' Degree in Early Childhood Education is preferred, but not required. Regular hours would be 7:15 – 8:45 AM in the mornings and 1:30 – 5:30 PM in the afternoons M-F, with an opportunity to substitute and earn extra hours in between, due to staff callouts and scheduled vacations. Further, additional hours would be earned on "no school days," delayed openings, etc. All interested applicants should submit resumes ASAP to [jremenapp@cacckids.org](mailto:jremenapp@cacckids.org). (Date listed: 10/26/17)

**Critchlow Adkins Children's Centers of Talbot County** (318) Do you love working with children? Critchlow Adkins Children's Centers of Talbot County is accepting job applications for on-call substitutes to work at any of our 5 site locations. Job responsibilities will include assisting with the management and supervision of an assigned group/classroom, as well as assisting our staff with the oversight of the social, emotional, physical, and educational needs of the children enrolled in our program (Ages 2-12). Preference will go to those who hold, have obtained credits, or will earn an AA degree within 2 years, which includes at minimum, 15 hours of approved coursework in Early Childhood Education or Child Development OR a Baccalaureate degree in Early Childhood Education/Child Development or a related field, and/or hold Preschool and School Age qualifications. However, all candidates at least 18 years of age will be considered. This is a great way to get "your foot in the door" for future opportunities within our organization! Must love children to apply. Please submit resume to [jremenapp@cacckids.org](mailto:jremenapp@cacckids.org). (Date listed: 10/11/17 Updated 11/9/17)

**Crossroads Community** (395) 120 Banjo Lane Centreville, MD 21617. **Mental Health Residential Associate – Chestertown** (See MWE Job Order #760292 for details); **Mental Health Residential Associate - Floater – Kent, Queen Anne's & Dorchester** (See MWE Job Order #760293 for details). Send cover letter & resume, indicating position, to Randy Holliday at Corsica River Mental Health Services, 120 Banjo Lane, Centreville, MD 21617; email [cci@ccinonline.com](mailto:cci@ccinonline.com), or fax: 410-758-1223. NO Phone Calls PLEASE!! (Date listed: 11/6/17)

**Cutts & Case, Inc.** (256) Prestigious wooden-boat shipyard, located in Oxford, is looking for **skilled and unskilled workers** interested in careers in the marine trades. Jobs available for unskilled laborers wanting to develop boatyard skills in finish work, electrical systems, mechanical systems, carpentry and sailboat rigging. Workers with previous boatyard experience encouraged to apply. Salary based on experience. Great location, benefits and competitive salaries. 40-hour work week with some overtime, 8AM to 430PM weekdays. Occasional weekend work is available. Contact [cuttsandcase@verizon.net](mailto:cuttsandcase@verizon.net) or call the office at 410-226-5416. (Date listed: 9/20/17)

**D'Alessio's Wood Fired Pizza** (375) **Delivery Driver**. Full and part-time positions available. You must have a good driving record and approval from your car insurance provider. Pay is \$7.50/hr plus tips. Apply in person, Tues-Sat 11am to 9pm, at 206 Duke St., Stevensville, MD 21666. Contact James or Sandy at 443-249-3366. (Date listed: 10/27/17)

**Dart (Solo Cup)** (422) Federalsburg, MD. Current Openings: (All jobs with benefits). **Process Engineer** (JO#762348); **Manager EHS** (JO#743083); **Machine Operator II** (JO#762354); **QC Inspector** (JO#737731); **Inspector Packer I** (JO#743085); **Machine Operator I-** (JO#762359); **Lead Product Handler** (JO#762354); **Forklift Operator** (JO#762352); **Clamp Truck Driver** (JO#762369); **Product Mover** (JO#762364); **Utility Worker** (JO#762344). Apply on line only at: [www.dart.jobs](http://www.dart.jobs). (Date listed: 11/13/17)

**Davis, Bowen & Friedel, Inc.** (211) seeking to fill the following: **Experienced Coastal Engineer** for our Easton, Maryland office. Duties shall include but not limited to design, permit acquisition and contract administration for shoreline and marina type projects, including sea level fluctuation evaluations beneficial use of dredged material; numerical modeling of dredged material projects within a water body; the use of segmented, detached breakwaters to protect cohesive shores; shoreline and sediment budget analysis; multilane boat ramps; marina development; bulkhead analysis & design; and stone jetty analysis & design. Preferred applicant shall possess PE license in both Delaware and Maryland or the ability to obtain them within demonstrated ability to market to and work with Local, State and Federal Agencies. **Experienced Civil Engineer** for our Easton, Maryland offices. Duties shall include but not be limited to grading and drainage, storm water management, utilities, and erosion control design as well as assistance with permit coordination and acquisition, and construction administration on Residential and Commercial projects. Preferred applicant shall possess PE licenses in both Delaware and Maryland or the ability to obtain them within 12 months from date of hire. Desired qualifications include at least four years of related experience, proficiency in AutoCAD and the demonstrated ability to market and work with planners and developers. **Civil Engineering**

**Designer** for our Easton, Maryland office. Duties shall include but not be limited to grading and drainage, storm water management, utilities and erosion control design for Coastal, Residential and Commercial projects. Proficient in the use of AutoCAD is required for this position. Desired qualifications include at least two years of experience, the demonstrated ability to work in a team environment and familiarity with AutoCad Civil3D. We offer a great place to work, an attractive incentive package, liberal PTO, and very competitive benefits. Learn more about us and our work on our website: [www.dbfinc.com](http://www.dbfinc.com). [Current Openings](#). (Date listed: 9/7/17 Updated 11/13/17)

**Delmarva Community Services** (428) 2450 Cambridge Beltway, PO Box 637, Cambridge, MD 21613. **Bi-Lingual Travel Trainer/Dispatcher** (JO#763433). Spanish/English. To apply: Download application on line at <http://www.dcsdct.org>, fill out, add resume and mail to: Delmarva Community Services, 2450 Cambridge Beltway, PO Box 637, Cambridge, MD 21613. (Date listed: 11/15/17)

**DiGioia Builders** (352) St. Michaels, MD. **Carpenters** (JO#756213); **Construction Laborers** (JO#756218). Call 410-310-1003 to schedule interview. (Date listed: 10/23/17)

**Dixon Valve** (349) Chestertown, MD. **Production Worker** (JO#742676); **Product Engineer** (JO#745937); **Customer Service Rep.** (JO#745941); **Machinist Trainee** (2:30pm to 11 pm) (JO#731215); **Production Worker** (JO#742676); **Assembler/Pre-Pack** 2nd Shift (JO#742679); **Warehouse Worker** (10 am to 7pm) (JO#742681); **Warehouse Worker** (JO#742678); **Manufacturing Engineer** (JO#745946); **Carpenter Trainee** (JO#745944); **Customer Care Specialist** (JO#582481); **Warehouse Worker** (8:00am to 5pm) (JO#742678). Apply in person or go to [www.dixonvalve.com](http://www.dixonvalve.com). (Date listed: 10/23/17)

**Dorchester County Government** (370) **GIS Specialist** (mwe job order #757176); **Paramedic** (mwe job order #757181); **Correctional Officer** (mwe job order #757188); **911 Dispatcher** (mwe job order #757192). To submit application, go to <http://docogonet.com>. (Date listed: 10/26/17)

**Dorchester County Government** (305) **Dog Control Officer** (mwe job order #740927); **Airport Operations Tech** (mwe job order #740930). For more information, click [HERE](#) or go to <http://www.docogonet.com/>. (Date listed: 10/5/17)

**Dorchester Library** (374) **Library Associate** (JO#756979). Library Associate position available in a busy public library setting. The right candidate will be outgoing, tech savvy, a team player, and have excellent customer service skills. Organizational skills, an interest in local history, and ability to handle change are a plus. Computer skills, Bachelor's Degree, and commute to Hurlock, MD twice per week required. This position includes a 35 hour work week and benefits. Email resume to: [dcpl@dorchesterlibrary.org](mailto:dcpl@dorchesterlibrary.org). (Date listed: 10/25/17)

**Dorchester Library** (368) Part-time **Library Clerk** (JO#756979). Library Clerk position available in a busy public library setting. The right candidate will be outgoing, tech savvy, a team player, and have excellent customer service skills. Organizational skills, an interest in local history, and ability to handle change are a plus. 16 hours per week in Hurlock Library. Email resume to: [dcpl@dorchesterlibrary.org](mailto:dcpl@dorchesterlibrary.org). (Date listed: 10/26/17)

**Driving Position Available** (263) This position operates in PA, NY, CT, MA, NH, and MD. Drivers will be home every week for a full 34 hour reset based on the needs of the customer. Each driver can average 1200 miles per week and expect to pull 3-5 loads per week. Each load is multi stop and can have as many as 6 stops per trailer and is driver touch freight. Drivers can expect to average \$1150 per week, \$60,000 annually and top earners can make \$1800 per week. Drivers will earn \$25 per stop and \$90 for unloading the trailer. This position offers a paid vacation of 1 week after 1 year, 2 weeks after 2 years, 3 weeks after 7 years and 4 weeks after 10 years. Tuition reimbursement available. \$5000 Sign on Bonus (limited time only). \$500 - First Load; \$500 - After upgrade; \$1000 - 90 days; \$1000 - 6 months; \$2000 - 1 year. To apply



for this position, please contact Pat Collier at 205-538-2188 or [spmrecruiting@gmail.com](mailto:spmrecruiting@gmail.com). (Date listed: 9/22/17)

**Eastern Shore Hospital Center** (406) Full State Benefits. **PHD Psychology Associate** (JO#760987); **RN's Full time** (JO#760975); **LPN-II** (JO#760961); **Direct Care Assistants II** (JO#760966). Apply on line at: <https://www.jobaps.com/md/>. (Date listed: 11/8/17)

**Eastern Shore Title Company** (425) is seeking individuals interested in the settlement coordinator position. This position entails handling purchase and refinance transaction files from pre to post-closing. This involves communication with lenders, real estate professionals in addition to the buyers and sellers. Knowledge of the real estate, title or mortgage industry would be preferred. Paid vacations, health and life insurance, and retirement benefits offered. Please send resume to Lori McDonald, Eastern Shore Title Company, 114 N. West Street, Easton, MD 21601 – [lmcdonald@easternshoretitle.com](mailto:lmcdonald@easternshoretitle.com). (Date listed: 11/14/17)

**Edgewell Personal Care** (357) Urgent need in Dover for the following: **Industrial Electricians** (JO#756339). \$24.82 to \$27.06 per hr. plus sign-on bonus. Apply on line at: <http://edgewell.com/careers/>. (Date listed: 10/23/17)

**Egide USA** (372) Cambridge MD. Accepting resumes for a **Quality Inspector**. Resumes can be mailed to Egide USA, 4 Washington Street, Cambridge MD 21613 Attn: Cindy Goodwin or email to [cgoodwin@us.egide-group.com](mailto:cgoodwin@us.egide-group.com). **Resumes for this position will be accepted through November 17, 2017.** **Job Description:** Summary and Purpose of Position: What are the end results or objectives of this position? Why does the job exist? This position is responsible for the incoming, inprocess and final Inspection of all components purchased or produced for and at Egide USA. Associates in Quality Inspection position must be able to consistently and efficiently perform all duties of the position with specifications and within quality and productivity guidelines of each product and/or process. Essential Functions and Responsibilities: include the following. Other duties may be assigned. •Associate must be able to use hand measuring tools such as micrometers and calipers as well as optical tools such as Profile Projector and Toolmakers microscope. •Ability to use Microscope for extended periods of time. •Associate must be able to read blue prints, routers, procedures and look up and interpret Customer and Industry standard Specifications. •Have an understanding of JobBoss to the extent of making transactions. •Complete and maintain required documentation such as time cards, routers, TMI's, MRB's, First Article Inspections, IMR's and Sample Fixture sheets. •Utilize all necessary procedures and prints for inspecting parts for visual as well as dimensional characteristics. •Maintain and safe and clean working environment. •Notify Manager of and problems or unusual conditions that arise. Other Duties/Responsibilities: Responsibilities/ important duties performed occasionally or in addition to the essential duties of the position. Any additional comments relevant to the position needs. The associate must be available for any shift or work schedule hours. Appropriate notice will be given and as much flexibility as possible will be made when business needs dictate a change in shift for an associate. The company will attempt to accommodate shift request, but no guarantees of any shifts at any given time will be made. Supervisory Responsibilities: This position has no supervisory responsibilities. Competencies: To perform the job successfully, an individual should demonstrate the following competencies. Interpersonal Skills: Focuses on solving conflict, not blaming; Maintains confidentiality; Keeps emotions under control; Maintains positive attitude. Oral and Written Communication: Listens and gets clarification; Responds well to questions; Writes clearly; Able to read and interpret written information. Teamwork: Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Supports everyone's efforts to succeed. Quality: Looks for ways to improve and promote quality; demonstrates accuracy and thoroughness; Monitors own work to ensure quality. Quantity: Meets productivity standards; works efficiently; Completes work in a timely manner; Strives to increase productivity. Diversity: Shows respect and sensitivity for cultural differences. Ethics and Professionalism: Works with integrity and ethically; Upholds organizational values; Conserves organization resources; Approaches others in a tactful manner; Treats others with respect; Accepts responsibility for own actions. Safety and Security: Observes safety and security procedures; Reports potentially

unsafe conditions; Uses equipment and materials properly. Adaptability: Adapts to changes in the work environment; Able to deal with frequent change, delays or unexpected events. Dependability: Follows instructions, responds to management direction; Takes responsibility for own actions; Completes tasks on time or notifies appropriate person as needed. Initiative: Asks for and offers help when needed. Generates suggestions for improving work. Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. •High School Diploma or GED. •Have a minimum of 3 years working in the Manufacturing area. •Ability to understand and comprehend verbal and written English Instructions. •Ability to perform basic Math functions such as adding, subtracting, multiplication and division. •Must be available to work in other areas of the facility as well as other shifts. Appropriate notice will be given before a shift change is made. Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. •The associate must frequently lift and/or move up to 15 pounds and occasionally up to 30 pounds. The associate must be able to grasp small parts with fingers and should exhibit good finger dexterity and hand to eye coordination. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception and ability to adjust focus. Working Conditions and Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. •The noise level in this environment is usually moderate. Date listed: (10/26/17)

**Express Employment Professionals (423) Picker/Packers** (mwe job order 762365) 25 seasonal openings in Chestertown. Call and say "work in Chestertown" 410-820-8888. (Date listed: 11/13/17)

**Fairfield Inn and Suites – Marriott (362) Maintenance Technician (JO#738111); General Care/Preventive Maintenance Associate (JO#756721).** Position Requirements: •Open availability including nights, weekends and Holidays. •3+ Years of maintenance experience. •Less than 2 points and clean 3 year driving record. Please forward your resume or express interest by Emailing [FFI.ESNFI.GM@Marriott.com](mailto:FFI.ESNFI.GM@Marriott.com). (Date listed: 10/24/17)

**Gardener (249)** Private estate near St. Michaels seeks an experienced Gardener able to work well with a team. Full-time year-round position. Must have strong knowledge of tree and shrub care, and be able to guide other team members. Must be willing and able to work in all kinds of weather conditions. Benefits package includes medical, dental and vision insurance, life insurance and matching 401k. Send resume and references to: P.O. Box 1176, St. Michaels, MD 21663. (Date listed: 9/18/17 Updated 10/30/17)

**Genesis (420) Centreville, MD. Social Services Specialist I (MWE Job Order #762402); Manager – Office Centers (MWE Job Order #762390).** Apply online at: <http://genesishcc.com/careeropportunities>. (Date listed: 11/13/17)

**Genesis (365) Corsica Hills Center, 205 Armstrong Avenue, P.O. Box 50, Centreville, MD 21617. GNA (JO#756816); Registered Nurse (JO#756807); Nursing Supervisor (JO#756823); Licensed Practical Nurse (JO#756824); Nurse Practice Educator/Staff Development Coor. (JO#756827).** Apply to: [www.genesishcc.com](http://www.genesishcc.com). (Date listed: 10/24/17)

**Genesis HealthCare (364) "We understand care, we practice compassion" - Chesapeake Center Woods, 525 Glenburn, Cambridge, MD. Geriatric Nurse Aide (JO#756852); Receptionist (JO#756849); Licensed Practical Nurse (JO#756853); Registered Nurse (JO#756858).** (Date listed: 10/24/17)

**Genesis HealthCare** (363) "We understand care, we practice compassion" - Pines Center, 610 Dutchman's Lane, Easton, MD. **GNA** (JO#756716); **GNA** (JO#756785); **Maintenance Assistant** (JO#756703); **Registered Nurse** (JO#756707); **Clinical Reimbursement Coor.** (JO#756780); **License Practical Nurse** (JO#756792) (Date Listed: 10/24/17)

**Golden Rule Assisted Living** (409) Kent County small assisted living facility is currently looking for a **PRN Delegating RN**, must be MBON approved. Email resume and/or questions to [kriley0420@yahoo.com](mailto:kriley0420@yahoo.com). (Date listed: 11/8/17)

**Groundskeeper** (248) Private estate near St. Michaels seeks an experienced, full-time, year-round Groundskeeper able to work well with a team. Must be skilled in the use of heavy equipment including tractors, chainsaws, bush hogs and commercial mowers. Must be experienced in mowing, edging, mulching and weeding. Must be willing and able to work in all kinds of weather conditions. Benefits package includes medical, dental and vision insurance, life insurance and matching 401k. Send resume and references to: P.O. Box 1176, St. Michaels, MD 21663. (Date listed: Updated: 10/30/17)

**Greg Haddaway State Farm Insurance** (393) I am looking for a goal based **sales and service** person. Property and Casualty insurance will be needed to fulfill this position. We will train the right candidate. Daily, weekly and monthly sales goals will need to be met. Cold calling, following up on leads and other types of marketing will be used to help achieve these goals. Attention to detail and follow up are a must. Customer service and building relationships are vital as well. Salary and commission plan to be discussed at interview. Please send resume to [greg.haddaway.e3up@statefarm.com](mailto:greg.haddaway.e3up@statefarm.com). **Apply by December 1, 2017.** (Date listed: 11/6/17)

**Hanover Foods** (352) **Plant Custodian** (JO#758211). Maintain general housekeeping throughout the plant and grounds of the plant. The custodian is responsible for supporting the SQF program within scope of the job function. The custodian is also responsible for Food Safety and Plant Security. Position is located in Ridgely, MD. To apply email resume to: [rroberts@hanoverfoods.com](mailto:rroberts@hanoverfoods.com). (Date listed: 10/30/17)

**Hanover Foods** (351) **Machine Operator/Production Workers** (JO#756237) (Need to be mechanically inclined). Perform the basic duties necessary during the daily production runs. Also responsible for Food and Employee Safety and Plant Security. Positions are located in Ridgely, MD. To apply email resume to: [rroberts@hanoverfoods.com](mailto:rroberts@hanoverfoods.com). (Date listed: 10/23/17)

**Haven Ministries** (354) Kent Island United Methodist Church Fellowship Hall, 2739 Cox Neck Road, Chester, MD. **Overnight Shelter Staff** (Refer to MWE Job Order #756201). For all interested please call 410-739-7859. (Date listed: 10/23/17)

**Heartfields** (404) Following positions available: **Caregivers- PT and FT** (JO#760697); **Cooks- PT** (JO#760703); **LPN- PT** (JO#760707); **RN Resident Services Director** (JO#760721). Apply on line at: <http://careers.fivestarseniorliving.com/>. (Date listed: 11/7/17)

**Home Paramount Pest Control** (372) Easton office needs **Pest Control Technicians** (JO#757121). To apply email resumes to [mmusotto@homeparamount.com](mailto:mmusotto@homeparamount.com). (Date listed: 10/26/17)

**Hyatt (Chesapeake Bay)** (371) **Cosmetologists** (JO#709692); **Massage Therapists** (JO#709698); **Event Services Manager** (JO#734738); **Nail Technician** (JO#757225); **Roving Bartenders** (JO#757220). Apply on line at: [www.chesapeakebay.hyatt.com](http://www.chesapeakebay.hyatt.com). (Date listed: 10/25/17)

**Inn at Perry Cabin (382) PBX (Phone) Operator** (MWE Job Order #757414); **Recreational Attendant** (MWE Job Order #757423); **Housekeeper/Room Attendant** (MWE Job Order #757922); **Banquet Server** (MWE Job Order #757925); **Dishwasher** (MWE Job Order #757935); **Bartender** (MWE Job Order #757943); **Esthetician On Call** (MWE Job Order #757954); **Nail Tech On Call** (MWE JO#757960); **Server** (MWE Job Order #757965); **Room Service Server** (MWE Job Order #757969); **Massage Therapist On Call** (MWE Job Order #757971); **Spa Attendant** (MWE Job Order #758220); **Server Assistant/Bar Back** (MWE Job Order #758221); **Line Cook** (MWE Job Order #758222). (Date listed: 10/30/17)

**Interrail Transport (426) Human Resources Generalist** (Centreville, MD). We are a service contractor to the railroad industry with corporate offices located in Centreville, MD. The corporate office supports field offices with 800+ employees nationwide. Hours are Monday-Friday 8-5. We are seeking a full-time HR Generalist to review new hire paperwork including our background check and drug testing processes, administer leave of absence requests, respond to verifications of employment, create a bi-monthly Newsletter and complete varied electronic weekly and monthly reporting. Must be proficient with Microsoft Office including Excel, be detail-oriented, and have excellent phone and writing skills. Bi-lingual Spanish helpful, but not mandatory. Minimum Associates degree with 1 year human resources experience, must pass background check. Benefits include health, dental, vision, life/supplemental life, 401-k, and short-term disability. Please send resume and cover letter to [jobs@interrail-transport.com](mailto:jobs@interrail-transport.com). (Date listed: 11/15/17)

**Interstate Container (424) Current Openings: General Helpers** (JO#762908); **Industrial Electricians** (JO#762905). Interstate Container is a corrugated box manufacturer on the Eastern Shore of Maryland. Fill out Interstate Container application at any One Stop. (Date listed: 11/14/17)

**Kent County Public Library (391) Library Assistant - Children and Youth Services.** Part time (20 hours) - Part-time Library Assistant I pay scale Supervised by Head of Children and Youth Services. Preferred Hours: Mon/Tues/Thurs/Fri afternoons; Wed mornings; Saturday and evening hours as needed. Schedule is dependent on the program needs of the Children's Department, but allows for some flexibility. \$15.00/hour. General Summary: Assists with all aspects of Children and Youth Services programming and public service. Continually seeks and finds ways to promote increased use of Children and Youth Services. Helps establish and maintain a high standard of Children and Youth Services for the Kent County Community. Qualifications: Associate Degree required; BA Degree preferred. Early Childhood experience required. Application is available online or in person. Submit cover letter and resume to Jackie Adams at [jadams@kent.lib.md.us](mailto:jadams@kent.lib.md.us). Deadline for application: Open Until Filled. (Date listed: 11/3/17)

**Kmart (285)** Now hiring seasonal and full time. <http://Jobs.kmart.com>. Full-time positions: **Health & Beauty Lead; Home Department Merchandiser; Sporting Goods Merchandiser; Toys Merchandiser; Pantry Lead; Data Integrity Lead.** Seasonal Part Time Positions: **Layaway; Online Order Department; Truck Unload; Floor Recovery/Merchandisers; Jewelry; Overnight Freight; Day Freight Associates; Registers; Service Desk.** (Date listed: 9/29/17)

**Koski Trucking (367)** Hurlock, MD. **Tractor Trailer Shop Mechanic** (JO#757436). General tractor-trailer shop maintenance. Diagnose, adjust, repair, or overhaul mobile mechanical, hydraulic, and pneumatic equipment on tractortrailers. CDL-A and Welding capabilities a plus. To apply email resume to: [Vickie@koski.ws](mailto:Vickie@koski.ws) or fax to 410-754-3264. (Date listed: 10/26/17)

**L & S Bus Service, Inc. (323)** is now hiring **Bus Drivers** for the Kent and Queen Anne area. CDL Class B w/PS and Air Brake Endorsement is required. Criminal Background Check and review of Drivers License history will be necessary to proceed with employment. Contact Lawrence at 410-758-8304. (Date listed: 10/12/17)

**Maryland Department of Transportation (MDOT) (325) Compliance Officer (DOT Executive Assistant I).** GRADE 17 (7340) SP# 17-14-05. Open Until Filled. You must apply online to be considered for this position. <http://agency.governmentjobs.com/mdot>. The Maryland Department of Transportation's State Highway Administration Office of Equal Opportunity (Chestertown) is recruiting for a Compliance Officer (DOT Executive Assistant I) position. This position is open to anyone who meet the minimum and selective qualification\* listed below. This is a position specific recruitment. The resulting list of eligible candidates will be used to fill this vacancy, and may be used to fill future vacancies in this classification in the Office of Equal Opportunity (Chestertown). This position functions at the advanced level of Equal Opportunity Program Management ensuring compliance with numerous equal opportunity programs and providing guidance to others throughout the agency. The position works independently and is responsible for managing a large caseload of contracts from inception to contract closeout monitoring for compliance, accuracy and progress. This advanced/lead position is differentiated from the full performance leveling that the advanced lead carries a larger case load of contracts, works more independently and provides guidance to lower level staff and district positions.

Education: A Bachelor's degree from an accredited college or university. Please see the notes below experience. Experience: Four years of experience conducting and evaluating a business or public entity for compliance or ensuring adherence to fair practice standards and monitoring contracts for compliance with federal, state, or municipal laws and regulations. 1. Additional experience directly related to protected groups and their problems in the areas of compliance with civil rights statutes or community and human relations; or monitoring contracts and investigating regulated activities to ensure compliance may be substituted on a year-for-year basis for the required four year degree. 2. Thirty graduate credit hours from an accredited college or university may be substituted for one year of the required experience. Preferred Qualifications: The successful candidate should have excellent writing and oral presentation skills for preparing formal documents, contractor compliance reviews, conducting training presentations, leading various teams and communicating directly with project and inspection staff. This person should possess good organizational skills to support contract management, compliance reviews, contractor's workforce statistics, training initiatives, and other initiatives as directed by the Office of Equal Opportunity. Excellent computer skills including knowledge of MS Word, PowerPoint, Access and Excel are preferred. The successful candidate should be a self-starter and able to work independently to ensure that the program areas under his/her responsibility are in full compliance with State and Federal laws and regulations and SHA Office of Equal Opportunity procedures. The successful candidate should be able to address any such deficiencies in a timely manner. Licenses & Certifications: Possession of a motor vehicle operator's license valid in the state of Maryland. Additional Information: **TO APPLY:** All applicants must submit an application online at <http://agency.governmentjobs.com/mdotmd> (use of this option allows the application to be saved). Since the test may be a rating of the information contained in the application, it is essential that the application be filled out completely and accurately. Resumes will not be accepted in lieu of a completed application. To receive credit for your work history and credentials you must list the information in the online DTS-1 application form. You may refer to a resume only to expand on information offered in the body of the online DTS-1 application. Please include all relevant experience on your application. This includes, but is not limited to, full or part time, volunteer, military, acting capacity, or any other experience that is relevant to the position you are applying for. Selected candidates may be subject to background and reference checks. A conviction is not an automatic disqualification from employment. Bilingual applicants are encouraged to apply. All candidates serve an initial probationary period of 6 months, which may be extended to 12 months. The State of Maryland offers excellent health and leave benefits, 401k benefits, pension plan a free transit program, and advanced education and training opportunities. The incumbent in this position may be a member of a covered bargaining unit and may be required to pay a bi-weekly service fee to the exclusive representative of the bargaining unit. Please Note: The Maryland State Highway Administration will no longer sponsor new employees in application of the H-1B Visa. All applicants must be legally authorized to work in the United States under the Immigration and Reform Control Act of 1986. Federal regulations prohibit H-1B Visa candidates from paying sponsorship fees, all sponsorship fees must be assumed by the potential employer. If you have any questions please

contact the Recruitment and Examination Division at the following number(s): 410-545-5554 or 1-877-743-9311. (Date listed: 10/12/17)

**Miltec** (291) 146 Log Canoe Circle Stevensville, MD **Electrical Engineer** (See MWE Job Order #710707 for details); **Controls Engineer** (See MWE Job Order #710709 for details). [APPLY ONLINE](#). (Date listed: 10/2/17 Updated 11/16/17)

**N R L & Associates, Inc.** (287) 245 Log Canoe Circle, Suite I Stevensville, MD. **Assembler** (Refer to MWE Job Order #706219); **Machine Operator** (Refer to MWE Job Order #681251); **Setup Operator** (Refer to MWE Job Order #666575); **Programing** (Refer to MWE Job Order #666616). [APPLY](#). (Date listed: 10/2/17)

**Pepco** (383) Centreville, MD. **Trouble and Serviceman SCD NERC** (MWE Job Order #758104) Apply Online at [http://www.americasjobexchange.com/job/job\\_apply?jobId=579868069&source=MD](http://www.americasjobexchange.com/job/job_apply?jobId=579868069&source=MD). (Date listed: 10/31/17)

**PRS Guitars** (418) 380 Log Canoe Circle, Stevensville, MD. **SE Inspector** (Entry Level) (See MWE Job Order #762515 for details); **Accessories Manager** (See MWE Job Order #723379 for details). Apply in person or email resume to [jobs@prsguitars.com](mailto:jobs@prsguitars.com). (Date listed: 11/13/17)

**PRS Guitars** (384) 380 Log Canoe Circle Stevensville, MD. **Production Sanders** (Entry Level) (See MWE Job Order #634083 for details); **Warehouse Associate** (See MWE Job Order #757827 for details). Apply in person or log in to [jobs@prsguitars.com](mailto:jobs@prsguitars.com). (Date listed: 10/31/17)

**Quality Health Strategies** (417) Easton, Maryland. "A leader in innovation strategies improving health services and programs". **Application Developer III** (JO#757221); **QI Coordinator II – External Quality Review** (JO#759807); **Data Analyst** (JO#757301); **Technical Writer/Editor** (JO#730544); **Project Manager External Quality Review** (JO#759804); **Medical Director Medicare Part D** (JO#730406). Apply online: [www.qualityhealthstrategies.org/careers](http://www.qualityhealthstrategies.org/careers). (Date listed: 11/14/17)

**Queen Anne's County** (394) **Network Administrator - Emergency Services** (mwe job order #760314). **Deadline - 11/17/17**. All applications must be submitted online at [www.qac.org](http://www.qac.org). (Date listed: 11/6/17)

**Queen Anne's County** (356) **Maintenance Worker I** (mwe job order #756329); **Equipment Operator I** (mwe job order #756334); **Mechanic II** (mwe job order #756337). Apply online at [www.qac.org](http://www.qac.org). (Date listed: 10/23/17)

**Reflections Salon Spa & Tanning** (279) Chestertown, MD (Queen Anne's County). We are looking to increase our staffing in all areas. **Hair Stylist, Massage Therapist, Nail Technicians and Estheticians**. Our salon has been open now for just over a year and we've already been winning awards! Best Facial & Friendliest Staff by the Shore Update 2017. Best Stylist, Best Hot Stone Massage, Reflexology, Nail Art, Eyebrow Care and Aromatherapy! by Whats Up? Eastern Shore 2017-2018. If you have a passion for the Beauty Industry and a strong work ethic, please visit our website at [www.reflectionssalonspatan.com](http://www.reflectionssalonspatan.com). You may contact the owner at 410-310-5875 or send your resume to [reflectionssalonspatanning@hotmail.com](mailto:reflectionssalonspatanning@hotmail.com). **Please apply by December 31st 2017**. (Date listed: 9/27/17)

**Salvation Army** (312) 50 **Bell Ringer** (JO#742282). Jobs start in late November and are available in Dorchester, Talbot, Caroline and Queen Anne's Counties. \$9.25 per hour. Apply in person only at Salvation Army, 200 Washington St., Cambridge, MD. 21613. Volunteers also accepted. (Date listed: 10/10/17)

**Sauer Compressors** (345) Stevensville, MD. **Shipping and Receiving Coordinator** (Refer to MWE Job Order #745787). Email Resume to [hr@sauerusa.com](mailto:hr@sauerusa.com). (Date listed: 10/20/17)

**Scotts Miracle Gro** (387) Currently seeking a merchandiser to assist with Scotts Miracle Gro products in the Easton MD Lowes store. This position will not begin until spring, actual date dependent on weather conditions and customer action. A merchandiser is responsible for stocking shelves and displays, cleaning outside product, alerting store management and Scotts sales manager of inventory concerns or discrepancies and consumer interaction. Qualified candidate must be: •18 years of age with high school diploma; •able to climb safety ladders and carry down boxes of product; •lift up to 50 lbs and move pallets of product with pallet jack; •work without supervision after completed training; •have reliable transportation and insurance; •be comfortable with and have access to computer; This store will require 1 to 2 visits a week. Actual hours will be determined once budget is finalized but could be 8-14 hours/week. Being a seasonal position it may end by June. Until our website is up to accept applicants, interested candidates can respond to me at [richard.sheffield@scotts.com](mailto:richard.sheffield@scotts.com). Company website is <https://www.scotts.com/> if you would like to learn more about us. (Date listed: 11/1/17)

**The Sleep Inn** (377) **Front Desk Clerk.** We are currently seeking positive outgoing people to become part of our team. The front desk is the face of our hotel, if you like people and the hospitality industry then you are who we are looking for. We have two positions opening up: full time 3pm to 11pm and part time 11pm to 7 am Night Auditor. Both shifts entail processing guest in and out of the hotel, keeping the lobby area neat, answering and operating the phone switchboard system, making reservations, helping the guest to find local attractions, and overall doing what we can to ensure that the guests enjoy their stay. Please stop by and fill out an application today. The Sleep Inn, 101 VFW Ave., Grasonville, MD 21638. 410-827-5555. (Date listed: 10/25/17)

**Southern States** (396) Centreville, Maryland. Farmer owned since 1923. **Seasonal Petroleum Driver** (MWE Job Order #760123). Apply online at: [www.southernstates.com](http://www.southernstates.com). (Date listed: 11/6/17)

**State of Maryland – State Highway Administration (SHA)** (294) **Heavy Equipment Maintenance Technician III** - Salary \$34,390.00 - \$54,186.00 Annually, Job Type Full Time, Department - Maryland Department of Transportation, Job Number 7126-multi-4/17, Closing Continuous. OPEN RECRUITMENT - OPEN UNTIL FILLED. Job Specific Recruitment: Positions located in District 2 (Cecil, Kent, Talbot, Queen Anne's, and Caroline Counties). Please only apply if you are willing to work in this area. "Initial appointments for new State employees in SHA's District 2 will not be above salary step 7 (\$42,623)." This is the advanced level of repair and maintenance work on motor vehicles and construction/maintenance equipment. Employees at this level are responsible for performing major mechanical repairs, diagnosing various system malfunctions and extensive overhauls of all types of major automotive and equipment components, assemblies and sub-assemblies. Incumbents receive general supervision from a Heavy Equipment Maintenance Supervisor or other designated supervisor. Employees in this class are considered essential employees and are subject to call 24 hours a day, as may be required in order to maintain continuous operation of a facility. Employee must provide the agency with a telephone number where they can be reached. Employees may be required to work rotating shift work, to include evenings, nights, weekends and holidays. In the event of hazardous weather or highway conditions, employees will be called to duty during off-hours in order to maintain and repair equipment. This is maintenance work requiring physical exertion that is performed either outdoors under all weather conditions or inside a building. Employees are required to work outdoors in all types of weather and may be exposed to extreme heat, fumes, exhaust and hazardous materials. On some assignments, employees may be required to move objects weighing over 50 pounds. Minimum Qualifications: Education: Graduation from a standard high school or possession of a high school equivalency certificate. Experience: Four years of experience servicing, maintaining and repairing motor vehicles, diesel-powered equipment, gasoline and diesel engines, and heavy-duty construction equipment. Applicants must possess and maintain a class A or B commercial Driver's License (CDL), valid in the state of Maryland. All applicants must list their driver's license number and expiration date on the application. Notes: 1.Applicants may substitute additional documented and relevant experience repairing, servicing and maintaining automobiles, trucks, buses or comparable equipment for the required education on a year-for-year basis. 2.U.S. Armed Forces military service experience as defined under the Minimum Qualifications may be substituted for the required education and experience on a year-for-year basis. 3.Certification as a Technician by the National Institute for Automotive Service Excellence (ASE) can be substituted for two years of the required education. (The two years of experience used to qualify for ASE testing is considered an integral part. Selected candidates may be subject to background and reference checks. You may download an application,

or you may apply online at [www.mdot.maryland.gov/employment](http://www.mdot.maryland.gov/employment). If you need a paper application mailed to you, please call 410-865-1073. (Date listed: 10/2/17)

**Stepping Stone Children's Center** (360) in Stevensville, MD is seeking qualified **Child Care Professionals** to become a part of our team. We are seeking **Infant/Toddler and Preschool Qualified Teachers and Assistant Teachers**. Applicants must be qualified through the Office of Child Care and have One year of experience to be a Lead Teacher. Please apply through email at [danielle.steppingstonecc@gmail.com](mailto:danielle.steppingstonecc@gmail.com). You may also call 410-643-4181 to learn more. (Date listed: 10/24/17)

**Talbot County Department of Social Services** (397) **Social Worker - F/T** in the Child Protective Services Unit. This position is responsible for conducting screening and intake services for referrals that come into the agency either by phone calls or in person. MSW and license required. Apply on-line at [www.workformaryland.com](http://www.workformaryland.com) for Social Worker I, Family Services or Social Worker II, Family Services as it applies to your exp. level. Indicate Talbot for the employment location. **Deadline for applying is November 22.** (Date listed: 11/7/17)

**Talbot County Government** (416) **Landings Enforcement Officer** (mwe job order #762734). Email resume & cover letter to [applications@talbotcountymd.gov](mailto:applications@talbotcountymd.gov). (Date listed: 11/14/17)

**Talbot Special Riders** (179) a nonprofit Therapeutic Riding program for children and adults with special needs in Preston, is now seeking **volunteers** to assist with its expanded programming. TSR offers a variety of opportunities such as horse leaders, sidewalkers, office resource, and special event help. Therapeutic Riding classes, Hippotherapy sessions, and special program groups are held through the week and on Saturdays. For More information about volunteering, visit our website at [www.talbotpecialriders.com](http://www.talbotpecialriders.com) or contact Kim Hopkins at 443-239-4953/ [tsrhopkins@gmail.com](mailto:tsrhopkins@gmail.com). (Date listed: 8/28/17)

**Talbots Outlet** (427) is hiring **Sales Associates** for the Queenstown, MD store. The Talbots Sales Associate creates exceptional customer experiences and enables others on the team to build enduring relationships with our customers. For more information and to apply, visit [jobs.talbots.com](http://jobs.talbots.com). (Date listed: 11/15/17)

**Talisman Therapeutic Riding** (385) **Volunteer Opportunity** - Working with Horses and People in need. Come check out our beautiful 1,000 acre farm in Grasonville, Maryland! We are always in need of new volunteers to help with horse riding lessons, events, horse care, and farm projects. Our scheduling is flexible. Each lesson involves leading a horse for a rider who has disabilities. We will give you a brief orientation to answer any questions for you. Contact Chelsea with any interests or questions @ 443.239.9400 or email: [Chelsea@talismantherapeuticriding.org](mailto:Chelsea@talismantherapeuticriding.org). (Date listed: 11/2/16 Updated 6/15 17)

**Tanglewood Conservatories** (402) Denton, MD. **Craftsman/Lumber Miller** (JO#760788) Apply on line at: <http://tanglewoodconservatories.com/careers>. (Date listed: 11/7/17)

**Unisite** (388) Denton, MD. **Design Engineer, Steel Operator, Machinist, CNC Machine Tender, Industrial Health & Safety Technician, Power Tool Repair Technician, Maintenance Mechanic, Quality Control Technician**. Click [HERE](#) for more information and application. (Date listed: 11/2/17)

**United Parcel Service (UPS)** (408) **Holiday Driver/Helpers** (JO#761122); **Package Handlers** (JO#761127). Please complete an application for Easton MD at [www.UPSjobs.com](http://www.UPSjobs.com). Schedule an appointment for one of our Information Sessions for the following dates: W 11/15, W 11/22, W 11/29, W 12/6, W 12/13, W 12/20. Information and training sessions will be scheduled hourly. You must apply at [www.upsjobs.com](http://www.upsjobs.com) beforehand to be scheduled. Sessions will be held at the Talbot Career Center, 301 Bay St. Suite #301, Easton, MD 21601. (Date listed: 11/8/17)



**Upper Shore Hiring Event (414) Manufacturing/Production Jobs** – All Jobseekers  
Welcome - **December 6, 2017 – 1pm-4pm** - Eastern Shore Innovation Center Main Meeting Room, 104 Tech Park Dr., Cambridge, MD (In the Dorchester Technical Park just past the Dorchester Airport on Bucktown Rd.). Employers: DS Smith (Interstate Containers); Rexnord (Cambridge Int'l); Protenergy; Patriot Steel; B&G Foods; Valley Protein. Veterans encouraged to attend. Need a ride? DCT may be able to help. Call 410.221.7600. Please dress for success and bring resumes. For more information call Mike Neil or Sharon Egerson at 410.822.3030 or Vernon Davis at 410.901.4204. (Date listed: 11/14/17)

**USA Fulfillment (355)** 313 Talbot Blvd., Chestertown, MD 21620 - 410-810-0880 - [woutten@usafill.com](mailto:woutten@usafill.com). **Seasonal Team Members** to assist with consumer orders during our peak season, traditionally between Thanksgiving and Christmas. Holiday jobs can provide extra cash for the holiday season, and potentially help earn a permanent position after seasonal employment ends. USA is offering a retention bonus for new team members, up to \$350.00. You must work all scheduled hours and meet quality standards during the duration of the peak season. There will be three (3) weeks of paid training. No training days may be missed. To apply, complete a full application at USA Fulfillment's offices between 8:30am and 4:00pm, M-F. Address: 313 Talbot Blvd., Chestertown, MD 21620, or go online at [www.usafill.com](http://www.usafill.com). (Date listed: 10/23/17)

**WalMart (385)** Denton, MD. Open interviews with management every Thursday from 3 to 5 PM. Come talk with us and join our team. Veterans are encouraged to apply. Apply on line: [www.careers.walmart.com](http://www.careers.walmart.com). (Date listed: 10/31/17)

**Warwick Fulfillment (268) Account Manager.** We are a dynamic and growing fulfillment company based in Maryland's beautiful eastern shore. We have an opening for an equally dynamic account manager. The ideal candidate would have prior project management experience, good attention to detail, and have strong written and verbal skills. This future Warwick Fulfillment Solutions' employee would have good computer skills and know basic computer office software such as Microsoft Word and Excel. This candidate would also be a good listener and have the ability to communicate Client requirements to other team members and manage Client deadlines and expectations. If you are looking to be a part of our wonderfully wacky, professional team and help support our roster of pretty awesome clients, send resume and cover letter to: [hr@warwickfulfillment.com](mailto:hr@warwickfulfillment.com). (Please don't forget the cover letter). Or, send us your resume and cover letter and fill out application via [THIS LINK](#) (Careers tab). (Date listed: 9/26/17)

**Washington College (419)** Chestertown, MD. **Retail Prep/Cashier (JO#761635); Patrol Officer (JO#761602); Patrol Supervisor (Sergeant) (JO#761609); Retail Prep/Cashier (Part-Time) (JO#762451).** Apply [www.washcoll.edu/offices/humanresources/employment.php](http://www.washcoll.edu/offices/humanresources/employment.php). (Date listed: 11/13/17)

**Wawa (401)** 101 Hissey Road, Grasonville, MD. **Customer Services Associates** (Refer to MWE Job Order #760590); **Night Supervisor** (Refer to MWE Job Order #760607). [APPLY HERE](#). Discover great Careers at Wawa! (Date listed: 11/7/17)

**Western Auto (386)** Kent Island. **Lube & Tire Tech** (Refer to JO #685698). Apply in Person. (Date listed: 11/1/17)

**Whitewood Assisted Living (359)** in Grasonville is hiring an **Overnight Awake Caregiver.** EXTRA PAY FOR OVERNIGHT SHIFTS! Hours are either 8, 10 or 12 hour shifts overnight. Bonus paid for overnight hours. Some weekends. Full time preferred, but will consider part time. Nice calm working environment with supportive co-workers. Take care of elderly residents, primarily with dementia, housekeeping, cooking etc. Must be very dependable. No experience needed but must show up all the time and be drug free with no criminal record. Pay is better with current Med tech license. Pay is increased for experience/CNA. Must email resume or work history with name and phone number to [info@whitewoodassistedliving.com](mailto:info@whitewoodassistedliving.com). (Date listed: 10/23/17)

**Zips Dry Cleaning** (203) on Kent Island in Chester MD is hiring **Counter Associates** for a variety of time slots. Zips Kent Island is located next to Route 50, east of the Bay Bridge. Counter Associates are responsible for providing exceptional customer service to all customers in a timely and professional manner. The job provides year-round flexible working hours at a convenient and friendly business. Please visit our [WEB PAGE](#). Interested candidates can reach out directly to the store manager Stephanie Butler at [zips106mgr@321zipx.com](mailto:zips106mgr@321zipx.com). Please send a recent resume and contact information. (Date listed: 9/5/17 Updated 10/5/17)

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The Office of Employment Services makes every effort to publish the job listing in a timely manner. However, deadlines for some positions allow a limited response time. Contact with the employer is encouraged to see if the position is still available. Chesapeake College is an Equal Opportunity Institution.