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.

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. (Date listed: 8/30/16)

Alliance for the Chesapeake Bay (199) CBP Communications: Web Content Specialist
The Alliance for the Chesapeake Bay seeks a Web Content Specialist for the Chesapeake Bay Program (CBP) Communications Office in Annapolis, Maryland. This position is an integral part of the overall CBP Communications Office team, central to our successful online communications efforts and responsible for the creation, maintenance and marketing of consistent high quality web content for the CBP website (www.chesapeakebay.net). Deadline to apply is September 29, 2017. Responsibilities include: •Planning, writing, editing and developing engaging written and visual content for the CBP website. •Working with subject matter experts and Bay Program partners to create and maintain user-friendly web content that supports the work of the CBP partnership. •Collaborating effectively with the Multimedia Specialist and Communications Staffer to build content, including blog posts, photos and videos. •Development of a content strategy for the CBP website. •Upholding content quality standards and maintaining consistent writing style and voice across the site. •Design of fact sheets, brochures and publications. •Promoting web content through social media, a suite of e-newsletters and networking both online and in person. •Staying current with trends and best practices for social media and web content. •Acting as a liaison between the CBP Communications Office and Web Team. •Using analytics and user data to improve web content, market online products effectively and report trends to the wider Communications and Web Teams. •Managing editorial calendars to schedule and organize timely and relevant annual web content. •Responding to public questions and information requests via email, social media, FAQs and blog comments. •Assisting with other communications projects, as necessary. Skills & Requirements: •At least two years’ experience writing, editing and marketing content for the web. •Proficient in social media outreach and other online marketing of products. •Understanding of audience analyses with ability to develop and tailor web content that meets the specialized needs of various audiences. •Basic knowledge of graphic design, with experience using Adobe Photoshop, Illustrator and InDesign. •Demonstrated knowledge of HTML. •Self-motivated, organized, creative and a team-player. •Excellent written and verbal abilities with high attention to detail. •Strong organizational and storytelling expertise. •Familiarity with AP Style. •Ability to write concisely and effectively to meet the interest and needs of different audience (including
teachers, students, local and state governments and the general public) and in a manner that moves that audience to take action on behalf of the Bay. •Experience in understanding and communicating complex scientific and policy issues or information. •Passion for environmental issues, preferably related to the Chesapeake Bay. The Chesapeake Bay Program is a diverse federal/state/non-government partnership established in 1983. It works to restore and protect the Chesapeake Bay and the thousands of streams, creeks and rivers in the watershed through collaborative policy making, scientific assessment and public communication. The Communications Office is managed by the Alliance for the Chesapeake Bay under grant funding provided by the Environmental Protection Agency. This position reports directly to the CBP Director of Communications, who is also with the Alliance. This position is based at the Chesapeake Bay Program office near downtown Annapolis, Maryland, with occasional travel throughout the Chesapeake Bay watershed (Delaware, Maryland, New York, Pennsylvania, Virginia, West Virginia and Washington, DC). Candidates must be willing and able to pass a federal background check. Please email cover letter, resume, writing sample, design sample and salary requirements to rfelver@chesapeakebay.net by Friday, September 29, 2017. Include “Web Content Specialist” in subject line. No phone calls, please. (Date listed: 9/1/17)

**American (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)

**AMS Group (194)** Chesapeake Business Park - Stevensville, MD. **Mechanics Helper** (Refer to Job Order #729293). To apply, email resume to jleavers@amsgroup.net. (Date listed: 8/31/17)

**Arcadia Assisted Living (209)** **Caregiver/CNA**: Arcadia Assisted Living has full-time or part-time openings. Must love working with seniors, dependable and valid work status. Full time and part time positions are available. Duties to include housekeeping, laundry, meal prep, bathing /personal hygiene care, mobility assistance and all aspects of daily living help. Must be able to lift 50 pounds. We will train the right person, this opening includes working evenings and one weekend day. Drug test and background check performed. Must be 18 years old. Full-time or Part-time - $10.00/hr or more depending on experience. Please send email to ArcadiaHome@gmail.com. (Date listed: 9/7/17)
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@thearcccr.org. http://www.thearcccr.org/about-us/join-our-team/. (Date listed: Updated 6/8/17 Updated 7/6/17 Updated 8/17/17 Updated 9/14/17)

Baltimore County Police Department (200) Join us at our Career Fair on Saturday, October 14, 2017 – 10am to 12 pm – Sollers Point Multi-Purpose Center, 323 Sollers Point Road, Dundalk, MD 21222. Seeking qualified applicants for the positions of Police Officer, Cadet, Police Explorer. An orientation/information session will be held at 10am. Be sure to arrive on time. Apply on site. Any questions, contact our Recruiters at 410.887.5542, or by email at recruiter@baltimorecountymd.gov. (Date listed: 9/1/17)

Ben Franklin Crafts (253) Easton, MD. Picture Framer: Now accepting applications for part-time position. Experience not needed, but preferred. Apply in person at Ben Franklin Crafts – 101 Marlboro Av. Easton, MD (Easton Plaza Shopping Center) or email resume to mary-ann_bfeaston@goeaston.net – no phone calls please. Competitive pay plus commission. You must be able to read a ruler. (Date listed: 9/19/17)

Benedictine (201) 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, Speech Language Pathologist Assistant, Teacher, Direct Support Professionals (Group Homes and Dorms), Employment Specialist – Ridgely, Garden Center Job Coach, Vocational Job Coach, Busy Bee Job Coach, School Worksite Assistant, Director of Nursing, Behavior Specialist – BCBA Certified, Resource Team Assistant – School Residential, Lead House Counselor – Adult Community, Group Home Manager, Education Assistant. Please apply on line at: Benedictine Careers Page. (Date listed: 9/1/17)

Benedictine (188) NOW HIRING! Are you looking for a rewarding, full time job with benefits? We are seeking a Mon-Fri 7a-3p Busy Bee Job Coach who will assist with performing janitorial duties in buildings on campus and in the community. Visit our website for a complete job description and to APPLY ONLINE TODAY! You may also contact the recruiter directly at 410-364-9625. www.benschool.org. (Date listed: 8/30/17)

Binkley & Hurst, LP (175) 12455 Browntown Rd., Kennedyville, MD; Part-Time Parts/Service/Office Associate position (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. Please email resume or application to careers@binkleyhurst.com. (Date listed: 8/24/17)

Bridges Land Management (227) St. Michaels location. Landscaper/Laborers (JO#674331). Please apply in person to: 1114 S. Talbot Street, St. Michaels, MD 21663 or Email resume to: info@bridgesland.com. (Date listed: 9/13/17)
Brooks Brothers (150) Now hiring at the outlet in Queenstown. We are looking for part-time sales associates. Our scheduling is flexible, but we need people who can work nights, weekends, and holidays. Apply in store or call 410-827-5740. (Date listed: 8/21/17 Updated 9/14/17)

Bryan & Sons (165) is hiring for the following positions: Experienced Mechanic to work out of our shop in Easton, with travel to project sites as needed. The position will be filled by a mechanic with the skills to diagnose and repair simple and complex vehicle and equipment issues, as well as track and perform routine maintenance tasks. Compensation will be based on level of experience. Equipment Operators for our Commercial Division. This position will be filled by a person capable of reading blueprints. The selected candidate will have a thorough understanding of grade and a clean driving record. Experience operating large construction equipment (tractor pan, dozer, grader, excavator, etc.) is required. The person selected for this position must be able to lift up to 50lbs. and work in the field under all conditions. A valid MD Driver's License and the ability to pull trailers up to 10,000 lbs. is required. CDL Truck Drivers for our Commercial Division. We are looking for CLASS A drivers with experience moving equipment and CLASS B drivers with experience hauling hot mix. Selected candidates will have solid experience and a clean driving record. Landscape Foreman to supervise field operations within our Residential Division. This position will be filled by a person capable of managing crews to produce high-quality landscape installations, in an efficient manner. The selected candidate will have a thorough understanding of good horticultural practices, site grading/drainage, and hardscape installation. Experience operating small construction equipment (tractors, skid steers, etc.) is required. The person selected for this position must be able to lift up to 50lbs. and work in the field under all conditions. A valid MD Driver's License and the ability to pull trailers up to 10,000 lbs. required. Resume, if available, can be sent to info@bryan-and-sons.com, or an application can be filled out at our office at 7140 Barkers Landing Road, Easton, MD. For additional information, please call our office at 410-819-3001. (Date listed: 8/23/17)

Butter Pat Industries (238) Cast Iron Cookware – manufacturer in Easton MD. Yes, they do make cast iron cookware like they did 100 years ago - and we make it here on the Eastern Shore of Maryland. Check out our website (www.butterpatindustries.com) and see if you’d like to join us in making the finest cast iron in America. We complete the final steps of our process here in Easton. Flexible scheduling - full and part-time hours available. Responsibilities include work in the warehouse, assisting with shipping and receiving of orders, and light manufacturing (this is not one of our foundry positions). Although this job can be physical we are still in start-up mode so don’t let that keep you from working into all stages of the business; including product design, restaurant sales, and management. Get in on the ground floor. Candidate must have a valid driver’s license, functional English, basic computer skills in Excel and Word. Must have the ability to make 50 lb. lifts on a regular basis, stand for six hours and work in warm conditions. HOW TO APPLY - Email us at info@butterpatindustries.com. Put "CAST IRON JOB" in the subject line. Send us a brief cover letter with previous employment and job descriptions. We will send you an application and schedule a phone interview. Apply by October 1st. This is not a temporary job. We need solid and reliable long-term employees. Looking to fill positions immediately. (Date listed: 9/15/17)

Candle Light Cove (228) (An assisted living facility) 106 W. Earle Avenue, Easton, MD 21601.
CNA/Caregivers - FT 2nd shift, PT other shifts (JO#733155); Van Driver (JO#733163);
Resident Care Assistants (JO#733161); Housekeepers (JO#733167). Apply on line at:
www.integracare.com. (Date listed: 9/13/17)

Caring Companions (220) is a Residential Service Agency based in Ellicott City, MD offering services to individuals in need of Companions 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 by December 31, 2017. (Date listed: 9/12/17)

Caroline County Health Department (233) Independent Consultant Contract Job - $23/hour - part-time 30 hr/week consultant position that ends on June 30, 2018 titled "Opioid Overdose Prevention Liaison" with the Caroline County Health Department: This position will provide professionally printed copies of a physicians and patient toolkit (i.e. SAMHSA web site, English and Spanish versions as needed, etc...); locate and visit the multiple Emergency Rooms that a Caroline County resident might be transported to (up to 24 plus receiving facilities for EMS alone in Caroline County), meet and educate EMS operators on the use of the toolkit within the multiple EMS services in Caroline County (up to 14 or more identified in the CHNA / CHIP process alone); identify and visit as many as possible Pharmacies and physicians’ offices that are providing services and prescriptions to Caroline County residents and provide toolkit information on the use and prevention of Opioid abuse. The employee will also be asked to increase the effectiveness of Health Department Services and our Local Drug & Alcohol Abuse Council (LDAAC) entirely volunteer entity. This person will create find and communicate with new potential community partners and those whom would like to receive Narcan Training by the Health Department or other public partner, locate partners outside Caroline County, attend community Education events when possible and ensure support for all our volunteers committed to improving the health of our community and prevent Opioid Overdoses and deaths as directed by the Health Officer of Caroline County. Requirements of the grant may vary, but will be completed by this position. Requirements: Graduation from High School and/or a combination of College Education or Experience in Public Health, Overdose Prevention, Behavioral Health and Addictions Prevention work. A combination of Education and/or work experience will be reviewed to determine the best candidate. How to apply: Create a Cover Letter describing why you want the position and what you can bring to the job, combined with a resume and email it to me at scott.leroy@maryland.gov or fax to 410-479-0554. Starts immediately upon hire. (Date listed: 9/15/17)

Caroline Nursing & Rehab Center (255) Join the Winning Team that Cares. Same Day Hiring Event – Interview and Get Hired – Thursday, September 28, 2017 – 9 am – 2 pm – Chesapeake College, Caroline Center – Wye Mills, MD. For more information, please call 410.479.2130. (Date listed: 9/20/17)

Carrion Electric (259) A reputable, local electrical contracting company is expanding. We are seeking a full time electrical mechanic with 5+ years experience. Compensation will be based on years of experience. Carrion Electric provides residential and commercial electrical services throughout the shore. Candidate must have valid driver’s license and be able to pass a drug test. Experience in the trade is a must. Also, must have excellent work ethic and professionalism. We pride ourselves on customer satisfaction and quality! Please send inquiries / resumes to ryan@carrionelectric.com. (Date listed: 9/21/17)

Chesapeake Building Components, Inc. (062) is looking to fill the position of Bookkeeper in its Easton location. Position is entry level with room for advancement and unlimited personal growth. Candidate should have strong math skills, the ability to work in a fast paced environment and a willingness to learn new processes and procedures. Some computer skills (Excel) preferred but training is provided on in-house system. This position interacts with all departments, so verbal and written interpersonal skills are also required. Please send resume with subject bookkeeper to cbceaston@gmail.com. (Date listed: 7/19/17 Updated 9/14/17)
Chesapeake Building Components, Inc. (061) a regional roof and floor truss and wall panel manufacturer is seeking a detail oriented, highly motivated team player to join our organization. Candidate must have strong math skills, time management skills, an ability to multi-task and excellent attention to detail. Excellent growth opportunity for right candidate. Job includes working with blueprints and some computer skills required (Excel). On the job training is provided. Minimum high school diploma. Email resume with subject Estimator/Designer Trainee to cbceaston@gmail.com. (Date listed: 7/19/17 Updated 9/14/17)

Chesapeake Building Components, Inc. (060) a Commercial/Residential Building Components Manufacturer with 40+ years in the industry is seeking highly motivated Outside Account Manager to establish new accounts with commercial and residential builders, remodelers, carpentry contractors and building material suppliers in Baltimore, Washington DC, Northern VA and surrounding area. Competitive benefit package including base salary, mileage reimbursement, expense account, commissions, etc. Entry level candidates considered. Extensive training provided for right individual. Email resume with subject Outside Sales to cbceaston@gmail.com. (Date listed: 7/19/17 updated 9/14/17)

The Chesapeake Center, Inc. (198) 713 Dover Rd. Easton, MD 21601. Direct Support Professional (JO#704874); Individual Support Services Assistant (JO#704880); Vocational Supervisor (JO#730340). Apply in person to above address M-F from 9 AM to 2 PM. (Date listed: 9/5/17)

The Chesapeake Center, Inc. (058) 713 Dover Road Easton, MD 21601 - 410-822-4122 - www.chesapeakecenter.org. Please go to website or call for information about the openings below. Chesapeake Group Homes is looking for Full Time – Direct Support Professional – Full Time & Part Time, all positions - 2pm-10pm, 10pm-8am, every other weekend working with adults with disabilities. •Chesapeake Center - ISS Program – ISS Assistant is looking for a Full Time - Flexible Hours (Afternoons, Evenings, and every other Weekend) working with adults with disabilities that live in the community. (Date listed: 7/19/17 Updated 9/14/17)

Chesapeake College (193) Human Resources Specialist: Job Grade 109NE. Responsibilities: Provides administrative support to busy human resources department and handles day-to-day tasks to include: coordinating recruiting and performance management functions; creating and maintaining employee files and preparing new hire packages; planning and coordinating various college functions. Required: Associate’s degree required, bachelor’s degree preferred. At least three years of experience in Human Resources required. Understanding of Human Resource practices relating to employment, recruiting, applicant tracking systems, workers’ compensation, benefits, and wellness programs required. Must possess excellent customer service and communication skills. Extensive experience with Microsoft Office Suite. Ability to learn and become proficient with college database system. Interested applicants should submit a cover letter and resume to hr@chesapeake.edu Position will remain open until filled (updated 9/14/17)

Chesapeake College (149) is currently accepting cover letters and resumes for the following replacement position: Director of Financial Aid: Job Grade DIR3-EX. Responsibilities: The Director of Financial Aid oversees the administration of all federal Title IV financial aid programs, Maryland State Scholarship programs and the awarding of institutional scholarships. Reconcile all federal, state and institutional financial aid programs. Adhere to all federal state and institutional regulations governing financial aid programs. Supervise a staff of three (3) full-time specialists and two (2) federal work-study students. Provide community-based financial aid counseling. Team with Admissions, Resource Development and Non-Credit to increase enrollment, increase scholarship dollars and funding options for non-degree seeking students and non-traditional programs, respectively. Compile statistical data for institution, community, and Maryland State and Department of Education. Coordinate the transferring of external data within two (2) networks. Coordinate cash management regulations with the Business Office. Coordinate distribution of all financial aid marketing materials. Maintain office budget. Establish financial aid budgets. Project aid expenditures. Test financial aid software updates in Colleague test
account. Conduct default prevention measures. The financial aid director needs a mix of skills including supervision and leadership skills, federal and state reporting regulations, budget management and computer-related skills. The individual must also possess strong communications skills due to the outreach, and public relations requirements of the position.

Requirements: Bachelor’s degree and five years of experience in financial aid is required. At least three (3) years supervisory experience at the assistant director level or above of a college or university financial aid office. Strong communication and public speaking skills are required. Budget management ability required. Ability to work effectively with internal and external constituencies (Business Office, Registration Office, Maryland State Department of Educations, etc.). Skill in applying federal regulations governing Title IV aid programs. Knowledge of Department of Education systems. Position will remain open until filled. For best consideration, interested applicants should submit a cover letter and resume to hr@chesapeake.edu Position will remain open until filled (Date listed: 8/18/17 updated 9/14/17)

Chesapeake Farms® (236) 7319 Remington Drive, Chestertown, MD. Housekeeping / Waitress (Refer MWE Job Order #734071). Email Resume to lori.lynn.loker@dupont.com. (Date listed: 9/15/17)

Chesapeake Treatment Services (176) Easton and Salisbury, Maryland, seeks qualified applicants for the position of Substance Abuse Counselor. The Substance Abuse Counselor maintains a caseload according to state regulations and provides direct counseling and case management services to patients, consisting of individual, and group services, including assessment, individualized treatment plans, counseling and aftercare services. Counselor will work closely with the Clinical Supervisor to ensure that clients’ needs are addressed on an individual basis ensuring exceptional service. Key Responsibilities include: Assures incoming patients have psychosocial assessment and interpretive summary according to the timeline in the CTS policy manual. Completes, with patient participation, a Preliminary Treatment Plan according to the timeline in the CTS policy manual. Completes a Quarterly Case Consult according to the timeline in the CTS policy manual. Completes a Treatment Plan Review and update for each patient after completion of the Comprehensive Treatment Plan according to the timeline in the CTS policy manual. Prepares an aftercare transition plan for all patients at the earliest possible time and to review prior to discharge. Prepare annual review, BPS update, annual case consult and annual bill of rights for each patient on a yearly basis. Follows up, according to the Follow-Up Policy and Plan with each discharged patient. Provides individual addiction counseling according to the Comprehensive Treatment Plan. Provides group addiction counseling according to the Comprehensive Treatment Plan. Documents each individual, group, case management or other patient contacts by way of progress note written in “DAP” formula in accordance with CTS policy manual standards. Ensures all paperwork is filed into patient charts in a timely manner that meets CTS policy manual standards. Ensure that patient has an accurate form of funding and that authorizations are reviewed in a timely manner to ensure payment for services. Completes all paperwork that is associated with take homes and state exceptions. Attend required clinical and treatment team meetings on a weekly basis to allow consultations of current caseload. Qualifications: Licensed, certified or trainee status as an alcohol and drug counselors by the Board of Professional Counselors and Therapists. Approved by the Board of Professional Counselors and Therapists; or Licensed, certified, or permitted under the Health Occupations Article, Annotated Code of Maryland to provide substance abuse treatment. Job Type: Full-time. Required experience: Substance Abuse Counseling preferred. For best consideration, interested applicants should submit a cover letter and resume to aripppeon@ctseaston.com. (Date listed: 8/25/17 Updated 9/22/17)

ChesterWye Center, Inc. (246) Direct Support Professionals (Refer to MWE Job Order #727764). Apply by Emailing cdordick@chesterwye.com or In Person - 110 Chesterwye Lane, Grasonville, MD 21638. (Date listed: 9/18/17)
Chesterwyke Center, Inc. (205) has several positions available for Direct Care Professionals in our Residential Program: Weekends [9am to 11pm], Weekday & Weekends [3:30 pm to 11 pm shift], 1:1 (one staff to one person we support ratio). These positions are to provide support to adults with disabilities. Chesterwyke is also looking for staff that can work PRN [as needed] in both our Day & Residential Programs. If you are interested in the opportunity to start a new career, call Cathy Dordick 410-827-7048 to set up an interview and discuss requirements, or email me at cdordick@chesterwyke.com and enter “Employment” in the subject line. You can either stop by for an application, I can email you an application or we can mail you an application. You must be able to pass all pre-hire requirements. We furnish all trainings necessary. EOE. (Date listed: 9/6/17)

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 9/14/17)

Christ Church Easton (251) is seeking a part-time Parish Secretary, Monday through Thursday, 9 am to 1 pm, to provide administrative support to the Rector and staff. Duties include: screening and routing telephone calls, greeting and assisting visitors, preparation/production of all church service orders and Parish mailings, maintaining Parish records and files, preparing general correspondence, and monitoring/ordering office supplies. Candidates must demonstrate current experience with Microsoft Office Suite, particularly Microsoft Publisher, offer strong interpersonal and organizational skills, be attentive to detail, and have the ability to multi-task in a fast-paced environment. Please send resume and cover letter to lisa@christchurcheaston.org by October 12. No phone calls please. (Date listed: 9/19/17)

City of Cambridge (157) Housing Revitalization Project Coordinator (JO#726064). BS Degree, Part time, Temporary Position. Download application at www.choosecambridge.com - City Hall – Job opportunities. Complete application and submit to: Kathy Foster, 410 Academy St., Cambridge, MD 21613 by 9/29/2017. (Date listed: 8/22/17)

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. (Date listed: 8/29/17)
Critchlow Adkins Children’s Center (113) Do you love working with children? Critchlow Adkins Children’s Centers of Talbot County is now accepting job applications for both full and part-time positions. Job responsibilities will include the daily planning, management and supervision of an assigned group/classroom, as well as the oversight of the social, emotional, physical and educational needs of the children enrolled in our program. Ideal candidates must be able to work with both Preschoolers and/or School-Aged students and also have current certification in First Aid and CPR, as well as reliable transportation. Preference will go to those who hold 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. Please email your resume and credentials to jremenapp@cacckids.org – an application may then be emailed to you at that time. No phone calls, please. (Date listed: 8/7/17 Updated 9/14/17)

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 or call the office at 410-226-5416. (Date listed: 9/20/17)

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 marine 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. 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. Civil CAD Technician for our Easton, Maryland office. Proficient in the use of AutoCAD is required for this position. Desired qualifications include a working the demonstrated ability to work in a team environment and familiarity with AutoCad Civil3D. We can also consider on-the-job training, internships, etc. 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. Current Openings. (Date listed: 9/7/17)

Dixon Valve (212) Chestertown, MD. Customer Care Specialist (JO#582481); Process Engineer (JO#731210); Administrative Assistant (JO#731212); Machinist Trainee 2nd Shift (JO#731215); Carpenter (JO#731217); Project Manager (JO#731238); U. S. Marketing Director (JO#731243); Shipping Supervisor (JO#731244). Apply here or in person. (Date listed: 9/7/17)
Dorchester County (235) Director of Recreation & Parks Full Time w/ Benefits (JO#734082). Applicants must submit a letter of interest, resume and completed County application to Dorchester County Human Resources, 501 Court Lane, Cambridge, MD 21613. Applications can be downloaded at www.docgonet.com. (Date listed: 9/15/17)

Funeral Attendants (221) (JO#791235). •High school diploma. •Driver’s license. •Professional Demeanor. •Weekday & Afternoon Hours. Email resume to: Ivory.buck3@gmail.com or Fax to 410-221-1991. (Date listed: 9/12/17)

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)

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: 9/18/17)

Hanover Foods (216) Industrial Plant Mechanic (JO#731675) - with benefits. Position is located in Ridgely, MD. To apply email resume to: rroberts@hanoverfoods.com. (Date listed: 9/8/17)

Haris Design and Construction Co. (215) Assistant Estimator - $35,000 per year. Job Description: We are looking for an Assistant Estimator who will be responsible for acquiring pricing from subcontractors and preparing pricing spreadsheets for proposals. The estimator is an integral member of a proposal team whose main goal is to determine the cost of a specific project in order to assist in the production of quality, winning proposals. As such, the ability to work some nights and weekends to fulfill the Assistant Estimator’s job responsibilities will be required. This is an entry level position. Responsibilities for this Position Include: •Reviewing scope of drawings with Project Manager. •Communicating with subcontractors to acquire pricing. •Reviewing bids for scope accuracy. •Building pricing spreadsheet. •Preparing requests for proposals. Required Skills: •Proficient in Mathematics. •Experience with MS Word, Excel, and Outlook. •Desire to learn and grow within the company. •Attention to detail. If interested, please send your resume to hsiddiqui@harisdesign.com. (Date listed: 9/8/17)

Harrison House (226) Tilghman Island, MD. Front Desk Clerk - Urgent Need (JO#704160). Email resume to: sbook@chesapeakehouse.com. (Date listed: 9/13/17)

Hyatt – Chesapeake Bay (244) Current Open Positions 9/18/2017: Certified Life Guards (JO#709699); Cosmetologists (JO#709692); Massage Therapists (JO#709698); Cooks, Entry & Line (JO#709694); Bell Attendant (JO#709696); Storeroom Attendant (JO#734732); Event Services Manager (JO#734738); Apply on line at: www.chesapeakebay.hyatt.com. (Date listed: 9/18/17)

Hydrasearch (214) 203 A Log Canoe Circle Stevensville, MD. Warehouse Worker (Refer to MWE Job Order #666549); Syteline Administrator (Refer to MWE Job Order #700835); Inside Sales Specialist (Refer to MWE Job Order #672915). APPLY. (Date listed: 9/7/17)
Job Seekers (261) We’re looking for Job Seekers. Are you a job seeker wishing to showcase your knowledge, skills, and abilities to local employers? WE CAN HELP!! Are you actively looking for employment in •Retail •Hospitality •Customer Service •Healthcare •Manufacturing. Call or email immediately for more information. Jessie Ferrio at Jessie.ferrio@maryland.gov. (Date listed: 9/22/17)

Kent County Department of Social Services (260) Chestertown, MD is recruiting for an Office Clerk to support the Office of Home Energy Programs (OHEP) unit. This is a grant-funded position of thirty (30) hours per week that offers limited benefits. Salary is $11.53 per hour. Duties include answering the telephone, scanning, processing mail, filing and other office duties as needed. Candidate must have completed the eighth grade and possess six (6) months of experience performing clerical duties in an office environment. Submit a Maryland State Application postmarked by October 11, 2017 to: Human Resources, Kent County Department of Social Services, 350 High Street, P.O. Box 670, Chestertown, MD 21620. email: hrmail.kent@maryland.gov, fax: 410.778.2932. To obtain an application, please visit our website at http://www.dbm.maryland.gov/jobseekers/Documents/MarylandStateApplication.pdf. Résumés will not be accepted in lieu of the application. EOE. (Date listed: 9/22/17)

Kent County Government (241) Maintenance Worker (mwe job order #734629). Visit HR at 400 High St., Chestertown or call 410-778-4595 to obtain application. (Date listed: 9/18/17)

Kent County Government (196) Motor Equipment Operator I or II (Refer to MWE Job Order #730286). Deadline to apply September 20, 2017. Obtain an application from the Kent County Commissioners’ Office, 400 High Street, Chestertown, Maryland or http://www.kentcounty.com/. (Date listed: 9/5/17)

Kent County Health Department (152) is looking for full-time Contractual Office Secretary II for our Maryland Children and Families and Children Health Program and Administrative Care Coordination Program. Graduation from an accredited high school or possession of a high school equivalency certificate and two years performing secretarial or clerical work involving typing duties is required. Desired Qualifications are Bilingual in Spanish/English and a valid Maryland Driver’s License. To apply for this position you will need to go to the State of Maryland Job Opening site at www.dbm.maryland.gov. JOB Number 17-001328-0032. This will provide you with the application to apply on line. Deadline for applying is 10/02/17. E.O.E. (Date listed: 9/19/17)

Kent County Health Department (250) is looking for full-time Contractual Fiscal Accounts Clerk I for A.F. Whitsitt Center and other programs as needed. One year of experience reviewing, verifying, recording, adjusting and balancing financial transactions. To apply for this position you will need to go to the State of Maryland Job Opening site at www.dbm.maryland.gov. JOB Number 17-004517-0006. This will provide you with the application to apply on line. Deadline for applying is 09/27/17. E.O.E. (Date listed: 9/19/17)

Kent County Health Department (213) Full-time Peer Recovery Advocate. Community Health Outreach Worker I. Peer Recovery Advocate will assist patients and families in Kent County in identifying and connecting with appropriate recovery support, developing motivation for recovery, and establishing and maintaining recovering lifestyles. Experience in a behavioral health setting is preferred. Candidates with firsthand experience as a recipient of services in Maryland’s behavioral health system are encouraged to apply. This position requires that an eligible candidate possess 2 years in alcohol and drug recovery. Education: Graduation from an accredited high school or possession of a high school equivalency certificate. No experience necessary. $11.53-$14.67/hourly. If interested apply ON LINE under State Jobs - Recruitment #17-000205-0033, or contact Kent County Health Department, Sue Strayer, Personnel, 410-778-7033. (Date listed: 9/7/17)
The Kinder Garden Early Learning Center (224) in Stevensville and Easton are currently looking for Senior Staff Teachers, Classroom Aides and Substitutes. Full and Part-time positions available. Please contact the center for more information. Stevensville location: 410-604-0200 (Charlotte) & Easton location: 410-820-8440 (Aimee). (Date listed: 9/13/17)

LaMotte (257) 802 Washington Avenue Chestertown, MD. Machine Operator/Table Press (JO#736108); Machine Operator 2nd Shift (JO#702521); Machine Operator 3rd Shift (JO#736043); Shipping Packager 2nd Shift (JO#736067). Email resume/cover letter to: applications@lamotte.com. (Date listed: 9/21/17)

Lorry Industries (181) Denton, Maryland has the following opportunities available: Office Manager/Bookkeeper - Position includes managing general office projects and collaborating with executive team. Assisting with payables and general bookkeeping. Must have experience with QuickBooks along with excellent general computer and communication skills. Flexible schedule possible until holiday season. Inventory Manager - Inventory Manager Position available immediately for applicant with excellent communication & computer skills and familiarity with inventory systems. Projects will include managing store distribution and allocations, wholesale orders, and special events. Fork lift certification a plus. Must be physically able to lift 35 pounds. Fulfillment Team Positions - Currently hiring full and part time team members for both long term and seasonal positions. Searching for experienced detail-oriented packers, pickers, shippers and expeditors for growing fulfillment company for e-commerce. Flexibility and willingness to learn new skills essential. Some positions available now and more seasonal positions available in October/November. Will train bright, reliable, enthusiastic applicants with excellent computer skills. Must be physically able to lift 35 pounds. Small Batch Production Assistant - Opportunity with wide range of duties from hand processes to record keeping. Artistic or craft background helpful. Flexibility and willingness to learn new skills essential. General woodworking or screen printing experience a plus! Full and part time positions available. Strong advancement possibilities. Must be physically able to lift 35 pounds. Resume and references required for all the above jobs. Email to lorry@lorryindustries.com. (Date listed: 8/28/17)

J. L. Marshall & Sons (189) in Cambridge has two openings. Sheet Metal Fabricator/Welders (JO#728629). Mig and Tig. 2 years experience. Please call for interview 410-221-0321. (Date listed: 8/30/17)

Maryland Department of Health (229) Fall 2017 Career & Open House Fair – Tuesday, October 17, 2017 – 10am-2pm, 201 W. Preston Street, Baltimore, MD. Contact MDH, OHR directly to get more details. Call 410.767.1251 or email dhmh.jobs@maryland.gov. To register, go to https://health.maryland.gov/oeh. (Date listed: 8/30/17)

Mason’s (183) (Redux 2017). Easton, MD. Servers / Bussers / Food Runner. • Exciting and new fine dining, white tablecloth restaurant concept in Downtown Easton opening this October. We are creating a modern version of the beloved and cherished restaurant institution that was Mason’s. Our mission for Mason’s Restaurant is to become the social nucleus of town and the ‘see and be seen’ destination where mouth-watering food was once delivered for many years. The recreated dining room will pulsate with feel-good energy. • Food execution will be realized through a scratch kitchen, prepared with seasonally driven ingredients, no preservatives in any of the ingredients or dishes, and humanely raised proteins with no growth hormones. The results will yield mouth-watering, creative, and flavorful food all conveyed through a well-trained and knowledgeable Staff bringing the new Mason’s concept to life. • Mason’s food will be executed through ‘clean plate’ dishes. The Mason’s Exec Chef & his Kitchen Team will take Guests on a culinary adventure with sauces that are restrained, but flavorful and purposeful. Mason’s will provide Guests with delicious and satisfying food that speaks to a clear point of difference. • As a result, we are seeking Servers, Bussers and Food Runners who want to be an integral part of the success of the new Mason’s vision through their hard work, dedication, and commitment to polished and attentive service. We are looking to assemble a Team that will execute on authentic hospitality and want to be the winning formula that brings Guests back to Mason’s time and time
again. • All Front of the House (FOH) Team members must have some previous experience preferably in a fine dining setting, or willing to work in a fine dining environment, possess a great personality with a positive can-do attitude, open to learning, eager to go out of their way to make Guests feel invited, willing to work as a Team, and take their position serious yet have fun at work. • The energetic and motivated individuals we seek understand that all details matter and even the smallest details make a difference for the Guests’ experience at Mason’s. • The Individuals who join our Team will pride themselves on protecting Mason’s and its patrons by adhering to strict sanitation, safety, and alcohol beverage control policies. • Lunch and dinner will be served seven days a week, so schedules are flexible for Students. If you are interested in becoming part of the Mason’s Winning Hospitality Team, please submit a cover letter describing the talents and unique qualities you bring to the table along with resume to: Chance L. Negri, clnegri83@gmail.com. Positions will start third week in September. (Date listed: 8/28/17)

Neighborhood Service Center (254) The mission of the Neighborhood Service Center, Inc. is to work toward eliminating poverty by empowering families to be self-sufficient. Fighting Poverty in Talbot County since 1969. **PT Youth Program Manager** (JO#734997). Effectively assist Youth Program Manager in administering the after school and Summer Youth Programs providing a structured environment for youth in the community ranging in age from five (5) to twelve (12) and grades kindergarten through 6th. • Works under the supervision and direction of the Youth Program, Manager and the Executive Director. • Assist in ensuring that homework assignments of youth participants are completed and accurate. • Assist in the daily program activities (arts & crafts, field trips, guest speakers, etc.). Email resumes to: cwilliams@nsctalbotmd.org. (Date listed: 9/19/17)

Paralegal (153) Foreclosure/Condominium/HOA/Collection **Paralegal** needed for growing Annapolis law firm. Duties include assume primary responsibility for files from start to finish including preparing legal documents and contact with clients and debtors. Ideal candidate will have knowledge of condominium/HOA law, foreclosure law, debt collection and/or general paralegal experience. Strong writing skills, mathematical skills, work ethic and excellent organizational skills a must. Minimum requirements: paralegal degree, experience as a paralegal or career oriented individual in the legal field. Salary commensurate with experience. Please send cover letter with salary requirements and resume. Candidates may email their resume to: annapolislawyer21401@yahoo.com. (Date listed: 8/22/17)

Piazza Italian Market (105) is looking for someone who is ready to work in a customer-oriented, fast-paced workplace serving lunch and selling Italian specialty groceries. We are proud of our team and look forward to you joining us! **Requirements:** The ability to multi-task, anticipate customer's needs, pay attention to details, work with a team and stay friendly. An interest in food is a must. Food service experience is not required but is helpful. Knowledge of Italian food is not expected. Applicants must be at least 18 years of age (to operate a meat slicer). **Schedule:** Shifts are generally 10-6 on weekdays, 9-5 on weekends. Availability during weekends and holidays are required. We are closed on all major holidays: Easter, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas and New Year’s Day. Looking for someone to work 24 – 40 hours per week. Hiring at $10-12/hour, based on experience. Email resumes to chandler.ea@gmail.com or fill out an application in person at 218 N. Washington St., Easton, MD 21601. (Date listed: 8/2/17)

The Point at Pintail (234) 511 Pintail Farm Lane Queenstown, MD. **Customer Service/Cashier** (Refer to MWE Job Order#728825). Email resume to nancym@pintailpoint.com. (Date listed: 9/15/17)

Prince George’s County Department of Corrections (126) Recruiting/Hiring. Paid Annual & Sick Leave; Health, Dental, Vision & Life Insurance; Uniform Allowance; Paid Holidays; 25 Year Retirement. Qualifications: 18 year old US Citizen; 5 year permanent resident; HS Diploma; Valid Driver License. Contact: 301.952.7385, 301.324.4438, http://agency.govemmentjobs.com/pgc. (Date listed: 8/10/17 updated 9/14/17)
Regent Healthcare, Inc. (063) Certified Nursing Assistant (CNA) & LPN’s. Regent Healthcare is a premier home care company that provides all levels of nursing care for private pay clients in their homes. Regent Healthcare is committed to its mission of exceeding the needs and expectations of our clients. We pride ourselves on matching the right caregiver based on the special needs, interests, and personal preferences of the client. We understand that the relationship between a client and caregiver is one of trust, respect, compassion, and confidentiality. Regent Healthcare is seeking experienced, reliable, and compassionate Certified Nursing Assistants (CNAs) for patient care. The CNA will provide in home companionship and personal care services to the senior population in (location). Certified Nursing Assistants are needed for Long hours, Short Hours, PRN, nights, and weekends. Flexible Schedule. To apply visit our website: applyregent.com. Responsibilities: •Provide client care according to the Plan of Care. •Assist clients with personal care and hygiene. •Light housekeeping and meal preparation. •Provide assistance with transportation needs. •Maintains a clean and safe environment. •Follows infection control procedures. •Maintains client privacy and confidential client information*. Qualifications: •Certified Nursing Assistant by the Maryland Board of Nursing. •At least 2 years professional experience as a caregiver. •Open availability, able to work various shifts to include weekends. •Current CPR/First Aid. •Valid driver’s license and reliable transportation. •Able to lift, position and transfer patient. •Strong interpersonal skills. Regent Healthcare, Inc, is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, disability, protected veteran status, and or any other status protected by federal, state, or local law. (Date listed: 7/19/17 Updated 9/21/17)

RE/MAX Leading Edge (225) is looking for qualified candidates to fill a part-time, weekend receptionist position in its Gambrills, MD, office. Duties include managing multiple phone lines, light cleaning, assisting agents with client needs, and general office work. We are looking for candidates who are computer proficient, reliable, enthusiastic, patient, and customer-service oriented. All training will be paid and provided. This is an excellent opportunity for a student looking for part-time work. The works schedule is 9 a.m. - 5 p.m. On Saturdays and Sundays. Compensation is $10 hourly, and there are no benefits. Persons interested in the position are asked to submit their résumé to Jeremy Crowe by e-mail at jrmycrwe@gmail.com. Please use “Receptionist Position” as the subject line. Deadline for sending résumés is September 29, 2017. (Date listed: 9/13/17)

Royal Farms (207) 108 Jackson Creek, Grasonville, MD. Store Leader (JO#704120); 2 - Customer Service Leader (JO#552022); 2 – Assistant Store Leader (JO#730671); 2 - Customer Service Associate (JO#730758). APPLY. (Date listed: 9/6/17)

Royal Farms (206) 32303 Queen Anne HWY, Queen Anne, MD. Store Leader (JO#704145); Customer Service Leader (JO#704143); Assistant Store Leader (JO#704146); Customer Service Associate (JO#730652); Food Service Leader (JO#704140). APPLY. (Date listed: 9/6/17)

Safeway (191) 1925 Main Street Chester, MD 21619. Baker - Assistant (JO#728015); Deli Clerk (JO#676127); Clerk Service/Food Service (JO#676144); Courtesy Clerk/Front End (JO#728053); Clerk Service/Bakery (JO#682162); Food Clerk/Produce (JO#728050); Cake Decorator (JO#728020). APPLY. (Date listed: 8/30/17)

St. Martin’s Ministries (237) URGENT NEED - Residential Program Assistant (JO#734162). St. Martin’s House is a transitional family shelter where families can stay for up to two years. We are looking to hire a part-time Residential Program Assistant (RPA) for approximately twenty hours per week during day time hours. The primary duties for this position are transportation of residents using the agency’s cars and child care as needed. In addition, the RPA may be asked to assist with other house needs such as clerical work and reception. We are looking for a candidate who is compassionate and who can be a great role model for the families at the house. To apply email resume to: casemgr@stmartinsministries.org. (Date listed: 9/15/17)
**Sts. Peter & Paul School (146) After School Aide.** Saints Peter and Paul School (Easton, MD) is currently seeking two (2) part-time/after school aides. Hours are Monday to Friday from 3:00 to 6:00 p.m. Responsibilities include: the care of students from PreK to 5th grade. Additional duties include: homework help, facilitating games and activities, along with some outdoor play! Interested candidates can apply by sending their resume to Dr. Faye Schilling at fschilling@ssppeaston.org. Start date ASAP. (Date Listed 8/16/17 Updated 9/14/17)

**Sauer Compressors USA (247)** Stevensville, MD. **Technical Proposal Manager** (Refer to MWE Job Order #734823). Email Resume to hr@sauerusa.com. (Date listed: 9/18/17)

**Sauer Compressors USA (208)** Stevensville, MD. **Production Tech** (Entry Level) (Refer to MWE Job Order #730944); **Inside Sales** (Refer to MWE Job Order #730937); **Control Panel Assembly Tech** (Refer to MWE Job Order #731097). Email Resume to hr@sauerusa.com. (Date listed: 9/7/17)

**Signtex** (195) Grasonville, MD. **Senior Machinist** (MWE Job Order 730382). Email Resume to kjenkins@signtexinc.com. (Date listed: 9/5/17)

**Shore Stop** (255) Kent Island locations: 100 Main Street and 201 Romancoke Road, Stevensville, MD. **Customer Service Rep.** (Refer to MWE Job Order #735140); **Deli Representative** (Refer to MWE Job Order #735158); **Assistant Store Manager** (Refer to MWE Job Order #735169). Bring your best Smile. (Date listed: 9/20/17)

**T’s Divine Sweets and More, LLC** (232) Cambridge, MD. **Part Time Baker’s Asst.** (JO#733701). To apply email resume to: DivineSweets2@gmail.com. (Date listed: 9/14/17)

**Talbot County Hog Neck Golf Course** (242) is accepting applications for grounds maintenance workers. Duties include, but not limited to daily course setup, mowing, weed eating, and finer aspects of golf course maintenance. Salary starting at $10.00 and up depending on experience, however no experience is needed. Apply at Hog Neck Golf Course, 10029 Ocean Gateway, Easton, MD 21601 or call (410) 770-8095, and ask or leave a message for Rick Stacey. Applicant must pass a substance abuse test and background check. Talbot County is an Equal Opportunity Employer. (Date listed: 9/18/17)

**Talbot Special Riders** (179) a non profit 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.talbotspecialriders.com or contact Kim Hopkins at 443-239-4953/ tsrc Hopkins@gmail.com. (Date listed: 8/28/17)

**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. (Date listed: 11/2/16 Updated 6/15 17)

**Tanglewood Conservatories** (190) **Administrative Assistant** (JO#723526); **Architect** (JO#723565); **Carpenters** (JO#723531); **Craftsman/Lumber Miller** (JO#728616); **Global Sales** (JO#723545). Apply **ONLINE**. (Date listed: 8/30/17)
Target (243) Marlboro Ave, Easton, MD. Team Members Needed. Human Resource Team Member (JO#734693); Season Team Member (JO#734690); Cashier (JO#659080); Apparel Team Member (JO#734186); Food Service Team Member (JO#659098); Price Accuracy Team Member (JO#734211); Sales Floor Team Leader (JO#659092); Presentation Team (JO#734219); Sales Floor Team Leader (JO#734631); Grocery Team Member (JO#734632); Beauty Team Leader (JO#734636); APPLY http://www.target.com/careers. (Date listed: 9/18/17)

Trenton Pipe Nipple Company, LLC (219) Federalsburg, MD. 5-Machine Operators- Pipe Threading (JO#732541). 4 ten hour days- Mon.-Thurs. w/ Benefits. To apply- email resume to: larryy@trentonpipe.com. No Phone Calls. (Date listed: 9/12/17)

Unisite (140) Denton, MD. Decal Coordinator; Industrial Health & Safety Technician; Power Tool Repair Technician; Quality Control Technician; Machinist; Maintenance Mechanic; Custodian; Production Supervisor; CNC Machine Tender; Steel Operator. For more details, click HERE. (updated 8/31/17)

USA Fulfillment (245) 313 Talbot Blvd, Chestertown, MD 21620. A leading provider of third party supply chain solutions. We support Ecommerce, B2C and B2B clients across a diverse range of industries. Our core services include multi-channel integrated fulfillment solutions (direct to customer, retail and wholesale customers), full-service US based 24/7 Contact Center, kitting, complex packaging, logistics and warehousing. JOB FAIR – September 27, 2017 – 2pm-4pm – September 28, 2017 – 4pm-6pm. (Date listed: 9/18/17)

USA Fulfillment (217) 313 Talbot Blvd., Chestertown, MD 21620. 410-810-0880. woutten@usafill.com. Seasonal Employment. USA FULFILLMENT located in Chestertown, MD is in search of seasonal team members in Nov. and Dec. to assistant with our pick/pack and shipping operations in the warehouse and our call center operations. Interviews begin in October. Day and evening shifts. Over 70 seasonal employees will be hired in the warehouse and 8-10 customer service representatives for various shifts and days. 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. (Date listed: 9/8/17)

Walmart (240) Easton, MD. Overnight Maintenance Workers (JO#734619). Veterans are encouraged to apply. Apply in Easton store or on line at: www.walmart.com/apply. (Date listed: 9/18/17)

Wye River Upper School (218) located in Centreville MD, is seeking a bus driver. Applicants must possess valid driver's license, have a clean driving record and pass a background check. Position offers competitive wage for 22-25 hours a week. Possibility of splitting the run into morning and evening shifts. Please contact Ron Vener at ronvener@wyeriverupperschool.org or 410-758-2922 for more information. (Date listed: 9/8/17)

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. Please send a recent resume and contact information. (Date listed: 9/5/17)

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