

**YATES COUNTY WORKFORCE DEVELOPMENT**

**417 Liberty Street  
Suite 2021  
Penn Yan, NY 14527  
315-536-5140**



**Yates County Job Leads  
November 28<sup>th</sup>, 2016**

Please Visit Job Central <http://newyork.us.jobs>  
Another great website to visit is [www.indeed.com](http://www.indeed.com)  
Surrounding County Job Leads Links  
[www.co.wayne.ny.us](http://www.co.wayne.ny.us)  
[www.co.seneca.ny.us/wdyb](http://www.co.seneca.ny.us/wdyb)  
[www.co.ontario.ny.us/DocumentCenter/View/2141](http://www.co.ontario.ny.us/DocumentCenter/View/2141)

**“The best preparation for tomorrow is doing your best today.”  
~H. Jackson Brown, Jr.**

**NEW CAREER OPPORTUNITIES! SEE ATTACHED DEL LAGO FLYER FOR DETAILS.**

**HOUSEKEEPER (KEUKA PARK, NY)**

- Looking for a housekeeper to join our team in Keuka Park. Interested candidates please apply at <http://sodexo.balancetrak.com> Search requisition #2016-22520. Chronicle Ad-Viser 10/30/16

**LIBRARY CLERK (PENN YAN, NY)**

- Penn Yan Public Library. 10-15 hours per week. Must be available evenings and Saturdays. Excellent public service skills and proficiency required. Applications available from the PYPL, 214 Main Street, Penn Yan, NY 14527 or by calling (315)536-6114. Application deadline is December 9<sup>th</sup>, 2016. Chronicle Express 11/23/16

**TEACHER ASSISTANTS (PENN YAN, NY)**

- Teacher assistants needed at Rainbow Junction. Get paid to teach, work, and play with infants, toddlers and preschoolers! Required: high school diploma and 18 years of age or over. Experience and some ECE preferred. Call 315-536-2703 or email [andrearainbowj@gmail.com](mailto:andrearainbowj@gmail.com) for details. Chronicle Express 11/9/16

**REPORTER (PENN YAN, NY)**

- Reporter position open for an experienced writer with our award-winning newspapers. Must live in Yates County. Send resume to Penn Yan Post Office: Box 333, Penn Yan, NY 14527. Chronicle Express 11/9/16

**VETERANS' SERVICES OFFICER (PENN YAN, NY)**

- Yates County Veterans Service Agency is seeking applicants to fill an open position for Veterans' Services Officer. Military experience is required. Last date to apply is December 5<sup>th</sup>, 2016. Visit <http://www.yatescounty.org/Exams> for more information. Chronicle Express 11/9/16

**SENIOR KEYBOARD SPECIALIST (ODESSA-MONTOUR, NY)**

- Odessa-Montour Central School District has the following vacancy available immediately: Senior Keyboard Specialist. This is a full-time, 12-month, competitive position which requires a Civil Service exam to be taken at a later date. Salary: \$10.75/hour. Deadline: December 7<sup>th</sup>, 2016. Schuyler County Civil Service applications and more detailed job specifications may be obtained at [www.schuylercounty.us](http://www.schuylercounty.us). Use "Application for Employment and/or Examination" form. Forward application and resume to: Schuyler County Civil Service, 105 Ninth St., Unit 21, Watkins Glen, NY 14891. Dundee Observer 11/23/16

### **CASE SUPERVISOR (WATKINS GLEN, NY)**

- Schuyler County Department of Social Services is seeking to fill the position of Case Supervisor Grade A. This is a competitive position with an exam to be offered at a later date. This is a 35 hour per week position with on call responsibilities. The rate of pay is \$25.32 per hour with excellent benefits. For applications and/or further information about the position and qualifications go to the Civil Service website at [www.schuylercounty.us](http://www.schuylercounty.us) or contact the Civil Service office at 105 Ninth St., Unit 21, Watkins Glen, NY. Applications must be received by 5pm on November 30, 2016. Dundee Observer 11/16/16

### **CUSTOMER SERVICE REP (MONTOUR FALLS, NY)**

- Quinlan's Pharmacy in Montour Falls is seeking a part-time Customer Service Representative. Weekends required. Applicant must: possess basic computer skills and excellent communication skills, be able to multi-task, be a team player, and self-motivated to work independently. Wages to be discussed. Interested applicants must send their resume to [Kevin@quinlansmedical.com](mailto:Kevin@quinlansmedical.com) or mail to PO Box 548 Montour Falls, NY 14865. No in store applications or resumes accepted. Dundee Observer 11/9/16

### **KEYBOARD SPECIALIST (PENN YAN, NY)**

- 7.5 hours/day, 12 months per year. Position will be 5 hours at the Athletic Dept. and 2.5 hours at PYE Lunch Room. Rate of pay- Keyboard Specialist \$15.05/hr; school monitor \$13.53/hr. Apply to Ms. Cathy Milliman, Assistant Superintendent for Business, One School Drive, Penn Yan, NY 14527 by December 6<sup>th</sup>, 2016. Applicants must be Yates County Civil Service Approved and be on the Certification of Eligibles List. Dundee Observer 10/26/16

### **STORE ASSOCIATE/MANAGER (PENN YAN, NY)**

- Now Hiring! Penn Yan and Hornell. Store Associates: \$11.25/hr (FT/PT) (\$11.70/hr after one year), Manager in Training: \$50,000/yr\* with an opportunity to earn \$75-85,000/yr. as a Store Manager \*24.00/hr, average 40 hrs/wk. Requirements: be a team player, be able to lift 45 lbs., must have a flexible schedule, have a High School diploma or G.E.D., able to work in a fast-paced environment, must pass drug test and background check, excellent customer service skills. Apply at our Hiring Event: Wed, Nov. 30, 2016, 7:00am - 11:00am at our Penn Yan location. 204 Liberty St., Penn Yan, NY 14527. Finger Lakes Times 11/22/16

### **AUTOMOTIVE TECHNICIAN (GENEVA, NY)**

- Immediate opening in our Service Dept. Full benefit package available. NYS inspection license required. Will train. Email resume to: Peter D'Amico at [peterda@rochester.rr.com](mailto:peterda@rochester.rr.com) or apply in person at D'Amico CDJR, Geneva. Finger Lakes Times 11/16/16

### **GROUNDSKEEPER (GENEVA, NY)**

- Groundskeeper needed for the Geneva City School District. For application information, call Jen at 315-781-0400 x1002. Finger Lakes Times 11/10/16

### **FINANCIAL AID COUNSELOR (GENEVA, NY)**

- Works closely with Admissions, Student Accounts, Educational Planning & Career Services, the One Stop Center & Student Records to ensure college compliance of federal, state, & institutional regulations & policies; assists disseminating information to the campus community & school district partners; processing financial aid applications, collecting documents & data, & determining awards. Provides assistance to students & families in completing the financial aid process; provides oversight of federal aid programs (Pell, Direct Loans & Work Study). Flexible schedule required to support evening & weekend activities related to recruitment & retention. Bachelor's degree required, Master's degree preferred. One year financial aid experience required. Community college experience preferred. Spanish language fluency preferred. Must have excellent interpersonal & communication skills, ability to multi-task, comprehend financial aid regulations; knowledge of automated student information systems, preferably Colleague, & a commitment to exceptional customer service. For additional information & to apply, please go to [www.flcc.edu/employment](http://www.flcc.edu/employment). For full consideration, please apply by 12/7/16. Applications will only be accepted online. Address your online cover letter & resume to Grace Loomis, Director of Human Resources. Finger Lakes Times 11/14/16

### **EXTENDED SCHOOL DAY PROGRAM STAFF (PENN YAN, NY)**

- 1.5 hours per day, 3:30pm-5pm, Mon-Thurs. Days worked are flexible. Morning hours (7:30-8:30) are also available. ESD Staff are responsible for delivering a variety of enrichment and recreational activities for students before/after school and maintaining a safe educational learning environment. Hourly rates

are \$25 for certified teachers and \$15 for non-certified staff. Interested candidates should contact Jessica Kenneda by phone or email for further details. (315)536-3371 x2120. [jkenneda@pycsd.org](mailto:jkenneda@pycsd.org).

Finger Lakes Times 11/6/17

### **MORTGAGE/HOME EQUITY PROCESSOR (GENEVA, NY)**

- Lyons National Bank has an opening for a Full-Time Mortgage/Home Equity Processor at our Operations Center in Geneva, NY. Qualified candidates will possess a high school diploma or equivalent along with a specialized education or training relating to mortgage processing and a minimum of two years related experience. If you are interested in applying for this position please visit [www.BankwithLNB.com](http://www.BankwithLNB.com) to apply online.

Finger Lakes Times 10/30/16

### **MECHANIC (CANANDAIGUA, NY)**

- Lakeview Lawn and Landscape Inc. has an exciting position for a mechanic at our Canandaigua location. Great work environment. Training provided. Responsibilities: maintain and repair all equipment and trucks at our Canandaigua location, maintain spare parts inventories as needed, keep record of all repairs, maintain clean work environment, assist in training staff on proper usage of equipment. Applicant Qualifications: be able to pass a drug test, work independently and as a team member, 2 year minimum experience on the job or schooling, be able to work on small engine equipment on up to 1 ton dump trucks, have own tools, CDL a plus, NYS Inspector license a plus, be able to complete work accurately and on time, be able to perform all work safely. Must be able to work flexible schedule when needed

Craigslist post ID: 5892207559 11/25/16

### **FEDEX DELIVERY DRIVER (FARMINGTON, NY)**

- FedEx Ground & Home Delivery (Operated by Mancuso's Delivery Service Inc). We operate Monday through Saturdays with a 5 day work week. Saturdays required depending on the Route. The routes will be out of the Farmington NY Station on Collett Rd. Must have a clean driver's license. No exceptions!! Must be able to pass a DOT physical and drug test!! You must have verifiable commercial driving experience of at least 1 year. You must be able to handle multiple high volume pickup/delivery stops. You are responsible for loading and unloading your own truck. We are looking for hard working individuals with excellent customer skills and reliable transportation. Please respond with your name, contact phone number/email and resume if you have one.

Craigslist post ID: 5889638844 11/23/16

### **SNOW PLOW DRIVERS (CANANDAIGUA, NY)**

- Lakeview Lawn and Landscape, Inc. is looking for hard working individuals for SNOW PLOW DRIVERS. Must have strong work ethic, positive attitude and be on call for 24/7 depending on the snowfall. This position could possibly have long and sporadic hours. Perfect job for people laid off for the winter. This position requires a clean and valid driver's license. Applicant must be 18+ years old and own a cell phone. Must be able to pass a drug test and have dependable transportation. Reply with resume and contact information.

Craigslist post ID: 5887867407 11/22/16

### **RETAIL MERCHANDISER (GENEVA, NY)**

- Reliable representative needed immediately to call on retail chain throughout the Finger Lakes region. Duties include, but are not limited to, ordering, merchandising, inventory control, customer service. No experience necessary, however, good communication skills and a reliable means of transportation required. Reliable, conscientious workers are encouraged to call or email today. (716) 531-5327 [rnrx-5885582679@job.craigslist.org](mailto:rnrx-5885582679@job.craigslist.org)

Craigslist post ID: 5885582679 11/20/16

### **CARWASH SITE LEADER (GENEVA, NY)**

- Local Geneva car wash is looking to hire a part-time Site Leader to oversee washes 10 to 20 hours a week. Responsibilities include; site clean-up, light maintenance, miscellaneous operations and assisting customers. Basic mechanical skills a plus. A great retirement job. \$11+/hr depending on skills. Please email or call us at 888-509-9907, ask for Brent.

Craigslist post ID: 5879024005 11/16/16

### **LOT ATTENDANT (CANANDAIGUA, NY)**

- Lot Attendant: Canandaigua Chrysler Dodge Jeep has an immediate opening for a lot attendant. Job responsibilities include maintaining the overall appearance of new and used vehicles, keeping vehicle lots neat and organized and other general duties as directed by management. We require an individual that can drive both automatic and manual transmissions, is a self-motivator and has a strong attention to detail. We offer a family owned team atmosphere, paid training and room for advancement. Please contact Dick Clark at 2591 Rochester Rd. Canandaigua, NY 14424.

**MEDICAL SECRETARY (CANANDAIGUA, NY)**

- We have a fulltime Medical Secretary position available in our fast-paced Neurology Practice. 40 hours per week. Must be able to multi-task and be a team player. Reliability is essential. Duties include answering telephone, scheduling appointments, check-in and check-out, taking payments, interacting with Physicians and Billing Department. Salary commensurate with experience; paid vacation, 10 paid holidays, retirement plan. Fax resumes to 585-394-7497. Craigslist post ID: 5874659334 11/13/16

**CAMP REGISTRATION COORDINATOR (PENN YAN, NY)**

- Registration Coordinator and Camp Office Manager for Camp Whitman on Seneca Lake. Start Date: January 2, 2017. Salary Range: \$13-\$15/hour. Skills, Experience, Knowledge and Abilities Needed:
  1. Bachelor's Degree or 5 years work experience in an office setting.
  2. Microsoft Word, Excel, Data Entry, Reporting, and other technical skills.
  3. Good customer service skills.
  4. Strong communication, organization and time management skills.
  5. Positive attitude, openness to different viewpoints, creativity.
  6. Basic understanding of Social Media: Facebook, Instagram, Twitter
  7. Physical stamina, enthusiasm, sense of humor, patience, and self-control.
  8. Interest and experience in working with youth and/or with people with developmental disabilities.
  9. Experience as a summer camper, camp staff member or camp parent.For more information or to apply, email cover letter and resume.

Craigslist post ID: 5870270576 11/10/16

**ADULT PEER STAFF (PENN YAN, NY)**

- Seeking qualified applicants with personal experience with the mental health and/or substance abuse systems. You MUST be a current or former recipient of mental health, or mental health and substance abuse services. If you are, the basic requirements are as follows:
  - Must be at least 18 years of age
  - Background check and fingerprinting (at no cost to applicant) are required.
  - Publicly self-identify as a person who has direct personal experience and sufficient knowledge of living a life of recovery, and/or overcoming the challenges resulting from a diagnosis of mental illness or mental illness and substance abuse recovery.
  - Include cover letter that includes lived/personal experience with the mental health and/or substance abuse systems
  - Possess a high school diploma or equivalent, and 1-3 years of relevant experience working with individuals with Substance Use Disorder and/or Serious Mental Illness or a BA degree.
  - Direct Service staff should have appropriate skills for engaging family members; providing education about substance use disorder/mental illness and its treatment; possessing information on community resources; guidance on how to manage or cope with substance use disorder relapse, maladaptive behaviors; emotional support and counseling; crisis planning; and problem solving skills training.This is a per diem position. \$11.44 per hour with mileage reimbursement. Clearances will be provided at no cost.

Craigslist post ID: 5866691870 11/8/16

**AUTOMOTIVE PARTS PERSON (CANANDAIGUA, NY)**

- Duties include counter work, inventory control, shipping and receiving. Previous experience and computer skills preferred. Excellent pay and benefits. Please respond with resume.

Craigslist post ID: 5861289573 11/4/16

**AUTO TECH (CANANDAIGUA, NY)**

- Trombley Tire and Auto, a Finger Lakes based, multi-location tire dealer and general auto repair facility is looking for a very experienced auto technician for our Canandaigua location. We offer competitive pay and an excellent benefits package. ASE certification is preferred, but not mandatory. NYS Driver license and NYS Inspector Certification is required. Strong diagnostic and troubleshooting skills a must. Please email, or call Doug at (315) 730-4849.

Craigslist post ID: 5859564907 11/3/16

**TANK SETTER/SERVICE TECHNICIAN (GENEVA, NY)**

- Looking for experienced tank setter/service technician for locally owned propane company. Experience preferred. We offer very competitive salary, health insurance, 401K pension plan and a bonus structure. Please call 315-789-3285 and ask for Chris, email your resume to chris@sungas.com, or stop by our office at 224 Cross Road, Geneva, NY 14456 to fill out an application.

**KITCHEN ASSISTANT (GENEVA, NY)**

- Ravines Wine Cellars is looking for part-time help to assist with kitchen work and special food & wine events. Some kitchen experience is required but training will be available. Possible full time work is available if candidate can also work in the tasting room. Please forward resume to hiring manager.

Craigslist post ID: 5857136529 11/1/16

**TAXI DRIVER (PENN YAN, NY)**

- Keuka Taxi is growing! Do you enjoy working in a fast paced environment? Available nights and weekends? Good customer service skills? We're looking for drivers- part time and call in. Could lead to a full time position for the right candidate. Apply in person at 246 East Elm Street, Penn Yan, NY or send your resume to [keukataxi@gmail.com](mailto:keukataxi@gmail.com). Must have at least a Livery License (class E), clean driving record, background check, and must be alcohol free.

Workforce Development 11/16/16

**BIG BROTHERS BIG SISTERS (PENN YAN, NY)**

- BBBS is looking for a part time, temporary person to cover maternity leave. The position would start December 12 to Feb 9<sup>th</sup>. The position covers after school programs for us so must be able to work during that time. We anticipate the position to be about 20 to 30 hours per week. Call Tina at 585-442-2250 or email her at [tchristensen@bbbsr.org](mailto:tchristensen@bbbsr.org).

Workforce Development 11/14/16

**MAINTENANCE EQUIPMENT MECHANIC (GENEVA, NY)**

- Finger Lakes Railway (FGLK) is currently accepting applications for a Locomotive Mechanic. The position is responsible for the inspection, repair and maintenance of the engine and mechanical components on diesel locomotives. REQUIRED SKILLS: Must be able to lift heavy objects, (parts, tools, etc.). Must be able to bend, stoop, twist, kneel, squat. Must be able to frequently climb ladders and get on/off equipment. Must be able to walk on level or uneven ground for long periods of time. Must be able to stand for long periods of time. Will be required to work indoors in a shop environment, and frequently outdoors, regardless of weather conditions. Mechanical and /or electrical background preferred. Will be required to work on and around heavy and moving machinery. Company provides in-house on the job training. MINIMUM QUALIFICATIONS: 18 years or older. Valid Driver's License. Must wear personal protective equipment such as safety glasses, safety vest, safety boots, hard hats, and hearing protection where the company requires. This is a safety sensitive position. The candidate selected for this position must successfully complete a job demands function test and medical examinations. Employment with FGLK is contingent upon the successful completion background check, a job demands function test and medical examination. The medical examination includes a drug screen and a medical assessment to ensure that candidates can safely perform the essential functions of the job. FGLK will conduct an investigation into newly hired or transferred employees regarding their past employment, state and federal criminal history, military history, driving history, education, professional license or certification verification if job-related, Social Security number, prior drug history, and other job-related information. Finger Lakes Railway Corp. is an Equal Opportunity/Affirmative Action Employer that supports diversity in the workplace. You may complete and submit your application online at [www.fingerlakesrail.com](http://www.fingerlakesrail.com) or mail your resume to: Hiring Manager, PO Box 1099, Geneva, NY 14456.

Workforce Development 11/28/16

**RETAIL SALESPERSON (STANLEY, NY)**

- Bostrom Farms is in need of a retail store salesperson, with some office duties. Hours 9:30am-6:00pm Tuesday-Friday, Saturdays 8:30am-5pm. Full and part time positions. Will train the right people. There will be computer work, some data entry, and phone work. Stop in to fill out an application at 2200 Rte. 5&20, Stanley, or call 315-521-2398.

Workforce Development 11/28/16

## December 2016

### December 2016: Yates County Workforce Development Calendar of Events

**\*Important Notice:** This calendar is to be used for Temporary Cash Assistance applicants & recipients activities. You may request copies at the WFD front-desk.

All events are held at the Workforce Development Office unless listed at the bottom of this calendar in the "Notes Section".

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 <b>Employment Skills:</b> 9:15am – 12:15pm  <b>Job Corps:</b> 11:30am	3
4	5 <b>HSE:</b> 9am-12pm	6	7 <b>HSE:</b> 9am-12pm  <b>Self-Sufficiency Assess.:</b> 1:30pm – 3:30pm	8	9 <b>JRT:</b> 12:30pm-3pm	10
11	12 <b>HSE:</b> 9am-12pm  <b>Training Options:</b> 1:00pm @ WFD	13	14 <b>HSE:</b> 9am-12pm  <b>Self-Sufficiency Assess.:</b> 1:30pm – 3:30pm	15	16 <b>Employment Skills:</b> 9:15am – 12:15pm	17
18	19 <b>HSE:</b> 9am-12pm  <b>Jumpstart:</b> 1:00pm @ WFD	20	21 <b>HSE:</b> 9am-12pm  <b>Self-Sufficiency Assess.:</b> 1:30pm – 3:30pm	22	23 <b>JRT:</b> 12:30pm-3pm	24
25	26 <b>OFFICE CLOSED</b>  <b>NO HSE</b>	27	28 <b>HSE:</b> 9am-12pm  <b>Self-Sufficiency Assess.:</b> 1:30pm-3:30pm	29	30 <b>Employment Skills:</b> 9:15am-12:15pm	31

**\*Notes:**

\***HSE:** High School Equivalency

\***Monthly Exemption Meetings:** Held every 1<sup>st</sup> Tuesday of the month at Workforce Development.

**“Options Workshop”**

An online presentation/discussion using Google Group

**PLEASE CALL AHEAD TO REGISTER: FOR WORKSHOPS (315)-539-1905**

**Work Keys for Job Seekers:** The Career Readiness Credential (CRC) enables you to show prospective employers that you possess the basic foundational skills they are looking for and have the trainability for success in an organization. The CRC verifies that you can handle the kinds of tasks – finding information, reading instructions and directions, even working with figures – that are common in today’s workplace.

## How does the Career Readiness Credential work?

### Building on a Proven Program

The CRC is based on established Work Key assessments, a nationally recognized system. To earn a CRC, individuals undergo testing related to reading, applied math, and locating information through the Work Keys skills assessment system. The credential confirms a person's competence in these skill areas and provides documentation to an employer in today's workforce.

### How to Earn a CRC

Finger Lakes Workforce customers can obtain a Career Readiness Credential by taking the three Work Keys assessments. Contact a Finger Lakes Workforce One Stop Center Representative or call 315-536-5140 for more information.

### Ask about SMART 2010 Today!!!

SMART 2010 is a computer program that analyzes a customer's resume for skills and work experience. Using that data the computer can establish matches with current jobs throughout the state. The system then recommends to the client by means of E-mail a number of job matches based on the likelihood that the individual will follow the same career path. Many job seekers possess skills for jobs that they may not consider in their day-to-day job searches. SMART 2010 looks at the entire person as a result of their resume. The program then searches for the best job openings available, immediately opening the door to

**Resume 101 (1 hour):** An individual's resume is the first impression for a potential employer. A resume is a summary of experiences, skills, abilities, qualifications, and personal characteristics that are highlighted to present how a person can be an asset to a business or agency. Whether you have a resume prepared or would like to create a resume for the first time, this workshop will help give you valuable information on how to present yourself to a potential employer.

**Interviewing Skills (1 hour):** You got the interview, now what? Find out what employers want to know through this informational workshop about interviewing skills and techniques. Learn the importance of making a good first impression, how to best present yourself, and answering those tough questions during the interview.

**Budgeting Workshop (1 hour):** Information on money management including personal checking and savings accounts, credit cards, and personal loan.

**Job Club:** Come network with other job seekers and gain information about how to effectively seek and obtain employment. As part of this group, you will learn the fundamentals of networking, share leads, provide support, exchange information, and share experiences that will assist you in your job search and career goals. The program is valuable for any occupation and at any level of education; connecting work skills, training, and testing.

**Work Keys:** The basis for the **National Career Readiness Credential (CRC)**, which certifies that job seekers have the core employability skills required across all industries and occupations. The CRC validates job applicants' skill levels in the three areas selected by employers as the most important: Reading for Information, Locating Information, and Applied WorkKeys assessments are designed to identify training or remedial training needs to increase a person's marketability. Skill gaps can be addressed and closed through an online training program, Key Train, designed to bolster your WorkKeys skills.



**Workforce Development • 417 Liberty St., Penn Yan, NY 14527 • Ph.: (315)536-5140 & Fax: (315)531-3456**  
**Career Planning Assistance Computers & High-Speed Internet Copy, Fax & Phone Services Book & Newspaper**  
**References Counselors Available for Assistance**

### NEED HELP WITH CHILDCARE COSTS?

- Working parents in Yates County may take advantage of a financial assistance program to help with the cost of childcare. The program operates on a sliding fee scale with the parents sharing the cost. Families must meet income and other eligibility guidelines. Currently, a family of two can make up to \$31,460 gross annual income while a family of four can make up to \$47,700 gross annually. Child Care Subsidy may be used for child care provided by a registered or licensed child care provider or a relative or a friend. All providers who are not registered or licensed must be approved. To apply or seek more information regarding the child care subsidy program contact Julie Foster at (315) 531-3411. Yates County Department of Social Services 417 Liberty Street Suite 2122, Penn Yan NY 14527.

*del***LAGO RESORT●CASINO** Timeline

**HAVE YOU CONSIDERED A CAREER IN THE CASINO BUSINESS?**

Previous casino-industry experience is not required, but a friendly, positive attitude is a must!

*del***LAGO's Continuous Recruitments**

- Generations Bank, 20 E Bayard Street, Seneca Falls, NY 13148 (Employment Center)
- Mondays 2-6 pm, Wednesdays 7-11 am & Saturdays 9-12 pm.

**Upcoming Recruitments**

- **Destiny USA**, Syracuse; Tuesday, October 4<sup>th</sup> from 3-6 pm
- **Lyons Career Center**; Wednesday, October 5<sup>th</sup> 9-11am
- **Geneva Career Center**; Thursday, October 6<sup>th</sup> 11-1 pm
- **FLCC (Atrium)**; Tuesday, October 18<sup>th</sup> 2pm (pending closing time)
- **SUNY Oswego**; Wednesday, October 19<sup>th</sup> 4-6pm

**Current Recruitment**

Accounting/ Finance:	Accounts Payable Supervisor/ Casino Controller / Financial Controller / Payroll Representative
Casino Cashiering:	Director of Cage Operations
Food & Beverage:	Executive Chef – Buffet and Vine / Executive Chef – Portico / Beverage Manager, Casino and Vine /Director of Food and Beverage / Pastry Chef / Portico Restaurant Manager / Restaurant Manager Farmers Market Buffett
Information Technology:	Network Security Manager
Maintenance:	Director of Property Operations /Warehouse Manager / Warehouse Receiving Attendant
Marketing:	Director of Entertainment / Vice President of Player Development
Security:	Security Shift Manager /Security Officer/ Security EMT Officer/Security Supervisor
Slot Operations:	Slot Technician Supervisor / Slot Technician / Slot Shift Manager
Table Games / Poker:	Table Games Pit Manager /Table Games Shift Manager/ Table Games Supervisor –Box Person/Table Games Dealer

Priority Recruitment Efforts: **Dealers, Security, Surveillance and Slot Techs**

**ADDITIONAL INFORMATION – Dealer School**

- Date: November 28<sup>th</sup>; School is 6 to 10 weeks 5 days a week/4 hours a day
- Three sessions: 8 am -12noon or 1-5pm or 6-10 pm
- Cost: You put in the time, we'll pay you at NO COST

**October**

- Dealers, Security, Surveillance and Slot Techs; Warehouse Positions

**November**

- Open Houses #2: If you missed the 1st Open Houses, you are invited to interview us again! Ask questions about our casino services, departments, jobs, benefits and team member culture.

**December**

- Table Games: Dealer School #2 Starts
- Food & Beverage Management: Restaurant, Beverage and Culinary Leaders
- Accounting: General Ledger, AP, AR

**January 2017**

- Food and Beverage: Wait Staff, Cooks, Stewarding
- Security: All Staff □□
- Casino Cashier
- Casino Hosts: Player Card Representatives and Hosts
- Facilities Maintenance & Cleaning: Engineers and Cleaning Pros
- Entertainment Support: Box Office, Stage Crew, Technicians

**May & June 2017**

- Hotel and Spa: Front Desk, Housekeeping, Spa Specialists

Please watch our website [www.dellagoresort.com](http://www.dellagoresort.com) , LinkedIn, Facebook and Twitter for job postings, open houses and job fairs.



*del* **LAGO**  
RESORT • CASINO

## **UPCOMING JOB FAIRS**

**del Lago Food &  
Beverage Fair at Finger  
Lakes Mall**

November 28 | 2pm-7pm  
1579 Clark Street Road  
Auburn, NY, 13021

**Competitive Advantage  
Job Fair**

December 3 | 9am-1pm  
South Seneca High School  
7263 Main Street  
Ovid, NY, 14521

**del Lago Job Fair at  
Geneva Firehouse**

December 5 | 2pm-7pm  
79 Geneva Street  
Geneva, NY, 14456

**del Lago Food &  
Beverage Fair at Finger  
Lakes Mall**

December 6 | 2pm-7pm  
1579 Clark Street Road  
Auburn, NY, 13021

**For more information or to apply visit [delLagoResort.com](http://delLagoResort.com)**

Must be 18 or older to apply. del Lago Resort & Casino is an equal opportunity employer.



## Advanced Manufacturing Machinist Training

Searching for a career path? Join the exciting world of advanced manufacturing! Well-paying high-tech jobs in our area are waiting for skilled employees. This six-month program, prepares participants for immediate employment by obtaining skills training to become machinists on the way to a successful career in advanced manufacturing. The program will focus on developing skills in safe operation of machine tools such as lathes, mills, grinders and drill presses, with an emphasis on setting up and running CNC machines and precision measuring equipment.

### CLASS REQUIREMENTS – Advanced Manufacturing Machinists *MUST*:

- ✦ Be 18 years old
- ✦ Have a high school diploma or GED
- ✦ Have a Valid NYS driver's license
- ✦ Be a US citizen
- ✦ Pass a drug screen
- ✦ **Tuition - \*\$3500.00.** All course materials are provided **\*\***(tuition subject to change without notice)

### COURSE CONTENT:

Robotics	Metrology
Technical Math	Geometric Dimensioning
Machine Shop Safety	Engineering Drawing
Lab Instruction	CNC Mill and Lathe

*Starting salary for an entry level employee as a machinist is \$13.00 to \$15.00. Experienced machinists demonstrating advanced machining skills completing the program may start at higher rates.*

*If this sounds like the career for you contact FLCC Professional Development and Continuing Education at: [pdce@flcc.edu](mailto:pdce@flcc.edu), [andrea.badger@flcc.edu](mailto:andrea.badger@flcc.edu), or 585-785-1906*

*Don't delay! Our next class starts March 20<sup>th</sup>, 2017! Call for an orientation/interview today!*

### Mandatory Orientation Information:

*January 17<sup>th</sup>, 2017 at 9:00am sharp*

*(Call to reserve a spot at the session!!!)*

*ITT Goulds Pumps, 240 Fall St, Seneca Falls, NY 13148*

Class Location: ITT Gould Pumps, 240 Fall Street, Seneca Falls, NY 13148

Class Date/Time: March 20<sup>th</sup>, 2017 – September 22<sup>nd</sup>, 2017

Finger Lakes Community College does not discriminate based on an individual's race, color, national origin, religion, creed, age, disability, sex, gender identity, gender expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction.



## Mechatronic Technology Training Program

Searching for a career path? Enter the field of advanced manufacturing technology! Well-paying high-tech jobs in our area are waiting for skilled employees. This twelve week training program is designed to provide the introductory skills and knowledge required to perform in the following entry level job opportunities: industrial-mechanical operators, automation operators, electrical-mechanical operators, fabricators and assemblers. This program prepares you for a career in the field of manufacturing where advanced technical skills are needed to perform various functions with precise specifications.

### CLASS REQUIREMENTS – Mechatronic Technology participants *MUST*:

- ✦ Be 18 years old
- ✦ Have a high school diploma or GED
- ✦ Have a Valid NYS driver's license
- ✦ Clear drug screen
- ✦ Tuition - **\*\$4000.00**. All course materials are provided **\*\***(tuition subject to change without notice)  
*Funding may be available to those that qualify*

### COURSE CONTENT

Lockout/Tagout	Basic Metrology/Measurement
OSHA 10 Gen Industry Safety	Print Reading
IPC-610 Certification	Mechanical Fundamentals
J-STD 001 Certification	Basic Electrical Theory
Technical Math 1 & 2	Intro to Precision Manufacturing

*Starting salary for an entry level employee in the industry of mechatronic technology is \$11.00 to \$14.00. Those that demonstrate advanced skills completing the program may start at higher rates.*

*If this sounds like the career for you contact FLCC Professional Development and Continuing Education at: [pdce@flcc.edu](mailto:pdce@flcc.edu), [andrea.badger@flcc.edu](mailto:andrea.badger@flcc.edu), or 585-785-1906*

***Don't delay! Our next class starts March 6<sup>th</sup>, 2017!***

### Mandatory Orientation Information:

*January 11<sup>th</sup>, 2017 at 9:00 am sharp  
(Call to reserve a spot today!!!)*

*Orientations are held at FLCC Victor Campus: 200 Victor Heights Parkway, Victor, NY, 14564*

Class Location: FLCC Victor Campus, 200 Victor Heights Parkway, Victor, NY 14564  
Class Date/Time: March 6<sup>th</sup>, 2017 – May 26<sup>th</sup>, 2017, 8am to 2pm (hours may vary)

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