



CHESAPEAKE JOB LISTING

January 24, 2019

EMPLOYMENT SERVICES

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

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

1880 Bank (243) Part-Time Teller Position - 29 hours per week to work at both Talbot County and Dorchester County locations. Must be available to work Saturdays 8:15 to 12:15. Flexibility, Teamwork and Energy a MUST. Send resume to: 1880 Bank, Attn: Judann Culver, 501 Idlewild Ave., PO Box 629, Easton, MD 21601 or fax to 410-819-8091 or email: judann.culver@1880bank.com. E.O.E M/F. (Date listed: 9/13/2018 Updated: 10/25/18)

Atlantic Tractor (535) 13716 Main St., Queen Anne, MD. **Farm Equipment Mechanic** (Refer to MWE Job Order #883588); **Small Engine Mechanic** (Refer to MWE Job Order #883594). Apply at www.atjd.net. (Date listed: 12/31/18)

Atlantic Tractor (534) 621 Morganec Rd., Chestertown, MD. **Parts Counter Sales Rep.** (Refer to MWE Job Order #851030); **Farm Equipment Mechanic** (Refer to MWE Job Order #929671); **Small Engine Mechanic** (Refer to MWE Job Order #929674). Apply at www.atjd.net. (Date listed: 12/31/18)

Autumn Lake Healthcare at Denton (621) **Director of Nursing (RN)** (JO#939098); **GNA's** (JO#939094). To apply email resumes to: darce@autumnhc.net. (Date listed: 1/24/19)

Autumn Lake Healthcare at Chestertown (568) 415 Morgnec Road Chestertown, MD 21620. **GNA's** (FT & PT) (JO#877740); **RNs** (FT & PT) (JO#799476); **LPNs** (FT & PT) (JO#931140); **Housekeepers** (FT & PT) (JO#932736). Email Resume to rblack@autumnhc.net. (Date listed: 1/8/19)

Benedictine (598) **Direct Support Professionals**. We have full-time and part-time direct care positions in School Residential and Adult Group Homes with walk-in interviews being held on 1/24/19 from 10am-12pm, 2/5/19 from 11am-1pm, 2/27/19 from 1pm-3pm, 3/12/19 from 10am-12pm, and 3/27/19 from 1pm-3pm at 14299 Benedictine Lane in Ridgely, MD 21660. Visit our website or call 410-364-9625 for more information. (Date listed: 1/16/19)

Candle Light Cove (590) (An assisted living facility). 106 W. Earle Avenue, Easton, MD 21601. **CNA/Caregivers- PT** (JO#935620); **Housekeepers- PT** (JO#935625); **Cooks- PT** (JO#935628). Apply on line at: www.integracare.com. (Date listed: 1/15/19)

Caroline County Department of Health (136) 403 S. 7th Street, Denton, MD 21629. Main Purpose of Job: An **Environmental Health Specialist Trainee** is the entry level of work at a local health department performing inspections and investigations to ensure compliance with environmental health laws and regulations. Protection of the public health is the main purpose of the Environmental Health Specialist position, protection more desirably obtained through

voluntary compliance with the existing regulations or, when necessary, using compliance procedures established in regulation and law. This is an entry level position under close supervision from a higher level Environmental Health Specialist. **Education:** Determined by the Maryland Board of Environmental Health Specialists under the licensing requirements for Environmental Health Specialists. **Experience:** None. **Licenses, Registrations and Certifications:** 1. At the time of hire, candidates for positions in this classification must possess a certificate of eligibility to be licensed as an Environmental Health Specialist from the Maryland Board of Environmental Health Specialists. A copy of your certificate must be attached to the application. 2. Employees in this classification may be assigned duties which require the operation of a motor vehicle. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland. **Selection Process:** Applicants who meet the minimum qualifications will be evaluated. The evaluation may be a rating of your application based on your education, training and experience as they relate to the requirements of the position. Therefore, it is essential that you provide complete and accurate information on your application. Please report all related education, experience, dates and hours of work. For education obtained outside the U.S., a copy of the equivalent American education as determined by a foreign credential evaluation service must accompany the application. All information concerning your qualifications must be submitted by the closing date. We will not consider information submitted after this date. **Benefits:** Contractual employees who work for an agency covered under the State Employee and Retiree Health and Welfare Benefits Program (the Program), have a current employment contract and work 30 or more hours a week (or on average 130 hours per month) may be eligible for subsidized health benefits coverage for themselves and their dependents. As a contractual employee, you will be responsible for paying 25% of the premiums for your medical and prescription coverage, including any eligible dependents you have enrolled. The State of Maryland will subsidize the remaining 75% of the cost for these benefits. You can also elect to enroll in dental coverage, accidental death and dismemberment insurance, and life insurance, but will be responsible to pay the full premium for these benefits. **Further Instructions:** Online application process is STRONGLY preferred. If you are having difficulty with your user account or have general questions about the online application system, please contact the MD Department of Budget and Management, Recruitment and Examination Division at 410-767-4850 or Application.Help@maryland.gov. If online process is not available, please send your paper application to: Maryland Department of Health, Recruitment and Selection Division, 201 W. Preston St., Room 114-B, Baltimore, MD 21201. The paper application must be received by 5 pm, close of business, on the closing date for the recruitment, no postmarks will be accepted. Incorrect application forms will not be accepted. If you need to submit additional information, the preferred method is to upload. If unable to upload, please fax requested information only to 410-333-5689. Appropriate accommodations for individuals with disabilities are available upon request by calling: (410) 767-1251 or MD TTY Relay Service 1-800-735-2258. We thank our Veterans for their service to our country, and encourage them to apply. As an equal opportunity employer Maryland is committed to recruiting, retaining and promoting employees who are reflective of the State's diversity. Should additional information regarding this recruitment be required, please contact the Maryland Department of Health Recruitment and Selection Division at 410-767-1251 or via email at dhmf.jobs@maryland.gov. (Date listed: 7/17/18, Updated 8/23/18, Updated 10/18/18)

Caroline County Department of Recreation and Parks (439) Program Leaders. **The Department:** We are responsible for the development, delivery and management of a variety of recreation programs and public facilities within Caroline County. These include amenities and outcomes such as: Instructional sport and fitness programs, Community events, Afterschool program services, Athletic facilities, Public waterways access, Arts development programs, Playgrounds and walking trails, Community partnerships, Youth Camps and Trips and discount tickets. Learn more about Caroline County Recreation and Parks by visiting our [Department page](#). **EOE.** **About the Job:** Positions located in afterschool programs at schools in Caroline County. Instructional interest/experience in nutrition/cooking, math/reading, and sports/fitness, science and arts/crafts. Between 9-11 hours per week, M-Th after school hours. Upon an employment offer, applicants must submit to a substance abuse test and complete criminal background check. **Salary:** \$12-\$18 per hours based on experience/education level. **Deadline: Open until filled.** **How**

to Apply: Submit completed applications to: Caroline County Office of Human Resources, 103 Gay St., Ste. 1, Denton, MD 21629. Applications available from this address or call 410.479.4105 to receive by fax or email. Applications can also be downloaded [HERE](#). Download to desktop; save as document and email to: hrposting@carolinemd.org. (Date listed: 11/9/18)

Caroline County Health Department (239) Social Worker I, Health Services – Full-Time Contractual. Recruitment #18-001991-0013. Filing Deadline is Open. Salary: \$19.83 - \$25.62/hour. For more information and to apply, click [HERE](#). (Date listed: 9/7/18 Updated 10/18/18)

Channel Marker Mental Health Support Services (541) Non-profit Human Services Organization is seeking the following applicants: **Residential Coordinator (Full Time)** to work with adults in Dorchester County, providing mental health support services in individual and group settings. Provide supervision to staff working in residential group homes. Strong communication, written, oral and team work skills required. Supervisory experience preferred. Bachelor's degree required. This full time position is responsible for utilizing rehabilitation concepts in order to provide quality mental health services to clients diagnosed with a mental illness. Essential job functions include onsite and offsite service delivery, completion of required documentation as per state/agency regulations, and executing job functions that support the goals of the program. The position is responsible for instructing, assisting and monitoring clients in accordance with individual rehabilitation plans. The position is also responsible for oversight of client benefits and appointments. The applicant must demonstrate excellent interpersonal skills with clients, their families, internal and external staff. The applicant must have proficient written and verbal communication skills. The position will transport clients as needed. **Rehabilitation Specialist (Full Time)** to work with adults and/or children in Caroline, Dorchester, and Talbot Counties, providing mental health support services. Strong communication, written, oral and team work skills required. Bachelor's degree required for working with children; Associate's degree required, Bachelor's preferred for working with adults. These full time positions are responsible for utilizing rehabilitation concepts in order to provide quality mental health services to clients diagnosed with a mental illness. Essential job functions include onsite and offsite service delivery, completion of required documentation as per state/agency regulations, and executing job functions that support the goals of the program. The position is responsible for instructing, assisting and monitoring clients in accordance with individual rehabilitation plans. The applicant must demonstrate excellent interpersonal skills with clients, their families, internal and external staff. The applicant must have proficient written and verbal communication skills. The position will transport clients as needed. See below for other requirements. **Residential Associate (Full Time) – Denton, MD.** This position is a 7 day on/ 7 day off shift requiring overnight and weekend coverage. Overnight stays in the home are required. This full time position is responsible for utilizing rehabilitative concepts in order to provide quality services to mental health clients residing in supervised housing. Essential job functions include monitoring medication requirement of the residents, supervising and instructing clients in activities of daily living, and supporting clients in community activities, promoting healthy lifestyles. This position will be working with adults in Caroline County providing mental health support services to clients in their residential home setting. High School Diploma or GED Required; CNA, GNA or AA Degree Preferred. **Residential Associate II (Part Time) – Cambridge, MD.** Overnight stays are required for these positions. Depending on the shift, some weekend hours are required. This position is responsible for utilizing rehabilitative concepts in order to provide quality services to mental health clients residing in supervised housing. Essential job functions include monitoring medication requirement of the residents, supervising and instructing clients in activities of daily living, and supporting clients in community activities, promoting healthy lifestyles. This position will be working with male adults in Dorchester County providing mental health support services to clients in their residential home setting. High School Diploma or GED Required; CNA, GNA or AA Degree Preferred. All positions require: Required licenses or certifications: •Valid Driver's License •No more than 2 points on your driver's license •Must be at least 21 years of age •Clear background check. Send resume no later than 1/15/19 to: Channel Marker, Inc., 8865 Glebe Park Drive, Unit 1, Easton, MD, or fax to Kelly Holden at (410) 822-0984, or email to kelly@channelmarker.org. Resumes required. No phone calls. E.O.E. (Date listed: 12/28/18)

Chesapeake Bay Hyatt (619) <http://search.hyatt.jobs>. "Maryland's American Job Center system, a proud partner of the American Job Center network, is an equal opportunity employer/program committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin, or disability. Please contact a local American Job Center to make arrangements for auxiliary aids, interpreter services, and reasonable accommodations." **Culinary Supervisor** (JO#939088); **Banquet Attendant- PT** (JO#939090). Apply on line at: www.hyatt.com. (Date listed: 1/24/19)

Chesapeake Bay Hyatt (597) **Retail Clerk-Hotel Gift Shop-FT** (JO#935965). Apply on line at: www.hyatt.com. (Date listed: 1/16/19)

Chesapeake Bay Outfitters (561) **Sales Associate** (PT) (JO#932310). Email resume to: info@chesapeakebayoutfitters.net. (Date listed: 1/7/19)

The Chesapeake Center, Inc. (498) **Residential Counselor / 1on1 Direct Care Staff / ISS Assistant**. Overview: The Residential Counselor/1on1 Direct Care Staff / ISS Assistant provides basic personal care and implements residential goals and outcomes for the individuals living in Chesapeake Group Homes and whom attend the day programs with Developmental Disabilities and Head Injuries. The Residential Counselor/ 1on1 Direct Care Staff / ISS Assistant works closely with the individuals to foster growth and development in all aspects of the resident's life. Areas include: cognition, behavior management, personal hygiene care, recreation, sensory needs, etc. The Chesapeake Group Homes, Inc. program is designed to ensure that all the client's capabilities and functioning abilities are maintained and that staff only provides the necessary level of assistance to maintain each client's level of independence in all areas of their lives. Job Summary: The Residential Counselor/1on1 Direct Care Staff / ISS Assistant provides care to residents as established in Chesapeake Group Homes and Day Programs policies and procedures, current standards of care and practice and applicable state/federal regulations. In addition, the Residential Counselor/ 1on1 Direct Care Staff / ISS Assistant are responsible for handling tasks which may involve exposure to visible blood contamination or reasonably anticipated blood contamination in compliance with the OSHA's Bloodborne Pathogen Standard and Chesapeake Group Homes Exposure Control Plan for Bloodborne Pathogens. Physical Requirements: This job requires good physical and mental health. Physical activities may include lifting, rotating and assisting residents who are partially or totally dependent for moving about. Other physical requirements of the Residential Counselor/1on1 Direct Care Staff / ISS Assistant include stooping, bending, standing and walking most of an eight, ten or twelve hour shift. The Residential Counselor/ 1on1 Direct Care Staff / ISS Assistant must be willing and able to work a flexible shift. Qualifications/Education: The Residential Counselor/ 1on1 Direct Care Staff / ISS Assistant must have the ability to communicate ideas verbally and in writing, and must show sound judgment and sensitivity when dealing with the needs of the developmentally disabled and head injured client. The Residential Counselor must have the ability to establish and maintain effective working relationships within the interdisciplinary team. The Residential Counselor/ 1on1 Direct Care Staff / ISS Assistant must present a positive role model in appearance and actions at work and have the ability to coordinate and execute appropriate meal preparation and overall household tasks and be dependable and reliable. The Residential Counselor/ 1on1 Direct Care Staff / ISS Assistant must be a Certified Medication Technician or complete an approved training program and pass competency examinations in clinical skills and written knowledge within 90 days of employment in accordance with statutory requirements. **RECERTIFICATION and RENEWAL** – It is your responsibility to ensure that the delegating nurse receives all proper documents regarding recertification and renewal of your Medical Technician Certification. Please remember that your employment is contingent on keeping your certification current and active. All costs associated with renewal will be at the expense of the employee. Duties: •Understand and agree with The Chesapeake Centers philosophy and goal to maintain, improve and/or enhance each resident's quality of care and quality of life. •Administering of posted medications and medication changes under the direction of the delegating Registered Nurse as prescribed and overall monitoring of resident's health. •Assure the appearance of the residents are appropriate at all times by making

sure the residents are well groomed, having clothing that fits well, have clothing free of stains and/or damage. Provides assistance with personal hygiene care (activities of daily living (ADL's) Examples: waking clients, dressing, grooming, morning routines, bedtime routines, providing incontinence care. •Provide, complete and document, if applicable, resident care as assigned in a timely and accurate manner. Examples of resident care include but are not limited to:

- ♦♦Changing bedding, mattresses and/or moving furniture in resident rooms; lifting, rotating and assisting residents who are partially or totally incapacitated; providing personal care in eating, dressing, hair and body care, communication, toileting, bathing, oral care, etc.; operating equipment such as wheelchairs, mechanized beds and other related medical devices; and other duties as assigned in the resident's overall plan of care.
- Provide meal preparation, eating with residents in a family style manner, role modeling of proper serving and table etiquette for the residents, encouraging the residents to eat as independently as possible. Ensure proper use of adaptive equipment for residents. Adhere to special diets as ordered by physician and planned by dietician.
- Providing a clean environment: doing laundry, sweeping, mopping, dusting, vacuuming, scrubbing and following cleaning checklists.
- Assure the appearance of the house is appropriate at all times: clean, odor free, without clutter, and homelike.
- Provide active treatment to the residents using prescribed teaching strategies for residents under his or her care. Provide an environment of learning by using natural opportunities and meaningful activities, as well as implementing goal plans designed to maintain or enhance the resident's abilities and keep residents actively engaged at all times.
- Documentation must be completed prior to end of shift. Documentation includes toileting schedules, personal hygiene care, active treatment goals, incident reports, progress notes, communication book, seizure reports, behavior documentation, social and recreation, calorie counts, intake and output, and others as needed.
- Documentation of incidents or special occurrences within 24 hours.
- Report seizures, accidents, illness, changes in mental status or behavior, or signs of resident's discomfort to RN Chesapeake Adult Services Director.
- Behavior Intervention – follow proper behavior protocols for each individual resident and document as per procedures. Actively engage with the residents to prevent behaviors from occurring.
- Respond to requests from residents for assistance in a respectful and timely fashion.
- Responsible for the care and security of possessions and money belonging to the clients and/or their homes.
- Observe residents' rights including, but not limited to, privacy, dignity, etc., when rendering care to residents as required by The Chesapeake Center policies and procedures, current standards of care and practice and applicable state/federal regulations.
- Use facility or resident equipment and supplies in an appropriate manner. Reports concerns or requests assistance as indicated.
- Function as a member of the Interdisciplinary Team using ethical conduct as a representative of the agency.
- Communicate in a professional manner with co-workers, families, and outside agencies. Provide input to supervisors concerning the residents as needed.
- Transport residents as needed to medical appointments, community outings, etc.
- Work posted schedules; leave time, absences and tardiness will be monitored by House Supervisor and/or Human Resources Specialist.
- Attend, monitor and implement outcomes/goals according to individual plan and turn in all documentation to the residential supervisor at the first of the month.
- Promote and encourage social interactions from residents during meals, during direct care and at other times as appropriate.
- Support, maintain and assist with projects related to the Activity Programs of the facility.
- Perform other duties and functions as assigned by the Residential Director, Human Resources Specialist, Houses Supervisor and ISS Supervisor. This Position description does not list all of the responsibilities, skills, or working conditions associated with the position. It reflects those principal job elements essential for making a fair classification decision for the position. To Apply: call The Chesapeake Center, Inc. 410-822-4122 or go to website www.chesapeakecenter.org. (Date listed: 12/6/18 Updated 1/8/19)

Chesapeake College (623) is currently accepting cover letters and resumes for the following replacement position: **IT Help Desk Manager, Grade: DIR1**. Responsibilities: The IT Help Desk Manager assists the CIO by managing the daily operations of the Help Desk, User Support, Telecommunications and Audio/Visual Service groups which includes supervising technicians and work study employees. This is a working manager position. The IT Help Desk Manager responsibilities include serving as the interface between the campus user community and the Help Desk, User Support, Telecommunications and Audio/Visual Service groups. As such this

position is responsible for ensuring that benchmarks for Service Level Agreements are met or exceeded. The position is responsible for technology planning as directed by the CIO in support of the institutional technology plans. This position requires in-depth understanding of computer hardware, software, and networking, combined with a broad systems level perspective and analytical approach. The IT Help Desk Manager is expected to be a participatory member of the IT Help Desk team. This would include, but not limited to, assisting with end user support calls, ticket support, hardware and software deployments and any other tasks and duties that may be assigned or required of the IT Help Desk staff. This position requires the ability to work a flexible schedule that may include weekends, holidays, and college emergencies. This position is designated as "essential" and will require working outside normal working hours. Essential personnel may be called in to work outside of regular working hours to assist with other college activities. Required: An Associate's degree or equivalent formal technical training is required. At least three (3) years' experience in computer system analysis and administration in a network environment. Formal technical training could be in the form of certifications, training courses or degrees from an accredited college or university. One (1) year supervisory experience managing technical staff. Ability to communicate with both technical and non-technical persons. **Interested applicants should submit a cover letter and resume to hr@chesapeake.edu on or before February 8, 2019.** Chesapeake College is an Equal Opportunity Employer. Minorities and Women are encouraged to apply. (Date listed: 1/24/19)

Chesapeake College (603) is currently accepting cover letters and resumes for the following replacement position: **Electrical Technician, Grade: 109NE**. Responsibilities: Performs level electrician tasks in the installation and maintenance of wiring, electrical systems and equipment up to 480 volts 3 phase. Operate, inspect and work around primary switching gear rated at 25,000 volts. (No direct contact with primary). This position is responsible for performing skilled work involving the installation, maintenance, and repair of the Electrical Systems for the entire Physical Plant of the Wye Mills Campus and the Cambridge Center. In addition to this position; diagnoses electrical problems, locate faults and recommends upgrades and repairs. Orders materials and supplies as needed to maintain electrical/mechanical systems and works with outside contractors as needed to facilitate work in a timely manner. Advises and assists other technicians with wiring problems on equipment such as fans, heaters, pumps or vehicle electrical systems. Also assists other technicians in their trades or with other tasks which require additional manpower. This position requires the highest technical skill base of any position in the Facility Maintenance Department which requires an employee in this class. This requires an employee in this class to use reasonable care, judgment, and the safe application of their knowledge in the performance of their duties. This position requires the ability to work a flexible schedule that may include weekends, holidays, and college emergencies. This position is designated as "essential" and will require working outside normal work hours. Essential personnel may be called in to work outside of regular working hours to assist with inclement weather and other college activities. Required: High school diploma or G.E.D. Must have completed a four (4) year apprenticeship and three (3) years as a journeyman Electrician. Possession of a State of Maryland Journeyman's Electrician's License with at least three (3) years experience working in a commercial/institutional setting. Possession and retention of a valid motor vehicle operator's license. Thorough knowledge of the principles, terminology, tools and equipment used in the electrical trade including the following: thorough knowledge of electrical theory and codes, ability to read and interpret blueprints, specifications, and schematics. Ability to make repairs using electrical safety practices; ability to work with all voltages; good knowledge of mechanical systems and repair work; ability to plan and direct work of other electricians and assistants; ability to perform manual work; ability to establish and maintain effective working relationships with co-workers and supervisors; knowledge of energy management systems; some knowledge of personal computers and pertinent application; regular and timely attendance; performance of duties a safe manner. **Interested applicants should submit a cover letter and resume to hr@chesapeake.edu on or before Thursday, January 31, 2019.** Chesapeake College is an Equal Opportunity Employer. Minorities and Women are encouraged to apply. (Date listed: 1/17/19)

Chesapeake College (562) is currently accepting cover letters and resumes for the following replacement position: **Vice President for Academics & Workforce Programs.**

Responsibilities: As Chief Academic Officer, the Vice President for Workforce and Academic Programs provides leadership and supervision for all credit and non-credit programs, associated personnel, budgets, facilities and equipment. Ensures excellence in teaching and learning and the systematic assessment of student learning outcomes; engages in collaborative governance. Works closely with employers, schools and colleges to ensure that programs are relevant and up-to-date. Maintains knowledge of educational trends and regulations; actively represents the college in the community and at the state and national level. Serves as a member of the president's senior leadership team to articulate the college's vision and mission, achieve strategic plan goals and develop policy. Required: Qualifications include: Earned doctorate in higher education, instruction, academic discipline, or comparable professional degree preferred. Relevant Master's degree with significant progress toward PhD completion required. Formal leadership study a plus. At least five (5 years) full-time teaching experience in higher education. At least two (2) years of progressively responsible leadership positions in academic administration, preferably at a community college. Excellent communication and problem-solving skills. Demonstrated commitment to the mission of a comprehensive community college and learner centered institutions. Regional knowledge and experience strongly preferred. **Confidential applications should be sent in electronic format in MS Word or PDF format to: hr@chesapeake.edu and should be submitted by January 31, 2019.** Applications will be held in strict confidence and should include a resume and a cover letter specifically addressing the applicant's background in relation to the characteristics and qualifications described above. For more information, please visit our website at: <https://www.chesapeake.edu>. Chesapeake College is an equal opportunity employer. Women and minorities are encouraged to apply. (Date listed: 1/7/19)

Chestertown Auto Plus Marine (573) 6407 Church Hill Rd., Chestertown, MD 21620. **Tire & Service Tech.** (Refer to MWE Job Order #807816); **Tire Technician** (Refer to MWE Job Order #807819). Email resume to Pjd2603@aol.com. (Date listed: 1/10/19)

Choptank Electric (610) needs **Apprentice Linemen** at Denton and Chestertown locations (JO#938346). Applicant must have a High School diploma or equivalent. Basic knowledge of electricity is desirable. Must have or be able to obtain a Maryland Class "A" restricted or equivalent driver's license. Position requires working in various weather conditions and working irregular hours for emergencies. On-the-job training will be provided. **Applications must be postmarked by February 4, 2019.** Apply on line at: www.choptankelectric.coop and click on "About Us" then "Employment". (Date listed: 1/22/19)

Choptank Transport (22) **Carrier Sales Support Representative:** Are you searching for a dynamic role that plays off your communication and problem-solving skills? Are you hunting for a stable company that offers growth opportunities and development? As a Carrier Sales Support Representative with Choptank, you'll be talking to lots of potential carriers and negotiating the movement of our customers' freight, while ensuring your carriers know they have your support for anything that might happen along the way. This is your time to let your critical thinking skills shine through. We're not a "one and done" environment, so you are on the front lines of building relationships with those carriers as well. You will also be working with our sales department as well as the rest of your logistics team, so an excellent work ethic and communication skills are key. Worried that you don't know anything about logistics? We will train you! Choptank has a state-of-the-art, award-winning training program crafted to make sure you have all the tools and knowledge you will need to be successful in your new career. (Positive attitude and coachability required). Choptank is a Third Party Logistics (3PL) provider, meaning we bring companies who need to ship products and those with trucks together. Our customers want to focus on crafting and selling their products, not looking for trucks to move it and hoping they get a fair price for the shipping. We take that worry off their plate and get them the best deals in the market. We offer solutions and give them results. For more information on the position, or to submit your application, please visit our online career portal at www.choosechoptank.com. (Date listed: 7/12/18)

Choptank Transport (23) Inside Sales Representative: Are you searching for a dynamic role that plays off your communication and problem-solving skills? Are you hunting for a stable company that offers growth opportunities and development? As an Inside Sales Representative with Choptank, you will be on the front lines of assisting customers get their valuable products shipped from point A to point B. You'll be prospecting leads, cold-calling on prospective accounts via phone, building relationships with your customers, and managing their accounts. Your accounts won't be "one and done," but rather long term associations that make a big impact on your customers' bottom line. Are you a smart, competitive, business-minded professional who isn't afraid to start from scratch and build a book of business on your own? Choptank is a Third Party Logistics (3PL) provider, meaning we bring companies who need to ship products and those with trucks together. Our customers want to focus on crafting and selling their products, not looking for trucks to move it and hoping they get a fair price for the shipping. We take that worry off their plate and get them the best deals in the market. We offer solutions and give them results. For more information on the position, or to submit your application, please visit our online career portal at www.choosechoptank.com. (Date listed: 7/12/18)

Communications Electronics Systems (580) 165 Log Canoe Circle, Stevensville, MD. **Assistant Service/Installation Tech** (Refer to MWE J.O. #852268). "The Mid-Atlantic's Premier Electronic Security Provider". Mail Resume to: Communications Electronics, LLC, 165 Log Canoe Circle, Stevensville, MD 21666. (Date listed: 1/10/19)

Coon & Cole, LLC (571) Experienced paralegal sought for a 4-attorney Easton branch of Towson-based commercial litigation and transactional law firm. One week of job training to occur in Towson. Qualified applicants should send their resume, professional references and salary requirements to Linda at ljs@cooncolelaw.com. (Date listed: 1/9/19)

Dairy Queen (607) Assistant Managers (JO#937417); Cashiers (JO#937425); Crew Leaders (JO#937427). Apply in person to Dairy Queen, 320 Sunburst Highway, Cambridge, MD 21613. (Date listed: 1/22/19)

Dart (Solo Cup) (622) in Federalsburg, MD. (All jobs with benefits). **Maintenance Mechanic (JO#863310); Inspector Packers (JO#863288); Assistant Press Operator (JO#863338); Forklift Operator (JO#939085); Maintenance Supervisor (JO#939105); Machine Operator I (JO#939111); Machine Operator II (JO#939107).** Apply on line only at: www.dart.jobs. (date listed:1/24/19)

Delmarva Community Service (550) Human Resources Manager (JO#930611). Apply on line at: www.dcsdct.org. (Date listed: 1/3/19)

Dixon Valve (564) Chestertown, MD. **Process Engineer (JO#932637); Machinist Trainee 2nd Shift (JO#932642); CAD Designer (JO#932645); Material Handler (JO#906838).** Apply: www.dixonvalve.com. (Date listed: 1/8/19)

Dorchester County (620) Moter Equip.Operators II, III, IV (JO#939091); County Manager (JO#935912); Director of P&Z (JO#933718); 911 Dispatchers (Certified) (JO#870674); Correctional Officers (JO#870678); Visitor Center Clerk (JO#926283); Paramedic (JO#896319); Civil Engineer (JO#896361); Zoning Tech (JO#929354); Fiscal Clerk (JO#935303). To apply download application at: www.docogonet.com, fill out and send to: Human Resources, 501 Court Lane, Room 113, Cambridge, MD 21613. (Date listed: 1/24/19)

Dorchester County (596) County Manager (JO#935912). Full-time with benefits. BS degree and 10 years' experience required. To apply download application at: www.docogonet.com, fill out and send to: 501 Court Lane, Room 113, Cambridge, MD 21613. **Application deadline is February 5, 2019.** (Date listed: 1/16/19)

Dorchester County (586) Director of Planning & Zoning (JO#933718); 911 Dispatchers (Certified) (JO#870674); Correctional Officers (JO#870678); Visitor Center Clerk (JO#926283); Paramedic (JO#896319); Civil Engineer (JO#896361); Zoning Tech (JO#929354); Fiscal Clerk (JO#935303). To apply download application at: www.docogonet.com, fill out and send to: Human Resources, 501 Court Lane, Room 113, Cambridge, MD 21613. (Date listed: 1/14/19)

Dorchester County Public Schools (570) Certified Teachers (JO#932832); Substitute Teachers (JO#932833); Food Service Assistants (JO#932837); School Bus Drivers PT/FT (JO#932838). Apply on line to: <http://www.dcpsmd.org>. Click on Job Opportunities. (Date listed: 1/8/19)

Dynasplint Systems, Inc. (616) Client Services Representative (MWE Job Order #937349); Refurbishment Specialist (MWE Job Order #937346). Apply online at: www.dynasplint.com. (Date listed: 1/23/19)

Echo Hill Outdoor School (463) Residential Teaching Positions - Teacher/Naturalist: Located on Maryland's Eastern Shore of the Chesapeake Bay. Introduction: Echo Hill Outdoor School (EHOS) has successfully provided over forty-five years of residential and recreational learning experiences. Programs are designed to introduce and acclimate participants to the outdoors and foster respect for and awareness of themselves, each other and their environment. Course areas include: Watershed Ecology of the Chesapeake Bay and its surrounding ecosystems, group and individual development on our low and high element challenge course, and exploration of history and the human environment in the Chesapeake Bay region. The program is flexible and committed to custom designing programs so as to meet the needs of a wide range of students/ participants, typically 3rd through 9th grade, from both public and private schools, as well as college students and adults of all ages. Responsibilities: At EHOS you would teach a variety of classes from all of our curriculum areas. You would also supervise and counsel all aspects of participant residential life during their stay at the school including overnights in platform tents or dormitories, table-heading at family style meals, and supervision during recreational time and other activities. Qualifications: EHOS is seeking motivated, energetic individuals with creativity, commitment and a passion for the outdoors. Experience working with and relating to children and people of all ages is extremely beneficial. A background in Education, Recreation, Environmental or Outdoor Education, Challenge Course facilitation, Psychology, Natural Sciences, Marine Biology, Liberal Arts or related fields is desired. Compensation: Starting salary for Teacher/Naturalist is \$250-\$270 per week. Individuals with demonstrated current certification in Wilderness First Responder, Wilderness First Aid, American Red Cross Lifeguard Training, or Valid State Teacher Certification will be considered at a slightly higher starting range. EHOS owned housing and board are a condition of this residential teaching position. Ten-twelve month contracts may be available for interested, committed individuals depending upon future openings, specialized positions available, and satisfactory job performance. A staff excess sickness and accident medical plan is available. **Deadline: Applications are welcome year round.** Primary starting dates are in March and late August. To Apply: If you are interested in a challenging and rewarding experience please send cover letter, resume, two written reference letters and three telephone reference contacts to: Betsy Zelter McCown, jobs@ehos.org, Echo Hill Outdoor School, 13655 Bloomingneck Road, Worton Maryland 21678. (410) 348-5880. (Date listed: 11/18/18)

Egide USA (457) Cambridge, MD is accepting resumes for a Drafter/Designer. Resumes can be mailed to Egide USA, 4 Washington Street, Cambridge, MD 21613 Attn: Cindy Goodwin or emailed to: cgoodwin@us.egide-group.com. **Resumes will be accepted through February 28, 2019.** Job Description: Summary and Purpose of Position: Work directly with design engineers to produce drawings from sketches, existing drawings and electronic images. Essential Functions: Calculate tolerance stack-ups to verify design fit-up. Design parts based on written and verbal descriptions from design engineers. Work closely with all departments in the plant to ensure that the drawings convey the correct information and are error free. Work from customer drawings, company drawings, Government drawings or specifications. Additional Responsibilities: Will be

required to perform other duties as requested, directed or assigned. Supervisory Responsibilities: This position has no supervisory responsibilities. Competencies: To perform the job successfully, an individual should demonstrate the following competencies. Interpersonal Skills: Focuses on solving conflict, not blaming; Maintains confidentiality; Keeps emotions under control; MAINTAINS A POSITIVE ATTITUDE. Oral and Written Communication: Listens and gets clarification; Responds well to questions; Writes clearly; Able to read and interpret written information. Teamwork: Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Supports everyone's efforts to succeed. Quality: Looks for ways to improve and promote quality; demonstrates accuracy and thoroughness; Monitors own work to ensure quality. Quantity: Meets productivity standards; works efficiently; Completes work in a timely manner; Strives to increase productivity. Ethics and Professionalism: Works with integrity and ethically; Upholds organizational values; Conserves organizational resources; Approaches others in a tactful manner; Shows respect and sensitivity for cultural differences; Accepts responsibility for own actions. Safety and Security: Observes safety and security procedures; Reports potentially unsafe conditions; Uses equipment and materials properly. Adaptability: Adapts to changes in the work environment; Able to deal with frequent change, delays or unexpected events. Dependability: Follows instructions, responds to management direction; Completes tasks on time or notifies appropriate person as needed. Initiative: Asks for and offers help when needed. Generates suggestions for improving work. Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. •Degree: Associates / Major Manufacturing Engineering Technology / Job Targets Wanted Drafting/Computer Aided Design (from a recognized CAD training facility). •2-3 years experience in drawing/designing. •Able to work with minimum supervision and capable of self-checking for completeness and accuracy of work produced. •Able to receive and transmit drawings electronically with or without translation into a customer CAD software. •Computer literate in CAD, Inventor, EZ Cam and Microsoft Office. •Must be a self-starter and able to contribute in design reviews. •Team Player. Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. (Date listed: 11/15/18)

Egide USA (456) Cambridge, MD is accepting resumes for a **Plating Process Engineer**. Resumes can be mailed to Egide USA, 4 Washington Street, Cambridge, MD 21613 Attn: Cindy Goodwin or emailed to: cgoodwin@us.egide-group.com. **Resumes will be accepted through February 28, 2019.** Job Description: Summary and Purpose of Position: To maintain and improve existing processes for the plating of hermetic packages and to develop new processes in order to improve yields, throughput, and efficiency. Essential Function and Responsibilities: The following duties are expected to be performed. Additional duties will be added based on needs: •Designs procedures based on customer specifications to meet plating requirements including functionality and environmental testing. •Set up furnace profiles to meet heat treating requirements. •Set up shop conditions for adequate plating including chemistry in the plating tanks, waste treatment, electrical settings of rectifiers, heaters, etc. •Communicate accurately with Design and Product group in order to effectively set up routers. •Analyzes test data and reports to determine if designs meet functional and performance specifications. •Utilizes statistical process control to determine capability of processes and for continuous improvement. •Analyzes, reads and interprets blue prints, technical journals, customer specifications, etc. Other Duties, Responsibilities: The associate must be available for any shift or work schedule hours. Engineer is responsible for the proper set up conditions on primary equipment such as furnace temperature control, atmosphere, etc. Data collection and reporting to management, peers, and customers is expected. Supervisory Responsibilities: This position may require supervisory responsibilities as needed. Competencies: Analytical & Design: Collects and researches data; designs workflows and procedures; generates creative solutions; uses feedback to modify designs; demonstrates attention to detail; identifies and resolves problems in a timely manner; completes projects on time. Communication Skills: Focuses on solving conflict, not blaming;

maintains confidentiality; keeps emotions under control; maintains positive attitude; responds promptly to internal and external customer needs; listens and gets clarification. Teamwork: Balances team and individual responsibilities; exhibits objectivity and openness to others' views; gives and welcomes feedback; contributes to building a positive team spirit; supports everyone's efforts to succeed. Quality: Looks for ways to improve and promote quality; demonstrates accuracy and thoroughness; monitors own work to ensure quality. Quantity: Meets productivity standards; works efficiently; completes work in a timely manner; strives to increase productivity. Diversity: Shows respect and sensitivity for cultural differences. Ethics and Professionalism: Works with integrity and ethically; upholds organization values; conserve organization resources; approaches others in a tactful manner; treats others with respect; accepts responsibility for own actions. Safety and Security: Observes safety and security procedures; reports potentially unsafe conditions; uses equipment and materials properly. Adaptability: Adapts to changes in the work environment; able to deal with frequent change, delays or unexpected events. Dependability: Follows instructions, response to management direction; takes responsibility for own actions; completes task on time or notifies appropriate person as needed; is consistently at work on time. Initiative: Seeks increased responsibilities; takes independent actions and calculated risks; asks for and offers help when needed; generates suggestion for improving work. Qualifications: Bachelor of Science degree in Chemistry, Electrical Engineering or equivalent experience is required. Understanding of electro finishing and electro less plating is vital. Extensive knowledge of basic chemical reactions annealing processes is necessary. Physical Demands: While performing the duties of this job, the associate is regularly required to use hand to finger, handle or feel; reach with hands and arms and talk or hear. The associate is frequently required to stand, walk and sit. The associate must frequently lift and/or move up to 10 pounds occasionally lift and/or move up to 25 pounds. Specific vision abilities require by the job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. Work Conditions and Environment: While performing the duties of the job, the associate is occasionally expose to wet and/or humid conditions; moving mechanical parts; fumes or airborne particles and risk of electrical shock. The noise level in the work environment is usually moderate. Disclaimer: The preceding job description has been designed to indicate the general nature and level or work performed by the employees within this classification. It is not designed to contact or be interpreted, as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job function. Additional duties may be added or duties may be altered at the discretion of management. (Date listed: 11/15/18)

Egide USA (455) Cambridge, MD is accepting resumes for a **Process/Mechanical Engineer**. Resumes can be mailed to Egide USA, 4 Washington Street, Cambridge, MD 21613 Attn: Cindy Goodwin or emailed to: cgoodwin@us.egide-group.com. **Resumes will be accepted through February 28, 2019.** Job Description: Summary and Purpose of the Position: To maintain, improve and create processes and designs used in the manufacture of hermetic glass, metal and ceramic packages. Essential Functions and Responsibilities: The following duties are expected to be performed. Additional duties will be added based on demand: •Designs procedures based on customer specifications to meet mechanical, electrical, and optical requirements. •Set up of furnace profiles to meet process requirements. •Communicate accurately with Design and Product group in order to effectively set up routers. •Design and analyze experiments and reports to determine if designs meet functional and performance specifications. •Utilize statistical process control and D.O.E. to determine capability of processes and for continuous improvement. •Creates, analyzes, reads and interprets mechanical drawings, technical journals, customer specification, etc. (AutoCAD Inventor environment). •Designs production tooling through the use of CAM software. Other Duties, Responsibilities: The associate must be available for any shift or work schedule hours. Engineer is responsible for the proper set up conditions on primary equipment such as furnace temperature control, atmosphere, etc. Data collection and reporting to management, peers, and customers is expected. Supervisory Responsibilities: This position has no supervisory responsibilities. Competencies: Analytical & Design: Collects and researches data; designs workflows, procedures; and products, generates creative solutions; uses feedback to modify designs; demonstrates attention to detail; identifies and resolves problems in a timely manner; completes projects on time. Communication Skills: Focuses on solving conflict, not blaming; maintains confidentiality; keeps emotions under control; maintains positive attitude;

responds promptly to internal and external customer needs; listens and gets clarification. Teamwork: Balances team and individual responsibilities; exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Supports everyone's efforts to succeed. Quality: Looks for ways to improve and promote quality; demonstrates accuracy and thoroughness; Monitors own work to ensure quality. Quantity: Meets productivity standards; works efficiently; Completes work in a timely manner; Strives to increase productivity. Diversity: Shows respect and sensitivity for cultural differences. Ethics and Professionalism: Works with integrity and ethically; Upholds organizational values; Conserves organization resources; Approaches others in a tactful manner; Treats others with respect; Accepts responsibility for own actions. Safety and Security: Observes safety and security procedures; Reports potentially unsafe conditions; Uses equipment and materials properly. Adaptability: Adapts to changes in the work environment; able to deal with frequent change, delays or unexpected events in a high pressure environment. Dependability: Follows instructions, responds to management direction; Takes responsibility for own actions; Completes tasks on time or notifies appropriate person as needed; is consistently at work on time. Initiative: Seeks increased responsibilities; takes independent actions and calculated risks; asks for and offers help when needed; generates suggestions for improving work. Qualifications: •Bachelor of Science degree in Mechanical Engineering, Electrical Engineering, Material Science or equivalent experience is required. Understanding of mechanical and thermal dynamic behavior of dissimilar materials at elevated temperatures is vital. •Must have adequate computer skills with experience using Microsoft Office (Outlook, Excel, Word, etc.), and the ability to learn other internal software applications. •Must be able to use hand measuring tools such as micrometers and calipers as well as optical tools such as profile projector, digital vision system, and microscope. •Must be able to work with minimum supervision and capable of self-checking for completeness and accuracy of work produced. •Basic knowledge of 2D (AutoCAD) &/or 3D modeling (Inventor, Solidworks, etc.) is required. •Prior CAM software use/programming is desired. Physical Demands: While performing the duties of this job, the associate is regularly required to use hands to finger, handle or feel; reach with hands and arms and talk or hear. The associate is frequently required to stand, walk and sit. The associate must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. (Date listed: 11/15/18)

Fincantieri (Marinette Marine) (579) Chesapeake Business Park Stevensville, MD. **Cyber Security Engineer** (JO#903146); **Electrical Engineer II** (JO#903148); **Mechanical Propulsion Engineer** (JO#908858); (JO#903081); **Senior Engineer – Shock** (JO#897479); **Senior Engineer, Machinery - Control Systems** (JO#898812); **Senior Engineer, Piping** (JO#903078); **Engineer I, Deck System** (JO#903080). APPLY <http://fincantierimarinettemarine.com/careers.html>. (Date listed: 1/10/19)

First Baptist Church of Kent Island (554) **Bookkeeper.** Experienced bookkeeper needed for updating and keeping accurate records for First Baptist Church of Kent Island in Stevensville. Reports are due quarterly for business meetings. Please contact Pastor Baughan (443-540-4700), E-mail: fbcki@verizon.net, or send resume to 300 State St, Stevensville 21666. (Date listed: 1/3/19)

First Baptist Church of Kent Island (553) **Worship Leader.** We are presently seeking to fill the position of Worship Leader. This is an entry-level position for someone who is Spirit-led, seeking to grow in all aspects of worship. We are a small fundamental church of 75. We use Power Point and DVD's for special music to lead an 8-10 person church choir on Sundays at present. We follow tradition with Wednesday night dinner, Bible study, prayer, and choir rehearsal, and would expect the person we choose to be involved in our Fellowship. If you/ or you know anyone that loves to sing and praise God with a joy to lead people to a full and spiritual worship with a freedom to expand their personal growth and knowledge, please send/ or have them send us a resume or call Pastor Baughan (443-540-4700) to ask any questions. E-mail: fbcki@verizon.net. (Date listed: 1/3/19)

H&R Block (533) Client service professional positions available: Do you love to work with people? Do you have previous experience in a customer service environment? Then we are looking for you! This position requires a person committed to providing a high level of client satisfaction, strong communications and interpersonal skills. Enthusiastic and friendly disposition. A positive and professional attitude with courteous telephone and face-to-face etiquette. Be self-motivated, dependable and reliable individual. The applicant should be able to multi-task and have the ability to work in a fast-paced environment. The position requires computer skills using Windows-based systems. The position requires processing payments for the clients. The ability to maintain client privacy. Full-time, part-time seasonal positions available. Resumes may be e-mailed to: barbara.weigman@hrblock.com. Currently interviewing as positions start now. H & R Block, Centreville, Chestertown, Chester, MD. (Date listed: 12/21/18)

Hebron Savings Bank (602) is currently recruiting for qualified customer service oriented candidates to work fulltime in the Cambridge area. Hours between 8:30-4:00pm Monday – Thursday, until 6pm on Fridays and rotating Saturday mornings until 12pm. Excellent health, retirement, and paid time off benefits provided. Interested candidates can apply by email to walker@hebronsavingsbank.com. EOE (Date listed: 1/17/19)

Henson Scout Reservation, Del-mar-va Council B.S.A. (585) **Summer Camp Staff** – Henson Scout Reservation is an 1800+ acre scout camp that is located in Dorchester County along the Marshyhope Creek and Nanticoke River. We are currently seeking to hire folks for the summer to serve on camp staff. Members of the camp staff need to be outgoing, enthusiastic individuals who are able to put the needs of the campers first. These positions are temporary and have the ability to last for 6 or 9 weeks. These positions also have the ability to repeat each summer. There are a wide variety of jobs available ranging from being a lifeguard to being the ATV Instructor. All positions are paid and receive room and board for the duration of the position. Please **APPLY** before February 28th. (Date listed: 1/14/19)

Heron Point of Chestertown, MD (589) 501 E. Campus Ave. **Culinary Service Supervisor** (JO#934681); **Dining Room Server** (JO#934580); **Food Production Assistant 2** (JO#934673); **GNA- WillowBrooke** (JO#935588); **Housekeeper 4** (JO#934670); **Mechanic Foreman** (JO#935580); **Medical Diet Aide** (JO#934668); **Physical Therapist Assistant** (JO#934578); **RN-WillowBrooke** (JO#935595); **RN- 11 PM-7 AM** (JO#935599); **Bus Driver** (JO#934577); **Rehab. Admin. Asst.** (JO#935577). **APPLY**. (Date listed: 1/15/19)

Hertrich of Easton (454) is hiring world class business professionals. **Auto Sales Consultants / Automotive Sales Representatives / Customer Service Associates / Sales** – apply today at www.hertrichcareers.com. Do you have what it takes to be a SUCCESSFUL Hertrich Automotive Sales Consultant? Read on to find out- What do Hertrich Auto Sales Associates do? At all of Hertrich Family 17 Dealerships, in the tri-state area and along the Eastern Shore, our Auto Sales Reps work with customers through every step of the auto buying process. The proven Auto Sales Consultant / Automotive Sales Representative / Customer Service Associate / Sales successful steps include: •Communicating to auto customers what makes Hertrich unique. •Spending time with guests to determine their car and truck needs. •Presenting vehicles for test drives. •Demonstrating all available automotive models, features, and benefits to the customers' auto needs. •Develop a creative and successful strategy for every vehicle sale. •Maximize profitability in each and every car and truck deal. •Ensure that every Customer is completely satisfied with their automotive purchase experience. •Complete accurate paperwork and computer entries for all clients. •Follow up with new and existing automotive customers and clients. •Perform other duties as assigned by Management. What does it take to be successful as a Hertrich Auto Sales Consultant / Automotive Sales Representative / Customer Service Associate? (Read carefully because this is very important!). The requirements for earning up to \$100,000 annually are: •A strong ability to work with and relate to all types of customers and to earn their respect. •Self-motivation and driven desire to be the very best automobile Sales Associate! With consistently strong customer service, Hertrich Sales Consultants can advance to management positions and various opportunities throughout the organization with a proven successful work ethic. •Must be dedicated to finding the right vehicle for every customer.

•Exceptional speaking, writing and active-listening skills. •Good computer skills. •A PASSION FOR SELLING in a Team oriented environment! Is there anything else you need know? YES-
•You MUST be able to work a flexible retail schedule, including evenings, Saturdays, and some holidays. •High school diploma or GED required. •A valid driver's license is required with few to no points. •GREAT ATTITUDE & SMILE each and every day. Don't Forget... The Hertrich Family of Dealerships, along with our Collision Centers, is a family-owned and operated organization with a strong financial foundation in our communities for over 50 years in the automotive industry. We represent the most complete line of multi-franchise dealerships in Delaware and the Eastern Shore area and have over 16 locations and 3 Collision Centers in the tri-state area. Our associates enjoy a fast-paced culture with top salaries and incentives, paid vacations, on-going training for longevity, bonuses, 401k with company match, employee purchase discounts, Medical, Dental, Vision, Disability, Life Insurance and more. "Offers of employment are conditional. Candidates must successfully complete a Pre-Employment Drug Screening, Criminal Background Check, and Motor Vehicle Record Check. A criminal record will not automatically disqualify an applicant from employment. We are a drug-free workplace. We are an EEO/ AA employer. Job seekers will be given consideration without regard to their disability or protected veteran status." (Date listed: 11/15/18)

Interstate Container (578) Current Openings: **General Helpers** (JO#809148); **Industrial Electricians** (JO#809151). Fill out Interstate Container application at any One Stop. Interstate Container (Division of DS Smith) is a corrugated box manufacturer on the Eastern Shore of Maryland. (Date listed: 1/10/19)

Kent Center (613) in Chestertown seeks team members who are caring, organized, positive, respectful, and accountable. Relevant training provided; competitive pay and benefits. Day, evening, weekend and flexible hours available. Since 1970, the mission of Kent Center has been to ensure the safety and well-being of adults with diverse abilities through personalized supports, essential training and education, open communication, and community partnerships. With respect and dignity, we provide enriching opportunities and choices which promote capability and independence to enable positive contributions to our community. Currently, we're seeking fabulous candidates for the following positions: **Registered Nurse; Program Coordinator; Direct Support Professional; Human Resources Assistant; Director of Administration; Team Leader; Bus Driver.** Learn more about our DDA community and apply online at <https://kentcenter.mitcawm.com/jobs/> by February 15. Plan to join us at our **Job Fair** February 6 from 9-11am at 215 Scheeler Road in Chestertown. (Date listed: 1/23/19)

Kent Manor Inn (600) Stevensville, MD. **Chef** (JO#935686); **Housekeeping Supervisor** (JO#935691); **Maintenance Associate** (JO#935690). Email Resumes to: bunny@kentmanor.com. (Date listed: 1/17/19)

Konsyl Pharmaceuticals, Inc. (599) **Digital Ecommerce Coordinator.** Company specializes in sales and marketing of dietary Supplements, OTC pharmaceutical products, and medical devices is seeking a full-time Digital Ecommerce Coordinator. The Digital Ecommerce Coordinator will work closely with the Brand Manager. The role will support the execution of digital marketing plan and ecommerce sales as well as maintain and oversee the brand representation through all media. Key Responsibilities: •Serve as a primary point of contact and project coordinator to third-party marketing agencies, working collaboratively on the day-to-day implementation of digital marketing campaigns and ecommerce tactics. •Website content management. •Drive brand identity and product positioning with consistency in all outward facing marketing assets and communication. •Develop and implement account specific campaigns and tactics for strategic growth within ecommerce divisions; brand website, amazon, and retailer ecommerce. •Track latest digital marketing trends and provide ongoing market research. •Produce regular ecommerce reporting to track sales. •Advertising. Design/develop ads. Media selection and planning. Skill Requirements: •High school diploma and AA Degree (or equivalent coursework completed) required; BA/BS degree in marketing, communications, or related field preferred. •Minimum of 3 years related marketing experience. •Strong writing and verbal communication skills. •Demonstrates professionalism, teamwork, adaptability, and organizational skills. •Strong

organizational skills and attention to detail. •User knowledge of website and digital marketing platforms. •Microsoft Office Suite proficient. •Must be able to work in a fast-paced work environment, with multiple high priority projects. •Ability to write routine reports and correspondence. •Ability to speak effectively before groups. •Ability to define problems, collect data, establish facts and draw valid conclusions. •Be well versed in adapting different ways under pressure in order to meet deadlines, flexibility to work in an ever changing environment. •Some travel required. Located in Easton, MD. EEO employer. E-mail resume to hr@konsyl.com or fax to 410-822-0843. (Date listed: 1/17/19)

Latitude Inc. (572) Queen Anne's County, MD. **PC Technician.** Seeking an Entry Level PC Technician to image/ghost computers in Queens Anne County, MD. No experience is necessary. This project is running 4-6 weeks supporting the QAPS. This is a great resume builder for anyone looking to get into the IT field. MUST be able to pass a background check. Job Type: Temporary. Salary: \$11.00 /hour. If interested please email your resume to pjacobs@latitudeinc.net or awebster@latitudeinc.net, or call the office at 443-561-0151. (Date listed: 1/9/19)

Lowe's (588) **On-the-Spot Interviews.** **Thursday, January 24, 2019 from 10am to 5pm.** Apply in-store, on your phone, or online at jobs.lowes.com. (Date listed: 1/15/19)

Lowes (543) Easton Store. **Delivery Load Puller** (JO#930079); **Merchandising Service Asso** (JO#924691); **Sales Floor Dept Supervisor** (JO#924694); **Head Cashier** (JO#930078); **Merchandising ASM** (JO#930080). Apply on line at www.lowes.com/careers. (Date listed: 1/2/19)

Medifast (608) Ridgely, MD. **Wave Planner** (JO#938297); **Warehouse Production Workers** (JO#938291). **Warehouse Production Workers** (JO#938291). Apply on line at: medifastcareers.com. (Date listed: 1/22/19)

Miracle Gro (421) is a global leader in supplying lawn and garden products to the public. We own or represent the following products: Scotts, Miracle Gro, Ortho, Round Up, Tomcat mouse products, Raid, Hawthorne indoor gardening. We work in the Lowes and Home Depots merchandising our product. This includes filling shelves and other locations, building displays, cleaning products outside, speaking to consumers regarding our product, etc. I am looking for an individual to assist me at the Easton Lowes. This position would not start until spring with the exact date being determined by weather and customer traffic-typically in March. Online safety and product knowledge training is supplied, as well as personal protection products and shirts. New hire would work with me or an experienced merchandiser at first to become acclimated to the job. I will not know exactly how many hours I can offer till my team is in place and I have a budget for the year. Estimated hours are between 8 and 15/week. I can be flexible on days and hours but would prefer a candidate that can work morning hours. Our application website will not be active until November 8th at which time you can apply to scotts.com/careers and search for the position in Easton. Until then interested candidates can contact me at Richard.sheffield@scotts.com. (Date listed: 10/30/18 Updated 1/17/18)

Montgomery County DOCR (539) **Correctional Officer I: IRC34345 – Closes March 13, 2019;** **Correctional Dietary Officer II: IRC33905 – Open Until Filled;** **Correctional Health Nurse :IRC35268 – Open Until Filled;** **Resident Supervisor I: IRC34340 – Open Until Filled** (Female applicants only). Experience: Completion of eighteen (18) months of satisfactory work as a Resident Supervisor I. Education: Possession of a Bachelor's Degree from an accredited college or university. Equivalency: An equivalent combination of education and experience may be substituted. www.montgomerycountymd.gov/cor. (Date listed: 12/31/18)

Patriot Steel Fabrication, Inc. (551) 1959 Church Creek Rd., Church Creek, MD 21622. Urgently in need of the following: **Welders** (JO#930662); **Steel Fabricators** (JO#930659); **Welder/Shop Helper** (JO#930665). To apply email resume to: nathan@patriotsteelfab.com. (Date listed: 1/3/19)

Planned Parenthood of Maryland (127) Bilingual (English/Spanish) Medical Assistant (Full-Time). Easton, Baltimore, Towson, Owings Mills, Waldorf, Frederick, Annapolis. Summary of Responsibilities: Under the general direction of the Health Center Director, performs the administrative and clinical support tasks necessary for efficient center operations to ensure high quality client services and support, informed consent, client education and counseling, effective clinical support, efficient client flow, and a professional health care environment. Essential Responsibilities: 1. Provides direct service in all the health center specific areas including family planning, abortion, prenatal, general medicine, pediatrics, as appropriate to scope of services and health centers. 2. Provides clients with accurate information regarding PP services including questions pertaining to contraception, options, and funding sources. 3. Contributes to achieving health center productivity goals. 4. Screens financial, medical, and social history with correct documentation of pertinent information. 5. Accurately documents all services provided. 6. Demonstrates PPM customer service standards. 7. Solicits donations from patients per PPM guidelines. 8. Prepares clients for exams and assists in exam room when needed. 9. Provides pregnancy testing, information and referral, provides PT client's family planning services or schedules other appropriate services. 10. Performs lab work and venipuncture. 11. Prepares exam room with appropriate supplies for examination and cleans room. 12. Assist the provider in the exam room as a chaperone when needed. 13. Greets clients politely and promptly and provides clients with correct forms. 14. Enters patient information into Electronic Practice Management (EPM) system and Electronic Health Record (EHR) system. 15. Makes health center appointments, provides information and appropriate referrals. 16. Routes and files incoming laboratory reports appropriately. 17. Abstracts charts, pulls charts, transfers records, file charts. 18. Prepares daily lab samples for transfer to appropriate lab(s), maintains electronic lab log. 19. Cleans instruments, exam rooms, lab area, and autoclave as assigned. Qualifications:
•Graduation from high school or GED and in conjunction with a medical assisting certificate or 1 year of experience working in a healthcare setting performing back or front office duties.
•Phlebotomy/IV training or willingness to obtain after employment. •CPR certification or willingness to obtain immediately after employment. •Knowledge of principles and practices of administration, organization, common techniques and practices in an office or medical health center setting. •Ability to read, write, and speak English and Spanish fluently. •Bilingual English/Spanish, required. \$14.65 per hour, 2% increase for each year of experience, and \$2,000 sign-on bonus. <http://www.plannedparenthood.org/planned-parenthood-maryland>. (080818 Updated 9/5/18) Updated 10/4/18 Updated 11/1/18)

Professional Billing, Inc. (566) Medical Billing Associates. A leading national medical billing company has job openings due to recent expansion and client growth. We have an immediate opening for 2 Medical Billing Associates in the areas of account receivable follow-up and customer service. Summary job requirements include: •Good data entry skills, with the ability to follow specific instructions and set procedures. Type a minimum of 30 words per minute. •Update patient insurance information. •Work with various departments to resolve billing issues. •Ability to maintain strict confidentiality. •Ability to interpret insurance companies policy and procedures and apply them. •Basic exposure to ICD-9/ICD-10 and CPT code. •Ability to interpret billing procedure changes and assimilate information to computer entry requirements. •Ability to comprehend explanation of benefits and post correctly to accounts. •Ability to answer incoming phone calls from patients and other parties including demonstrating a professional, friendly phone demeanor. •2 years previous experience in an insurance or medical billing office preferred but not required. If you have some of these requirements and want to join a growing, exciting, inventive fast-paced leader in the medical billing industry, please attach your resume with salary requirements. Our benefits include: Competitive hourly wage; 401 (k) plan; Health, dental, and vision insurance; Paid holidays; Casual dress code and work environment. Full-time employment - Monday through Friday. Easton, MD location. Please send resume via email to: mmchance@mypbi.com. (Date listed: 1/8/19)

Protenergy (557) Cambridge, MD. **Filler Operator** (JO#931239); **Production Supervisor** (JO#931237); **Production Analyst** (JO#931246); **Reliability Engineer** (JO#931510); **Maintenance Mechanic/Electrician** (JO#931242). Email resume to: cdelaney@us.protenergyfoods.com. (Date listed: 1/4/19)

PRS Guitars (581) 380 Log Canoe Circle Stevensville, MD. **Accessories Warehouse Associate** (Refer to MWE Job Order #934463); **1st Shift Production Sander** (Refer to MWE Job Order #863371). Apply <http://www.prsguitars.com/careers/>. (Date listed: 1/11/19)

Quality Staffing Services (612) is hiring the following positions: **HVAC Service Technician Federalsburg, MD** (JO#938038); **Parts Sales Manager Federalsburg, MD** (JO#938036); **Maintenance Supervisor Cambridge, MD** (JO#938350); **Production Supervisor Cambridge, MD** (JO#938355); **Warehouse Supervisor Cambridge, MD** (JO#938351); **Plating Process Engineer Cambridge, MD** (JO#938030); **Drafter/Designer Cambridge, MD** (JO#938339); **Quality Inspector Cambridge, MD** (JO#938031); **Machinist Linkwood, MD** (JO#933221); **Early Head Start Teacher Easton, MD** (JO#938345); **Bank Teller Hurlock/Cambridge, MD** (JO#938330); **Machine Operator Cambridge, MD** (JO#938032); **Sanitation Cambridge, MD** (JO#938034); **Packers Easton, MD** (JO#938352); **Senior Accountant Federalsburg, MD** (JO#938353). Apply in office at-2918 Old Route 50, Cambridge, MD 21613. (Date listed: 1/22/19)

Queen Anne's County (594) Centreville, MD. **EMT- Basic I Contractual**. Provides a range of emergency basic life support services and advanced life support services to persons who require such services. Work is carried out under stressful conditions and must be performed to protocols established by the Maryland Institute for Emergency Services Systems governing EMT-Basics. The EMT-Basics I primary provides medical care and treatment to individuals critically ill and/or injured due to fire, motorized conveyance and other accidents or rescue situations. Responsibilities also include data entry, preparation and maintenance of records and reports relating to emergency care administered. Work is performed with considerable technical independence, and is evaluated in terms of the applications of approved techniques, safety, and skilled operations of equipment in transporting patients to hospitals or other locations of emergency care. Within the first year of appointment, probationary Paramedics are required to successfully complete and obtain National Professional Qualification Board "Protective Envelope" and Foam and/or "Firefighter". [View Job Details](#). (Date listed: 1/16/19)

Queen Anne's County (606) Centreville, MD. **Facility Technician I**. This position performs a range of manual labor and other tasks in support of maintenance activities in connection with County facilities, systems and equipment. [View Job Details](#). (Date listed: 1/22/19)

Queen Anne's County (604) **Civil Engineer I (Public Works)** (See MWE Job Order #935973); **Civil Engineer I (Parks)** (See MWE Job Order #936073); **Public Safety Dispatcher II (PT)** (See MWE Job Order #935958); **Deputy Sheriff (Non-Certified)** (See MWE Job Order #936080); **Development Review Principle Planner** (See MWE Job Order #935964); **Bus Driver (FT)** (See MWE Job Order #936077). Applications are available from The Queen Anne's HR Department at 107 N. Liberty St. in Centreville, MD 21617. www.qac.org. (Date listed: 1/17/19)

Queen Anne's County (556) Centreville, MD. **Bus Driver (CDL) - Full Time**. Provides transportation for elderly and disabled persons and for the general public as required. [View Job Details](#). (Date listed: 1/4/19)

Queen Anne's County Department of Health (592) is seeking FT **Interviewer/Translator for English/Spanish**. An Interviewer/Translator is the full performance level of work interpreting between spoken English and another language in both consecutive and simultaneous modes in a variety of settings. The main purpose of this position is to provide programs with interpreting and translating services with the Queen Anne's County Department of Health as needed with a primary emphasis on the Breast and Cervical Cancer, Colorectal Cancer and Screening, Family Planning, Maryland Children's Health Program and Healthy Families Mid-Shore Programs. **The selected candidate must be bilingual in English/Spanish. Please APPLY by 1/31/2019.** (Date listed: 1/15/19)

The Queenstown Bank (605) is seeking a full-time Teller. The Teller position is responsible for performing various functions within the retail branch operations. Primary Duties: Cashes checks, savings withdrawals and makes cash advances; assists with night depository duties including logging bags, processing deposits, making change orders, issuing receipts and returning bags to customers; promotes and cross-sells the Bank's products and services; receives and processes stop payment and hold orders; accepts loan payments; Knowledge, Skills and Abilities: High School Diploma or equivalent GED required; one to three months related experience and/or training; proficient reading, writing and mathematical skills; exceptional listening and communication skills; Physical Requirements: Manual dexterity for the functional operation of office equipment such as computers and calculators; mobility sufficient to perform activities required of position, including travel to various branch locations. We offer competitive compensation and an excellent benefit package. Applications may be obtained at www.queenstownbank.com or by e-mailing HR@queenstownbank.com. Queenstown Bank is an Equal Opportunity / Affirmative Action Employer. (Date listed: 1/18/19)

The Queenstown Bank (605) is seeking a full-time Teller. The Teller position is responsible for performing various functions within the retail branch operations. Primary Duties: Cashes checks, savings withdrawals and makes cash advances; assists with night depository duties including logging bags, processing deposits, making change orders, issuing receipts and returning bags to customers; promotes and cross-sells the Bank's products and services; receives and processes stop payment and hold orders; accepts loan payments; Knowledge, Skills and Abilities: High School Diploma or equivalent GED required; one to three months related experience and/or training; proficient reading, writing and mathematical skills; exceptional listening and communication skills; Physical Requirements: Manual dexterity for the functional operation of office equipment such as computers and calculators; mobility sufficient to perform activities required of position, including travel to various branch locations. We offer competitive compensation and an excellent benefit package. Applications may be obtained at www.queenstownbank.com or by e-mailing HR@queenstownbank.com. Queenstown Bank is an Equal Opportunity / Affirmative Action Employer. (Date listed: 1/18/19)

Regent Healthcare (593) Kent County Area. We are looking for **CNA/GNA/CMT**. Experience required. (Refer to MWE Job Order #890498). Apply www.applyregent.com. (Date listed: 1/15/19)

Resorts at Chester River Manor (615) Looking to spread your wings in nursing? Resorts at Chester River Manor is hiring. We are searching for awesome, talented, reliable and dedicated: **RNs, LPNs & GNAs**. Currently, we have ALL SHIFTS AVAILABLE. Full-time, part-time & PRN. Stop in to apply or send your resume to hr@rcrmanor.com. Resorts at Chester River Manor, 200 Morgnec Rd, Chestertown, MD 21620. 410-778-4550. (Date listed: 1/23/19)

Safeway (563) 1925 Main Street Chester, MD 21619. **Cake Decorator (JO#932399); Floral (JO#932363); Front End (JO#932357); Fuel (JO#932404); Grocery (JO#932379); Courtesy Clerk (JO#932384); Pharmacy (JO#932391)**. Apply <http://www.careersatsafeway.com>. (Date listed: 1/7/19)

Sail Salina II (540) St. Michaels, MD. **First Mate for 2019 Season (JO#929376)**. To apply email resume to: sailsalina@aol.com. (Date listed: 12/28/18)

St. John Outlet (560) Queenstown, MD. Apply in store or online at <https://www.stjohnknits.com/careers>. St. John Knits is an equal opportunity employer. Any questions, contact Amy at 410.827.5600. (Date listed: 1/7/19)

Salvation Army (552) **PT- Homeless Shelter Monitor** - 24 hours per week- 7 PM to 7 AM (JO#864318). Apply in person to 200 Washington St., Cambridge, MD 21613. (Date listed: 1/3/19)

ScribeAmerica (510) hires and trains anyone interested in a career in medicine. We provide paid classroom and clinical training in the medical department to prepare applicants to be medical scribes. The role of a scribe offers exciting first-hand experience in the medical department and full one-on-one shifts working with board certified physicians. The job is second-to-none for exposure to medicine, disease processes, medical decision making and procedures performed in the medical department. We are looking for motivated, loyal applicants who have a passion for learning about the medical field to join our team. If you are looking to be a part of a professional medical scribe team please apply directly at www.scribeamerica.com/apply. (Date listed: 12/11/19)

Southside Land Management, LLC (569) **Experienced Equipment Operators** (JO#932811); **Construction Laborers** (JO#932806); **Construction Foreman** (JO#932812). Apply by email southsidelandmgt@gmail.com. (Date listed: 1/8/19)

State of Maryland (595) MDH Local Health- **Kent County**. Full-time contractual and part-time contractual **Peer Recovery Specialist I, Certified**. Recruitment #17-000213-0001. Salary: \$12.97 - \$16.56/hour. There are 3 Contractual Vacancies for this recruitment, one full-time and 2 part-time. For more information and to apply, click [HERE](#). (Date listed: 1/16/19)

State of Maryland (583) **Community Health Nurse II** – Part-time contractual. Recruitment #18-004216-0063. MDH Local Health - **Caroline County**. **Filing Deadline 2/7/2019 11:59:00 PM**. Salary \$21.10 - \$33.69/hour (Salary Negotiable). Click for [more information](#) or to [apply](#). (Date listed: 1/11/19)

Talbot County Public Schools (582) **Substitute Teacher**: High School Diploma/GED Required, AA degree or Teacher Certification preferred. Competitive Salary, starting at \$75/day. Submit online Substitute application at www.talbotschools.org or contact Talbot County Public Schools, Human Resources Office, 12 Magnolia Street, Easton, MD, 410-822-7557 Affirming equal opportunity in principle and practice. **Secondary Special Education Teacher**: A valid teaching certificate required (or proof of eligibility) as well as a bachelor's degree from an accredited college or university. Full-time position with competitive salary and superior fringe benefits. Submit online Certified Staff application at www.talbotschools.org or contact Talbot County Public Schools, Human Resources Office, 12 Magnolia Street, Easton, MD, 410-822-7557 Affirming equal opportunity in principle and practice. **Bus Drivers**: Full-time Bus Driver positions available. \$16.35/hr. minimum. Applicants must be a licensed CDL driver with Passenger and School endorsements. (Entry level drivers without CDL, paid training provided.) Submit online Support Staff application at www.talbotschools.org or contact Talbot County Public Schools, Human Resources Office, 12 Magnolia Street, Easton, MD, 410-822-7557 Affirming equal opportunity in principle and practice. **School Psychologist**: Full-time – 10-month position – Actual wage depending on experience plus superior benefits. A valid MSDE certificate required (or proven eligibility). A master's degree and advanced graduate degree or doctoral degree from an approved program in clinical or school psychology, according to current MSDE requirements. Ability to facilitate the appropriate educational, emotional and behavioral experiences of all students in the school community through a comprehensive program of psychological services. Submit online Certified Staff application at www.talbotschools.org or contact Talbot County Public Schools, Human Resources Office, 12 Magnolia Street, Easton, MD, 410-822-7557 Affirming equal opportunity in principle and practice. **Special Education Teacher- Grant Funded Position (Chesapeake College)**: A valid teaching certificate required (or proof of eligibility) as

well as a bachelor's degree from an accredited college or university. Submit online Certified Staff application at www.talbotschools.org or contact Talbot County Public Schools, Human Resources Office, 12 Magnolia Street, Easton, MD, 410-822-7557 Affirming equal opportunity in principle and practice. **Occupational Therapist:** Full-time position with competitive salary and superior fringe benefits with progressive four county special education consortium. Located on the Eastern Shore of Maryland, we are seeking an Occupational Therapist to work in a school setting with Children age birth to 21. Ten month position with the possibility of 11 months. A valid driver's license and Maryland OT license is required. Apply online at www.talbotschools.org. Affirming equal opportunity in principle and practice. (Date listed: 1/11/19)

USA Fulfillment (617) 313 Talbot Blvd., Chestertown, MD 21620. 410-810-0880. woutten@usafill.com. **Account Manager Support Team Member.** USA FULFILLMENT located in Chestertown, MD is in search of a full-time **Account Manager Support Team Member.** This Team Member will assist our Account Management team with clerical tasks and updating policy and procedures as needed. Job requirements include a professional attitude, pleasant demeanor, time management skills, the ability to manage multiple and concurrent tasks, exceptional verbal/written communications, and strong computer abilities. This position hours are Monday – Friday, 7:30am to 4:00pm. To apply, complete a full application at USA Fulfillment's offices between 8:30am and 3:00pm, M-F. Address: 313 Talbot Blvd., Chestertown, MD 21620, or go online to www.usafill.com. (Date listed: 1/23/19)

United States Capitol Police (USCP) (467) is a CALEA nationally-accredited, federal law enforcement agency. The USCP safeguards the Congress, its legislative process, Members of Congress, employees, visitors, and facilities from crime, disruption, and terrorism. We protect and secure Congress so it can fulfill its constitutional and legislative responsibilities in a safe, secure, and open environment. We are currently recruiting: **Police Officers.** Starting Salary: \$60,615. You must be: •U.S. citizen. •21 years of age but have not reached your 39th birthday at the time of appointment. •Must possess a high school diploma or General Education Diploma (GED), and at least one of the following: (A) Minimum of 60 semester hours (college-earned credit from an accredited college or university); (B) Two years of active duty military service with a General (under honorable conditions) discharge or Honorable discharge; (C) Five years of prior creditable law enforcement experience as determined by the Chief of Police. •A valid driver's license with 3 years of responsible driving experience. •Pass a background check. Through diversity management, the USCP leverages the unique skills, talents, and expertise that we bring to the USCP through our different backgrounds, experiences, demographics, and perspectives. By embracing these differences, the USCP is keenly positioned to recruit, retain and promote the best and brightest. Upon successful completion of training, probationary periods, time in grade, and all other professional requirements, future competitive promotions may be available to a higher rank or positions within a specialized area such as, Intelligence, Patrol and Mobile Response, K-9, Containment Emergency Response Team (SWAT Team), and/or other positions within the Department. Interested in joining our team? Visit our website: <https://www.uscp.gov/careers>. (Date listed: 11/23/18)

U.S. Census Jobs – 2020 (611) (JO#938364). PT & FT \$18.50 per hour. Apply on line at: www.2020census.gov/jobs. (Date listed: 1/22/19)

University of Maryland Medical System (591) **Marketing and Communication Specialist – FT.** Easton, MD. Job ID: 66491. Click [HERE](#) for more information and to [APPLY](#). (Date listed: 1/15/19)

Valley Proteins, Inc. (565) Linkwood, MD. In Linkwood, MD. **Maintenance Mechanics** (JO#869209); **CDL-A Drivers w/Tanker Endorsement** (JO#869202); **Plant Production Workers** (JO#924673); **Wastewater Operators** (JO#924675); **Boiler Operator** (JO#924677); **Quality Assurance Manager** (JO#932794). To apply, email resume to: rparks@valleyproteins.com or apply on site at 5420 Linkwood Road, Linkwood, MD. 21835 (Date listed: 1/8/19)

Vision Quest (601) **Childcare Workers** (JO#936636); **Shift Supervisor** (936641); **Addictions Counselor** (JO#936654); **Program Director** (JO#885613). Morning Star Youth Academy is a 40-bed residential program located on Maryland's Eastern Shore. Morning Star offers drug and alcohol treatment for youth aged 14 to 18. Morning Star uses the Seven Challenges Program, which is an evidence-based treatment model that offers an alternative to traditional approaches for adolescents with drug problems. Apply by email to: pat.smith@vq.com. (Date listed: 1/17/19)

Washington College (544) Chestertown, MD. **Catering Attendant** (PT) (Refer to MWE Job Order #930101); **Cook (PT)** (Refer to MWE Job Order #930096); **Director of Financial Aid** (Refer to MWE Job Order #930099); **Patrol Officer** (Refer to MWE Job Order #930102); **Retail Attendant** (Refer to MWE Job Order #930092). Apply www.washcoll.edu. (Date listed: 1/2/19)

The Whalen Company (584) Easton, MD. **HVAC Helper/Assembler** (JO#934530); **HVAC Refrigeration Assembler** (previous welding/soldering experience is a plus) (JO#934534). Email resumes to: hr@whalencompany.com. (Date listed: 1/11/19)

Zips Dry Cleaning (607) 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, miles 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 at <http://www.321zips.com/kentisland>. 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: 1/21/19)

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.