



**ONTARIO COUNTY
FINGER LAKES WORKS
DEPT. OF WORKFORCE DEVELOPMENT
JOB LEADS August 30, 2010
Web site: www.co.ontario.ny.us/workforce**

1:1 Aides: Working 30 hours per week with preschool age children at our Geneva site. For assigned child, implements educational, therapeutic and behavioral plans under the direct supervision of the special education teachers, therapy staff, psychologist and input from early education teacher. Assists the children throughout the day as directed by the Special Education Teacher. Supervises assigned child at all times (with the exception of lunch break, meetings and/or training), including during busing and transitional activities. Assists child in all activities of daily living while promoting independence. Applicants must have a high school diploma with experience with young children preferred. Offers comprehensive benefit package with competitive salary. Send resume to abattaglia@happinesshouse.org or download application at <http://www.happinesshouse.org/employment/opportunities.aspx>

1:1 Aide/LPN: Working with a young child at our Geneva site. NYS Licensed Practical Nurse certification required and experience with young children is preferred. Starting out at 7.5 hours per week, Mondays - Wednesdays increasing to 12.5 hours per week, Mondays – Fridays in the morning. Send resume to abattaglia@happinesshouse.org or download application at <http://www.happinesshouse.org/employment/opportunities.aspx>

Advantage Manufacturing is currently accepting applications for first shift: • **Assemblers • CNC Operators • Inventory • Progressive Punch Press Operator** At least 2 years exp. required. • **Manual Punch Press Operator** Reliable transportation is a must. Hours: Mon.-Thurs. 7am-4pm; Friday, 7am-2pm. Call 585-742-1570 Email: jamie.illingsworth@advantagemanufacturing.com , or Apply in person at: 788 Old Dutch Rd • Victor, NY 14564

Kelly Services is currently hiring for the following depts at Crosman Corp in East Bloomfield as well as the Farmington warehouse. **Assembly** - Good manual dexterity required - will be working with small parts and small hand tools to assemble a wide range of BB Guns/Air guns. **Machine Shop** - Entry level punch press operators needed. **Shipping** - Our shipping facility is located in Farmington, NY. We are looking for several people to assist with pick/packing orders for shipment. Lifting is required. Ability to work OT is required. We have both temp to hire opportunities as well as temporary only positions. Recent High School graduates / College students encouraged to apply. Crosman manufactures a wide range of BB guns, pellet guns and Air Guns, as well as all the ammunition. Applications being accepted Tuesdays and Thursdays at 8am Sharp. Crosman Corp; Rt 5 & 20. East Bloomfield, NY. OR Monday - Thursday 9am Sharp Kelly Services 3225 East Lake Rd/Roseland Plaza, next to TJ Maxx, Canandaigua. 585-657-3165/ 585-394-8500

ACE AUTOMATICS Accepting applications for immediate placement. **Assistant vending tech.** Clean, repair, move & install vending equipment. FT, Benefits, M-F. Apply in person: 1771 Auburn Rd., Seneca Falls. EOE

Auto Body/Collision Tech: Positions available, vary on skill level. Clean, well- established shop. Call to discuss. Geneva Coach, Inc. (315)789-9809

Auto BODY COMBO TECH. Top pay for right person. EOE Call for appointment. Collision 31 Inc. Newark NY, 14513(315) 331-08817-4 PM

LOCAL WINERY PART TIME PLUS Exp. **baker-cafe-winery**. EOE 315-719- 0000 or fax 315-719-0200 or info@ventosavineyards.com

Part time Bookkeeper: Small, family owned farm. Approximately 5-10 hours per week. Very flexible to days and hours, likely to be able to work from home. Must have Peachtree experience. Will reconcile monthly and complete quarterly and year end taxes. Pay based on experience. Send resume to ontariowfd@dfa.state.ny.us

Business Office Manager: Quail Summit Senior Residence in Canandaigua seeks experienced person to manage business office functions to include payroll, accounting tasks, HR, property management and insurance processing. Must enjoy working with seniors, have computer experience with MS Word, Excel and Office. ADP & Esite experience helpful, but not required. Must be a professional team player w/ great interpersonal skills, familiar with office equipment and good grammar and writing skills. Experience in prior office work/management required and relevant office training or education. Email resume to: agrethel@rochester.rr.com or FAX (585) 396-1741. No Phone Calls.

Case & Label Machine Operators: Geneva. 2nd shift. Operate various machines. High School Diploma or equivalent required. Good communication skills and ability to read write and comprehend instructions. \$10.00 hour. Fax resume to 315-781-0797 or Apply in person: Seneca Foods, 100 Gambee Road, Geneva. Human Resource Department between 7am-3:30pm.

Cashiers/Assistant Managers Looking for dependable people for convenience stores in Canandaigua. Apply online at www.mwsenterprises.com or email info@mwsenterprises.com

Home Depot, Eastview Mall is accepting online applications for: **Cashiers, Sales Associates, Lot Associates and Freight Team**. Apply www.careers.homedepot.com

Cellar Operator: Works under the direction of a fulltime cellar worker to receive fruit into the winery and make wine/juice/must transfer. Responsibilities may include operating heavy machinery, pumps, hoses and valves and coordinate juice and wine movements into the correct tanks. May also include Barrel work such as working on processing lines emptying/fillings, topping and stirring barrels. General cleanup and sanitation of processing lines and equipment. Can lift up to 50 lbs. Temporary, seasonal. \$9.25 hour. Call Misti Grant, 585-396-1990.

Chair Rental Available for local newly remodeled full service salon. Full time and must have clientele. Receptionist/Part-time Assistant Needed. 20-30 hrs. per week. Total Body Image 3933 Rt. 5 & 20 • Canandaigua 1.5 miles East of Lowes Please call 585-393-9707

CNC Machinist/Programmer: Manufacturing company located in Canandaigua is looking for skilled CNC operators with at least five years of experience operating a CNC machine. Typical duties involve completing process from top to bottom which includes setting up, change tooling, program, run, quality checks, etc. There is an opportunity to be hired permanently for individuals that excel in the position. Qualified individuals should be proficient in working with micrometers, calipers and be able to read blue prints. Call Colleen Stalker, 585-396-1990

Community Outreach Coordinator: Associates Degree required. Bachelor's Degree in English, Journalism or Communications highly desirable. Two years experience in similar position with literacy in

Microsoft Word and Desktop Publishing required. Previous supervisory experience preferred. Ability to deal with all publics in a professional manner and handle confidential information with discretion. Must have excellent oral and written communication skills. Photography experience preferred. Apply online at www.flhealth.org

LIGHT CONSTRUCTION/ ROOFERS HELPERS Steady work in Seneca and Ontario Counties. Must have NYS drivers license and dependable vehicle. EOE. 315-430- 3954

Come Join The Excitement! We have the following opportunities available: Food & Beverage Department: **Cooks** - experience required **Prep Cooks** - will train Gaming Department: **Cleaners** **EMTs** Finger Lakes Gaming & Racetrack, Please e-mail your resume to amartin@dncinc.com, amlyons@dncinc.com or stop in and apply at the main office, 5857 Rte. 96, Farmington, NY, or you can visit us @ www.fingerlakesracetrack.com. Where there is excitement at every turn. EEO/M/F/V/D.

Crew Positions: McDonald's has multiple openings in Farming, Canandaigua, Manchester and Geneva. Looking for Fast, Accurate and Friendly people to join our exciting and already great team of employees. Full or Part time shifts are available, work while the kids are in school! Earn extra money for vacations or college! If you're looking for a great job with a flexible schedule and great pay, we have the job for you! Apply at your local McDonald's.

Customer Service Representative: Full-time, benefits, Monday - Friday, first shift. Victor. Provide price quotes by telephonically or electronically for book items. Prepare necessary documentation for price quotes not found in the price book. Receive direct orders and invoice direct orders to customer. Prepare necessary paperwork (original PO, invoice copy, and return goods memo) for debit or credit issues by the Accounting Department. Purchase order costing. Verify credit status for rush orders. Maintain files on active orders and post order activity and transactions. Administer rebate programs for ship-and-debit. Assist with the needs of the outside sales reps and customers. Work closely with expeditor in production control to ensure on-time delivery of scheduled shipments. Ensure correct coding to retrieve and input order information. Attain 40 training hours per fiscal year. Other duties as assigned. Email resume to peverett@hiscoinc.com

Customer Software Support Specialist: Responsible for all aspects of system support to users of Info Directions Customer Care and Billing software. In this fast-paced work environment, employees must be passionate about helping customers, have strong trouble-shooting skills, excellent verbal and written communication skills, be organized, work well in a team, demonstrate the ability to learn quickly and manage multiple priorities. Prefer college education in business or computer related field, technical degree or certification in computer related field or equivalent experience. Interested and qualified candidates should forward resumes and salary requirements in confidence to: resumes@infodir.com

Data Entry Clerk: Full time, day shift hours, in Geneva. Responsible for entry of data; collects, reviews, and inputs data into a computer processing system. Includes verification, accuracy and quality of data. Email: jocelyn.cinamella@remedystaff.com. Fax: 315-781-0280.

Dietary AIDE FLT Assisted Living is in the search of a FT dietary aide. Competitive wage and small, friendly work environment. EOE. Apply in person at: Seneca Lake Terrace 3670 Pre-Emption Rd. Geneva

Class A Truck Drivers. Starting now until October. Apply in person at: MERRELL FARMS, 5015 Rt. 89, Wolcott.EOE

DRIVER With Class B & Hazmat. Apply at 110 E. Pearl St., Newark. EOE

Come work for an Employee-Owned Company in Victor! **Electro-Mechanical Assemblers Needed** – 1st shift • 6am – 2:30pm We're seeking experienced, self-motivated, and dedicated people. The ideal individual needs to have a proven solid work ethic with the ability to build harnesses, knowledge of terminal applicators, wire and cable prep, read blueprints, work with engineering documents and test equipment and preferably have 1-2 + years of related experience. High school diploma or equivalent. Compensation / Benefits: A competitive salary, along with company-subsidized health insurance, STD, LTD, and life insurance, profit sharing potential, plus – you are a company owner! Please stop in to complete an application or send your resume to: Advanced Interconnect Manufacturing, Inc.; Attn: Gretchen Dunfey, 780 Canning Parkway - Victor, NY 14564 Or Email to: gdunfey@aim-mfg.com; EOE

Esthetician/Skin Care Therapist Upscale, friendly and professional Spa & Salon located in the heart of Victor seeking motivated and experienced Licensed Esthetician. Must be reliable, self-starter who is comfortable and confident networking and actively reaching out to prospective customers to build client base. Possess great customer care skills and be able to learn product and service knowledge necessary to effectively provide skin care solutions to meet the needs of our clients. Must have experience with medical grade skin care, strong retail sales ability, able to work a flexible schedule with some evenings and Saturdays. Ideal candidate will have a minimum of 3 years experience and their own loyal clientele. If you would like to become part of our team, visit our Spa as we provide state-of-the-art equipment, medical advisor on staff, extensive product selection, commission on retail sales, relaxing work environment. Sign-on bonus based upon experience, competitive pay. Reply to info@fingerlakesskincareandspa.com or 585-924-5890. All inquiries are confidential.

Extrusion Machine Operators: Canandaigua. Mandatory 1-5 years operating extrusion experience and must have worked recently in a manufacturing environment. Knowledge of set up and operation of twin extrusion machines, minor mechanical maintenance, Change temperature, adjust speed, and load materials into a hopper, Inspection of finished products. You will be required to stand the entire shift. Very fast paced, very physically demanding. These positions are temp to hire positions. Pay rate depends on your experience. Shifts are 7:00 am to 7:00 pm – 12 hour days OR 7:00 pm to 7:00 am – 12 hour nights. All positions require: Pass a Pre-employment Felony/Misdemeanor Background Check. Pass a Urine Drug Screening. High School Diploma/GED. To apply: Go to home page www.hirethinking.com. Select jobs. Select U.S. Staffing (click on search now). Select “Fill out your application today” (at the top of the page). Select Canandaigua or search us on FACEBOOK @ ADVANTAGE STAFFING CANANDAIGUA.

Forklift Operators: Experience with fork and clamp trucks is preferred. Skills needed include; efficient and accurate picking and unloading of inbound and outbound shipments. Basic math skills are essential (addition, subtraction, multiplication). Other equipment use includes; double fork truck and RF scan gun. Must also be able to operate an on board computer. On board computer experience is desired, but not mandatory. Pay Rate: \$10.50/ \$11.00 hourly Attendance bonus included in this rate. Openings only on 4:00 PM to 12:00 AM, 12:00 AM to 8:00AM. * 24/7 operation, some weekend shifts are required on monthly rotation. Requirements: Background check for previous 7 years, Diploma or GED required and Drug screening. TO APPLY ONLINE: Go to home page: www.hirethinking.com Select jobs, Select US Staffing (search now), Select Fill out your application today, Select Canandaigua OR find us on FACEBOOK @ ADVANTAGE STAFFING CANANDAIGUA

four DIAMOND RESORT Seeks friendly **Front Desk Person**. Apply in person: 1001 Lochland Rd., Geneva. EOE.

FRONT DESK & LAUNDRY Apply in person at: Belhurst 4069 Rt. 14S, Geneva. Ask for Kelly or email resume to:kelly@belhurst.com EOE

Gymnastics Instructors Pre-school • Recreational Cheerleading “*Love of children mandatory!*”
• Experience helpful • Will train the right people. Call John at Eagle Gymnastics (585) 396-1160

HEAP Intake Specialist: Temporary positions. Auburn office. Provide intake and preliminary assessment of eligibility for HEAP benefits based on immediate need and extenuating circumstances. All positions must have Associates degree and related experience; excellent written and oral communication skills; computer literacy in Microsoft Office Suite; dependable car & valid driver's license; willingness to travel within the region; some evening or weekend hours may be required. EEO Mail resumes or drop off to Catholic Charities of the Finger Lakes, 94 Exchange Street, Geneva, NY 14456 by September 8, 2009.

Hiring at a company near you! IEC Electronics Victor and Newark locations, on-site recruits, call for dates and times. Manufacturing experience preferred, solder training available. \$9-\$11 and up for skilled. **Rochester Industrial Glass** is hiring product handlers, call for details. Many other companies in the area need: Mechanical Assemblers, Machine Operators, Clerical staff and more. 315-597-6939
Apply Online www.remedystaff.com Pick Palmyra Branch at Prompt.

Host/Hostess: Part time. Geneva. Day and evening hours. High School education required: course work in Nutrition or diet therapy preferred. One year in hospital food service or diet office preferred. Apply online at www.flhealth.org

Kennel Attendant For early morning feedings and cleanings. Some experience required. Must be reliable and detail oriented. 924-2374

LABORER/INSTALLER With clean driving record. 315-789-3446 EOE

Manual LABORERS NEEDED 2nd Shift/1st Shift Physical & Drug Screening Req'd. Unheated Environment EEO Apply at: Elderlee, Inc. 729 Cross Rd. Oaks Corners, NY 14518

Light Industrial: Kelly Services has openings in Geneva. 1st, 2nd and 3rd shifts available. On-site recruiting at Zotos Monday and Wednesday at 8:00am sharp. On-Site recruiting at Geneva DOL Tuesday and Thursday at 9:00am Sharp.

Lot Attendant: Geneva. Immediate hire. Business is booming at Friendly Ford and were growing. To keep up, we need a goal oriented individual for immediate hire as a lot attendant. No experience necessary. Looking for a self motivated, career minded, energetic person who desires Top pay, Full Benefits and Paid Vacation & Sick Days! Contact Jeff or Brian at 315-789-6440.

Machine Operators: Light industrial positions, standing entire shift. Fast paced packing lines, with some machine set up. Able to lift 40lbs with multi tasking, trouble shooting, correct quality deficiencies and basic maintenance of machinery. Pay Rate: \$9.00/ \$9.50 hourly. Attendance bonus included in this rate. Openings on ALL shifts: 8:00 AM to 4:00 PM, 4:00 PM to 12:00 AM, 12:00 AM to 8:00AM. * 24/7 operation, some weekend shifts are required on monthly rotation. Requirements: Background check for previous 7 years, Diploma or GED required and Drug screening. TO APPLY ONLINE: Go to home page: www.hirethinking.com Select jobs, Select US Staffing (search now), Select Fill out your application

today, Select Canandaigua OR find us on FACEBOOK @ ADVANTAGE STAFFING
CANANDAIGUA

Maintenance Workers: Part time vacancies working in our Canandaigua site performing daily cleaning as per schedule as well as some routine maintenance. Evening hours – 4 – 6 hours per day, Mondays – Fridays. Offers comprehensive benefit package with competitive salary. Send resume to abattaglia@happinesshouse.org or download application at <http://www.happinesshouse.org/employment/opportunities.aspx>

Manager Part-Time Also Restaurant Help & Drivers Needed Apply in person Dean's Pizzeria & Sandwich Shop 2485 Rt. 332 • Canandaigua 585-393-9899

Merchandise Associates: Responsible in the daily operation of the store. Must be able to work in the areas of merchandise presentation, processing, markdowns, fitting rooms, cashier, customer service and layaway. Greets, interacts with and thanks customer on a regular basis. Part time and full time hours. Qualifications include ability to work a flexible schedule, including nights and weekends, good verbal skills, energetic and enthusiastic, professional appearance, ability to stand for an extended time period, capacity of lifting, reaching overhead, bending and twisting. Apply in person: TJ Maxx, Roseland Plaza, Canandaigua.

Office Assistant: Does working for the leader in full service property management sound like the professional challenge you are seeking? The United Group offers a unique environment that fosters individual growth and rewards performance. We are currently seeking a part time office assistant to assist with general administrative tasks at Finger Lakes College Suites. Successful candidate will have excellent people skills dealing with multiple tenants and their daily needs. Must be able to multi-task, finish scheduled jobs on time, and meet deadlines. Interested candidates should send resumes, fax to 585-393-6429, or mail to Finger Lakes College Suites, Attn: Cathy Barnum, 4316 College Suite Dr., Canandaigua, NY 14424.

Office Manager Farmington United Methodist Church seeks part time church office manager. Candidate must be proficient in current MS Office applications, possess organizational skills, work as a team player, and be eager to learn new skills. Specific responsibilities are detailed in job description available upon request. Interested candidates should email cover letter and resume to: jeff@farmingtonumc.com Deadline is Sept. 7th

Packaging Associate: Canandaigua. Full-time, day shift, Monday-Friday. Will hand-pack food items; bag, box, and label items; record into inventory. Additional responsibilities to pick and pack and prepare orders for shipping. Prior packaging experience preferred, but not required. Individuals need to be team players, reliable and dependable, have the ability to perform physical aspects of the job, including working in 55 degree temperatures, and have a clean and neat appearance. Requires High School diploma or GED. Starting pay is \$9.00 hour. Benefits, available after 90 days, include: health insurance, holiday pay, sick leave, and paid vacation. Apply in person, Hartmann's Old World Sausage, 2640 Brickyard Road, Canandaigua.

Patient Accounts Clerk: Full time days. Geneva. High school degree 1 - 2 years previous office experience required. Electronic office skills (i.e. data entry and spreadsheet applications), and strong organizational, secretarial and communication skills required. Apply online at www.flhealth.org

Personal Care Aide (PCA)/HHA: Full and part time vacancies at Canandaigua site working with adults with a Traumatic Brain Injury (TBI) in their home and community assisting them with daily living activities. Provides care in accordance with the Plan of Care and physician's orders; after supervising RN has approved the individual to provide said care. The following cares may be provided by a Personal Care

Aide (PCA): Assistance and training for daily living skills; dressing, bathing, feeding and grooming. Light cleaning, dusting, vacuuming and dishes. Shopping and running errands. Preparation of meals for regular and simple modified diets. Placement of and/or removal of elastic stockings, braces, splints, slings, prostheses. Obtain a weight. Assist with self-administration of oral medications (remind individual, read label, bring medication to the individual, open container, and/or provide a drink). Clean a stable wound with soap and water and apply a clean dry dressing. Acts as a role model for program participants by interacting with people in a manner, which will assist these individuals in developing appropriate social behaviors necessary for successful community living. Applicants require a high school diploma, valid NYS driver's license, knowledge of community resources and certification as a PCA in NYS. PCA certification may be obtained after beginning employment. Offers comprehensive benefit package with competitive salary and mileage reimbursement. Send resume to abattaglia@happinesshouse.org or download application at <http://www.happinesshouse.org/employment/opportunities.aspx>

QA Engineer II: provide Software Quality Assurance (SQA) and Testing of CostGuard and its affiliated products. (A telecom rating, billing and customer care package.) The QA II position is an experienced SQA role that will typically own domain expertise in a major functional area of the product(s). Requires Bachelor's degree in a related field or commensurate experience in the software or related industry. Specific training in QA tools or processes is helpful. Requires a minimum 3 years of experience in Quality Assurance software testing or related experience, training or skills. Must be detail oriented and have the ability to use critical thinking for problem isolation. Experience with relational databases – specifically Microsoft SQL Server and transact SQL language is required. Interested and qualified candidates should forward resumes and salary requirements in confidence to: resumes@infodir.com

Registered Nurses Home Care Hospice WOCN RN, Home Care Coordinator Supportive leadership & flexible scheduling! Employee satisfaction-focused environment! Excellent benefits & competitive compensation! Openings in Monroe, Wayne, Ontario, Livingston & Seneca Counties Valid NYS Registered Nursing license and 2 yrs. recent exp. in an acute care (hospital), home care or hospice setting. Computer skills required. To learn more and/or to apply: <http://www.lifetimecare.org> (click on "careers" and follow the prompts to "browse opportunities.") EOE

Residential Assistants: Positions located in Gorham, in a residential setting for teens with disabilities. Successful applicants must have a high school diploma and valid NYS driver's license. Must be able to obtain and maintain Medical Certification. Experience with special needs population preferred. Full time evening positions and substitute positions available. Residential assistants provide oversight to ensure safety and supervision of residents. Provide assistance, training and supervision with various activities of daily living, helping each individual to improve their ability to live more independently. Accompanies residents to off-site locations/activities helping them to access and utilize community resources. Assists residents with planning and accessing recreational and social activities. Send resume to abattaglia@happinesshouse.org or download application at <http://www.happinesshouse.org/employment/opportunities.aspx>

Full Time Retail and Internet Sales/Support Specialist For upscale women's clothing store. • Strong Phone Sales & Customer Service Skills • Receiving, Stocking & Shipping Merchandise • Must be organized, able to multi-task and work as a team member. • Knowledge of UPS/USPS Shipping Standards. • Occasional weekends • Microsoft Office Computer Skills Required Send Resume to: Sue Cutri The Country Ewe 79 S. Main St. Canandaigua, NY 14424

SEASONAL WORKERS Penn Yan manufacturing company looking for seasonal workers for shift work. Must be able to lift 50 lbs. Apply in person at: 118 Monell Street Penn Yan, NY

Secretary: Part time. Geneva. High school diploma or GED required. 1-2 years secretarial experience required. Accurately types 40 words per minute minimum. Computer skills, Medical Terminology course required. Previous Emergency Department experience preferred. Apply online at www.flhealth.org

Secretary: Full time vacancy at Canandaigua site working 37.5 hours per week. Applicants will require High School Diploma, training in secretarial duties through school and/or experience including proficiency with computers and Microsoft programs, office equipment and phone systems. Ability to comply with professional standards of conduct, including pleasant speaking voice and courteous manner as well as the type of personality able to meet the demands of the position. 1-2 years related experience required. Offers comprehensive benefit package with competitive salary. Send resume to abattaglia@happinesshouse.org or download application at <http://www.happinesshouse.org/employment/opportunities.aspx>

Skills Instructors: Overnight hours needed. Provides training to residential consumers in the activities of daily living skills on an individual and small group basis. Implements individual goals and services recommended by the treatment team, according to methods, time frames, outlined by the Manager. HS diploma and one (1) year experience or equivalent, performing or participating in assessments and service planning for individuals with developmental disabilities. Starting pay range \$8.70-\$10.32. Submit cover letter and resume noting position of interest or apply in person to: Human Resource, Ontario ARC, 3071 County Complex Drive, Canandaigua, NY 14424. Fax: 585-394-1987. E-mail: mreed@ontarioarc.org

Sorters: Multiple positions available. Full time, day shift. Sorting through recyclables removing objects which do not belong. Email: jocelyn.cinamella@remedystaff.com. Fax: 315-781-0280.

Openings at the Canandaigua and Geneva Lowe's: **Stocker, Unload Associate, Receiver/Stocker, Customer Service Associate, Head Cashier, Facility Service Associate and Customer Service Associate.** For details and to apply, visit www.careers.lowes.com

DeSALES HIGH SCHOOL Has an opening for a Part Time **Mathematics Teacher.** Includes Pre-Calc and Geometry Contact Gerald Macaluso @315-789-5111 Or gmacaluso@desaleshs.org

Technician Assistant: Canandaigua. Full time, day shift. Assist main technician running an extrusion and thermoforming line. Perform tasks ranging from stacking parts, and making rolls of sheet, to help run line by making sure there is an adequate level of resin in the hoppers, perform troubleshooting. Must be able to do basic math calculations (additions, percentages, unit conversions, etc.), be capable of obtaining a fork lifting license, ability to lift 50lbs. Must have technical experience with plastics processing or mechanical work. Prior experience in a plastics plant environment strongly desired. Must be flexible to work longer hours and occasional weekends when needed. Email resume to: karen.tyler@advantageresourcing.com or call 585-393-3387

Tier II Engineering: Provides in-depth technical software and solutions support of Info Directions' systems, databases and codebase. Possess a degree in Computer Science, Computer Engineering, Software Engineering or Information Technology or related experience. Strong understanding of C#, C++ and SQL in a .Net environment. Debugging/troubleshooting skills. Previous software coding experience in a telecom environment a plus. Requires excellent writing and oral communication skills. Those with the tenacity in problem solving and attention to detail can send resumes to resumes@infodir.com.

TOUR BUS DRIVER wanted, local limo/bus co. \$15/hour. Must be personable & available weekdays. Fax resume to 315-362-9015 or email sales@fingerlakeswinerytours.com

Valet Parking Attendant: F/T-P/T available. We have both day and night shifts available. Fun outdoor working environment. Potential to earn \$12/hr and more to start. Great benefits health, dental for full time employment. Job Requirements: Must be at least 18 years of age, Must have a high school diploma or GED, Be able to drive a standard transmission vehicle to the satisfaction of management, Have your own transportation (driving experience), Have experience working in customer service, Must have a good driving record, We require all employees to be clean shaven. Physical demands: Standing at least 8 hours a day, Running up to 200 yards, 50 times a day or more, Entering and exiting customers vehicles 75 or more times daily, Lifting wheelchairs, strollers, walkers, baggage, gifts, etc. (in and out of customers vehicles), Communicate effectively with customers and coworkers. Both written and verbal communication. Apply in person with the valet attendants at the casino entrance between 12 noon - 10pm. To apply we will also need a copy of your driving record. You can obtain this from your insurance company or from the DMV. Finger Lakes Gaming and Race Track, 5857 NY Rte 96, Farmington.

Various opportunities have opened Part time Flexible work schedule, experience helpful but not necessary. Applicants apply at service desk West's FOODMART Honeoye Store 8565 Main St., Honeoye

WAIT STAFF Full/part time. Ports Cafe, 4432 W. Lake Rd. (Rt. 14) Geneva. (315)789-2020EOE

**COME IN TO WORKFORCE DEVELOPMENT TO USE THE RESOURCE ROOM - FOR
FURTHER JOB LEADS
3010 County Complex Drive, Canandaigua, NY 14424 –Telephone: (585) 396-4020.Hours: Monday
thru Friday 8:00 - 5:00**

ONTARIO COUNTY

3019 COUNTY COMPLEX DRIVE, CANANDAIGUA, NY 14424 (585) 396-4465

<http://www.co.ontario.ny.us/humanresources>

CURRENT EXAM INFORMATION

EXAMS SCHEDULED BY N.Y.S. CIVIL SERVICE:

<u>Exam Title</u>	<u>Last Filing Date</u>	<u>Exam Date</u>
Support Investigator	9/8/2010	10/16/2010
Senior Planning Aide	9/8/2010	10/16/2010
Finance Clerk II	9/22/2010	10/30/2010
Principal Account Clerk	9/22/2010	10/30/2010

CONTINUOUS EXAMS: These examinations will be conducted on the third Wednesday of every month with a last filing date of the first Wednesday of that month:

ACCOUNT CLERK
ACCOUNT CLERK-TYPIST/FINANCE CLERK I
TYPIST/OFFICE SPECIALIST I

Training & Experience - Rated Periodically:

Occupational Therapy Assistant
Physical Therapist
Physical Therapy Assistant

Supervising Nurse
Supervising Public Health Nurse

Training & Experience - Completed questionnaires postmarked by the third Wednesday of the month will place your name on the Eligible List effective the first full week of the following month:

Application Support Services Assistant
Computer Services Assistant
Customer Service Representative
Information Technology Network Analyst I
Information Technology Network Analyst II
Information Technology Network Technician

Wide Area Network Manager

Programmer Analyst
Senior Application Support Services Assistant
Senior Computer Services Assistant
Systems Analyst
Technical Specialist (Information Systems)
Web Developer

**ALL EXAMINATIONS REQUIRE A \$15.00 APPLICATION FEE. CHECK OR MONEY ORDER ONLY,
PAYABLE TO: ONTARIO COUNTY DEPARTMENT OF HUMAN RESOURCES.**

Garlock Open Recruitment

Thursday, September 2nd, 2010
8:30 am to 4pm

at the

Palmyra Inn
995 Canandaigua Rd.,
Rte. 21 South
Palmyra NY 14522

Recruiting for the following positions:

CNC Machinists
Expansion Joint Builders
Gylon Calendar Operators
Gylon Shipper
Tool & Die Makers

Please bring an updated resume and come prepared to
interview.

September 2010

Finger Lakes Works Calendar of Events

MON	TUES	WED	THURS	FRI
		1	2 Kelly Services 9am	3
6 OFFICE CLOSED IN OBSERVANCE OF LABOR DAY	7 Kelly Services 9am Resume Workshop 1-4	8	9 Kelly Services 9am	10
13 Training Options 10:30-11:30	14 Kelly Services 9am Job Search Over 50 1:00	15	16 Kelly Services 9am E-Learning Workshop ** FLCC 1:30	17
20 Training Options 1:30-2:30	21 Kelly Services 9am Resume Workshop 1-4 Job Search 101 1:00	22	23 Kelly Services 9am	24
27 Assessments for a New Career 1:30	28 Kelly Services 9am Interviewing Techniques 1:00	29	30 Kelly Services 9am	

For more info or to sign up for these FREE workshops, call:
Finger Lakes Works – NYS Department of Labor -315-789-1771
 70 Elizabeth Blackwell, Geneva, NY 14456

Resume Workshop

This workshop is designed for job seekers who either have never had a resume and also for those whose resume may be outdated. A resume is a summary of past experiences, skills, abilities, qualifications and personal characteristics. Your resume highlights your accomplishments so a potential employer can easily see the assets you would bring to the business. Review and revision are necessary in keeping your resume up to date and accurate. (Up to 3 hours)

Training Options?

Finger Lakes Works has funds available to help people who need training either to change careers or enhance skills necessary for advancement to a better job. Our "Interested in Training" workshop is an orientation that provides information on what is needed to access these training funds available under the federal Workforce Investment Act. It will also provide things to think about when choosing a school or program. (1 hour) to help overcome challenges and use maturity to your advantage. (1 hour)

Job Search 101

Looking for a new job can be overwhelming. This workshop is designed especially for those who may have experienced a layoff and/or have not worked for a while. It will educate the job seeker to current tools available to help organize and conduct an effective job search. The basics of how and where to look for a job will be emphasized.

Interviewing Techniques

You got the interview, now what do you do? Register for this workshop. Learn what employers really want to know. What questions you should be able to answer before going to a job interview. Be aware of the importance of making a good first impression. Learn techniques regarding arrival time, appearance, body language, preparation and attitude. Also included are how to effectively answer tough questions and to ask pertinent questions in an interview. (2 hours)

***Is E-Learning Right for Me?

See a demonstration and learn the pros and cons of self-directed online learning. If Finger Lakes Works' Metrix Learning system is right for you, you will be set up with a plan and an account. (1 hour) ***This workshop is held at FLCC, please ask greeter for details.

Assessments for a New Career

Group session with an Employment Counselor designed to assist in mapping out changes in career paths. A number of assessments are available to aid in determining the best path to take in changing vocational directions. (1 hour)

Job Search Over 50

Mature workers face some unique challenges in the job search process. This workshop provides tools to utilize your experience as a competitive advantage.

Stay connected!
 Visit www.fingerlakesworks.com
www.labor.ny.gov



Workforce Development Offices
315-789-3131

Finger Lakes Community College
585.394.FLCC

VESID
315.789-0191

Wayne-Finger Lakes BOCES
1.800.527.1765

Geneva Housing Authority
315.789-8010

Finger Lakes Works-Ontario County

3010 County Complex Drive

Canandaigua, NY 14424

585-396-4020

September 2010

Monday	Tuesday	Wednesday	Thursday	Friday
		1 VESID Orientation 1:30 pm	2	3
6 Career Club 9-11am	7	8	9	10
13 Career Club 9-11am	14	15 VESID Orientation 1:30 pm Work Keys 9am	16	17
20 Career Club 9-11am	21	22	23	24
27 Career Club 9-11am	28	29	30	