



## Hampden County Reentry & Recovery Program Hot Jobs! May 20,2024



### HAMPDEN COUNTY REENTRY & RECOVERY PROGRAMS

We can help you explore your employment options, showcase your skills, create a solid resume, and prepare for the interviewing process through in-person counseling services, specialized workshops, and other offerings.

Meet employers hiring now through Virtual Career Fairs and other virtual and live hiring events. Our Employment Specialists are available to help you with your employment needs



- JOB APPLICATION ASSISTANCE
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**MASSHIRE HOLYOKE - 850 HIGH STREET - HOLYOKE, MA 01040**



413-532-4900



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[rmasshire@gmail.com](mailto:rmasshire@gmail.com)



## Hampden County Reentry & Recovery Program Hot Jobs! May 20,2024

### Warehouse Sanitation-Multiple Shifts

Sanitation Company  
Springfield, MA  
\$15 an hour - Full-time  
**Apply on Indeed**

**Job Details:** Detail Oriented, Initiative, Work Independently, Team Player, Able to follow directives, Sweep and Mop, Be able to lift over 25lbs, Ensure facilities are prepared for the incoming shift, Trash, General Cleaning, Deep Cleaning, Stripping floors, Waxing and Buffing, Carpet cleaning, Sanitation, Spill clean-up, Janitorial Tasks, Disinfecting, Maintain Outside perimeters.

**Requirements:** Experience as custodian, janitor or cleaner, Knowledge of commercial cleaning equipment, Conscientiousness, Ability to use cleaning chemicals safely, Excellent organizational skills, Able to stand for extended periods of time, Able to complete tasks on time with minimal supervision, Available to work mornings and evenings, plus weekends, as needed.

### KFC General Manager

KFC  
632 State Street, Springfield, MA 01109  
**Apply on Indeed**

**Job Details:** A natural leader, you want to be co-captain because you can help bring together a winning team. You're all about creating a great place to work for the team. You want to make your customers day and it shows in the way you are maniacal about serving great-tasting chicken with a great big smile.

**Requirements:** You set high standards for yourself and for the team. You're up for a challenge. You love the excitement of the restaurant business and know every day is different. And, you're at least 18 years old with a valid driver's license, reliable transportation (not public transportation you may need to drive to make deposits for the restaurant sometimes) and a true desire to learn and grow.



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### Landscaper

Fairview Lawn & Landscaping, Inc  
Chicopee, MA  
\$18.50 - \$25.00 an hour - Full-time

**Apply on Indeed**

**Job Details:** Fairview lawn & landscaping is looking to fill a full-time position as a landscaper. Requirements needed would be experience with commercial mowing equipment, pruning tools and be able to obtain a DOT medical card. Work is also available in landscape design and construction. Have a valid driver's license with dependable ride. Able to work with other people or alone and in all weather conditions. Minimum pay is \$18.50 hr with higher amounts for more experience. Supervisor or Foreman experience may be eligible for a salary position. Plenty of hours with overtime available.

**Requirements:** Driver's License (Required)

### Donut Production, Baker

Donut Dip  
1305 Riverdale Street, West Springfield, MA 01089  
\$20 - \$30 an hour - Part-time, Full-time

**APPLY IN PERSON**

**Job Details:** Measure, mix, cut, proof, and fry different types of donuts and pastry. Follow recipes and ensure that all ingredients are measured accurately. Maintain a clean and organized work area, including proper storage of ingredients and equipment. Always adhere to food safety and sanitation standards. Collaborate with other kitchen staff to ensure efficient production and timely delivery of production.

**Requirements:** Previous experience as a Baker or in a similar role preferred. Strong knowledge of donut production, yeast raised dough and cake dough, techniques, and principles. Ability to work in a fast-paced environment and handle multiple tasks simultaneously. Excellent attention to detail and organizational skills. Knowledge of food safety regulations and best practices. Ability to work well as part of a team in a collaborative kitchen environment.



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### Hotel Housekeeper

Red Roof Inns

1254 Riverdale Street, West Springfield, MA 01089

From \$15 an hour - Full-time

**Apply on Indeed**

**Job Description:** Greeting guests and assisting them with requests. Using our brand standards to maintain the cleanliness of guest rooms and other areas. Removing used bed linens and towels, replacing linens, making beds, cleaning the bathroom, vacuuming, and dusting. Restocking your transport cart with supplies needed to clean your assigned rooms. Communicate with the front desk about any concerns with the rooms, lost items, etc. Inspect room fixtures for operations and function, report to maintenance any concerns. Working in some non-climate-controlled areas (i.e. walking outside between rooms). Performing room and quality inspections to ensure brand standards are being met.

**Qualifications:** Previous customer service experience is a plus. Detail Oriented: Capable of carrying out a given task with all details necessary to get the task done well.

### Apparel Team Leader/Supervisor

Walmart

1105 Boston Road, Springfield, MA 01119

From \$21 an hour - Full-time

**Apply on Indeed**

**Job Description:** This position is responsible for assisting in the operation of a department. An individual in this position will be expected to perform additional job-related responsibilities and duties throughout the facility as assigned and/or as necessary. Essential Functions An individual must be able to successfully perform the essential functions of this position with or without reasonable accommodation. Complies with company policies, procedures, and standards of ethics and integrity by implementing related action plans, using the Open Door Policy; and applying these in executing business processes and practices. Completes work assignments and priorities by using policies, data, and resources; collaborating with managers, co-workers, customers, and other business partners; identifying priorities, deadlines, and expectations; carrying out tasks; communicating progress and information; determining and recommending ways to address improvement opportunities; and adapting to and learning from change, difficulties, and feedback.



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### Housekeeper/Laundry Aide

Bear Mountain at West Springfield  
42 Prospect Avenue, West Springfield, MA 01089  
Part-time

**Apply on Indeed**

**Job Description:** Prior experience in a nursing home environment with general housekeeping, floor care, heavy environmental cleaning. Freedom from illegal use of drugs. Freedom from use and effects of use of drugs and alcohol in the workplace, and during work hours. Persons who have been found guilty by a court of law of abusing, neglecting, or mistreating Individuals in a health care related setting are ineligible for employment in this position. Utilizes effective time management skills.

### Hotel Room Attendant

Fairfield Inn & Suites  
229 Whiting Farms Road, Holyoke, MA 01040  
Part-time

**Apply on Indeed**

**Job Description:** Seeking an energetic, hospitality driven Room attendant to join our team! Stocking hotel guest rooms with appropriate supplies. Ensuring cleanliness in all rooms meets or exceeds expectations. Changing linens and towels as needed. Making beds in accordance with standards to ensure guest satisfaction. Cleaning guest room bathrooms to maintain cleanliness and hygiene standards. Vacuuming, dusting, and proper cleaning of glass in guest rooms. Removing trash. Replacing amenities as needed or requested. Ensure that television, heating/air conditioning units, and lights are all in working order. Communicating to upper management or maintenance to ensure out of order items are documented for repair. Respond to and resolve housekeeping requests and complaints in a timely manner. Remain courteous with guests. Practice safe working habits that comply with sanitary, safety, security, and emergency procedures.

**Requirements:** This position requires you to be on your feet, bending, walking, and standing all day. Weekend availability required.



## Hampden County Reentry & Recovery Program Hot Jobs! May 20,2024

### Outlet Sales Associate - Hourly + Commission

Bob's Discount Furniture

135 Memorial Avenue, West Springfield, MA 01089

\$16 - \$18 an hour - Full-time

**Apply on Indeed**

**Job Description:** Welcome and engage customers, providing them with world class customer service and offer customers an unforgettable shopping experience. Generating sales through a low-pressure consultative approach.

**Requirements:** Energetic, self-motivated customer service professional with exceptional interpersonal, listening and communication skills, bilingual a plus! Flexibility to work a 5-day retail schedule that includes nights, weekends (both Saturdays and Sundays for Full Time, either / or for Part Time), and most holidays. Basic computer skills. Previous sales or customer service experience in a retail environment is a plus, but not required. Strong organizational skills.

### Home improvement appointment setter

Vista Home Improvement

2097 Riverdale Street, West Springfield, MA 01089

\$18 - \$25 an hour - Full-time

**Apply on Indeed**

**Job Descriptions:** Schedule and confirm appointments. Answer inbound calls and make outbound calls. Work with the newest technology platforms and Chatgpt. Customer Service. Manage sales reps schedules. Achieve weekly and monthly quotas. We have an excellent compensation package for this position that includes an hourly rate and bonus opportunities. Must be dependable, have a great phone voice, and have a positive attitude.

**Requirements:** No experience needed



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### Administrative Assistant

BEHAVIORAL HEALTH NETWORK, INC.  
417 Liberty Street, Springfield, MA 01104  
Full-time

**Apply on Indeed**

**Job Description:** Operates telephone and voice mail systems in a timely and welcoming manner. Maintains appearance of waiting room, kitchen, conference room, and office areas. Greets and directs visitors in a courteous, professional manner. Contact staff in a timely manner to let them know of a visitor's arrival. Assists individuals served to get to their destination in the building. Assists with processing staff paperwork. Provides program specific data entry and recordkeeping as required (individual incentives, gift cards, individual checks, etc.) Tabulates/reconciles receipts. Maintains accurate client records and completes reports as needed. Provides direct data entry into the state's EIM/ESM application in a timely manner to reduce supplemental billings to facilitate and ensure an accurate billing. Enters all changes to client data, including demographic and insurance information, into the EHR with a high degree of accuracy, correcting any errors. Works closely with clinical staff to resolve, in a timely manner, any administrative matters in relation to a successful billing activity. Assists with preparing productivity and utilization reports for the programs as needed. Oversees the disbursement/management of Rep Payee funds in coordination with other program staff. Obtains prior authorizations with insurance companies.

**Requirements:** High School Diploma or GED required. Previous office experience preferred. Ability to schedule, meet and maintain daily and monthly routines. Ability to work extensively with computers and software with a minimum of supervision. Familiarity with EIM application preferred. Familiarity with Smartsheet and Excel preferred. Experience in Accounts Payable/Receivable (Required).

### Tank Washer

Labor Services Company  
121 Shaws Ln, Springfield, MA 01104  
From \$20 an hour - Full-time

**Apply on Indeed**

**Job Description:** This facility cleans the interiors and exteriors of food grade over the road transportation equipment. Starting at \$20 per hour. Monday-Friday, 10:30AM to 7PM. Weekly pay, Direct deposit.

**Experience:** Experience in tank/truck washing or environmental in-plant cleaning, including hydro-blasting, is a plus.



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### **Baker**

Cerrato's Pastry Shop  
255 Elm Street, West Springfield, MA 01028  
\$18 - \$20 an hour - Full-time

**Apply on Indeed**

**Job Description:** Open the bakery early in the morning. Clean kitchen equipment and tools before use. Weigh flour and other ingredients to prepare dough. Adjust oven temperatures to ensure proper baking. Mix various ingredients to create fillings for cakes and pies (e.g. chocolate ganache, caramel sauce, and fruits). Decorate cakes with glazes, icings, buttercream and edible toppings, like flowers. Shape dough to prepare different types of pastries, including danish, cookies and specialty Italian pastry. Prepare custom-made pastries based on customers' preferences. Recommend recipes to renew our menu and attract more customers (e.g. gluten-free or vegan desserts). Track food supplies and place orders, as needed.

**Requirements:** Experience as a Baker, Pastry Chef or similar role. Familiarity with all professional kitchen equipment, including mixers, blenders, and dough sheeters. Understanding food safety practices. Experience with cake decoration techniques. Excellent time-management skills. Ability to remain calm and focused in a fast-paced environment. Team spirit, with a customer-focused attitude. Flexibility to work in early morning shifts. Certification from a culinary school is a plus.

### **CASHIER/FOOD SERVICE WORKER (FULL TIME AND PART TIME)**

Flik Hospitality Group  
(part of Compass Group)  
1295 State Street, Springfield, MA 01111  
\$16 - \$18 an hour - Full-time

**Apply on Indeed**

**Job Description:** Helps prepare foods such as meats, vegetables, baked goods and desserts. Also helps to prepare catering orders. Performs cashier duties using the POS system. Perform general cleaning duties; remove trash and garbage to designated areas. Provides service in all retail areas, including cashiering and line serving. Cashiers according to established procedures, maintaining cash accuracy with receipts. Makes deposits at the end of each shift. Inventories and restocks supplies and food products.





## Hampden County Reentry & Recovery Program Hot Jobs! May 20,2024

### Cashier - Holyoke Mall

JCPenney

Holyoke, MA 01041

Part-time

**Apply on Indeed**

**Job Description:** Customer Service & Sales - Greets and assists customers while providing excellent customer service. Demonstrates WORTH behaviors consistently. Actively and enthusiastically engages customers while working to resolve problems and assist with credit, rewards, and gift card programs. Promotes Find more and other programs intended to drive sales and enhance customer service. Checkout Standards - Completes checkout processes including returns and re-ticketing. Assists with the signing and merchandising standards at all checkouts while stocking and merchandising Impulse Fixtures and replenishment. Proactively calls for assistance when additional help is needed in checkout. Utilizes Point of Sale on Mobile Warrior device to support line management. General Operations - Assists with Omnichannel efforts as needed. Assists with recovery, put backs and fitting room maintenance as needed. Participates in annual inventory processes. Performance Standards - Supports company shrink and safety initiatives. Meets established performance standards for the role on a consistent basis, including (but not limited to) the company's iCAP program, product and service sales, customer service, profit, productivity, and attendance.

### Baker - MGM Springfield

MGM Resorts International

1 Mgm Way, Springfield, MA 01103

\$21.40 an hour - Part-time

**Apply on Indeed**

**Job Description:** Show your baking & pastry passion by crafting various menu items while following set recipes and standards. Assist in decorating cakes and pastries. Consistently maintain proper stocking, cleanliness, and sanitation of back-of-house areas. Ensure guest safety by following proper food handling procedures.

**Qualifications:** Previous experience working in a baking & pastry setting. Is comfortable in a restaurant kitchen and with the use of culinary tools, equipment, and techniques. Takes pride in their work, provides a safe environment, and maintains health standards. Describes themselves as detail oriented. Looks forward to working with a team to provide positive experiences. Enjoys helping others and likes to make a good impression. Can handle multiple tasks at one time.



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### **Retail Operations Team Member**

Nouria Energy

518 Memorial Avenue, West Springfield, MA 01089

Part-time

**Apply on Indeed**

**Job Description:** Must be able to work a flexible schedule as needed. Communicate verbally and in writing with various management on store operations in a very quick timeline especially any changes or items that may adversely affect the store's operations. Must be able to interact with customers in a friendly, professional manner. Prepare a shift report at the end of the shift as per company guidelines. Must be 18 years of age or older.

### **Yard Associate**

Tyler Equipment Corp.

Tyler Equipment Corp. in East Longmeadow, MA 01028

\$17 - \$18 an hour - Full-time

**Apply on Indeed**

**Job Description:** Responsible for yard organization by grouping equipment and attachments in logical format. Point contact for loading outbound equipment and attachments. Receive and review delivery slips. Verify the EQ #/serial numbers on both equipment and attachments. Responsible for taking pre-shipment pictures of rental shipments. Communicate and consult with drivers on appropriate load-out of trailer and vehicles. Execute load-out and provide shipping documents/manuals/keys to the drivers. Point contact for receiving inbound equipment and attachments. Responsible for offloading equipment and attachments from trailers/trucks. Verify serial numbers from the BOL to the receiving equipment. Complete receiver paperwork and transmit receiver to purchaser and assigned account coordinator.

**Qualifications:** Landscape maintenance: 1 year (Preferred), Driver's License (Required)



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### Line Cook/Fry Cook

Sumo Japanese Steakhouse  
50 Holyoke Street, Holyoke, MA 01040  
\$12 an hour - Full-time

**Apply on Indeed**

**Job Description:** We are seeking an individual who has experience in the food service industry and is committed to impeccable food presentation and garnishing, which is important for impressing our guests and creating repeat business.

**Qualifications:** Line cook: 1 year (Preferred). High school or equivalent (Preferred).

### Subway Food Service Team Member

Subway  
161 College Hwy, Southampton, MA 01073  
\$15.50 - \$16.00 an hour - Part-time

**Apply on Indeed**

**Job Description:** Exhibits a cheerful and helpful manner while greeting guests and preparing their orders. Demonstrates a complete understanding of menu items and explains them to guests accurately. Uses Point of Sale system/cash register to record the order and compute the amount of the bill. Collects payment from guests and makes change. Performs Cash-In Procedure- accounting for all forms of money, bread, etc., during the shift. Prepares food neatly, according to formula, and in a timely manner. Checks products in the sandwich unit area and restocks items to ensure a sufficient supply throughout the shift. Understands and adheres to proper food handling, safety, and sanitation standards during food preparation, service and clean up. Cleans and maintains all areas of the restaurant to promote a clean image. Understands and adheres to the 3-step method for cleaning. Understands and adheres to all quality standards, formulas and procedures as outlined in the SUBWAY® Operations Manual. Maintains a professional appearance and grooming standards as outlined in the SUBWAY® Operations Manual. Performs light paperwork duties as assigned. Ability to close store from 9:30pm -10:00pm.

**Qualifications:** No previous experience required. Ability to understand and implement written and verbal instruction. Must be able to work in any area of the restaurant when needed and to operate a computerized Point of Sale system/cash register. Position requires bending, standing, and walking the entire workday. Must have the ability to lift 10 pounds frequently and up to 30 pounds occasionally.



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# HELP WANTED

## LANDSCAPE MAINTENANCE CREW:

- PART & FULL TIME
- COMPETITIVE PAY

## REQUIREMENTS:

- VALID DRIVER'S LICENSE
- ABILITY TO OBTAIN VALID DOT MEDICAL CARD
- STRONG WORK ETHIC
- POSITIVE ATTITUDE



## REASONABLE LAWN CARE

# CONTACT US TODAY

(413) 563-2203 / [BROSS728@CHARTER.NET](mailto:BROSS728@CHARTER.NET)



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# FREE TRAINING

START YOUR CAREER AT \$19.00+/HR

START YOUR CAREER AS AN

# EMT

with a

FREE TRAINING COURSE

Multiple training  
sessions in 2024

Each session is in  
person

+/- 4 months

\*Classes meet 3 times per week

- ✓ Earn a nationally recognized certificate from the National Registry of Emergency Medical Technicians
- ✓ Get assistance with finding work
- ✓ Have a flexible work schedule that fits your needs
- ✓ Earn a starting pay of \$19.00+/hr.



**MASSHIRE**  
HOLYOKE CAREER CENTER

Copy and Paste the link <https://tinyurl.com/MassHire-EMT>  
or use QR Code for more information and to register!

Or Call DeAnna McHenry: 413-322-7173





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WANT A NEW  
CAREER IN  
CONSTRUCTION?

THURSDAYS  
3PM  
MASSHIRE HOLYOKE  
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COME FIND OUT ABOUT THE  
PRE-APPRENTICESHIP PROGRAM OF  
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### Workshop Offerings at MHH



**For a current Calendar of workshop offerings, visit: <https://massireholyokey.org/events/> or snap the QR Code above.**

**ChatGPT-Your Job Search Key!:** Discover how ChatGPT can turbocharge your job search! Join our workshop, 'ChatGPT-Your Job Search Key!' and learn expert strategies to optimize resumes, target job searches, ace interviews, and negotiate salaries. Regardless of where you are in the job search process, this workshop will revolutionize your approach to landing your dream job. Don't miss out — secure your spot now and accelerate your career with ChatGPT!

**TORQ & ONET Secret Weapons for Your Job Search (Remote using Zoom):** Learn how the easy-to-use tools found on TORQ Works can generate suggestions for new career pathways based on how your skills and experience apply to today's job market and break free from the trappings of "career tunnel vision" when choosing your next career. Discover the vast wealth of labor market information found on O\*NET Online and explore ways to leverage this information to expand your career exploration, gain valuable insights into industry trends and job outlooks, cure your writer's block in preparing resumes, cover letters and job interviews by accessing professional language to describe your previous work experience, and even find job openings near you! Don't miss this opportunity to harness the full potential of what these two secret weapons can do to ensure a successful job search process!

**The Curious Candidate-A Career Exploration Webinar (Remote using Zoom):** Are you considering a career change either to earn more money, for greater personal fulfillment, more flexibility or simply to try something new? It is all too easy to get "career pathway tunnel vision" and feel stuck in one particular occupation. This webinar will help participants assess their priorities, needs and interests in choosing a new career pathway, as well as identifying where they can apply their transferable skills and experience to new opportunities, and how they can pursue training opportunities to fill any skills gaps.

**Job Search Tips and Tools (Remote using Zoom):** This webinar will go over the tools and strategies to ensure an efficient and successful job search. Topics include career exploration, labor market investigation (LMI), where to find job openings, how to leverage your social media accounts, and how to develop the skills you need to land the job that is right for you. We will also discuss how MassHire Career Centers can support you along the way!

**Outsmart the Resume Robots (Remote using Zoom):** In this webinar you will learn what Applicant Tracking Systems (ATS) are and what happens after an applicant applies for a job online through an ATS Platform. We will teach you how to create a resume that will get you noticed through these systems and how to maximize your chances of getting a response from employers throughout the online job application process. We will also discuss how the ATS benefits employers, and apply that knowledge to the online application process in order to maximize your chances of getting an interview.



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**Interviewing Skills (Remote using Zoom):** During this interactive webinar you will know the steps to prepare for a successful virtual or in-person interview, draft a Personal Commercial, and practice questions and answers to enable you to relate your skills and accomplishments in ways to show how you can help the employer. The concept of “Information Interviews” and salary negotiations will also be discussed.

**Networking to Your Next Job Webinar (Remote using Zoom):** Networking is an important and often unused job search tool to access the “hidden job market.” This webinar provides suggestions for creating a successful networking plan, as well as providing a description of the “Information Interview” process.

**Job Search Strategies for Mature Workers (Remote using Zoom):** This webinar will discuss suggestions, advice, and information for older job seekers. It will discuss examples of what to include in a job search plan, including terminology, the assets older workers provide employers, resume and cover letter descriptions, as well as how to develop networking strategies and interview preparation.

**Slay Your Resume (in-person):** In this resume workshop you will find out what gets a resume noticed and placed at the top of the “Yes” pile. We will go over some best practices, as well as many common *Do's* and *Don'ts* in order to make a positive impression on employers. This workshop is good for people who need to improve their existing resume, are in the beginning stages of creating one, or for those who are just not quite sure why they are not getting interviews.

\*\*\*This workshop will be held at our second location at the *STEAM Building at 208 Race Street, Holyoke, MA.*

**Learn to Use WinWay Resume Builder:** This Webinar will show you how to use the Resume Building Software in the Resource Center at MassHire Holyoke

**HCC Grant Information Sessions (Remote using Zoom):** Throughout the year, Holyoke Community College offers a number of free workforce training and certification programs in a number of different vocations. This webinar provides an overview of current offerings through the *HCC Adult Education and Workforce Development* and the process to apply for them.

**Training Grant Opportunities (Remote using Zoom):** This webinar will discuss various training grant opportunities, funding and eligibility possibilities.

\*\*\***Note:** Attending this webinar is a prerequisite first step in order to pursue grant funding through the *Workforce Innovation Opportunity Act (WIOA)* to pay for the cost of certain training programs.

**Computer Competence Corner (in-person):** is your place to get support and assistance for all your computer and digital literacy needs! At MassHire Holyoke, we understand the importance of technology for the modern job seeker, and this walk-in support service is designed to help you excel. Our **Computer Competence Corner** can improve your job search process, help you learn new computer skills and advance your career by assisting with a range of tech-related needs, including computer basics, effective internet use, cybersecurity, digital communications, online job search, online job applications and proficiency with commonly used software and apps. **The Computer Competence Corner** is a walk-in service and is first come, first served, so no appointment is necessary. However, registration is available for those who want to secure a spot and receive a courtesy call to discuss a plan before the workshop. Laptop computers will be available for use during the workshop, but feel free to bring your own laptop computer so that you can learn how to better use your own device.

\*\*\*This workshop will be held at our second location at the *STEAM Building at 208 Race Street, Holyoke, MA.*





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**El Rincón de Competencia Informática (en persona):** con MassHire Holyoke es tu lugar para obtener apoyo y asistencia en todas tus necesidades de competencia informática y alfabetización digital. En MassHire Holyoke, entendemos la importancia de la tecnología para el buscador de empleo moderno y este servicio de apoyo sin cita previa está diseñado para ayudarte a destacar. Nuestro **Rincón de Competencia Informática** puede mejorar tu proceso de búsqueda de empleo, ayudarte a aprender nuevas habilidades informáticas y avanzar en tu carrera, asistiendo en una variedad de necesidades relacionadas con la tecnología, que incluyen conceptos básicos de computación, uso eficaz del internet, ciberseguridad, comunicaciones digitales, búsqueda y solicitud empleo en línea y capacidad en el uso de software y aplicaciones comúnmente utilizados. **El Rincón de Competencia Informática** es un servicio sin cita previa y se atiende por orden de llegada. Sin embargo, la inscripción está disponible para aquellos que deseen asegurar un lugar y recibir una llamada de cortesía para discutir un plan antes del taller. Habrá computadoras portátiles disponibles para su uso durante el taller, no obstante, puedes traer tu propia computadora portátil para que puedas aprender a usarla mejor. **\*\*\*Este taller se llevará a cabo en nuestra segunda ubicación en el Edificio STEAM en 208 Race Street, Holyoke, MA.**

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**You can register for these workshops using any method below. Please have your MassHire Job Seeker ID Number ready.**

1. Call us at (413) 532-4900 and speak to a receptionist.
2. Sign into your MassHire JobQuest account and click on the “Workshop Section.”
3. Go to the event section of our website at [www.massshireholyokey.org](http://www.massshireholyokey.org)

**If you are registering for a remote webinar on Zoom, a link will be emailed to you the day before or the day of the workshop.**

*MassHire Holyoke Career Center at 850 High Street, Holyoke MA 01040 413-532-4900  
>>>Second Location: The STEAM Building at 208 Race Street, Holyoke MA 010*



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