



# Hampden County Reentry & Recovery Program Hot Jobs! February 5, 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



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## Hampden County Reentry & Recovery Program Hot Jobs! February 5, 2024

### **Kitchen Steward/Dishwasher - MGM Springfield**

MGM Resorts International  
One MGM Way, Springfield, MA 01103  
Full-time

**Apply on Indeed**

**Job Details:** As a Kitchen Steward, you will take pride in your work as a dishwasher, join a team of fun individuals. Is comfortable in a kitchen and with the use of kitchen tools, equipment, and techniques. Takes pride in their work, provides a safe environment, and maintains health standards. Looks forward to working with a team to provide positive experiences. Describes themselves as detail oriented. Enjoys helping others and likes to make a good impression. Can handle multiple tasks at one time.



### **Store Associate**

CVS Health  
Longmeadow, MA

**Apply on Indeed**

**Job Details:** Providing differentiated customer service by anticipating customer needs, demonstrating compassion and care in all interactions, and actively identifying and resolving potential service issues. Focusing on the customer by giving a warm and friendly greeting, maintaining eye contact, and offering help locating additional items, when needed. Accurately perform cashier duties - handling cash, checks and credit card transactions with precision while following company policies and procedures. Maintaining the sales floor by restocking shelves, checking in vendors, updating pricing information and completing inventory management tasks as directed by store manager. Supporting opening and closing of store activities, when needed. Providing customer support to all departments, including photo and beauty, ensuring departments are fully stocked and operational while remaining current with all updated services and tools. Assisting pharmacy personnel when needed, including working regular shifts in the pharmacy as part of opportunities for growth and career development. Embracing and advocating for new CVS services and loyalty programs that support our purpose of helping people on their path to better health.



## Hampden County Reentry & Recovery Program Hot Jobs! February 5, 2024

### Restaurant Cashier

PR Management

450 N Main St, East Longmeadow, MA 01028

Full-time

**Apply on Indeed**

**Job Details:** Must be at least 18 years of age to apply for this position

Ability to work varied schedules that may include nights and weekends

Excellent communication skills; ability to communicate clearly with both customers and colleagues

Physical requirements include standing for prolonged periods, repeated walking, bending, stretching, & occasional lifting (up to 50lbs)

### Server

Texas Roadhouse

12 Mall Street, Springfield, MA 01128

Part-time, Full-time

**Apply on Indeed**

**Job Details:** As a Server at Texas Roadhouse, get ready to smile, serve up some fresh-baked bread, and create a Legendary dining experience our guests will never forget. Bring your friendly energy, enthusiasm, and willingness to learn. Apply now, no experience required. We will teach you everything you need to know. Become a Roadie today! Looking for a highly motivated individual who has prior experience working in a food market environment. Must have experience with POS systems. Must be able to lift at least 50lbs. Stocking and re-stocking is involved.

### Admissions/Front Gate Team Member

Six Flags New England

Agawam, MA 01001

Part-time

**Apply Indeed**

**Job description:** Supporting the Six Flags Mantra – Friendly, Clean, Fast, and Safe Service. Welcoming and greeting all guests that enter and exit the park. Taking tickets or season passes for each guest entering the park. Operating the computerized season pass system and processing the season passes. Answering guest questions regarding park policies and procedures. Selling Park admission tickets using a computerized point of sale system. Completing accurate toll plaza transactions for cars entering the parking lot. Ensuring accountability for cash bank on a daily basis. Maintaining a clean and safe work environment.



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### Customer Service Representative

Weed Man Lawn Care  
153 Plainfield Street, Springfield, MA 01107  
Full-time  
**Apply on Indeed**

**Responsibilities:** Interact in a friendly and professional manner with customers over the phone, email, and live chat. Perform all duties associated with the Customer Service Representative position including, but not limited to, returning all customer calls on the same day and answering all incoming customer e-mails. Assist customers with questions, policy changes, and cancellations as needed. Recommend products that best suit the customer's lawn care needs. Fulfill data entry and filing requirements as may be needed or assigned. Be flexible with work hours and be available to work weekends if necessary. Follow all Company work rules and procedures as set forth in the Policies and Procedures Manual and through management's instruction and direction.

**Qualifications:** High School Diploma or GED required. Excellent telephone and verbal communication skills. Sound knowledge of office/telephone etiquette and customer service principles and practices. Ability to recognize and respond to signals of a disgruntled customer and respond accordingly to de-escalate the situation. Ability to comprehend and interpret basic customer information. Proficient with Microsoft Office and Windows XP applications. Must possess solid computer skills. Must be detail-oriented with the ability to multi-task and complete a large volume of work. Accurate typing skills and the ability to create grammatically correct written correspondence if needed. Human Resource experience preferred but not required. Must be available for occasional Saturday shifts.

### Stockroom Associate

New England Uniform  
355 Union Street, West Springfield, MA 01089  
From \$15 an hour - Full-time  
**Apply on Online**

**Job Summary:** Unpacking, Sorting, and Storing Garments, Aprons, and Towels, Labeling Garments, Aprons, and Towels, Ship Garments, Aprons, and Towels to our customers, Process returned Garments, Aprons and Towels from our customers, Monitor inventory and supplies.



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### Coax Splicer

Buckley Cable Construction  
Longmeadow, MA  
Full-time

**Apply Indeed**

**Duties & Responsibilities:** Place and install required coax cable when necessary. Troubleshooting and repair of existing coax lines and line equipment. Splice overhead and underground coaxial cables. Testing, tuning, and balancing equipment to troubleshoot a service line.

**Skills & Qualifications:** Ability to climb poles, ladders, and use bucket trucks as needed. Ability to work on call, evenings and weekends as needed. Ability to work outdoors in all weather conditions. Ability to lift and pull 75 pounds several times each day. Ability to endure long periods of standing, sitting, and walking. Ability to use hand tools in the manner for which they were intended including electric drills, hammers, wrenches, and screwdrivers. Safely walk over all types of terrain in all kinds of weather while carrying tools and equipment. Must be authorized to work in the United States. A valid driver's license required and clean driving record. High School Diploma or equivalent.

### Stocking & Unloading

Walmart  
Springfield, MA

**Apply Indeed**

**Job Description:** Unloading trucks, sorting products in backroom, stocks products on shelves, Ensures aisles are clean and neat, greet customers. Engages vendors and drivers with a positive attitude, Greets customers and answers their questions.

### Server Assistant

Memos Restaurant and Catering  
1272 Memorial Avenue, West Springfield, MA 01089  
Part-time, Full-time

**Apply @ 1272 Memorial Avenue, West Springfield, MA 01089**

**Job Summary:** Looking for people who are dependable and hard working. Please note there is a lot of walking/running around involved! Contributed to hosting, order taking, and food delivery. Presented the guests with menus and explained any special cuisines to be served. Arranged dining rooms to cater to the number of guests.



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### **Administrative Assistant Required Customer Service**

BCF

Springfield, MA 01103

**Apply Indeed**

**Job Summary:** Customer service, Required, Office tasks: shredding, photocopying, scanning, filing, Required. Administrative tasks in a busy trial office: greeting visitors, answering phone calls, filing photocopying scanning, and shredding documents.

### **Customer Service Representative**

U-Haul

380 Union Street, West Springfield, MA

**Apply Indeed**

**Job Responsibilities:** Assist customers inside and outside a U-Haul center with U-Haul products and services. Use smartphone-based U-Scan technology to manage rentals and inventory. Move and hook up U-Haul trucks and trailers. Clean and inspect equipment on the lot including checking fluid levels. Answer questions and educate customers regarding products and services. Prepare rental invoices and accept equipment returned from rental. Install hitches and trailer wiring. Fill propane (certification offered through U-Haul upon employment). Drive a forklift (certification offered through U-Haul upon employment). Other duties as assigned.

**Minimum Qualifications:** Valid driver's license and ability to maintain a good driving record. High school diploma or equivalent.



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### Host

Theodores

201 Worthington Street, Springfield

**Apply Indeed**

**Job Description:** Legendary BBQ and Blues Joint looking to add to our team. Fun, energetic individuals are encouraged to apply. We are looking to fill shifts on Friday and Saturday nights. No restaurant experience is needed. Just a willingness to learn.



### Customer Service Associate

WALGREENS

54 Center Square, East Longmeadow

**Apply Indeed**

**Job Description:** Provides customers with courteous, friendly, fast, and efficient service. Recommends items for sale to customer and recommends trade-up and/or companion items. Registers customer purchases on assigned cash register, collects cash, and distributes change as requested; processes voids, returns, rain checks, refunds, and exchanges as needed. Keeps counters and shelves clean and well merchandised, takes inventory, and maintains records. Checks in and prices merchandise as required or as directed by store manager or communicated by the shift leader. Implements Company asset protection procedures to identify and minimize profit loss. Ensures compliance with state and local laws regarding regulated products (e.g., alcoholic beverages and tobacco products). Constructs and maintains displays, including promotional, seasonal, super structures, and sale merchandise. Completes resets and revisions as directed. Assists with separation of food items (e.g., raw foods from pre-cooked) and product placement as specified by policies/procedures (e.g., raw, and frozen meats on bottom shelves). For consumable items, assists in stock rotation, using the first in, first out method and restock outs. Has a working knowledge of store systems and store equipment. Provides customer service in the photo area, including digital passport photo service, poster print and creative machine, suggestive sell of promotional photo products. Assumes web pick-up responsibilities (monitors orders in Picture Care Plus, fills orders (pick items), delivers orders to customers as they arrive at store). Assists with exterior and interior maintenance by ensuring clean, neat, orderly store condition and appearance. Complies with all company policies and procedures; maintains respectful relationships with coworkers. Completes special assignments and other tasks as assigned.



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### Machine Operator/Assembler

Boss ProStaffing

Chicopee, MA

**Apply on Indeed**

**Job description:** Operate and monitor various types of machinery in a warehouse setting. Follow instructions to assemble and fabricate products. Use hand tools and power tools to perform tasks. Inspect finished products for quality assurance. Perform routine maintenance on machines to ensure proper functioning. Always adhere to safety guidelines and protocols. Collaborate with team members to meet production goals.

**Qualifications:** Mechanical knowledge and aptitude for operating machinery. Familiarity with hand tools and power tools. Ability to read and interpret technical drawings and instructions. Strong attention to detail and quality control. Excellent problem-solving skills. Ability to work independently as well as in a team environment. Forklift certification is a plus.

### Warehouse Loader (2nd Shift)

J. Polep Distribution

705 Meadow Street, Chicopee, MA

Apply @ <https://www.thencd.com/about-us/careers>.

**Requirements, Skills & Proficiencies:** Physical fitness to perform loading duties. Lift up to 50 Lbs. Good communication skills. Attention to detail and safety. Ability to work in a fast-paced environment. Loading and unloading goods onto and off trucks using a forklift, pallet jack, or other loading equipment. Checking the load to ensure that it is secure and properly balanced. Keeping track of inventory and ensuring that the correct items are loaded onto the correct trucks. Maintaining the cleanliness of the loading area and equipment. Operating loading equipment in a safe and efficient manner. Adhering to safety guidelines and procedures. Communicating with supervisors and other team members to coordinate the loading and unloading process. Maintaining records and completing paperwork as needed. Performing routine maintenance on loading equipment. Assisting with the loading and unloading of goods by hand as needed.





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### **Stocker - Receiving**

Restaurant Depot

123 First Avenue, Chicopee, MA 01020

Full-time

**Apply Indeed**

**Job Summary:** Removes pallets from delivery trucks with the use of scooter or pallet/pump jack. Stage the pallets and merchandise so that the supervisor can perform the proper inspections to meet HACCP regulations. Breaks down vendor pallets and separates products for different departments. Secures product on pallets by properly stocking merchandise and securing them with wrap. Completes block tags with item number and date of delivery and attaches the block tag to the pallets to ensure proper identification and rotation. Moves pallets to designated departments. Keeps the work area safe by promptly handling any spills and removing and properly disposing of any trash such as plastic wrap, plastic ties, pieces of wood or any other debris. Performs required safety checks of equipment before use. Inform supervisor of any safety concerns. Provides basic maintenance to equipment such as charging the electric equipment. Provides prompt, courteous, and friendly customer service. Assist customers with loading and off-loading of products as needed. Assists customers with product location and detailed information when needed.

### **Warehouse Associate**

Gallagher Fluid Seals, Inc.

East Longmeadow, MA 01028

Full-time

**Apply on Indeed**

**Job Description:** Pick product, assemble product, and prepare order for shipment. Receive and organize all incoming inventory into warehouse. Assist in return processing, spare part shipping, and replacement fulfillment. Complete routine inventory cycle counts and work with buyer for replenishment. Perform quality assurance checks on all incoming inventory to maintain standards. Ensure warehouse/shipping area maintains a clean, organized appearance. Aid in process improvement by offering suggestions to aid in shipping speed and accuracy. Maintain safety standards in warehouse and organize efforts to raise standards.



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### Warehouse Worker

Thermo Fisher Scientific

Agawam, MA 01001

Full-time

**Apply on Indeed**

**Job Summary:** Process customer orders daily to meet their expectations. Work in one or more process paths; receiving, picking, packing, or shipping. Package and label shipments according to standard operating procedures and complete documentation requirements for hazardous materials. Help ensure inventory is stored properly. Work with your team to make sure everyone has a great experience working at Thermo Fisher Scientific.

**Experience:** 2+ years of general warehouse experience. Experience with powered industrial trucks (order pickers). Experience handling hazardous materials (chemicals) is a plus. Experience with computers and scanning equipment preferred.

### Shipping/Receiving

Confidential

Springfield, MA

Full-time

**Apply on Indeed**

**Job Summary:** hand packing parts with appropriate packing material for shipment to our customers or vendors, preparing shipments/tracking through U.P.S., receiving shipments/deliveries, accurate inventory control. Punctuality, good attendance, and attention to detail are required.

**Experience:** must have at least 3 years' experience in shipping/receiving **only in the capacity we are seeking**, U.P.S. experience and good computer skills. Limited training will be provided. The physical demands of this job with no restrictions are standing or sitting for long periods of time. lifting, twisting, bending, reaching and sometimes repetitive motion. Must be able to carry or move up to 50 lbs.



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**THIS IS THE HIRING EVENT  
YOU'VE BEEN WAITING FOR.**

**FEBRUARY 7th | 3:00PM - 5:00PM**



Open general hiring event! Come explore iconic brands, meaningful relationships, competitive rewards, & limitless opportunities. On-site interviews and possible job offers. REGISTER TODAY (QRC above)!

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- ✓ Get assistance with finding work
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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.

**Computer Conquest (In Person):** Do you have problems using the computer or internet? This class is for you! In this beginner computer class, you will learn the basics of a keyboard, how to use the mouse and the features of your computer desktop. You will have Hands On Practice under the instruction of our qualified trainer and computer specialist!

**Conquista de la computadora (In Person):** Aprenda lo básico de un teclado, de un ratón, de una pantalla, de la Internet y del correo electrónico. Práctica manual bajo la supervisión de un entrenador de MHH.

**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 a particular industry. 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.

**HCC Grant Information Sessions (Remote using zoom):** Throughout the year, Holyoke Community College offers free training programs in a number of different vocations. The webinar provides an overview of current offerings and the process to apply for them.

**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 better able to relate your skills and accomplishments in ways to show how you can help the employer. The Information Interview and salary negotiations also will be discussed.

**Job Search Strategies for Mature Workers (Remote using zoom):** Suggestions, advice, and information for older job seekers. The webinar Includes 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.

**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



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right for you. We will also discuss how MassHire Career Centers can support you along the way!

**Money Matters:** Learn how to make better financial decisions that are in line with our values. Identify our financial priorities and challenges. Create long- and short-term financial goals. Learn how to budget, why it's important and practice budgeting. Discuss what makes up credit score and tips on how to rebuild credit.

**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.

**Outsmart the Resume Robots (Remote using zoom):** You will learn what the Applicant Tracking System (ATS) is and what happens after an applicant applies for a job online through an ATS Platform. We will teach you how to create a resume in order to "beat" the system. We will also discuss how ATS benefits employers, and apply that knowledge to the online application process in order to maximize your chances of getting an interview.

**Slay Your Resume (In Person):** In this Resume Workshop you will find out what gets a resume noticed and put to the top of the "Yes" pile. We will go over some best practices, as well as Do's and Don'ts to make a positive impression. 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!

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

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**You can register for any of these workshop using a method below. Please have your job Seeker Id ready.**

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

**If you are registering for a webinar, a link will be emailed to you the day before the workshop.**