



Hampden County Reentry & Recovery Program Hot Jobs! March 18, 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.

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Stock Associate

Raymour and Flanigan
West Springfield, MA 01089
\$17 an hour

Apply on Indeed

Job Details: Loading and unloading of trailers. Loading furniture and accessories in customer vehicles. Assembly of furniture. Moving and placement of furniture on the showroom floor. Assisting with inventory control and processes. Keeping the warehouse and showroom organized. Accountable for commitment to Raymour and Flanigan's safety procedures and guidelines. Professional communication and interpersonal skills. Attention to detail and ability to prioritize in a fast-paced environment. Possess excellent listening skills and the ability to work independently and with a team. Perform additional functions that may be assigned at the discretion of management.

Requirements: Must have solid computer skills. Must be responsible, dependable, and able to perform general backroom duties. High School Diploma or equivalent. Must be available to work days, nights, weekends and some holidays.

Dishwasher

Texas Roadhouse
12 Mall Street, Springfield, MA 01128
Part-time, Full-time

Apply on Indeed

Job Details: Operating the dish machine. Supervising proper rinse and wash temperatures. Changing water, storing, and using dish chemicals properly, setting up and organizing the dish racks, removing trash, Exhibiting teamwork

Front of House Closing Team Member

Chick-fil-A Chicopee
(part of Chick-fil-A)
Chicopee, MA 01020

Apply on Indeed

Job Details: A heart to serve others. A willingness to grow and stretch your comfort zone. The discipline to be on time, dependable, and reliable. The desire to care about your work ethic and job performance. The people skills necessary to work with guests and fellow team members. The maturity to be corrected, coached-up and trained. Availability to work until midnight.



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Cashier/Customer Service

Function City Springfield

1277 Liberty Street, Springfield, MA 01104

\$15 - \$16 an hour - Part-time, Full-time

Apply on Indeed

Job Summary: Greet customers and assist them with their inquiries. Process customer transactions accurately and efficiently using the point-of-sale (POS) system. Provide product information and recommendations to customers. Conduct product demonstrations to showcase features and benefits. Assist with inventory management, including restocking shelves and organizing merchandise. Handle customer complaints or concerns in a professional and timely manner. Maintain a clean and organized work area.

Requirements: Strong technical sales skills with the ability to effectively communicate product features and benefits. Excellent time management skills to prioritize tasks and ensure efficient customer service. Previous experience in retail sales, preferably in the jewelry or wireless industry. Fluent in English with strong verbal and written communication skills. Outstanding customer service skills to build rapport and establish long-term relationships with customers. Knowledge of point-of-sale (POS) systems for accurate transaction processing.

Cafe Help

Tandem Bagel Co.

95 Elm St, West Springfield, MA 01089

\$15 - \$19 an hour - Part-time, Full-time

Apply on Indeed

Job Description: Someone who is friendly, enthusiastic & has a positive attitude, Someone who has a passion for customer service & building relationships, Someone who is energetic & enjoys a face-paced environment, Someone who has the desire to learn & be a team player, Someone who is at least 16 years old.



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Customer Service

Edible

430 North Main Street, East Longmeadow, MA 01028

From \$15 an hour - Part-time, Full-time

Apply on Indeed

Job Description: Handle customer walk ins, and over the phone order. Keep a clean and neat workspace. Work independently and in a team. Be able to multi-task, such as handling a customer and answering phones.

Qualifications: High school diploma or GED. Customer service skills. Phone and computer savvy. Follow communications procedures, guidelines, and policies.

Production Technician

East Baking Company

104 Whiting Farms Road, Holyoke, MA 01040

\$18 an hour - Full-time

Apply on Indeed

Job Description: You are focused on the consistent production of a high-quality product in a baking facility by performing various duties; including: the safe operation of machinery, packaging products, mixing ingredients, sanitation, and moving and/or stacking materials and equipment used in the production of fresh baked products. You will examine and reject products that do not meet specifications; observe, maintain, and address issues to prevent and reduce waste. You must follow, demonstrate, and understand all Occupational Health & Safety (OHS) requirements. You will maintain Good Manufacturing Practices (GMPs) and Standard Operating Procedures (SOPs). You will meet Hazard Analysis and Critical Control Points (HACCP) requirements.

QUALIFICATIONS: High school diploma or GED equivalent is preferred. Ability to read, write, and speak English fluently. Manufacturing experience is a plus. Must be 18 years of age or older. Ability to lift 50 pounds, stack/unstack or carry, stand and/or stoop for prolonged periods of time (except for break and lunch periods), climb, perform repetitive motions, and work in an environment that is often loud and sometimes hot. Must wear required personal protective equipment (PPE). Ability to work 10-hour shifts or more (as needed). Ability to follow all safety protocols when handling chemicals. You will participate and successfully complete all Company approved and required training, audits, etc. Additional responsibilities and duties as assigned by supervisor.



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General Laborer

TruGreen

2160 Westover Road, Chicopee, MA 01022

\$18 an hour - Full-time

Apply on Indeed

Job Description: Responsibilities of the role include, Performing the picking and packing for shipment of orders. Facilitating the receipt of all incoming shipments daily. Ensuring order fulfillment as quickly as possible. Maintaining cleanliness, organization, and minor upkeep of warehouse facility. Communicating openly with other departments and management daily. Ensuring efficiency and adherence to quotas, by all team members on location, at all times. This is a hands-on position! Requires constant movement, ability to stand/walk for long periods of time, and the ability to lift and carry objects weighing up to 65lbs. Must be able to and comfortable with driving small box trucks (U-Haul/Penske - does not require special license).

Shipping & Receiving / Material Movement

B&R Machine, Inc

290 Moody Street, Ludlow, MA 01056

Full-time

Apply on Indeed

Job Description: Packs and labels products for shipping according to regulations, including recording weight and dimensions. Moves cut material, parts, and other items to proper buildings, areas, and machines. Operates forklifts and loads and unloads trucks. Confirms quantities of incoming and outgoing shipments of parts/material. Handles and moves objects (often between buildings). Maintains a safe and clean work environment by following safety guidelines and procedures and complying with all applicable regulations. Confirms information on paperwork matches to physical parts shipping. Ensures paperwork is properly moved to the office/out with shipments. Miscellaneous duties including cleaning, saw back up / assistance and tumbling. Regular attendance is an essential function of this position as unscheduled absences would create undue hardship to the business in its effect on maintaining production numbers. Other duties as assigned.

Requirements: High school diploma or GED. Complete on-the-job training.



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Part Time Sales Associate

Gap Factory Store
50 Holyoke St, Holyoke, MA 01040
From \$15 an hour - Part-time

Apply on Indeed

Job Description: Cashier, stock, merchandising, customer service.

Qualifications: You must be Professional and Reliable.

Kitchen Team Member

Hangar Pub and Grill
515 Granby Rd, South Hadley, MA 01075
From \$16 an hour - Part-time, Full-time

Apply on Indeed

Job Description: The Hangar Pub and Grill of South Hadley is currently hiring line cooks! We are looking for individuals that work well in a team environment. This position is fast paced during meal periods, with plenty of downtime in between for restocking, portioning, cleaning, and breaks.

Requirements: 18 years old, legally allowed to work in the US, and have reliable transportation. You must be calm under pressure and communicate well with others. This is a terrific part-time job for students or a full-time job with plenty of opportunities to grow within the company!

Retail Team Leader

Charlotte Russe
Charlotte Russe in Holyoke, MA 01040
From \$16 an hour - Part-time

Apply on Indeed

Job description: People person who loves fashion. Is motivated, hardworking, driven to succeed and flexible. A minimum of 1-3 previous retail experience is preferred.



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Store Associate

CVS Health

Agawam, MA

\$15 - \$19 an hour - Full-time

Apply on Indeed

Job description: 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.

Requirements: At least 16 years of age, Remaining upright on the feet, particularly for sustained periods of time. Lifting and exerting up to 35 lbs of force occasionally, up to 10 lbs of force frequently, and a negligible amount of force regularly to move objects to and from, including overhead lifting. Visual Acuity - Having close visual acuity to perform activities such as: viewing a computer terminal, reading, visual inspection involving small parts/details. High School diploma or equivalent preferred but not required.

Guest Service Representative

Inn on Boltwood

30 Boltwood Avenue, Amherst, MA 01002

\$18 an hour - Full-time

Apply on Indeed

Job Description: This position maximizes revenue and creates value by providing excellent customer service. This includes effective reservation sales, handling all guest accounts efficiently and accurately, and assisting in all phases of guest experience such as check-in, check-out, and problem resolution.



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Carpenter Helper/Laborer

LD's Unlimited Home Improvement

Springfield, MA

\$16 - \$30 an hour - Full-time

Apply on Indeed

Job description: Perform frame carpentry tasks, including measuring, cutting, and assembling wooden structures. Hang doors and install door hardware. Conduct trim carpentry work, such as installing baseboards, crown molding, and window casings. Assist with tiling walls and floors. Collaborate with team members to ensure projects are completed efficiently and to high standards. Adhere to safety protocols and maintain a clean work environment.

Requirements: Carpentry skills with experience in frame carpentry, door hanging, trim carpentry, and roof work. Attention to detail and ability to produce quality workmanship. Ability to work independently or as part of a team. Excellent problem-solving skills and ability to adapt to changing project requirements.

Cashier Part Time

BJ's Wholesale Club, Inc.

650 Memorial Dr., Chicopee, MA 01020

Part-time

Apply on Indeed

Job Description: Exhibits clear understanding of all BJ's Membership options, including the importance of renewals, upgrading to our BJ's Perks programs. Offer all appropriate membership products such as membership renewal, EASY renewal option, My BJs Perks programs and awards redemption. Provides a high level of customer service to Members. Checks Members out in a timely and efficient manner. Scans all club merchandise through a point-of-sale system to ensure accurate inventory counts and accurate purchase totals for Members. Fills shopping carts when necessary and assists at self-checkout stations. Collects payments via cash, check, or other charge payments from members. Issues receipts or change due to Members. Stays up to date on all merchandise promotions, advertisements, and product information. Discounts purchases by scanning and redeeming coupons. Maintains the cleanliness of the frontline area. Assists in general club housekeeping when necessary. Returns re-sellable merchandise to the sales floor area. Manages self-checkout and scan and pan lanes. Assists Members with operations and technical difficulties. Required to meet cashier productivity expectations. Maintains all club policies and procedures. Performs other duties as assigned, including working in other departments as needed. Regular, predictable, full attendance is an essential function of this job.

Qualifications: Basic math skills preferred. Prior cashier or sales experience preferred.



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Retail Warehouse & Production Associate

Savers / Value Village

135 Memorial Avenue, West Springfield, MA 01089

Part-time, Full-time

Apply on Indeed

Job Description: The opportunity to celebrate uniqueness. We are made up of people from many different backgrounds, experiences, and perspectives, all with something special to contribute. To work in a purpose-driven company, with a business model that people love for our impact on both the planet and local communities. An investment in the career path interests of our people. With our aggressive store expansion plans, we recognize the importance of the continued growth and development of our team members.



Warehouse Forklift Operator 2nd Shift \$20.28/HR

Coca-Cola

Enfield, CT 06082

\$20.28 an hour - Full-time

Apply on Indeed

Job Description: Move products to and from trucks, racks, and other locations as assigned. Perform required cleaning and sanitation duties to meet GMP standards. Perform all tasks in a safe manner to ensure achievement of quality, service, and cost objectives, while complying with all standard operating procedures and requirements. Uses portable computer terminal and laser scanning device, accurately record product movements by item number, lot code, location, and/or truck number. Accurately completes manual recording (written record) of product movement as an alternative to PC based records during system outages and for "off-line" transactions. Accurately completes pre-operation forklift inspection. Demonstrates support of The Coca-Cola Company's safety initiatives and policies. Performs required cleaning and sanitation duties to meet Good Manufacturing Practices (GMP) standards. Performs all tasks in a safe manner to ensure achievement of quality, service, and cost objectives. Complies with all standard operating procedures and requirements under The Coca-Cola Company's Quality System.

Requirements: High school diploma or GED equivalent is required. Must possess a valid forklift operator license or be certified before driving a lift truck. The ability to read, write, speak, and understand the English language is needed. Must have the ability to work 8-hour shifts, 12-hour shifts, or other work schedules as determined by business need, including overtime as required. The ideal candidate must be able to move materials weighing up to 50 lbs. 10 feet or more. Must be certified on the training plan for this position within 60 working days of start date.



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Cleaner Housekeeping Maintenance

Healthtrax Fitness & Wellness
East Longmeadow, MA 01028
\$15 an hour - Part-time

Apply on Indeed

Job Description: Maintain cleanliness and sanitization of gym equipment. Sweep, dust, vacuum, mop assigned facility areas. Clean and disinfect bathroom/locker rooms as needed. Maintain material supply in assigned areas (towels, soap, tissue, etc.). Empty trash receptacles. Greet every member and guest with a smile. Observe equipment for potential safety hazards. Enforce facility rules and regulations, ensuring cleanliness and safety inside and outside.

Requirements: Previous janitorial experience preferred. Proven experience working autonomously. Passion for health & fitness.



Team Member

Burger King
983 Riverdale St, West Springfield, MA 01089
Part-time

Apply on Indeed

Job Description: Team oriented, friendly, dependable, and driven to provide excellent guest service! A qualified candidate will serve our guests Hot and Fresh Food in a Clean and Safe environment in a Friendly and Fast manner. Previous fast-food experience is preferred. Qualifications: Stand for up to 8 hours during a shift and be able to lift 30 to 50 pounds, requires you to use motion that entails pushing, pulling, stretching and continuous bilateral use of fingers and wrists.

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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.massshireholyoque.org

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