



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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MASSHIRE HOLYOKE - 850 HIGH STREET - HOLYOKE, MA 01040



413-532-4900 💮 www.masshireholyoke.org



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Hilo/Forklift Operator

Pioneer Cold Logistic Services Chicopee, MA 01013 \$18 - \$20 an hour - Full-time **Apply on Indeed**

Job Details: Unloading and loading trailers and verifying proper stacking and freight. Reporting shortages, damages, and misplacements to your immediate supervisor. Identifying and recovering any received or shipping damage. Ensuring proper stock rotation by following lot number identification. Pulling and preparing products for shipment. Ensuring that the exact number and type of product is located and shipped. Making certain product comes from the proper locations. Performing picking duties in an efficient manner that meets customer service standards. Moving products from the staging or storage areas into railcars or trailers. Stacking and staging products and materials. Maintaining the facilities, equipment, and materials in a neat, clean, and orderly fashion. Operate all equipment in a safe and efficient manner. Performs a variety of other tasks including cleaning, damage, etc.

Education and/or Work Experience Requirements: High school diploma is preferred. 6 months of warehouse experience and the ability to operate electric material handling equipment required. Able to work in varying environments; withstand cold temperatures (-20°) with proper protective clothing for long periods. Strong mathematical skills. Experience with industrial equipment such as pallet jacks, forklifts, Hi-Lo's and/or stock pickers. Familiar with a variety of warehouse concepts, practices, and procedures.

Outdoor Forklift Operator / Outdoor Yard Worker

Kelly-Fradet Lumber 587 North Main Street, East Longmeadow, MA 01028 \$45,000 - \$55,000 a year - Full-time **Apply on Indeed**

Job Details: Load and unload material from trucks. Set up loads for deliveries. Operate forklift, hand truck or other equipment to load, unload, transport, and store material. Know safe storage and handling procedures for various materials. Know proper shipping procedures for transportation of material. Maintain the work area and equipment in a clean and orderly condition and follow prescribed safety regulations.

Requirements: Forklift Certification (Required)



Sandblasting/Manual Labor

Surface Preparation 109 Ramah Circle South, Agawam, MA 01001 \$18.50 - \$21.00 an hour - Full-time **Apply on Indeed**

Job Details: Must be able to lift 50lbs.Must be willing to learn and accept when wrong. Must be willing to work well with other employees. Must have reliable transportation.

Requirements: Forklift experience preferred, but willing to train and license.

Cashier/Server

Aileen's Latin Kitchen 810 Cottage St, Springfield, MA 01104 Full-time **Apply on Indeed**

Job Summary: Take orders and prepare plates per customer request. Prepare a variety of dishes following established recipes and presentation standards. Ensure that all food is prepared and served in accordance with food safety guidelines. Collaborate with kitchen staff to ensure smooth operations and timely delivery of meals. Maintain a clean and organized work area. Assist in training new kitchen staff members.

Requirements: Proven experience or similar role in the food industry. In-depth knowledge of menu planning, food preparation, and cooking techniques. Familiarity with food safety regulations and best practices. Strong attention to detail and ability to work under pressure. Ability to work well in a team environment Flexibility to work evenings, weekends, and holidays as required.



Barista

Starbucks 1 Monarch Place, Springfield, MA 01103 Part-time, Full-time **Apply on Indeed**

Job Description: Responsibilities and essential job functions include but are not limited to the following: Acts with integrity, honesty and knowledge that promote the culture, values and mission of Starbucks. Maintains a calm demeanor during periods of high volume or unusual events to keep store operating to standard and to set a positive example for the shift team. Anticipates customer and store needs by constantly evaluating environment and customers for cues. Communicates information to manager so that the team can respond as necessary to create the Third-Place environment during each shift. Assists with new partner training by positively reinforcing successful performance and giving respectful and encouraging coaching as needed. Contributes to a positive team environment by recognizing alarms or changes in partner morale and performance and communicating them to the store manager. Delivers legendary customer service to all customers by acting with a customer comes first attitude and connecting with the customer. Discovers and responds to customer needs. Follows Starbucks operational policies and procedures, including those for cash handling and safety and security, to ensure the safety of all partners during each shift. Maintains a clean and organized workspace so that partners can locate resources and products as needed. Provides quality beverages, whole bean, and food products consistently for all customers by adhering to all recipe and presentation standards. Follows health, safety, and sanitation guidelines for all products. Recognizes and reinforces individual and team accomplishments by using existing organizational methods. Maintains regular and punctual attendance.

Qualifications: Barista experience preferred. Maintain regular and consistent attendance and punctuality, with or without reasonable accommodation. Available to work flexible hours that may include early mornings, evenings, weekends, nights and/or holidays. Meet store operating policies and standards, including providing quality beverages and food products, cash handling and store safety and security, with or without reasonable accommodation. Engage with and understand our customers, including discovering and responding to customer needs through clear and pleasant communication. Prepare food and beverages to standard recipes or customized for customers, including recipe changes such as temperature, quantity of ingredients or substituted ingredients. Available to perform many different tasks within the store during each shift.



Front Desk Agent

Sheraton Springfield Monarch Place Hotel 1 Monarch Place, Springfield, MA 01103 Part-time, Full-time **Apply on Indeed**

Job Description: Check guests in and out according to Marriott standards. Post charges to guest folios. Maintain inventory of gift shop items. Enroll guests into our guest loyalty program. Receive and pick up guest in-coming and external calls. Transfer calls. Attend pre-shift meetings. Create key packets for group check-ins. Explain services and features of hotels. Perform all other duties as assigned.

Qualifications: Knowledge of disciplined policies, procedures and services and general knowledge in other departments in the hotel. Exceptional computer skills. Ability to communicate in English. Ability to achieve positive guest relations and maximize guest satisfaction. Ability to handle cash and credit card transactions. Ability to comply with all company rules and policies.

Busser/Food Runner

Villa Napoletana 664 North Main Street, East Longmeadow, MA 01108 \$15 an hour - Part-time **Apply on Indeed**

Job Description: Remove unnecessary plates while guests are still seated at the table. Provide rolls, bread, butter, and oil to customers. Reset place settings: complete with silverware, water glasses, and bread plate, etc. Help wait staff remove dirty plates as needed. Clear tables after guests have left and reset tables with clean linen and set-ups. Bring dirty dishes/bus buckets to dishwasher from various areas of the restaurant. Make set ups and roll ups. Bring clean glasses to the bar. Bring dirty linen in bags to outside receptacles. Sets up the front line with the equipment, plateware, and smallware's needed to effectively serve all food products. Keeps the station restocked throughout the shift. Clean large and small trays and tray stands to be ready for service. Assists the server as needed to optimize the guest's dining experience. Accomplishes all job duties while adhering to all safety guidelines and practices throughout the shift. Reports any unsafe condition, unsafe act, accidents and/or injuries to the chef or other manager on duty. Correctly completes closing duties at the end of each shift. Completes all side work in the front and/or back of the house as assigned and scheduled by the members of the management team. Performs other duties as assigned.



Barista/Cashier

Juguitos Healthy Grab & Go 133 State Street, Springfield, MA 01103 From \$15.90 an hour - Part-time, Full-time **Apply on Indeed**

Job Description: Prepare and serve a variety of beverages, such as smoothies, pressed juices, and coffee. Take customer orders and provide recommendations based on their preferences. Operate cash register and handle cash transactions accurately. Maintain cleanliness and organization of the bar area. Ensure adherence to food safety standards and proper handling of food items. Provide excellent customer service by greeting customers, answering questions, and resolving any issues or complaints. Follow company policies and procedures for beverage preparation, presentation, and quality control. Collaborate with team members to ensure efficient workflow and smooth operations.

Requirements: Basic math skills for cash handling and order processing. Knowledge of food safety regulations in the food industry. Strong customer service skills with the ability to create a positive experience for customers. Experience with Toast POS or similar point-of-sale systems is a plus. Familiarity with retail math for calculating discounts, sales tax, and change. Ability to operate a cash register accurately and efficiently. Excellent time management skills to handle multiple tasks simultaneously.

Guest Room Attendant

MGM Resorts International One MGM Way, Springfield, MA 01103 Full-time **Apply on Indeed**

Job Description: As a **Guest Room Attendant**, you will be responsible for setting the stage for an excellent guest experience by ensuring each assigned guest room and area is clean and ready for guest arrival. You will play a vital role in our mission to own the guest's experience and create **WOW** memories that they will carry with them far beyond their stay with us. **THE DAY-TO-DAY:** Clean guestrooms including duties such as making bed(s), vacuuming, emptying trash, wiping down or dusting all surfaces. Replenish all guest amenities and information folders as needed. Clean bathrooms by scrubbing basins, bathtubs, shower walls and doors, toilets, and tile floors with damp rags and proper chemicals when applicable. Replenish all amenities such as ashtrays, soaps, and tissues. Place clean bathmats on tubs and/or shower doors and clean towels on towel racks. Report unusual room conditions or rooms in need of repair. Complete all duties in accordance with the room classification checklist.



Delivery Helper Blue Rhino Springfield, MA 01104 Apply on Indeed

Job Description: Assists in the delivery of fuel and picks up empty or partially empty propane tanks (20 lbs. empty/40 lbs. full). Assists in the delivery to all assigned stops. Stops that are not able to be filled must have a signed "No Delivery" ticket. Provides exceptional customer service by keeping retailers informed of updated service information and answers retailer inquiries. Cleans dirt, bee hives, etc. from cages as required or requested by retailers. Ensures logo on cylinder is always visible. Maintains a professional appearance and demeanor to retail customers and fellow employees. Collects legible signatures for all deliveries and needed store stamps/DSD/P.O.'s. "Refused Service" must be signed. Communicates any issues with accounts to supervisor including frequency, capacity change, service, etc. Represents Blue Rhino professionally to current and potential customers and communicates any potential new customers to supervisor. Maintains open communications with supervisor, co-workers, and office staff.

Qualifications: High school diploma or equivalent, preferred. Must be at least 18 years of age Strong customer service focus. Sense of urgency and dependability. Ability to work well with others in a group, cooperate with others, offer to help when needed, and foster a team climate within the group where members are committed to a common goal. Respect people of all backgrounds and treat everyone fairly by maintaining a consistent set of standards. Be able to work a flexible schedule which may include

weekends, evenings, holidays, and overtime on occasion. Successfully completes any required training or orientation programs.

Sandblasting/Manual Labor

Surface Preparation 109 Ramah Circle South, Agawam, MA 01001 \$18.50 - \$21.00 an hour - Full-time **Apply on Indeed**

Job Description: Must be able to lift 50lbs. Must be willing to learn and accept when wrong. Must be willing to work well with other employees. Must have reliable transportation. Overtime is offered, and the hours can be flexible to meet applicant's needs. Forklift experience preferred, but willing to train and license.



Servers and Bussers

Olive Garden 10 Abbey Lane, Agawam, MA 01001 From \$25 an hour - Part-time, Full-time Now Hiring Servers at our W Springfield, MA Olive Garden: 919 Riverdale Street, W Springfield, MA 01089 Apply on Indeed

Job description: As a server, you will deliver exceptional dining experiences by providing safe, friendly, and attentive service that makes our guests feel welcome and like they are part of our family. Our servers thrive on making loyal guests by taking them on a tour of Italy through knowledge of food, wine, and our fresh ingredients.

Delivery Driver

Delivery Express 28 reviews West Springfield, MA \$15 - \$18 an hour - Part-time, Full-time **To Apply Call: Springfield, call 413-781-0800. For Northampton or Amherst, call 413-549-0077.**

Job Description: Drivers are dispatched, via our smartphone app, to one of the many restaurants that we service. They then pick up the customer's order and the app guide the driver, using GPS, to the customer's address. Once the driver has completed the delivery, they are sent to pick up their next order. Drivers are paid weekly. It is not an hourly rate, but rather the potential to earn more by being paid per delivery (\$3.80+ per order, plus tips which are factored into the order total). Beginning drivers can expect to make around \$13-\$16 per hour, whereas more experienced drivers can make as much as \$15-\$20 per hour. Drivers are independent contractors.

Lunch is from 11:00 AM to 2:00 PM Monday through Friday. (STRONGLY NEEDED) Dinner is from 4:00 PM to 10 PM Sunday through Friday. Saturday from 12 noon to 10 PM. (SATURDAY DINNER STRONGLY NEEDED)

Requirements: You must have: a valid driver's license, a dependable registered and insured vehicle, and a smartphone with GPS. For Springfield, call 413-781-0800. For Northampton or Amherst, call 413-549-0077. The best times to reach

us are the hours listed above.



Automotive Tire Technician

Town Fair Tire Springfield, MA Full-time **Apply on Indeed**

Job Description: NO EXPERIENCE IS NEEDED! We'll teach you everything you need to know through PAID TRAINING. To help introduce you to our weekly performance-based incentive programs and to give us an opportunity to coach you on our industry-leading processes, Automotive Tire Technicians install new tires and wheels and perform tire services -- like rotations, balancing and flat repairs -- to keep our valued customers' vehicles operating safely. Take the first step on an exciting career path by becoming an Automotive Tire Technician with Town Fair Tire!

Requirements: Must be at least 18 years of age, be legally authorized to work in the United States.

General Laborer

accent on industrial metal, inc. 179 Page Blvd, Springfield, MA 01104 \$18 an hour - Full-time **Apply on Indeed**

Job description: Assist with the fabrication and assembly of products. Operate hand tools and power tools to complete assigned tasks. Transport materials within the warehouse using pallet jacks. Follow safety guidelines and maintain a clean work area. Perform general maintenance tasks as needed.

Requirements: Previous experience as a Laborer or in a similar role is preferred. Proficiency in using hand tools and power tools. Ability to lift heavy objects and perform physical tasks for extended periods of time. Strong attention to detail and ability to follow instructions accurately. Note: This job description is not intended to be all-inclusive. The employee may be required to perform other duties as assigned by management.



Baker, 2PM to 10PM - West Springfield

Panera Bread (PR Management Corp) 935 Riverdale Street, West Springfield, MA 01089 Up to \$20 an hour **Apply on Indeed**

Job Descriptions: As a 2nd Shift Baker, you are the "gatekeeper" between our customers and the delicious morning food they crave. Panera's essence of warmth and quality begins with baking. You will play a key role in providing unparalleled, quality products to our customers daily. Manage overall production of all baked products in accordance with Panera Bread's and PR Restaurants standards. Support PR Restaurant's mission, values, and purpose. Successfully work as a key part of a dynamic team. Adhere to PR Restaurant's division regulations and company policy requirements. Complete each bake nightly with efficiency & integrity by following the baker timeline. Follow Panera baking specs to "Gold Standard". Maintain a clean and organized work environment by following cleaning task list. Follow all company safety policies, labeling standards, and equipment procedures. Assist with other café operations as needed.

Requirements: Must be at least 18 years of age to apply for this position. High school diploma or GED (required). Minimum 1 - 2 years of baking experience (preferred). Overnight experience (preferred, not required). Excellent communication skills. Physical Requirements may include standing for prolonged periods, repeated walking, bending, stretching, & occasional lifting (up to 50 lbs.)

Chemical Operations worker

Applied Chemistries Inc. 270 Main Street, Agawam, MA 01001 \$15 - \$19 an hour - Full-time **Apply on Indeed**

Job Description: Accurately and consistently label, bottle and package chemical batches according to job specifications. Maintain Warehouse in clean and organized condition. Shipping and receiving, verify deliveries match packing lists, put away in proper location. Prepare outgoing shipments according to customer specification, including proper labeling and shipping documents. Follow all production procedures. Verify that all production batches have been fully tested and approved for release prior to bottling.

Qualifications: Manufacturing: 1 year (Preferred) Fork Truck License (Preferred)



Front Desk/Guest Services

Residence Inn by Marriott 500 Memorial Drive, Chicopee, MA 01020 \$15.75 - \$16.00 an hour - Part-time **Apply on Indeed**

Job Description Greets, registers, and assigns rooms to guests. Handles confidential information, including guest records, with a high degree of integrity. Promptly and effectively deals with guest requests and complaints. Answers and routes calls as appropriate; takes guest messages with accuracy. Responsible for cash drawer contents and transactions during shift. Maintains accurate records including cash flows, registration cards, reservation cards, and property walks. Answers inquiries pertaining to hotel services, registration of guests, and travel directions. Records pertinent guest information in the pass on log. Ensures common area/lobby is clean. Flexibility required, including working weekends and holidays. Willing to learn all shifts - morning, afternoon, and night. Experience with FOSSE preferred. Must be able to work in a fast - paced environment. Knowledge of the Western Mass Area. Train new hires to Marriott Brand standards. Must be able to lift 20 pounds. The hours will be from 3pm-11pm.

Requirements: We are looking for individuals with high energy and a strong focus on customer service. That can work a lot of weekends and have a flexible schedule. High school or equivalent (Preferred). Hotel experience: 1 year (Required).

Auto Paint Prep Technician

Geno's Auto Service Inc. Geno's Auto Service Inc. in Chicopee, MA 01020 \$15 - \$18 an hour - Part-time, Full-time **Contact Michael or Roy at our physical location.**

Job Description: Degreasing and cleaning panels. Blocking and Sanding. Masking for both paint and priming applications. Paint correction/buffing. Wet sanding/blending prep. Must have basic tools for performing job requirements. Social skillsets, including working with a team of other technicians is required.

Requirements: High school or equivalent (Preferred)



Warehouse Unloader - Day Shift

Innovative Distribution Services 51 reviews Springfield, MA 01104 \$17 - \$23 an hour - Full-time **Apply on Indeed**

Job description: Unload freight from trucks and transport it to the appropriate storage area. Sort and organize freight according to destination and type. Operate equipment such as pallet jacks and forklifts to move freight. Ensure that all freight is properly labeled and stored. Maintain a clean and organized work area. Always follow safety procedures and guidelines.

Requirements: High school diploma or equivalent. Previous experience in a warehouse or freight handling environment preferred. Ability to lift heavy objects and work in a physically demanding environment. Strong attention to detail and organizational skills. Ability to work independently and as part of a team. Must be able to work day shift hours.



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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



Hampden County Reentry & Recovery Program Hot Jobs! April 1, 2024



WANT A NEW Career in Construction?

THURSDAYS 3PM Masshire Holyoke Esperanza Room



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For a current Calendar of workshop offerings visit: <u>https://masshireholyoke.org/events/</u> Or snap the QR Code above.

Workshop Offerings at MHH

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



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".
- Go to the event section of our website <u>www.masshireholyoke.org</u>

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

MassHire Holyoke, 850 High Street, Holyoke MA 01040 413-532-4900