



Hampden County Reentry & Recovery Program Hot Jobs! April 29, 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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Retail Sales Associate/Cashier All Shifts

7-Eleven

Easthampton, MA

Part-time, Full-time

Apply on Indeed

Job Details: Crew positions are entry level opportunities with both full and part-time possibilities to fit your schedule. As one would expect, cash handling, fuel transactions, cleaning, and stocking are part of the role with some foodservice positions specifically tasked with food prep and foodservice safety. What you might not expect is the camaraderie of the store team and fun interactions with customers. Cashier, customer service, retail or foodservice experience is great, but not required. If you have a positive attitude, **7-Eleven's** training programs will prepare you to excel in the role.

Warehouse Associate

Tejas Beads

122 Pleasant Street, Easthampton, MA 01027

From \$18 an hour - Part-time

Apply on Indeed

Job Details: Picking, scanning, packing, and shipping orders. Tagging and inventorying incoming products. Restocking merchandise. General daily clean-up. Various other tasks as needed when primary duties are complete.

Requirements: Ability to be on your feet for 8 hours. Must be able to lift up to 30lbs. Good hand dexterity (you will be working with small things). Positive attitude and a self-starting mentality.

Laundry Attendant/housekeeping

Quality Inn

Quality Inn in West Springfield, MA 01089

\$15.00 - \$15.50 an hour - Part-time, Full-time

Apply on Indeed

Job Details: Washes and dries laundry daily.

Requirements: High school or equivalent (Preferred). Hotel management: 1 year (Preferred). Hospitality: 1 year (Preferred)



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Crew Member

Chipotle

530 Memorial Drive, Chicopee, MA 01020

Part-time, Full-time

Apply on Indeed

Job Details: We'll provide the training you need to feel confident working at any station - grill, cashier, prep, salsa and expo. We take pride in our exceptional customer service and it's up to each of our team members to create the friendly atmosphere that our customers expect and enjoy. So, whether you have experience as a dishwasher, cashier, server, host, bartender, cook, prep cook, FOH/BOH or no experience at all, we're always looking for passionate and enthusiastic people to join our team. At Chipotle, you'll join a team that's committed to Cultivating A Better World. If this sounds like something you'd like to be a part of, we'd love to meet you! See more details below and apply today.

Requirements: A friendly, enthusiastic attitude. Passion for helping and serving others (both customers and team members). Desire to learn how to cook (a lot). Be at least 16 years old. Ability to communicate in the primary language(s) of the work location.

Kitchen Staff

Shaking Crab

1373 Main Street, Springfield, MA 01103

Part-time, Full-time

Apply on Indeed

Job Description: We are seeking experienced Back of House Associates; Prep Cooks, Line Cooks and general kitchen staff. Back-of-house associates will be responsible for receiving deliveries, preparing, and presenting food to delight our guests, and keeping an immaculately clean kitchen.

Qualifications: Previous culinary experience preferred. Highly responsible and reliable. 18 years of age or older. Ability to communicate in English effectively, both orally and in writing. Able to push, pull, lift and/or carry up to 50 pounds. Prepare all food items consistently and adhere to all recipe standards. Maintain a safe working environment by using proper food-handling skills and following food safety guidelines. Complete kitchen tasks such as line setup, food preparation, and breakdown. Maintain kitchen equipment. Ability to work eight-hour shifts, with extensive standing/walking. Delivering a consistently high level of service for every order. Working well under intense time pressure. Ensuring that food comes out simultaneously, in high quality, and in a timely fashion. Maintaining a positive and professional approach with coworkers and customers.



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Handyman

FixTman LLC

Springfield, MA

\$20 - \$30 an hour - Part-time

Apply on Indeed

Job Description: Furniture Assembly. Fitness Equipment Assembly. TV Mounting

Qualifications: Sufficient handyman experience. Personal transportation. Proper tools for doing various assemblies (furniture, fitness equipment, etc.). Authorized to work in the United States. Sufficient English fluency.

PT Clerk - Grocery

Stop & Shop

1282 Springfield Street, Feeding Hills, MA 01030

Part-time

Apply on Indeed

Job Description: Grocery clerks do a little bit of everything. They stock shelves, create displays and make sure our store stays neat. This is just a general overview of their job duties. You may be asked to assist in other ways too, depending on the needs of your store.

Requirements: Qualified applicants are considered without regard to sex, race, color, ancestry, national origin, citizenship status, religion, age, marital status (including civil unions), military service, veteran status, pregnancy (including childbirth and related medical conditions), genetic information, sexual orientation, gender identity, legally recognized disability, domestic violence victim status or any other characteristic protected by law.



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Construction Laborers

JL Construction Corp
West Springfield, MA 01089
\$20 - \$30 an hour - Full-time
Apply on Indeed

Job Description: Heavy civil excavation contracting firm located in West Springfield MA who specializes in excavation, infrastructure, streetscape, site, and park development utilizing state of the art technology and equipment. Full service commercial snow removal is also provided during the winter months. As a small company, we can offer personal attention to customers. Our focus is on quality, efficiency, and customer satisfaction.

Requirements: High School Diploma or GED required. OSHA 10 Certification. **1+years** of relevant experience in the field of **excavation/horizontal construction**. Ability to perform physical labor and other physically strenuous tasks. Willingness to work in all weather conditions. Willingness to travel locally to various job sites. Must be punctual, reliable and possess excellent work ethics.

Custom Framing

Michaels Stores, Inc.
1081 Riverdale Street, West Springfield, MA 01089
Part-time
Apply on Indeed

Job Description: Complete framing orders with a high degree of quality and on time. Maintain the readymade frame department and other assigned areas including SISO and Directed Replenishment. Deliver friendly customer service; help customers shop and find what they are looking for; provide a well merchandised and in-stock store for the customer to shop. Follow Standard Operating Procedures (SOPs) and Company programs. Support shrinks and safety programs. Interacts with others in an accepting and respectful manner; remains positive and respectful, even in difficult situations; promotes commitment to the organization's vision and values; projects a positive image and serves as a role model for others.

Requirements: Minimum Type of experience the job requires. Basic computer skills and basic measuring skills. ability to operate the framing equipment and glass cutter. Preferred Type of experience the job requires. Retail experience. Experience selling products and/or services to customers.



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Games Attendant - HB Leisure at Six Flags New England

HB Leisure Inc

Agawam, MA 01001

\$16 an hour - Part-time

Apply on Indeed

Job Descriptions: Work various games of chance and skill. Interact with guests and entice them to play a game, explaining rules of play, handling payments, and giving out prizes. Maintain cleanliness and appearance of games unit and surrounding area. Follow Park policies and procedures, including those related to safety and emergency situations. Visual merchandising of stock to increase interest and excitement and maintain inventory of prizes.

Requirements: Ability to work and interact with people from diverse backgrounds. Good judgment and commitment to safety. Excellent customer service skills. Energetic and enthusiastic personality. Availability includes weekdays, weekends, evenings, and holidays.

Retail Operations Team Member

Nouria Energy

1130 Riverdale Street, West Springfield, MA 01089

Part-time

Apply on Indeed

Job Description: Provide the best customer experience to every customer. Greet every customer with a smile and sincere greeting. Suggest possible purchases to the customers and promote specials. Assume full responsibility for the execution of Nouria's customer service program at the site level.

Requirements: Read, understand, and write the English language at the eighth-grade level. Perform arithmetic calculations at the eighth-grade level to be able to make changes, complete shift reports, and account for a variety of products during vendor check-in. Having the ability to validate Identification prior to selling tobacco and/ or alcohol (as required under regulations). Can lift up to 30 pounds, and carry cases of milk cartons and soft drinks, beer and juice containers through proper lifting techniques. Ability to remain calm and respond according to policies and procedures in any form of emergencies. Tolerate exposure to gasoline fumes and cleaning products; Ability to work in various temperature environments (coolers, outside in various weather conditions, and in the store) Perform general housekeeping duties as needed. Must be 18 years of age.



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Field Service Technician

Flow Control Group
West Springfield, MA
Full-time

Apply on Indeed

Job Description: Completes initial inspection and required paperwork for all items to be repaired or serviced. Disassembles equipment while marking items and documenting current condition. Sand blasts and paints items as required. Helps identify items needed for repair. Measure all required parts for inspection reports. Identifies, troubleshoots, and resolves issues with equipment, devices, or products; uses precision instruments such as calipers, micrometers, and gauges to make measurements. Assembles equipment per manufacturer specifications verifying acceptable tolerances are achieved. Assists customers with tasks related to current equipment including pump removal, pump installation, shaft alignment, vibration analysis, lube maintenance, and others. Maintains and completes required paperwork and time sheet. Ensures compliance with OSHA regulations. Cleans up shop and performs other duties as assigned.

Requirements: Ability to operate a forklift. Strong mechanical and problem-solving skills. Customer service and consultative skills. Strong work ethic with ability to work under minimal supervision. Verbal and written communication skills, with ability to clearly communicate with engineering, technical support, sales, and management. Organizational skills and attention to detail.

Receptionist

Husky pizza
565 Main St, Indian Orchard, MA 01151
\$15 - \$16 an hour - Part-time, Full-time

Apply on Indeed

Job Description: Greet and welcome visitors in a professional and friendly manner. Answer phone calls, take messages, and direct calls to the appropriate person. Schedule appointments and manage calendars. Assist with event planning and coordination. Perform data entry and order entry tasks accurately. Maintain office supplies inventory and place orders as needed. Handle incoming and outgoing mail, including sorting, and distributing. Provide administrative support to various departments as required. Ensure the reception area is clean, organized, and presentable always.

Experience: Proven experience as a receptionist or in a similar role. Knowledge of dental office procedures is highly preferred. Proficient in computerized systems, including MS Office Suite (Word, Excel, Outlook). Excellent proofreading skills with strong attention to detail. Ability to multitask and prioritize tasks effectively. Strong organizational and time management skills. Familiarity with phone systems.



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Order Selector

Performance Foodservice

(part of Performance Food Group)

1 Performance Blvd, Springfield, MA 01104

\$21 an hour - Full-time

Apply on Indeed

Job Description: Follow all preferred work methods, safety policies and procedures per company guidelines. Ensure the work area is safe and report any unsafe conditions and/or acts immediately. Review work schedule, obtain supplies required to perform the work and prepare for operations. Perform a safety check on pallet jack/forklift to be used and ensure that all other safety devices are functioning properly. Put on all required Personal Protective Equipment and Safety Gear. Meet required productivity and accuracy standards per location and company guidelines. Place pallets on pallet jack and operate along assigned multi-level racks and locate products according to order sheets. Manually place the appropriate stock items on pallet from pick slots and racks as required. Use single and/or double pallets as directed. Transport completed palletized customer order to shipping dock staging area. May be required to shrink-wrap pallet for staging. Remove batteries requiring recharging, replace them with charged batteries, or attach re-charger and complete vehicle inspection checklist. At the end of the shift secure all equipment and complete all necessary paperwork. Performs other related duties as assigned.

Qualifications: Must be able to work the scheduled / assigned times and required overtime for the position. Able to stand, walk, reach, and lift repeatedly throughout shift. Able to lift, stack, and/or pull products off shelves, as well as replenish products, from various heights weighing between 10-35 pounds and generally up to between approximately 60 and 90 pounds, depending on the location, throughout shift.

Server

Nathan Bill's Bar & Restaurant

110 Island Pond Road, Springfield, MA 01118

Part-time

Apply on Indeed

Job Description: We are hiring servers, part-time & full-time. Will train the right candidate. Must learn and have an excellent knowledge of our food menu and daily specials. Must be super friendly and have a positive attitude. Excellent communication skills and the ability to keep the restaurant organized, stocked, and clean. Compensation includes salary and tips.



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Parts Specialist

O'Reilly Auto Parts

644 State Street, Springfield, MA 01109

Full-time

Apply on Indeed

Job Description: Follow and promote all company customer service programs, i.e. Hi-5, Low Price Guarantee, Rock the Call, Related Selling, Rock the Lot, etc. Promptly greet retail/walk-in customers in a friendly, courteous manner and assist them in their selection of merchandise. Assist managers and/or installer service specialists in serving professional customers as needed and directed. Complete assigned company training relevant to position. Provide excellent service to customers calling the store on the phone by answering all calls according to company policy, accurately looking up parts and quote prices, recommending premium and related items, and offering the Low-Price Guarantee. Responsible for accurately maintaining and securing the cash drawer, accepting cash and/or checks, accurately making change, and processing credit card transactions.

Requirements: Ability to quickly match alphanumeric sequences. Ability to provide outstanding, friendly, and professional customer service. Must be able to multitask, handling customers on the phone and in the store at the same time.

General Labor

Mosquito Squad of Springfield

36 Ramah Circle North, Agawam, MA 01001

\$18 an hour - Part-time, Full-time

Apply on Indeed

Job Description: DO YOU LOVE THE OUTDOORS? DO YOU LIKE TO WORK SEMI INDEPENDENTLY? We might just have the job for you!!! We are immediately hiring highly motivated team members for outdoor mosquito control work out of our Agawam, MA location. Starting pay \$18/hour. Weekly pay. Flexible Schedule, Full/Part Time Available. NO EXPERIENCE NEEDED. Entry Level. Outdoor work. Not in a warehouse. Seasonal Positions Only into October.



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Overnight Sanitation Worker

Facility Maintenance

Facility Maintenance in Springfield, MA 01104

From \$15 an hour - Full-time

Apply on Indeed

Job Description: Clean, dust, polish, and vacuum to make sure facilities meet quality standards. Work in a Freezer and Cooler setting. Mix and pour cleaners and solvents to prepare work areas for the next stage. Clean parts and equipment by following the cleaning instructions and the shop equipment checklist. Report any maintenance concerns or issues to the supervisor. Report unusual occurrences such as odors, stains, broken parts, etc.. Comply with health and safety regulations and safety procedures. Responsible for sweeping, mopping, dusting, and removal of all debris/trash. Ensure all areas and aisles are clean and clear of debris and trash. Cleans up all spills within the warehouse. Responsible for cleanliness of the warehouse and aisles, including floors. Personally observe safety and security procedures and proper uses of equipment. Must be mindful of your surroundings to prevent accidents and breakage. Must maintain a respectful and professional relationship with other employees.

Qualifications: Must be 18 or older. Must be able to work within a freezer setting. Hourly rate based off experience. Follow company policies and procedures. Remain in contact with other department personnel. Perform other duties as assigned by your supervisor or manager.

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.



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General Labor / Forklift Operator

Northstar Pulp & Paper Company

Springfield, MA 01104

Full-time

Apply on Indeed

Job Description: Manually unload or move material from various locations and containers onto conveyor belt for bailing. Manually unload or move material from various sources onto conveyer for shredding. As directed, operation of variety of machines (such roll cutters, manual lift carts, etc) in the preparation of materials for bailing. As directed, assist with the overall housekeeping of the building and property including but not limited to sweeping of plant walkways and warehouse area, removal of loose debris from around the property and scale, landscaping, shoveling, and sanding all with an eye towards overall plant and employee safety. Will perform any other job duties and functions as directed or deemed necessary by senior management.

Requirements: Strong computer skills (Word, Excel, Outlook, etc.). Extremely detail oriented while working in a fast-paced environment. Ability to work well both independently and in a team atmosphere. Strong organizational, analytical, self-management, and goal setting skills. Ability to follow directions and tasks in a professional and timely manner. Dependable and shows up for scheduled work shifts.

Warehouse Worker

Friendly's

Wilbraham, MA 01095

\$21.06 an hour - Full-time

Apply on Indeed

Job Description: Loads/unloads stacks and moves items as assigned. May sort, bundle and fill containers or place in assembled units. May mark or put identifying labels on product loads. May record movement of stock in/out of work areas. Monitors materials, products, and equipment at each step of the process and reports irregularities to supervisor. Prepare and complete orders for delivery or pickup according to schedule (load, pack, wrap, label, ship).

Requirements: High School Diploma or equivalent preferred. Able to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals. Experience within the food and beverage industry preferred. Must be able to stand, walk, pull, push, reach, and bend virtually the entire shift.

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



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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

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