



Hampden County Reentry & Recovery Program Hot Jobs! January 21, 2025



HAMPDEN COUNTY REENTRY & RECOVERY PROGRAMS

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

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



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



413-532-4900



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Cook | Part-Time | Mass Mutual Center

Oak View Group

1277 Main Street, Springfield, MA 01103

\$16 - \$22 an hour - Part-time

Apply on Indeed

Job Details: The **Cook** is responsible for preparing menu items utilizing cooking equipment in a fast-paced environment. The Cook must adhere to high food quality standards to ensure guest satisfaction. Portion control, food waste and sanitation are additional areas that the Cook must be aware of while operating in the kitchen.

Qualifications: Ability to communicate with employees, co-workers, volunteers, management staff and guests in a clear, business-like and respectful manner which focuses on generating a positive, enthusiastic and cooperative work environment. Ability to speak, read, and write in English. Ability to work well in a team-oriented, fast-paced, event-driven environment. Possess valid food handling certificate if required by state and federal regulations.

Dietary Cook

Bear Mountain Staffing Services

24 Prospect Avenue, West Springfield, MA 01089

Part-time, Full-time

Apply on Indeed

Job Details: Safe food handling. Assists with food preparation. Prepares food items/ ensures safe food handling practices. Willing and able to use institutional equipment for food preparation. Be able to lift up to 75 lbs. Able to read, write, and understand the proper diet language [will train]. Able to work well with residents, staff and supervisors. Good communication/interpersonal skills.



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Telephone order taker

Golden Chopsticks

1735 Northampton Street, Holyoke, MA 01040

\$18 - \$20 an hour - Part-time, Full-time

Apply on Indeed

Job Details: We are seeking a dedicated and enthusiastic Order Taker to join our team in a fast-paced food service environment. The ideal candidate will possess excellent communication skills and a passion for providing exceptional customer service. As an Order Taker, you will play a vital role in ensuring that guests have a positive dining experience by accurately taking orders and assisting with their needs.

Requirements: Previous experience in food service, restaurant, or hotel environments is preferred but not required. Strong customer service skills with the ability to communicate clearly and effectively. Familiarity with POS systems, particularly Aloha POS, is a plus. Ability to work in a fast-paced environment while maintaining attention to detail. Excellent guest relations skills, always demonstrating patience and professionalism. Must be able to work flexible hours, including evenings and weekends, as needed. A positive attitude and willingness to help others are essential for success in this role.

Customer Service Rep(03700) - 907 Sumner Ave

Domino's Franchise

907 Sumner Avenue, Springfield, MA 01118

Full-time

Apply On Indeed

Job Description: Domino's Pizza on Boston RD in Springfield MA is now hiring Part Time and Full Time Pizza Makers. Are you in school or have another job? No problem, we offer great schedule flexibility. Must be able to work Nights and Weekends. Must be 18 years or Older to Apply.



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Line Cook/Prep Cook

Woodstone Tavern

874 Hampden Street, Holyoke, MA 01040

\$16 - \$20 an hour - Part-time, Full-time

Apply on Indeed

Job Details: Prepare and cook high-quality meals according to established recipes and standards. Maintain cleanliness and organization of the kitchen, including workstations and storage areas. Collaborate with other kitchen staff to ensure timely service and quality food presentation. Follow all food safety regulations and guidelines to ensure a safe working environment.

Requirements: Previous experience in the food service industry as a line cook or prep cook is preferred. but not required. Knowledge of catering practices and fine dining standards is a plus. Ability to work in a fast-paced environment while maintaining attention to detail. Strong teamwork skills with the ability to communicate effectively with kitchen staff. Familiarity with various cooking techniques, equipment, and safety practices in the kitchen. A passion for culinary arts and a desire to grow within the food industry.

Warehouse Associate

Reliable Temps Inc.

Chicopee, MA

\$18 an hour - Full-time

Apply in person

Job Description: Perform various warehouse duties including picking, packing, order picking, shipping, and receiving. Pulling work orders. Loading & unloading trucks. Forklift experience is preferred. Previous shipping/receiving experience is preferred. Lifting up to 50 lbs.

Requirements: Prior experience in warehouse operations is preferred. Previous forklift and shipping/receiving experience is preferred. Ability to perform heavy lifting tasks safely and efficiently. Strong attention to detail and organizational skills. Capability to work in a team environment and follow instructions effectively.



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Production Specialist- 2nd Shift

Oerlikon Balzers Coating USA
30 General Creighton W Abrams Drive, Agawam, MA 01001
From \$30 an hour - Full-time

Apply on Indeed

Job Description: Operate and maintain a variety of equipment (e.g., coating vessels, blasting machines, polishing machines, cleaning lines, quality inspection equipment). Switch between tasks, machines, or departments based on operational needs. Troubleshoot basic machine malfunctions. Document processes and issues accurately. Visual inspection, packing, and shipping. Maintain accurate records of production, quality checks, and inventory.

Requirements: High school diploma or equivalent (required). Certifications in equipment operation, safety, or quality control (preferred). Experience with industrial tooling, equipment repair, and preventive maintenance. Familiarity with industry-specific tools, software, or systems (e.g., cutting tools, ERP systems, MS Office). Effective verbal and writing skills. Ability to communicate in English. Reduction in the cost of non-quality.

Kitchen Services Worker

Holyoke Veterans Home
110 Cherry Street, Holyoke, MA 01040
\$39,778.70 - \$50,302.46 a year - Full-time

Apply on Indeed

Job Description: Operate machinery and equipment to fabricate food products according to production schedules. Monitor production processes to ensure efficiency and quality control. Follow standard operating procedures and adhere to guidelines. Assist in packaging, labeling, and palletizing finished products. Maintain a clean and organized work area to uphold safety and sanitation standards. Perform basic math calculations for measuring ingredients and quantities.

Requirements: Ability to follow oral and written instructions. Ability to deal tactfully with others and work with diverse groups of people. Ability to communicate effectively, both orally and in writing. Ability to maintain accurate records. CPR certified through the American Heart Association. Knowledge of the methods and techniques used in institutional dietary operations.



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Stockroom Associate

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

Job Description: 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.

Qualifications: Previous experience in general labor or related fields. Ability to handle physical workload. Strong attention to detail. Strong organizational skills.

General Production- 3rd Shift

Smithfield Foods
Springfield, MA
\$17.44 - \$19.20 an hour - Full-time
Apply on Indeed

Job Description: We are seeking a skilled Facilities Technician to join our team. The ideal candidate will have a strong background in facilities maintenance, with experience in janitorial, painting, repairs, machine maintenance, basic plumbing and electrical and strong mechanical knowledge. The successful candidate will be responsible for ensuring the upkeep and functionality of our facilities, as well as providing excellent customer service to our peers. The Facilities Technician will also be responsible for ensuring that all maintenance tasks are completed to the highest standard. If you have a passion for facilities maintenance and are looking for a new challenge, please apply for this exciting opportunity.

Qualifications: Understand and follow oral and written instructions. Perform a task requiring continuous/repetitive movement, including grasping, pinching hands, flexing, and extending arms. Stand on concrete and/or platforms for up to a 12-hour shift. Work around animal blood and/or carcass parts. Work with a knife (if trained). Work in cold areas (approximately 20-40 degrees) and/or warm areas (over 100 degrees). Work in an environment that is wet and humid.



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Assembler

CoWorx Staffing Services

East Longmeadow, MA 01116

\$22 - \$24 an hour - Temporary, Temp-to-hire, Full-time

Apply on Indeed

Job Description: Assemble mini mechanical components according to blueprints. Use precise measuring equipment to ensure accuracy of equipment. Read and interpret blueprints, drawings, diagrams. Keep clean and organized work area. Follow safety guidelines.

Requirements: Reading and assembly experience required.

Store Associate

CVS Health

West Springfield, MA 01089

\$15 - \$22 an hour - Full-time

Apply on Indeed

Job Description: 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.

Qualifications: Previous experience in a retail or customer service setting. High School diploma or equivalent preferred but not required.



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Janitorial Worker

Zeltone Industries, Inc.

Springfield, MA

\$16.16 - \$16.59 an hour - Full-time

Apply on Indeed

Job Description: Disinfect all frequently touched surfaces. Clean and disinfect restrooms. Re-stock restroom supplies. Clean and disinfect community rooms. Clean and disinfect laundry rooms. Sweep and mop stairwells. Clean elevator. Vacuum carpets. Clean entry and exit glass doors.

Qualifications: Proven experience in commercial or residential cleaning. Knowledge of proper cleaning techniques and procedures. Ability to operate cleaning equipment such as buffers and vacuums. Familiarity with custodial practices and safety guidelines. Strong attention to detail and the ability to work independently. Join our team as a Janitor and contribute to creating a clean and safe environment for all.

Sauté Cook & Prep

Typical Sicilian

192 North Main Street, East Longmeadow, MA 01028

\$19 - \$25 an hour - Full-time

Apply on Indeed

Job Description: Prepare ingredients for cooking, including washing, chopping, and measuring food items. Assist in the preparation of menu items according to established recipes and standards. Maintain cleanliness and organization of the kitchen workspace, including proper storage of food items. Follow all food safety protocols, including proper food handling and sanitation practices. Collaborate with chefs and other kitchen staff to ensure timely meal preparation and service. Participate in menu planning by providing input on seasonal ingredients and dish ideas. Operate kitchen equipment safely and efficiently, including knives and other food preparation tools. Support the dietary department by accommodating special dietary needs as required.

Requirements: Previous experience in a culinary or catering environment is preferred. Knowledge of food safety regulations and best practices in food handling. Strong knife skills and familiarity with various cooking techniques. Ability to work effectively in a fast-paced kitchen setting. Excellent communication skills and ability to work as part of a team. A passion for food service and commitment to high-quality meal preparation. Experience in menu planning or knowledge of dietary aide responsibilities is a plus.



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Orderly

Holyoke Medical Center
575 Beech Street, Holyoke, MA 01040
\$15.01 - \$20.00 an hour - Full-time

Apply on Indeed

Job Description: Our Surgical Services team is looking for an enthusiastic and reliable person to join our team to provide transportation for operating room patients. To assist in transferring, positioning and preparing patients. To provide messenger services in the operating room, deliver specimens to the laboratory; retrieve supplies and pharmaceuticals, clean stretchers and environment. Consistently follow procedures for correct patient identification.

Qualifications: High school graduate or equivalent. One year of experience as an orderly or nursing assistant.

Cook

The Salvation Army
327 State Street, Springfield, MA 01105
\$15.50 - \$16.00 an hour - Full-time

Apply on Indeed

Job Description: Ensure that all menus are followed, food is properly prepared, and all meals are served on time. Maintain safe and sanitary conditions in the kitchen, dining room, and all related storage areas. Ensure that all personnel understand the need for personal hygiene. Ensure that food is properly rotated, and leftovers used as quickly as possible. Ensure that the breakfast menu is followed, and morning assignments are completed.

Experience: High school diploma, equivalent, or relevant experience. Certificate of completion of ServSafe or government program/training for kitchen safety is required. Knowledge of kitchen and experience with food preparation for large groups. Ability to follow directions and to lead a team.



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Warehouse Associate

Bake Fresh of Massachusetts
120 Bowles Road, Agawam, MA 01030
\$17 - \$18 an hour - Full-time

Apply on Indeed

Job Description: Receive trucks and unload merchandise. Inspect all incoming raw materials and reject any damaged or insufficient orders. Sort material according to Allergen Matrix. Place and stock merchandise on pallets or shelves. Stages all received materials into the racking system, maintains a safe, well organized, and clutter free warehouse while assuring that all materials are delivered to the production floor in a timely manner.

Requirements: Good interpersonal, communication and leadership skills. Must work well in a team environment. Travel may be necessary between facilities. Knowledge of receiving and vendor approval for deliveries. The Warehouse Operator will follow all Quality GMP, Safety, Department, and Organizational requirements at all times. Must be certified on all warehouse equipment.

Counter Help/Grinder Maker/Cashier/Closer

Richard's Grinders
875 Memorial Avenue, West Springfield, MA 01089
\$16.00 - \$17.50 an hour - Part-time, Full-time

Apply on Indeed

Job Description: Grinders, salads, soups, pasta dinners, grill work, cashier, answer phones, catering, catering delivery, stocking, cleaning, dishwashing, general maintenance. You will be asked to do many or all of these tasks. If you are dependable, have a good attitude, like a busy fast paced environment and have a good work history, you should apply for the job.

Requirements: Driver's License (Required) Day Shift (Preferred) Night Shift (Required)



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Dishwasher

Tucker's Restaurant

625 College Highway, Southwick, MA 01077

Part-time, Full-time

Apply on Indeed

Job Description: Load, run and unload dish machine. Keep dish machine clean & report any functional or mechanical problems immediately. Monitor dish machine water temperature to ensure sanitary wash cycle. Wash all silverware and maintain adequate levels of clean tableware for dining room & kitchen. Take trash out at the end of your shift, or when needed during your shift, to the dumpster. Handle tableware carefully thereby keeping breakage and loss to a minimum. Maintain adequate levels of dish detergents and cleaning supplies. Clean food preparation and production areas as required. Be available to fill in as needed to ensure the smooth and efficient operation of the restaurant as directed by the manager or immediate supervisor. Light prep responsibilities will be assigned in down times.

Qualifications: No previous restaurant experience required. Be available to work in a hot environment for long periods of time during the summer. Be physically able to lift, reach, bend and stoop. Be able to safely lift bags, cases and stacks weighing up to 50 pounds.



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Workshop Offerings at MHH



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

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

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

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

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

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

Interviewing Skills (Remote using Zoom): During this interactive webinar you will know the steps to prepare for a successful virtual or in-person interview, draft a Personal Commercial, and practice questions and answers to enable you to relate your skills and accomplishments in ways to show how you



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can help the employer. The concept of “Information Interviews” and salary negotiations will also be discussed.

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

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

Slay Your Resume (in-person): In this resume workshop you will find out what gets a resume noticed and placed at the top of the “Yes” pile. We will go over some best practices, as well as many common *Do's* and *Don'ts* in order to make a positive impression on employers. This workshop is good for people who need to improve their existing resume, are in the beginning stages of creating one, or for those who are just not quite sure why they are not getting interviews.
***This workshop will be held at our second location at the *STEAM Building at 208 Race Street, Holyoke, MA.*

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

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

Training Grant Opportunities (Remote using Zoom): This webinar will discuss various training grant opportunities, funding and eligibility possibilities.
*****Note:** Attending this webinar is a prerequisite first step in order to pursue grant funding through the *Workforce Innovation Opportunity Act (WIOA)* to pay for the cost of certain training programs.

Computer Competence Corner (in-person): is your place to get support and assistance for all your computer and digital literacy needs! At MassHire Holyoke, we understand the importance of technology for the modern job seeker, and this walk-in support service is designed to help you excel. Our **Computer Competence Corner** can improve your job search process, help you learn new computer skills and advance your career by assisting with a range of tech-related needs, including computer basics, effective internet use, cybersecurity, digital communications, online job search, online job applications and proficiency with commonly used software and apps. **The Computer Competence Corner** is a walk-in service and is first come, first served, so no appointment is necessary. However, registration is available for those who want to secure a spot and receive a courtesy call to discuss a plan before the workshop. Laptop computers will be available for use during the workshop, but feel free to bring your own laptop computer so that you can learn how to better use your own device.
***This workshop will be held at our second location at the *STEAM Building at 208 Race Street, Holyoke, MA.*

El Rincón de Competencia Informática (en persona): con MassHire Holyoke es tu lugar para obtener



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

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

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

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

*MassHire Holyoke Career Center at 850 High Street, Holyoke MA 01040 413-532-4900
>>>Second Location: The STEAM Building at 208 Race Street, Holyoke MA 0104*



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