





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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MASSHIRE HOLYOKE - 850 HIGH STREET - HOLYOKE, MA 01040





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Warehouse Associate

Alliant Power 604 Silver Street, Agawam, MA 01001 Full-time **Apply on Indeed**

Job Details: Receive shipments from vendors and customer parts returns. Verify correct part numbers and quantities shipped. Unpack and stock parts in correct bin locations. Pick parts for customer orders assuring correct item number and quantity; package orders for customers in a manner that will minimize damage during shipment; process orders using the delivery method required. Ensure this process takes place in a timely manner. Pick parts for technicians in the DSC and FIE departments assuring correct item number and quantity. Maintain clear and accurate records of service departments' part usage.

Requirements: High school diploma or equivalent. Forklift operator certification (training provided on-site if needed). Customer service oriented. Well organized. Detail oriented. Regular attendance is an essential requirement. Must have the ability to lift up to fifty pounds on a regular basis and up to one hundred pounds occasionally.

Team Member

Dunkin' | Salema Management 77 West Street, Springfield, MA 01104 \$15 - \$16 an hour - Part-time **Apply on Indeed**

Job Details: Provide excellent guest satisfaction, service speed, and product quality. Previous experience working in a cafe or quick service restaurant preferred. Show passion about results by setting compelling targets and delivering on commitments. Meet safety and sanitation standards. Anticipate and understand guests' needs and exceed their expectations.

Requirements: Works well in a team environment. Must be 18 or older. Must have weekend availability





Dishwasher

Delaneys Market 459 Granby Road, South Hadley, MA 01075 \$17 - \$20 an hour - Full-time **Apply on Indeed**

Job Details: Wash dishes, glassware, flatware, pots, and pans using dishwashers or by hand. Ensure all dishes and utensils are properly cleaned and sanitized. Assist with food preparation as needed. Maintain cleanliness of kitchen surfaces, equipment, and appliances. Empty trash bins and maintain cleanliness of trash area. Always follow proper safety and sanitation procedures. Collaborate with kitchen staff to ensure smooth operation of the kitchen.

Requirements: Previous experience working in a restaurant, hotel, or catering environment is preferred. Ability to work in a fast-paced environment and handle multiple tasks simultaneously. Strong attention to detail and ability to maintain cleanliness standards. Ability to work well in a team setting and collaborate with others. Flexibility to work evenings, weekends, and holidays as required. Physical stamina to stand for long periods of time and lift heavy objects.

Production Painter

International Container Co. LLC 110 North Bridge Street, Holyoke, MA 01040 \$18 - \$20 an hour - Full-time **Apply on Indeed**

Job Description: Must be able to follow job/work orders. Must be able to follow instructions of department supervisor. Must be able to adhere to all company guidelines regarding health and safety while on company premises and /or operate company equipment. Operate a Forklift (if licensed). Operate an Overhead Crane (if approved). Perform other duties as assigned by Supervisor.

Requirements: Must be able to wear a respirator and pass fit test. Work in accordance with company standards for production times. Be able to lift 80 lbs. Maintain compliance with all company policies and procedures. Must be able to stand for long periods of time and bend and squat as required. Perform other duties as assigned by Supervisor or Lead. People with a criminal record are encouraged to apply!





Retail Operations Team Member

Nouria Energy 2012 Memorial Drive, Chicopee, MA 01020 Part-time **Apply on Indeed**

Job Description: Must be able to work a flexible schedule as needed. Communicate verbally and in writing with various management on store operations in a very quick timeline especially any changes or items that may adversely affect the store's operations. Must be able to interact with customers in a friendly, professional manner. Prepare a shift report at the end of the shift as per company quidelines. Must be 18 years of age or older.

Requirements: 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.

Cashier and Customer Service At The Big E

Mrs. Moriconi's, Ltd 1305 Memorial Avenue, West Springfield, MA 01089 Temporary **Apply on Indeed**

Job Details: Provide exceptional customer service by greeting patrons warmly, answering questions about our products, and assisting with any special requests or concerns. Accurately handle cash, credit, and debit transactions using our point-of-sale system. Ensure that all transactions are processed efficiently and accurately. Maintain a thorough understanding of our menu, ice cream flavors, ingredients, and promotions to effectively communicate and upsell to customers.

Requirements: Minimum of 2 years of experience in a cashier or customer service role, preferably in a high-end retail or food service environment. Strong numerical and organizational skills with the ability to handle cash transactions accurately. Excellent interpersonal and communication skills. Positive, energetic, and customer-focused with a genuine enthusiasm for delivering top-notch service. Ability to work long hours in a fast-paced environment, including weekdays and evenings during the fair. Available shift schedules include Thursday through Saturday or Sunday through Tuesday. Professional appearance with a neat and clean presentation. Adherence to dress code standards provided by the company.





Line Cook

West Side Bar & Grill 95 Elm Street, West Springfield, MA 01089 \$15 - \$19 an hour - Part-time, Full-time **Apply in person**

Job Description: Prepare ingredients for cooking, including washing, peeling, and chopping. Cook menu items in cooperation with the rest of the kitchen staff. Follow recipes accurately while maintaining high-quality standards. Ensure food preparation areas are clean and hygienic. Assist with inventory management and ordering supplies as needed. Monitor food stock levels and replenish supplies as necessary.

Qualifications: Proficiency in using knives and other kitchen equipment. Experience in food handling and preparation. Knowledge of culinary techniques and practices. Ability to work well in a team environment. Strong attention to detail in meal preparation and presentation. Menu planning skills are a plus.

Cashiers, Court Monitors, Party Hosts, Assistant Manager

Fun Z Trampoline Park 443 East Main Street, Westfield, MA 01085 From \$15 an hour - Part-time, Full-time **Apply on Indeed**

Job Description: Cashiering, court monitoring, party hosting, assistant manager. Provide and maintain a safe environment for everyone.

Landscape Technician

Bill's Landscaping, LLC Springfield, MA From \$19 an hour - Full-time **Apply on Indeed**

Job Description: 1 year experience in lawn mowing, line trimming, edging, and general landscape/equipment knowledge. Candidates must also have a valid driver's license and a clean driving record. Bill's Landscaping LLC offers health insurance, vacation pay, retirement plans, as well as tuition reimbursement that can be discussed further after a successful 90-day review. Working hours will be Monday-Friday and some Saturdays as needed. Pay starts at \$19.00 per hour with rates higher based on experience, knowledge, clean driving record, and/or certifications in the landscaping industry.





Mason Tender

Skilled Trades Partners Springfield, MA \$25 - \$30 an hour **Apply on Indeed**

Job Description: Mix and prepare cement, bricks, and mortar for structures. Cut and shape materials until they meet the client's specifications. Assist in the creation of chimneys, walls, frames, walkways, and other structures. Interpret technical drawings and follow their instructions. Do your part to maintain our tools and workspaces. Lift and carry bricks, concrete blocks, and stones from place to place.

Requirements: High school diploma or equivalent. Physical ability to perform manual labor for most of the day. Familiarity with commonly used mason techniques, tools, and materials. Ability to work well both individually and as part of a team.

Dishwasher

Redstone Restaurant Group East Longmeadow, MA \$16 - \$18 an hour **Apply on Indeed**

Job Description: Sweep and scrub kitchen floors to maintain a clean and tidy working environment. Participate in regular employee meetings to ensure all procedures and safety rules are followed. Place utensils and dishes in proper storage areas after unloading the dishwasher. Scrape plates, sort dishes, and rinse glassware before putting them in the dishwasher to be cleaned. Ensure appropriate levels of detergent and cleaning supplies while also keeping track of dishwashing machine mechanical problems.

Requirements: Candidates must be hardworking, detail-oriented, and have a strong work ethic. Excellent stamina and physical health. Candidates must have completed high school or received a similar certification. We would prefer some experience working in the food service industry.





Line Cook/Dishwasher

CRUNCHY FRIED CHICKEN & PUPUSERIA 30 Fort Pleasant Avenue, Springfield, MA 01108 From \$16.50 an hour - Part-time, Full-time **Apply on Indeed**

Job Description: Assist with food preparation and cooking under the guidance of the head chef. Operate kitchen equipment and utensils for food production. Maintain cleanliness and organization of kitchen work areas. Wash dishes, pots, pans, and utensils following established sanitation procedures. Support kitchen staff in various tasks as needed.

Requirements: Previous experience in a kitchen environment is preferred. Knowledge of food handling and safety guidelines. Familiarity with culinary tools and equipment. Ability to work efficiently in a fast-paced environment. Strong attention to detail and willingness to learn.

Store Associate

CVS Health Holyoke, MA \$15 - \$22 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.

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.





Hotel Room Attendant

Fairfield Inn & Suites 229 Whiting Farms Road, Holyoke, MA 01040 Part-time **Apply on Indeed**

Job Description: Stocking hotel guest rooms with appropriate supplies. Ensuring cleanliness in all rooms meets or exceeds expectations. Changing linens and towels as needed. Making beds in accordance with standards to ensure guest satisfaction. Cleaning guest room bathrooms to maintain cleanliness and hygiene standards. Vacuuming, dusting, and proper cleaning of glass in guest rooms. Removing trash. Replacing amenities as needed or requested. Ensure that television, heating/air conditioning units, and lights are all in working order. Communicating to upper management or maintenance to ensure out of order items are documented for repair. Respond to and resolve housekeeping requests and complaints in a timely manner. Remain courteous with guests. Practice safe working habits that comply with sanitary, safety, security and emergency procedures. All other duties as assigned.

Requirements: This position requires you to be on your feet, bending, walking and standing all day. Weekend availability required.

Dishwasher

CSL Springfield MA LLC Springfield, MA 01119 Part-time **Apply on Indeed**

Job Description: Working at The Wellington at Springfield truly means becoming a member of our family. We believe caring for seniors is a uniquely rewarding experience and there is no better place to realize that experience than with us. We are looking for a Dishwasher to join our team.





Heavy Duty Kitchen Cleaner - MGM Springfield

MGM Resorts International
One MGM Way, Springfield, MA 01103
\$16.65 an hour - Part-time
Apply on Indeed

Job Description: Clean ceilings, walls, and items that may require lengthy periods of time on a ladder; deep clean hot holding or cooking equipment to include but not limited to charbroiler, griddle, salamander, deep fryer, etc.; gather pots and pans to wash in a three (3)-compartment sink or a pot machine; breakdown, spray, load, unload dishes, glassware and flatware as it is brought to the dish area then place them back to the appropriate storage location. Maintain chemical detergents; scrape, wash, rinse, sanitize, and air-dry pots and pans then place them back to the appropriate storage location as needed. Wash baseboards, floor drains, hand sinks, tables and cutting boards; sweep and mop all floors, wash all floor mats; clean kitchen equipment to include but not limited to dish machines, ice machines, pot machines, prep tables, hot boxes, refrigerators, etc.

Requirements: Takes pride in their work. Must be able to work overnight. Looks forward to working with a team to provide positive experiences. Describes themselves as detail oriented. Enjoys helping others and likes to make a good impression. Can handle multiple tasks at one time.

Food Service Worker/Cashier

Compass Group Westfield, MA \$17 - \$21 an hour - Part-time, Full-time **Apply on Indeed**

Job Descriptions: As a Mailroom and Print Production Person, you will support mailroom tasks: handling incoming and outgoing packages, meter logs, and maintaining the data entry for the packages. Sort incoming mail and prepare outgoing mail to be shipped out.

Qualifications: High School Diploma or equivalent. 1 year of related work experience (mailroom, print production, etc). Computer skills (Experience with Microsoft Office).





Line Cook/Fry Cook

Sumo Japanese Steakhouse 50 Holyoke Street, Holyoke, MA 01040 Full-time Apply on Indeed

Job Description: Fuji Japanese Cuisine is looking for a professional Line Cook and Fry Cook who can help prepare meals as per our standard recipes. The successful candidate will be responsible for creating meal portions, cleaning food, cooking meals and keeping a sanitized work area. We are seeking an individual who has experience in the food service industry and is committed to impeccable food presentation and garnishing, which is important for impressing our guests and creating repeat business.

Qualifications: line cook: 1 year (Preferred). High school or equivalent (Preferred)

Host

Jake's Restaurant 17 King Street, Northampton, MA 01060 \$15 an hour - Part-time

Apply on Indeed

Job Description: If you are friendly and guest-focused and thrive in a small team-oriented environment, then Jake's is the place for you! The ideal candidate will have a positive attitude and will feel comfortable engaging with customers and coworkers in a polite and professional manner. Applicants should have the motivation to take the initiative and the ability to work independently as well as part of a team. Applicants should possess great organizational and prioritizing skills, have the ability to multi-task and to learn quickly while taking direction from co-workers and managers.

Requirements: Recent hosting/serving experience in a fast-paced restaurant or experience in a customer service environment. Applicants will need to be able to stand and move around for long periods and be expected to lift, load, and carry up to 40 pounds.





Greater Holyoke area caregivers needed. PCA, PCHM, HHA and CNA!

O'Connell Care at Home 1763 Northampton Street, Holyoke, MA 01040 **Apply on Indeed**

Job Description: Walking & Transfers. Cooking & Feeding. Dressing & Grooming. Bathing & Toileting. Laundry & Housekeeping. Companionship. Not trained in some of the duties listed above. Don't worry, we offer FREE training and certification courses for all O'Connell employees! All training happens in-house in collaboration with our Training Manager and dedicated Nursing team.

Requirements: Driver's license, reliable transportation, and vehicle insurance. Ability to communicate in English. A reliable cell phone and email.







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GET YOUR CDL Using the Emerge Career platform - you have access to video lectures and practice exams. Upon release - take behind-the-wheel training at our local partner range truck driving school.

GET EMPLOYED

We match you with employers based on your needs and preferences.

Requirements:

- No more than 1 lifetime DUI/DWI
- No sex offenses No trafficking convictions while driving a commercial vehicle
- No vehicular homicide or manslaughter while driving a commercial vehicle Reside in MA

Other Possible Disqualifiers:

- Pending Cases
- Restrictions on driver's license due to lifetime vehicle violations

(Emerge will run your MVR & Criminal Background to help determine your eligibility.)



















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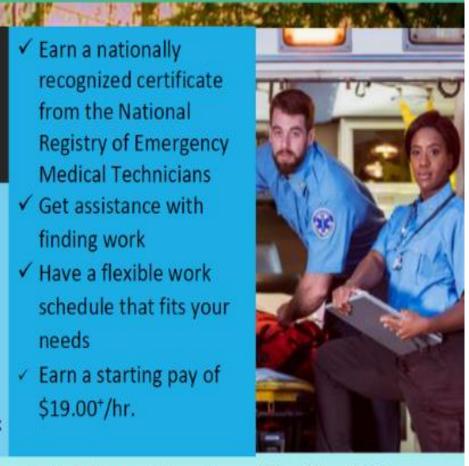
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Copy and Paste the link https://tinyurl.com/MassHire-EMT or use QR Code for more information and to register!

Or Call DeAnna McHenry: 413-322-7173









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 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 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.masshireholyoke.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



