



Hampden County Reentry & Recovery Program Hot Jobs! November 25, 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.

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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Call Center Associate

New England Dermatology & Laser Center
3455 Main Street, Springfield, MA 01107

Full-time

Apply on Indeed

Job Details: Call center associates are responsible for meeting company targets in providing superior customer service to patients calling a physician practice with heavy call volume. This position supports clinical teams by processing calls, scheduling appointments within established guidelines, ensuring that chart information is up-to-date and current and taking detailed messages.

Qualifications: Customer focus and adaptability to different personality types. Accuracy, attention to detail, good judgment & follow-through. Professional, courteous, patient, team player who is able to achieve goals. Excellent verbal & written communication skills, including active listening and ability to multi-task. Proficiency with phones, call center systems and practices, practice management, electronic health record and Microsoft Office software programs. Ability to maintain confidentiality. High school diploma or GED required. 1-3 years call center or customer service experience in a medical office preferred.

General Laborer

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

Apply on Indeed

Job Details: Assist with the fabrication and assembly of products. Operate hand tools and power tools to complete assigned tasks. 02647892 Transport materials within the warehouse using pallet jacks. Follow safety guidelines and maintain a clean work area. Perform general work tasks as needed.

Requirements: Strong math skills and must be able to read and use a tape measure accurately. 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



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Laborer/Helper

Temple Home Improvements

Springfield, MA

From \$16 an hour - Temporary, Part-time, Full-time

Apply on Indeed

Job Details: Assist with flooring installation, construction painting, restoration projects, and other construction-related tasks. Support the team in construction estimating, inspection, concrete finishing, plumbing, tile laying, hardscape projects, and concrete forming. Always follow safety protocols and guidelines. Maintain a clean and organized work environment.

Requirements: Previous experience in flooring installation, construction painting, restoration work, or related fields is a plus. Knowledge of construction estimating, inspection procedures, concrete finishing techniques, plumbing basics, tile laying methods, hardscape installations, and concrete forming is beneficial. Ability to work well in a team environment and take direction from supervisors. Strong work ethic and willingness to learn new skills on the job.

Dishwasher

Delaney's Market

459 Granby Road, South Hadley, MA 01075

From \$17 an hour - Full-time

Apply On Indeed

Job Description: Able to work 12 noon to 8 pm, Monday to Friday. Assist and interact with team members for organization and packaging purposes. Maintain strict sanitation and cleanliness standards.

Requirements: Must be 18 years of age or older. Awareness of Safe Food Handling Practices. Awareness of Equipment Safety. Detail Oriented. Knife Handling Skills. Basic Mathematical Skills. Ability to Maintain Professionalism. Ability to Perform Required Tasks within View of Guests. Ability to Multi-Task at a Fast Pace. Menu Knowledge and the Ability to Adapt to Change.



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Warehouse Associate

Northeast Fasteners Co., Inc.
254 Taylor Street, Granby, MA 01033
\$17 - \$23 an hour - Full-time

Apply on Indeed

Job Details: Receive and inspect incoming shipments for accuracy and damage. Match receiving records with invoice totals to ensure accuracy. Organize and store inventory in designated areas. Box products according to company standards. Maintain a clean and organized work area. Assist with inventory counts and maintain accurate records. Collaborate with team members to ensure efficient workflow. Follow all safety guidelines and protocols.

Requirements: High school diploma or equivalent. Previous experience in a warehouse or similar role. Ability to lift heavy items (up to 50 lbs at a time). Previous forklift operation experience and fastener knowledge is preferred, not necessary. Strong attention to detail and organizational skills. Basic computer skills for inventory management. Ability to work well in a team environment and communicate effectively.

Car Wash Attendant

RTNC Auto Wash
Chicopee, MA 01020
From \$15 an hour - Part-time

Apply on Indeed

Job Description: Wash and sanitize dishes, glassware, flatware, pots, and pans using commercial dishwashing equipment. Maintain cleanliness of the kitchen area by sweeping, mopping, and removing trash regularly. Assist in the preparation of food items as needed, contributing to overall kitchen efficiency. Ensure that all kitchen tools and equipment are properly cleaned and stored after use.

Requirements: Previous experience in a culinary or restaurant environment is preferred but not mandatory. Knowledge of food handling practices and sanitation standards is a plus. Ability to work efficiently in a fast-paced setting while maintaining attention to detail. Strong teamwork skills with the ability to communicate effectively with kitchen staff. Physical stamina to stand for long periods and lift heavy items as needed. A positive attitude and willingness to learn new skills within the kitchen environment.



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Production Kitchen Assistant/Sanitation Technician

Melt-to-Make

Melt-to-Make in Northampton, MA 01060

\$18 an hour - Full-time

Apply on Indeed

Job Description: Clean equipment, kitchen, labware, etc. according to procedures and in a timely manner. Washes dishes as needed throughout the day. Put clean dishes away in their designated spot. Keeps the area clean and free of clutter. Empties trash and follows daily cleaning protocols throughout the building. Participates in basic kitchen tasks such as popping gummies out of molds. Participates in packaging and the assembly of products. Attention to detail throughout all job functions.

Requirements: A job for which military experienced candidates are encouraged to apply. Open to applicants who do not have a high school diploma/GED. Open to applicants who do not have a college diploma. Open to individuals that are fully vaccinated (required).

Cleaner

Aspen Square Management

Springfield, MA 01105

\$18 - \$22 an hour - Full-time

Apply on Indeed

Job Description: Maintain cleanliness of offices, and indoor hallways. Maintain cleanliness of common areas to include leasing office, employee kitchens/bathrooms, & fitness center. Cleaning an apartment before a new tenant moves in. This includes appliance cleaning, bathroom and tub cleaning, overall wipe down of the apartment, vacuuming/mopping, and shampooing carpets (we have supplies). Trash removal. Reliable transportation and be able to commute to Amherst, Sunderland, Chicopee, Feeding Hills, Westfield, and West Springfield. Availability to work 40 hours a week.



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Warehouse Associate (Shipping/Receiving)

Marubeni Citizen-Cincom

Agawam, MA 01001

\$19 - \$21 an hour - Full-time

Apply on Indeed

Job Description: Pick and packs parts for delivery. Experience in cycle counting. Experience in bar coding. Prepares orders and labels for shipment. Receives and verifies incoming deliveries. Efficient and timely in preparing orders for pick up. Maintains clean and organized warehouse facility. Assists in inventory control. Load and unloads deliveries. Experience in building or assembling crates for shipment. Other duties as assigned by Company.

Requirements: Minimum 1 year experience in picking and packing. Minimum 1 year experience in shipping/receiving functions. Ability to lift to 75 lbs. Organized and detail oriented. Able to keep an organized and efficient shipping area. Knowledge of Microsoft Word and Excel. Good written and verbal communications skills.

Car Wash Attendant

Washville Car Wash

520 Memorial Dr, Chicopee, MA 01020

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

Apply on Indeed

Job Description: Participates in the wash process and able to operate all car wash equipment. Able to carry out periodic maintenance of equipment and keep it in proper working order. Maintains a safe and clean work area. Conducts daily safety checks on equipment. Performs daily housekeeping. Performs other related duties as assigned.

Qualifications: Ability to display a courteous and professional attitude with both customers and team members. Strong ability to work flexible hours, such as weekends. Ability to work outdoors and be efficient in all weather conditions. Ability to multitask. Ability to follow directions and correctly implement tasks.



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Line cooks and prep cooks

110 Grill

50 Holyoke Street,

Holyoke MA 01040

<http://www.110grill.com/employment>

Job Description: Line Cooks are responsible for prepping product, setting up/breaking down their stations, cooking all items to the 110 Grill standards and Helping members of their team with any miscellaneous tasks.

Requirements: Please send an application/resume or come into the restaurant between 2p-4p any day of the week to speak to the manager!

Laundry Attendant

Wash Works

169 Hancock Street, Springfield, MA 01109

Part-time, Full-time

Apply on Indeed

Job Description: This is an after-hours employment. All work is to be completed at night after the store has closed. Sort, wash, dry, and fold laundry after hours when store is closed. Operate laundry equipment such as washers and dryers. Inspect linens for stains or damage and report any issues to the supervisor. Maintain cleanliness and organization in the laundry area. Follow proper procedures for handling and storing cleaning chemicals.

Qualifications: Previous experience in a similar role preferred but not required. Ability to work in a fast-paced environment and meet productivity targets. Attention to detail and ability to maintain high standards of cleanliness. Good physical stamina and ability to lift heavy loads (up to 50 pounds). Strong communication skills and ability to work well within a team. Flexibility to work weekends as needed.



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Warehouse Order Selector (2nd Shift)

J. Polep Distribution Services
705 Meadow Street, Chicopee, MA 01013
\$15 - \$16 an hour - Full-time

Apply on Indeed

Job Description: This Is a second shift position Sunday thru Thursday 2pm till finish. Previous work experience within the last 2 years. Must be able to read/write/speak English. Must have the ability to Add. Must be able to lift to 50 lb. Must be able to walk and stand on feet continuously.

AUTO DETAILER

Langonet Auto Body
61 Ramah Circle South, Agawam, MA 01001
\$15.00 - \$22.30 an hour - Full-time

Apply on Indeed

Job Description: If you are a hands-on worker and have great attention to detail, Langonet Auto Body is seeking an Auto Detailer to join our team!

Sales Associate - Holyoke Mall

Just Cozy
50 Holyoke Street, Holyoke, MA 01040
\$16 an hour - Part-time

Apply on Indeed

Job Description: The Sales Associate is responsible for effectively selling Just Cozy products to our customers and for creating a well merchandised and fun place for our customers to shop. Successful Sales Associates are friendly, able to handle multiple tasks at one time while never losing sight of their mission to sell and provide excellent customer service, committed to the success of our brand.

Experience: Attention to Detail - have a merchant mindset. Keep the store looking crisp, full and inviting. Team Player - Commitment to going above and beyond.



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Retail Sales Associate

Mansfield Paper Company, Inc.

Mansfield Paper Company, Inc. in West Springfield, MA 01089

From \$16 an hour - Part-time

Apply on Indeed

Job Description: Be able to lift, push and/or pull up to 50 pounds. Be able to lift, bend, kneel, twist, and stand for extended periods of time. Be able to safely climb up and down a ladder/stool. Be positive, friendly, patient, calm and professional under pressure. Be able to communicate with customers and associates in person, via email or by phone. Be reliable and have reliable transportation. Be organized and good at multi-tasking.

Requirements: You will be responsible for providing helpful customer service, processing sales, performing cash register operations, inventory organization, shelf stocking, cleaning/dusting, product packaging, and other related duties as needed.

Grocery clerk

Geisslers Supermarket Inc

830 Suffield Street, Agawam, MA 01001

Part-time

Apply on Indeed

Job Description: Performs duties in a safe and efficient manner, consistent with stores safety policies and procedures. Stocks Grocery Department items on shelf or storage areas, following proper procedures. Opens cartons and price items accurately and legibly. Keeps store management informed of pricing problems or discrepancies.



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Paint Sales Specialist

Rocky's Ace Hardware

1381 Liberty Street, Springfield, MA 01104

Full-time

Apply on Indeed

Job Description: Provide amazing, fast sales service by actively seeking out customers to assess their needs and aid. Provide information on product features/benefits and know related items to sell an entire project. Greet, qualify, recommend and close sales for customers in the paint department. Troubleshoot customer.

Requirements: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or abilities required. Reasonable accommodation may be made to enable individuals with disabilities to perform their essential duties.



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NOW HIRING >>>>

**EMERGENCY
MEDICAL TECHNICIANS
(EMTs)**

*Looking for a change of pace
with a regular schedule in a
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Hampden County Sheriff's Office!*

- * **FULL-TIME (40-HOUR WEEK)**
- * **12-HOUR SHIFTS**
- * **STATE BENEFITS & NUMEROUS BONUSES**
- * **\$54,772.58 - \$65,380.20 STARTING SALARY**



Apply today on <https://hcsoma.org>



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FREE TRAINING

START YOUR CAREER AT \$19.00+/HR

START YOUR CAREER AS AN

EMT

with a

FREE TRAINING COURSE

Multiple training
sessions in 2024

Each session is in
person

+/- 4 months

*Classes meet 3 times per week

- ✓ Earn a nationally recognized certificate from the National Registry of Emergency Medical Technicians
- ✓ Get assistance with finding work
- ✓ Have a flexible work schedule that fits your needs
- ✓ Earn a starting pay of \$19.00+/hr.



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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





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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



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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.*



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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.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 01040*



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