



Hampden County Reentry & Recovery Program Hot Jobs! December 2, 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



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Hampden County Reentry & Recovery Program

Hot Jobs! December 2, 2024

Breakfast Attendant

Hampton Inn by Hilton
(part of Hilton)

Hampton Inn by Hilton in West Springfield, MA 01089

From \$15 an hour - Part-time

Apply on Indeed

Job Details: Prepare the breakfast area for service each day. Prepare breakfast food according to Hampton Inn by Hilton brand standards. Monitor food temperature and adhere to food safety guidelines. Provide exceptional customer service to guests and answer questions as needed. Take inventory for ordering.

Qualifications: Experience in customer service of at least 1 year is preferred. High school or equivalent (Preferred).

Guest Service Agent

Hampton Inn by Hilton
(part of Hilton)

1011 Riverdale Street, West Springfield, MA 01089

\$16 - \$17 an hour - Full-time

Apply on Indeed

Job Details: Ensure an efficient reception experience for Guests, including check in/out, and complete audit procedures, as required. Ensure that both the Manager is kept fully aware of any relevant feedback from guests and, or other departments. Always demonstrate a high level of customer service. Attending appropriate training courses, when required. Demonstrate a knowledge of hotel room categories, room rates, packages, promotions and other general product knowledge necessary to perform daily duties. Use the correct procedures regarding the acceptance of foreign currencies, credit cards and cash in accordance with the hotel credit policy.

Requirements: Previous experience in a customer-focused industry. Positive attitude and good communication skills. Commitment to delivering a high level of customer service. Excellent grooming standards. Ability to work on your own and as part of a team. Competent level of IT proficiency. It would be advantageous in this position for you to demonstrate the following capabilities and distinctions: Previous experience in cash handling.



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PT Customer Service Representative

Planet Fitness

393 Memorial Avenue, West Springfield, MA 01089

From \$15 an hour - Part-time

Apply on Indeed

Job Details: Answer phones in a friendly manner using information script. Greet members, sign up and tour new members, and log amenities. Respond to member questions and concerns in a timely and professional manner. Process beverage or merchandise purchases through the point of sale system. Promote our unique fitness instruction classes (PE@PF) to our active members and our new members. Provide a clean, sanitized and safe club environment.

Requirements: Customer service experience. High school diploma/GED equivalent preferred. Must be 18 years of age or older. Basic computer proficiency.

Line Cook

Uno Pizzeria & Grill

820 Hall Of Fame Avenue, Springfield, MA 01105

Part-time, Full-time

Apply On Indeed

Job Description: Prepare fresh ingredients for cooking according to recipes/menu. Cook food and prepare top-quality menu items in a timely manner. Test foods to ensure proper preparation and temperature. Operate kitchen equipment safely and responsibly. Ensure the proper sanitation and cleanliness of surfaces, storage containers, all areas. Assist with the cleaning and organizing of kitchen and equipment. Maintain a clean and sanitary work area including tables, shelves, grills, burners, ovens, and refrigeration equipment.

Requirements: Always maintain a professional appearance and manner. Great teamwork and communication skills and attention to detail. Culinary talent includes food quality, presentation and timeliness. 2+ Years restaurant kitchen/cooking experience. Fast learner with a willingness to take direction, feedback and training to grow. Dependability and reliability to be on-time.



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Breakfast & Lunch Server

Mrs Mitchell's

514 Westfield Road, Holyoke, MA 01040

Part-time, Full-time

Apply on Indeed

Job Details: Prepare restaurant tables with special attention to sanitation. Attending to customers upon entrance. Present restaurant menus and help customers select food/beverages. Take and serve orders. Answer questions or make recommendations for complementary products. Collaborate with other restaurant servers and kitchen/bar staff. Deal with complaints or problems with a positive attitude. Issue bills and accept payment.

Requirements: Proven restaurant service or waitering experience. Hands-on experience in cashier duties. Attention to cleanliness and safety. Patience and customer-oriented approach. Excellent people skills with a friendly attitude. Responsible and trustworthy. High school diploma is a plus but not required.

Cook

Brickhouse Tavern

537 Main St, Indian Orchard, MA 01151

\$18 - \$23 an hour - Full-time

Apply in person

Job Description: Looking for Full Time Cooks available Tuesday thru Sunday Hiring Immediately Must have Experience Serv Safe is a plus Apply in Person.



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Dishwasher

Nini's Italian Ristorante
124 Cottage Street, Easthampton, MA 01027
\$15 - \$16 an hour - Part-time

Apply on Indeed

Job Description: Strong work ethic. Ability to lift 50+ pounds. Ability to stand on your feet for several hours. Ability to take directions well. Weekend availability a must.

Breakfast and Lunch Line Cook

Toasted
111 Pleasant Street, Northampton, MA 01060
\$17 - \$21 an hour - Temporary, Part-time, Seasonal, Full-time, Internship

Apply on Indeed

Job Description: Knowledge of basic food and hospitality etiquette preferred. Also willing to train the right candidate. This is a supportive & encouraging environment in which to work with the expectation that you take the initiative to learn and experience what we do. If you have a passion to create experiences for people and are well organized, can multitask, know how to pay attention to detail, and possess that innate desire to cook and make guests happy, please apply! Internships are encouraged. The chef/owner enjoys teaching, and we intend to be a scratch kitchen with locally sourced products. (we hope, we are working on it!)

Requirements: Hours of service will be 7am - 2 pm

Sandwich Artist

Subway - 46051-0
Springfield, MA 01104
Part-time, Full-time

Apply on Indeed

Job Description: Working with our Guests to knowledgeably recommend meal options and fulfill their orders from start to finish. Upholding food safety standards as you prepare and serve fresh food daily. Working with your teammates to keep all areas of the restaurant clean while maintaining a pleasant atmosphere for our Guests.

Requirements: Some high school or equivalent. No previous experience required.



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Warehouse Associate

Lansing Building Products LLC

Springfield, MA

Full-time

Apply on Indeed

Job Description: Live our mission statement centered on our values of respect, service, and excellence. Greet customers, pick tickets, and load/unload customer and company trucks. Verify accuracy of orders picked and shipments received. Lift and move boxes of building materials weighing up to 70 pounds. Keep the warehouse clean and orderly.

Qualifications: Prior material-handling or warehouse experience (preferred). High integrity and high energy. Experience in building products as well as previous warehouse experience is strongly desired. Ability to work in a team and/or one-on-one with our customers. Ability and willingness to lift boxes and building materials weighing as much as 70+ lbs. Strong customer service skills. Experience with a forklift is a plus. Ability to work successfully under the pressure of deadlines and to accept new ways of doing business. Strong, positive attitude.

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!



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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.

Food Server

john's pizzeria & restaurant

424 Front St, Chicopee, MA 01013

\$15 - \$16 an hour - Part-time, Full-time

Apply on Indeed

Job Description: Prepare and serve food and beverages to customers. Take customer orders and process payments using the POS system. Maintain cleanliness and sanitation standards in the dining area and kitchen. Assist with food preparation, including chopping vegetables, assembling ingredients, and following recipes. Ensure proper food handling procedures are always followed. Provide exceptional customer service by addressing customer inquiries and resolving any issues promptly. Collaborate with the kitchen staff to ensure timely delivery of orders. Monitor inventory levels and restock supplies as needed. Follow all safety and health regulations.

Requirements: Previous experience in the food service industry is preferred but not required. Strong time management skills to prioritize tasks effectively. Excellent guest relations skills to provide a positive dining experience.



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Crew Member

5 Guys Burgers and Fries

Hadley, MA

\$15 - \$20 an hour - Part-time, Full-time

Apply on Indeed

Job Description: Excels in performing essential tasks including runner/frontline coordinator, order taker/dining room attendant, grill operator, sandwich maker, fry station, drinks and cashier. Maintains friendly, fast and accurate service, ensures an excellent customer experience, and makes sure all products are consistent with company standards. Ensures the restaurant is up to company standards with regards to cleanliness, neatness, and customer accessibility. Works as a team player to support other employees in completing their tasks. Completes all other duties.

Qualifications Guidelines: 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 ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

2nd Shift Forklift Operator

The MH Group

Chicopee, MA

Apply on Indeed

Job Description: Operate a forklift to move, locate, relocate, stack, and count merchandise. Load and unload trucks, containers, and trailers. Inspect and perform maintenance checks on the forklift. Follow safety procedures and guidelines. Keep track of inventory and report any discrepancies. Maintain a clean and organized work area.

Experience: High school diploma or equivalent. Valid forklift operator certification. At least 2 years of experience operating a forklift. Ability to work in a fast-paced environment. Strong attention to detail. Good communication skills. Ability to lift up to 50 pounds.



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Warehouse Associate

martins floor covering

501 Southampton Road, Westfield, MA 01085

From \$15 an hour - Part-time

Apply on Indeed

Job Description: Responsibilities include pulling orders, shipping, deliveries as well as building & ground maintenance. Must have good communication skills and Forklift experience helpful. Earned paid days off available!

Experience: Shipping & Receiving Clerks: 1 year (Preferred). Forklift: 1 year (Preferred)

Electric Pallet Jack/HILO Operator

J. Polep Distribution Services

705 Meadow Street, Chicopee, MA 01013

\$15 - \$17 an hour - Full-time

Apply on Indeed

Job Description: Loading and unloading goods. Moving goods packed on pallets around the warehouse facility. Stacking goods in the correct storage bays, following inventory control instructions. Checking loads are secure. Stacking empty pallets.

Requirements: High School diploma or equivalent. Good math, language and reading skills; basic computer skills may be required. High degree of attention required to prevent injury to others; promote a safe work environment. Follow instructions for operating equipment and keeping records. Execute assignments in an accurate, timely and safe manner. Maintain a clean & safe environment. RF experience is a must. A clean driving record and a valid state motor vehicle operator's license may be required.



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Inventory/Forklift Operator

Holden Humphrey Co.

Chicopee, MA 01020

\$20 - \$23 an hour - Full-time

Apply on Indeed

Job Description: Operate a forklift to unload materials from trucks and storage areas. Assist in shipping and receiving operations, ensuring timely processing of incoming and outgoing shipments. Transport finished goods in a warehouse & yard environment.

Requirements: Previous experience in a warehouse setting is preferred, with a strong understanding of shipping and receiving processes. Forklift experience (prefer 3 years or more). Previous experience with warehouse management systems preferred.

Assistant Automotive Store Manager

Tire Warehouse

Ludlow, MA

\$17 - \$22 an hour - Full-time

Apply on Indeed

Job Description: Collaborate with Store Manager on operations of the store and decisions of hiring, training, coaching, disciplining, and terminating employees. Support automotive technicians in establishing and maintaining productive sales environment by training and developing teammates on all shop operations and guest services.

Job Requirements: High school or GED equivalent to 2+ years of automotive and sales experience. Valid Driver License.



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NOW HIRING >>>>

EMERGENCY MEDICAL TECHNICIANS (EMTs)

*Looking for a change of pace
with a regular schedule in a
structured environment? Join the
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.



MASSHIRE
HOLYOKE CAREER CENTER

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 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.



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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



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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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