



Livingston County Workforce Development Weekly Jobs Newsletter

A proud partner of the **American Job Center** network

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- > ZOOM Job Search Workshops
- > IN PERSON Job Search Workshops resume 2023
- > **15** STATE Civil Service Exams

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Finger Lakes Regional Virtual Career Fair

39 employers, 1200+ Job Openings

TUESDAY, DECEMBER 13, 2022 11 AM – 2 PM

PRE-REGISTER TODAY: <https://nysdolvirtual9.easyvirtuallfair.com>

A preview day will be held on Monday, December 12, 2022 beginning at 9am.

Employers Currently Registered

People Inc.
Wyoming County Community Health System
Monroe County Government
TradeUp Careers LLC
The Arc Wayne
Arc Glow
Lehigh Hanson
Rochester Regional Health
Finger Lakes Department of Veterans Affairs - Nursing Department
Spectrum
Monro Inc.
Planned Parenthood of Central & Western NY
Fed Ex Ground
Finger Lakes Staffing Services, LLC
Monroe 2 - Orleans Boces
Aston Carter Staffing
STS Security & Event Management, LLC
The Highlands at Brighton
Palmyra-Macedon CSD
Lakeview Health Services
Gorbel
Genesee County
ConServe
NYS Office of Children and Family Services
Child and Family Resources
Generations Child Care
Kelly Services

Happiness House
Corning Credit Union
Leonard Bus Sales
D & R Technical Solutions, Inc.
Reliant Credit Union
AspireHope NY, Inc.
Altium Packaging

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Spotlighted Job

Automotive Mechanic, Livingston County Highway Department, Groveland

Starting Salary: \$22.18 (SG13), Open Until Filled

Automotive Mechanics are characterized by their ability to analyze and diagnose the cause of breakdowns and faulty mechanical performance and then perform major mechanical, hydraulic and electrical repairs on the following, but not limited to: engines (gas and diesel), clutches, torque converters, drive lines, chassis, brakes, steering and accessories. The vehicles and equipment can include, but are not limited to: ten wheel dump trucks, pickups, automobiles, school buses, graders, loaders, dozers, pavers, excavators, rollers, tractors, cranes and other equipment. This work may be performed in the field as well as the garage. The Automotive Mechanic may be assigned to supervise others in the absence of the supervisor. The Automotive Mechanic performs skilled mechanical work under the general supervision of the assigned supervisor. An Automotive Mechanic does related work as assigned.

Qualifications: Four years of full-time, paid experience working under the supervision of a skilled journeyman mechanic, which would provide training equivalent to that given in an apprenticeship program. **OR** Four years of full-time apprentice training in automotive or diesel mechanics **OR** Completion of a program of technical study in automotive or diesel mechanics at a school or technical institute.

SPECIAL QUALIFICATIONS:

- 1.) Must possess or obtain within one year of appointment a class B commercial motor vehicle driver's license.
- 2.) Must be able to lift and carry a minimum of 50 pounds.
- 3.) Appropriate licensure must be maintained throughout employment.
- 4.) A driving record evidencing safe and responsible vehicle operation is required.
- 5.) Must authorize and execute any necessary releases to enable the appointing authority to verify licensure and driving history involving violations and/or crimes.
- 6.) Must possess or obtain within 60 calendar days of appointment a commercial motor vehicle driver's license endorsement for tank.
- 7.) Must possess certification as a New York State Motor Vehicle Inspector, Group 1 and Group 2 at time of appointment.

Any person who meets the qualifications and wishes to be considered for these vacancies must file an application with the Livingston County Human Resources Department, Livingston County Government Center, Geneseo

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91 Local Jobs Posted with Dept. of Labor in Past 7 Days

AVON

- [Automotive Technician - Monro Muffler/Brake - \(Avon\)](#)
- [Automotive Technician - Lube & Tire - Monro Muffler/Brake - \(Avon\)](#)
- [Production Supervisor {1st Shift} - Kraft Heinz Company - \(Avon\)](#)
- [Residential Service Technician - Isaac Heating and Air Conditioning - \(Avon\)](#)

CALEDONIA

- [Sawmill Labor - Dugan Creek Lumber LLC - \(Caledonia\)](#)

CASTILE

- [STORE MANAGER - Dollar General - \(Castile\)](#)
- [Universal Banker - Tompkins Community Bank - \(Castile\)](#)

DANSVILLE

- [Delivery Driver- CDL B with HazMat & Tank Endorsements {Propane Experience} - Mirabito Energy Products - \(Dansville\)](#)
- [DISH Installation Technician - Field - DISH - \(Dansville\)](#)
- [Teller - Five Star Bank - \(Dansville\)](#)
- [Truck Driver on-the-job CDL Training - Roehl Transport - \(Dansville\)](#)

GENESEO

- [Access Associate - Geneseo Urgent Care {Part Time} - Rochester Regional Health - \(Geneseo\)](#)
- [Assistant Director of Alumni Relations - SUNY Geneseo - \(Geneseo\)](#)
- [Automotive Technician - Monro Muffler/Brake - \(Geneseo\)](#)

[Desktop Support Specialist - TEKsystems - \(Geneseo\)](#)
[Driver - Van Northeast Regional Fleet - Roehl Transport - \(Geneseo\)](#)
[In Office Consumer Care Representative Government Line - Coast Professional, Inc. - \(Geneseo\)](#)
[Parts Specialist - IEH Auto Parts LLC - \(Geneseo\)](#)
[Pharmacy Technician Trainee - Wegmans - \(Geneseo\)](#)
[Process Control Engineer Job - Arkema Inc. - \(Geneseo\)](#)
[Process Operator Job - Arkema Inc. - \(Geneseo\)](#)
[Store Shopper/Cashier - Wegmans - \(Geneseo\)](#)
[Teller - Tompkins Community Bank - \(Geneseo\)](#)
[West Coast Work From Home Customer Service Representative Future Project - Coast Professional, Inc. - \(Geneseo\)](#)
[Work From Home Customer Service Representative - Coast Professional, Inc. - \(Geneseo\)](#)
[Work From Home Potential Consumer Care Representative Government Line - Coast Professional, Inc. - \(Geneseo\)](#)

HONEOYE FALLS / HONEOYE

[assembler/ operator - Randstad US - \(Honeoye Falls\)](#)
[Pharmacy Technician / Pharm Tech Apprenticeship - Walgreens - \(Honeoye Falls\)](#)
[Store Driver - IEH Auto Parts LLC - \(Honeoye Falls\)](#)
[Sales Associate {RIS} - 7-Eleven - \(Honeoye\)](#)

LE ROY

[Automotive Technical Service Manager - Monro Muffler/Brake - \(Le Roy\)](#)
[Automotive Technician - Lube & Tire - Monro Muffler/Brake - \(Le Roy\)](#)
[Benefits & Personnel Assistant - Genesee Valley BOCES - \(Le Roy\)](#)
[Health Careers Academy Teacher - Genesee Valley BOCES - \(Le Roy\)](#)
[Health Dimensions Teacher - Genesee Valley BOCES - \(Le Roy\)](#)
[Machine Operation - Kelly Services - \(Le Roy\)](#)
[Machine Operator - 2nd Shift - Hubbell, Inc. - \(Le Roy\)](#)
[Maintenance Electrician - Hubbell, Inc. - \(Le Roy\)](#)
[Security Officer Manufacturing Facility - Allied Universal - \(Le Roy\)](#)
[Machine Operator - 2nd Shift - Hubbell Power Systems - \(Leroy\)](#)

LIMA

[Auto Technician-Family owned, great schedule/benefits - NOCO Energy Corp - \(Lima\)](#)
[CDL Driver - \\$2,500 Hiring Bonus! - Casella Waste Systems Inc. - \(Lima\)](#)
[Diesel Technician - \\$2,500 Hiring Bonus! - Casella Waste Systems Inc. - \(Lima\)](#)
[Fleet Fueling Operator- CDL B Required 2nd Shift - NOCO Energy Corp - \(Lima\)](#)
[HVAC Technician - NOCO Energy Corp - \(Lima\)](#)
[Propane Technician/Tank Setter - NOCO Energy Corp - \(Lima\)](#)

LIVONA

[Bus Driver - Full Time - Full Benefits - Will train - Livonia Central School District - \(Livonia\)](#)
[Cleaner - Full Time, Full Benefits - Livonia Central School District - \(Livonia\)](#)
[Teacher Aide - Multiple Positions - Livonia Central School District - \(Livonia\)](#)

MOUNT MORRIS

[Job Coach - ARC GLOW - Administrative Office South - \(Mount Morris\)](#)

PAVILION

[Food service worker - Blessings Cafe - \(Pavilion\)](#)

PERRY

[Bus Monitor - Cattaraugus & Wyoming Counties Project Head Start - \(Perry\)](#)
[Customer Service - Datrose - \(Perry\)](#)
[Program Aide - Cattaraugus & Wyoming Counties Project Head Start - \(Perry\)](#)

RUSH

[Machine Operator, 2nd Shift {\\$1500 Sign on Bonus!} - STERIS Corporation - \(Rush\)](#)
[Machine Operator, 3rd Shift - STERIS Corporation - \(Rush\)](#)
[Maintenance Mechanic, 3rd Shift - STERIS Corporation - \(Rush\)](#)
[Principal Manufacturing Engineer- Rush, NY {Rochester} - STERIS Corporation - \(Rush\)](#)
[Quality Engineer - STERIS Corporation - \(Rush\)](#)
[Senior Quality Engineer - STERIS Corporation - \(Rush\)](#)
[Senior SAP Applications Analyst - STERIS Corporation - \(Rush\)](#)

HENRIETTA

[Assistant General Manager - Taco Bell - \(Henrietta\)](#)
[Companion Animal Leader - Petco - \(Henrietta\)](#)
[Contract Billing Administrator - Toshiba America Business Solutions - \(Henrietta\)](#)
[Desktop Support Technician - TEKsystems - \(Henrietta\)](#)
[F/T Day Cleaner - ABM Industries - \(Henrietta\)](#)
[Parts Advisor - SolarCity - \(Henrietta\)](#)
[Pharmacy Customer Service Associate - Walgreens - \(Henrietta\)](#)
[Production Processing Operator - OFD Foods - \(Henrietta\)](#)

[Retail Sales Associate - Staples - \(Henrietta\)](#)
[Retail Sales Technology Associate - Staples - \(Henrietta\)](#)
[Security Guard Corporate Facility - Allied Universal - \(Henrietta\)](#)
[Service Sales Representative - First Aid and Safety - Cintas - \(Henrietta\)](#)
[Systems Engineer / Data Scientist - Further Enterprise Solutions - \(Henrietta\)](#)

WEST HENRIETTA

[Accountant/AP Specialist - Robert Half - \(West Henrietta\)](#)
[Blood Product Storage and Distribution Technician - American Red Cross - \(West Henrietta\)](#)
[CNC Operator - Aerotek - \(West Henrietta\)](#)
[Continuous improvement engineer - Randstad US - \(West Henrietta\)](#)
[Direct Support Professional {Full Time} - The Home for Little Wanderers - \(West Henrietta\)](#)
[Disaster Program Specialist - American Red Cross - \(West Henrietta\)](#)
[Lead Salesforce Developer Administrator {work from home} - American Red Cross - \(West Henrietta\)](#)
[Lean manufacturing engineer - Randstad US - \(West Henrietta\)](#)
[Machine operators- 12 hour overnights - Randstad US - \(West Henrietta\)](#)
[Maintenance Technician - American Red Cross - \(West Henrietta\)](#)
[Medical Technician - Robert Half - \(West Henrietta\)](#)
[Production Control Manager - Multi-Color Corporation - \(West Henrietta\)](#)
[Reliability Manager - Multi-Color Corporation - \(West Henrietta\)](#)
[Salesforce Solution Architect {work from home} - American Red Cross - \(West Henrietta\)](#)
[Service Representative - Online Services - Paychex - \(West Henrietta\)](#)
[Verification & Validation Metier Manager - Alstom Signaling Inc. - \(West Henrietta\)](#)
[Warehouse Package Handler - FedEx Ground - \(West Henrietta\)](#)

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Livingston County Civil Service Jobs & Exams

(Click on link for full job description and how to apply)
Link for application: <https://www.livingstoncounty.us/539/Employment-Application-and-other-Forms>

Open Positions (No Exam Necessary or Provisional Positions)

NEW...[Automotive Mechanic at Highway](#) App Deadline December 14
NEW...[Registered Nurse at The Center for Nursing and Rehabilitation \(2 openings\)](#) App Deadline December 14

[Activities Aide PT at the Center for Nursing and Rehabilitation](#) App Deadline: Open Until Filled
[Advanced Life Support Technician at Emergency Medical Services- 2 openings](#) App Deadline: Open Until Filled
[Assistant Director of Nursing at Center for Nursing & Rehabilitation](#) App Deadline: Open Until Filled
[Assistant Public Defender](#) App Deadline: Open Until Filled
[Certified Nursing Assistant Trainee at The Center for Nursing and Rehabilitation \(12 openings\)](#) App Deadline: Open Until Filled
[Charge Nurse at The Center for Nursing and Rehabilitation \(2 openings\)](#) App Deadline: December 10
[Civilian Dispatcher at Sheriffs Department](#) App Deadline: Open Until Filled
[Clerk/Typist at Department of Social Services- 2 openings](#) App Deadline: Open Until Filled
[Custodial Worker, PT at Central Services](#) App Deadline: Open Until Filled
[Data Systems Specialist at Department of Health](#) App Deadline: Open Until Filled
[Eligibility Clerk at Department of Social Services- 3 openings](#) App Deadline: Open Until Filled
[Index Clerk at County Clerk- 2 openings](#) App Deadline: Open Until Filled
[Laborer, PT at Central Services](#) App Deadline: Open Until Filled
[Licensed Practical Nurse at The Center for Nursing and Rehabilitation \(3 openings\)](#) App Deadline: December 10
[Mental Health Clinical Therapist- Part Time \(Remote\) at Department of Health](#) App Deadline: Open Until Filled
[Mental Health Licensed Therapist Trainee at Department of Health](#) App Deadline: Open Until Filled
[Mental Health Licensed Therapist at Department of Health](#) App Deadline: Open Until Filled
[Mental Health Clinical Therapist at Department of Health](#) App Deadline: Open Until Filled
[Motor Vehicle Clerk at Department of Motor Vehicles- \(2 openings\)](#) App Deadline: Open Until Filled
[Neighborhood Assistant, PT for The Center for Nursing and Rehabilitation](#) App Deadline: Open Until Filled
[Planner at Planning](#) App Deadline: Open Until Filled
[Public Health Assistant, PT at Department of Health](#) App Deadline: Open Until Filled
[Scheduler PT at the Center for Nursing and Rehabilitation](#) App Deadline: Open Until Filled
[Seasonal Home Energy Assistance Examiner at Department of Social Services](#) App Deadline: Open Until Filled
[Senior Account Clerk/Typist at County Treasurer](#) App Deadline: Open Until Filled
[Senior Account Clerk/Typist at Department of Health](#) App Deadline: Open Until Filled
[Senior Computer Services Assistant at Information and Technology Services](#) App Deadline: Open Until Filled
[Senior Typist at Department of Health](#) App Deadline: Open Until Filled
[Senior Typist at Department of Social Services- 2 openings](#) App Deadline: Open Until Filled

[Social Welfare Examiner at Department of Social Services- 2 openings](#) App Deadline: Open Until Filled
[Telephone Operator, PT at The Center for Nursing and Rehabilitation](#) App Deadline: Open Until Filled
[Veterans Service Officer at Veteran Services Agency](#) App Deadline: Open Until Filled
[WIC Program Nutritionist at Department of Health](#) App Deadline: Open Until Filled

Open Competitive Exams

[Computer Services Assistant - OC 69-919](#) App Deadline: December 29
[Deputy Director of Emergency Management Services OC 64-050](#) App Deadline: December 15
[Director of Operations OC 65-341](#) App Deadline: January 12
[Financial Manager OC 63-493](#) App Deadline: December 29,
[Network Technician - OC 69-960](#) App Deadline: December 29
[Principal Social Welfare Examiner OC 64-180](#) App Deadline: December 29
[Records Inventory Supervisor OC 69-921](#) App Deadline: January 12
[Senior Account Clerk Series OC 67-546](#) App Deadline: January 12
[Senior Computer Services Assistant - OC 69-922](#) App Deadline: December 29
[WIC Program Nutritionist OC 62-811](#) App Deadline: December 29

Continuous Recruitments

[Caseworker Trainee](#)
[Emergency Medical Technician](#)
[Medical Typist](#)
[Occupational Therapist](#)
[Physical Therapist](#)
[Senior Typist](#)

Bi-Monthly On-Going Exams Application Deadline: **December 7--Test Given December 21**

Account Clerk Series	Custodian
Clerk	Library Aide
Clerk/Typist	Telephone Operator
Medical Typist	Water Wastewater Treatment Plant Operator/Trainee

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ZOOM Job Search Workshops

Monday: December 12 9-10:30 AM: Building a Better Resume Workshop

Meeting ID: 814 5704 1324 <https://us02web.zoom.us/j/81457041324>

These workshop will be held through Zoom. Links are provided above, but please contact John Jaeger at jjaege@co.livingston.ny.us to also register.

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In Person Job Search Workshops

Monday: January 9 9:00 - 11 AM: Impressive Interviewing Workshop

Monday: January 23 9:00 - 11 AM: Jump Starting Your Job Search Workshop

Monday: February 6 9:00 - 11 AM: Finding Job Leads Workshop

Monday: February 27 9-10:30 AM: Building a Better Resume Workshop

These workshop will be held in room 106 of the Government Center in Geneseo (across from the Workforce Development Office) Please contact John Jaeger at jjaege@co.livingston.ny.us to register.

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NY State Civil Service Exams:

(Click on link for full job description and how to apply)

Open Competitive

[Director of Facilities I \(Schools\)](#) **Salary:** \$See Announcement :: App Deadline: December 14
[Director of Facilities II \(Schools\)](#) **Salary:** \$See Announcement :: App Deadline: December 14
[Director of Facilities III \(Schools\)](#) **Salary:** \$See Announcement :: App Deadline: December 14
[Licensing Examiner 1](#) Salary: \$46,146 :: App Deadline: December 28
[Safety & Security Officer Trainee](#) Salary: \$42,939 :: App Deadline: December 28
[Safety & Security Officer Trainee \(Spanish Language\)](#) Salary: \$42,939 :: App Deadline: December 28
[Shipping Supervisor](#) Salary: \$64,556 :: App Deadline: December 14

[Tax Compliance Representative 1](#) Salary: \$43,648 :: App Deadline: December 14
[Tax Compliance Representative 1 \(Spanish Language\)](#) Salary: \$43,648 :: App Deadline: December 14
[Taxpayer Services Representative 1](#) Salary: \$43,648 :: App Deadline: December 14
[Taxpayer Services Representative 1 \(Spanish Language\)](#) Salary: \$43,648 :: App Deadline: December 14
[Taxpayer Services Specialist Trainee 1](#) Salary: \$41,634 :: App Deadline: December 14
[Taxpayer Services Specialist Trainee 1 \(Spanish Language\)](#) Salary: \$41,634 :: App Deadline: December 14
[Warehouse Manager](#) Salary: \$79,325 :: App Deadline: December 14
[Warehouse Supervisor](#) Salary: \$61,270 :: App Deadline: December 14

Continuous Recruitments

[Direct Support Assistant](#): Salary: **\$42,419-\$46,103** <https://opwdd.ny.gov/form/apply-now>

[Licensed Practical Nurse](#) Salary **\$48,801-\$52,662** <https://opwdd.ny.gov/form/apply-now>
<https://www.cs.ny.gov/examannouncements/announcements/oc-cr/decentralized/20-413.cfm>

[Nurse 2](#) Salary **74,903-\$89,882**** includes \$20,000 Geographical Pay Differential
<https://opwdd.ny.gov/form/apply-now>
<https://www.cs.ny.gov/examannouncements/announcements/oc-cr/decentralized/20-830.cfm>

For a full list of Continuous Exams visit: <https://www.cs.ny.gov/jobseeker/public/cr.cfm>