



## Livingston County Workforce Development Weekly Jobs Newsletter

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

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### Our Office is Hiring! [Employment and Training Counselor at Workforce Development](#)

Click this [Job Announcement](#) for full announcement

Interested qualified candidates are encouraged to apply. This announcement will be in effect until the position is filled or this announcement is withdrawn. Any present permanent employee in this title who wishes to be considered for a transfer to this vacancy may file an application at the Livingston County Human Resources Department. Rate of pay: \$26.63-\$32.10 FT  
Department: Workforce Development, Geneseo, NY

**DISTINGUISHING FEATURES OF THE CLASS:** Provides professional employment and vocational guidance and related services to individuals participating in various aspects of the local Employment and Training Program. The duties involve responsibilities of assisting program participants in formulating and modifying employability plans which may involve remedial education, work experience, specialized skill training, and related supportive services. The Employment and Training Counselor is called upon to exercise sound professional judgment in formulating and carrying out plans to meet individual vocational and employment problems faced by program participants. Work is performed under a higher-level administrative staff employee of the agency who, as necessary, offers guidance and instruction on individual problem cases. Supervision may be exercised over the work of para-professional and clerical assistants. An Employment and Training Counselor does related work as required.

**MINIMUM QUALIFICATIONS:**

Possession of a Bachelor's degree from a New York State or regionally accredited college or university.

**OR**

Successful completion<sup>1</sup> of a minimum of 60 semester credit hours at a regionally accredited or New York State registered college or university **AND** Two years of full-time experience as a counselor, employment interviewer, or other related position with similar duties and responsibilities.

**OR**

Graduation from high school or possession of a high school equivalency diploma **AND** Four years of full-time experience as a counselor, employment interviewer, or other related position with similar duties and responsibilities.

**SPECIAL QUALIFICATIONS:**

- 1.) An appropriate driver's license must be maintained throughout employment.

- 2.) A driving record evidencing safe and responsible vehicle operation is required.
- 3.) Must authorize and execute any necessary releases to enable the appointing authority to verify licensure and driving history involving violations and/or crimes.

An individual who receives a provisional appointment must take the examination for the position title on the next occasion it is offered. In order to be eligible for a permanent appointment to the position, the provisional appointee must pass the exam and be ranked 1, 2, 3, or be tied in score with the individual ranked number 3 of those who are willing to accept appointment to the position. Questions regarding provisional appointments should be directed to the Livingston County Human Resources Department.

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**Livingston County Job Fair-Coming soon**

**First Job Fair of 2023** will be March 21, 4-6pm in Geneseo  
More details to come in the upcoming weeks

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

**AVON**

- [Automotive Technical Service Manager - Monro Muffler/Brake - \(Avon, NY\)](#)
- [Automotive Technician - Monro Muffler/Brake - \(Avon, NY\)](#)
- [Automotive Technician - Lube & Tire - Monro Muffler/Brake - \(Avon, NY\)](#)
- [Certified Damage Prevention Technician - ACRT, Inc. - \(Avon, NY\)](#)
- [Certified Damage Prevention Technician - Livingston County, NY - ACRT, Inc. - \(Avon, NY\)](#)
- [Home Performance Auditor- Sales - Isaac Heating and Air Conditioning - \(Avon, NY\)](#)
- [Inside Sales - Rain for Rent - \(Avon, NY\)](#)
- [Production Cleaner - ABM Industries, Inc. - \(Avon, NY\)](#)

**CALEDONIA**

- [Admin, Office {Seasonal} - Growmark, Inc - \(Caledonia, NY\)](#)
- [Applicator {Seasonal} - Growmark, Inc - \(Caledonia, NY\)](#)
- [Driver, CDL {Seasonal} - Growmark, Inc - \(Caledonia, NY\)](#)
- [Elementary Teacher Positions - Caledonia-Mumford Central School District - \(Caledonia, NY\)](#)
- [Facility Operations Assistant 1 - New York State Civil Service - \(Caledonia, NY\)](#)
- [Fish Culturist 1 / Trainee 1 and Trainee 2 - New York State Civil Service - \(Caledonia, NY\)](#)
- [Special Education Teacher M/HS - Caledonia-Mumford Central School District - \(Caledonia, NY\)](#)

**DANSVILLE**

- [Assistant General Manager - Carrols Corporation - \(Dansville, NY\)](#)
- [Assistant Manager - Carrols Corporation - \(Dansville, NY\)](#)
- [Closer - Carrols Corporation - \(Dansville, NY\)](#)
- [Day Shift Team Member / Crew Member - Carrols Corporation - \(Dansville, NY\)](#)
- [ER RN - Travel Nursing - Aya Healthcare, Inc. - \(Dansville, NY\)](#)
- [Medical Surgical RN - Travel Nursing - Aya Healthcare, Inc. - \(Dansville, NY\)](#)
- [Night Shift Team Member / Crew Member - Carrols Corporation - \(Dansville, NY\)](#)
- [Opener - Carrols Corporation - \(Dansville, NY\)](#)
- [Pharmacist - Sign-On Bonus Available - Walgreens - \(Dansville, NY\)](#)
- [Pharmacy Customer Service Associate - Walgreens - \(Dansville, NY\)](#)
- [Porter - Carrols Corporation - \(Dansville, NY\)](#)
- [Shift Supervisor - Carrols Corporation - \(Dansville, NY\)](#)
- [Team Member / Crew Member - Carrols Corporation - \(Dansville, NY\)](#)
- [Truck Driver on-the-job CDL Training - Roehl Transport - \(Dansville, NY\)](#)

**GENESEO**

- [Administrative Assistant 1 Traineeship - SUNY Geneseo - \(Geneseo, NY\)](#)
- [Artiva Developer - Coast Professional, Inc. - \(Geneseo, NY\)](#)
- [Assistant General Manager - Carrols Corporation - \(Geneseo, NY\)](#)
- [Assistant Manager - SUNY Geneseo - Campus Auxiliary Services - \(Geneseo, NY\)](#)
- [Assistant Manager - Carrols Corporation - \(Geneseo, NY\)](#)
- [Automotive Technical Service Manager - Monro Muffler/Brake - \(Geneseo, NY\)](#)
- [Automotive Technician - Monro Muffler/Brake - \(Geneseo, NY\)](#)
- [Automotive Technician - Lube & Tire - Monro Muffler/Brake - \(Geneseo, NY\)](#)
- [Closer - Carrols Corporation - \(Geneseo, NY\)](#)
- [Consumer Care Representative {Collections Specialist} - Coast Professional, Inc. - \(Geneseo, NY\)](#)
- [Day Shift Team Member / Crew Member - Carrols Corporation - \(Geneseo, NY\)](#)
- [Dietician - Travel Nursing - Aya Healthcare, Inc. - \(Geneseo, NY\)](#)

[Driver - Van Northeast Regional Fleet](#) - Roehl Transport - (Geneseo, NY)  
[Financial Aid Advisor](#) - SUNY Geneseo - (Geneseo, NY)  
[Human Resources Associate](#) - Coast Professional, Inc. - (Geneseo, NY)  
[Human Resources Generalist](#) - Coast Professional, Inc. - (Geneseo, NY)  
[In Office \(Geneseo NY\) Marketing Assistant](#) - Coast Professional, Inc. - (Geneseo, NY)  
[In Office \(Geneseo, NY\) IT Systems Administrator](#) - Coast Professional, Inc. - (Geneseo, NY)  
[Janitor, SG-07](#) - SUNY Geneseo - (Geneseo, NY)  
[Lead Lab Technician Job](#) - Arkema Inc. - (Geneseo, NY)  
[Management Trainee](#) - Enterprise Holdings - (Geneseo, NY)  
[Marketing Specialist](#) - Coast Professional, Inc. - (Geneseo, NY)  
[Medical Assistant - Geneseo Primary Care](#) - Rochester Regional Health - (Geneseo, NY)  
[Night Shift Team Member / Crew Member](#) - Carrols Corporation - (Geneseo, NY)  
[Opener](#) - Carrols Corporation - (Geneseo, NY)  
[Outpatient Clinic LVN/LPN - Travel Nursing](#) - Aya Healthcare, Inc. - (Geneseo, NY)  
[Planner Scheduler](#) - System One - (Geneseo, NY)  
[Porter](#) - Carrols Corporation - (Geneseo, NY)  
[Process Control Engineer Job](#) - Arkema Inc. - (Geneseo, NY)  
[Senior Business Process Analyst](#) - SUNY Geneseo - (Geneseo, NY)  
[Shift Supervisor](#) - Carrols Corporation - (Geneseo, NY)  
[System Support I](#) - Coast Professional, Inc. - (Geneseo, NY)  
[Team Member / Crew Member](#) - Carrols Corporation - (Geneseo, NY)

#### **HEMLOCK**

[Flex Merchandiser](#) - Driveline - (Hemlock, NY)

#### **HONEOYE FALLS / HONEOYE**

[Retail Attended Donation Center Donor Greeter](#) - Goodwill of the Finger Lakes - (Honeoye Falls, NY)  
[Quality Inspector](#) - Adecco US, Inc. - (Honeoye, NY)

#### **LAKEVILLE**

[Bridge Repair Assistant /Bridge Repair Assistant Trainee 1/Bridge Repair Assistant Trainee 2](#) - New York State Civil Service - (Lakeville, NY)  
[Quality Technician](#) - Aerotek - (Lakeville, NY)

#### **LE ROY**

[Automotive Technical Service Manager](#) - Monro Muffler/Brake - (Le Roy, NY)  
[Automotive Technician](#) - Monro Muffler/Brake - (Le Roy, NY)  
[Automotive Technician - Lube & Tire](#) - Monro Muffler/Brake - (Le Roy, NY)

#### **MOUNT MORRIS**

[Call In Teller 1 {or 2 with required experience}](#) - Community Bank Systems Inc. - (Mount Morris, NY)  
[Seasonal Cleaning Associate](#) - Genesee Country Museum - (Mumford, NY)

#### **NUNDA**

[Branch Manager](#) - M&T Bank - (Nunda, NY)

#### **PAVILION**

[Before & After School Program Supervisor at Healthy Kids Programs](#) - Healthy Kids Programs - (Pavilion, NY)  
[Geology Intern](#) - Heidelberg Materials US, Inc. - (Pavilion, NY)

#### **PERRY**

[Home Care Aide](#) - All-American Home Care - (Perry, NY)

#### **RUSH**

[Assistant Training Technician {Youth Services}](#) - New York State Civil Service - (Rush, NY)  
[Associate Psychologist](#) - New York State Civil Service - (Rush, NY)  
[Correctional RN - Travel Nursing](#) - Aya Healthcare, Inc. - (Rush, NY)  
[Licensed Master Social Worker 2](#) - New York State Civil Service - (Rush, NY)  
[Licensed Psychologist](#) - New York State Civil Service - (Rush, NY)  
[Psychologist 2](#) - New York State Civil Service - (Rush, NY)  
[Registered Nurse](#) - Industrial Staffing Services Inc dba Equiliem - (Rush, NY)  
[Registered Nurse / RN #11124](#) - InGenesis Inc. - (Rush, NY)  
[Registered Nurse / RN #11125](#) - InGenesis Inc. - (Rush, NY)

#### **WARSAW**

[Accounts Payable Specialist](#) - Kelly Services - (Warsaw, NY)  
[Accounts Payable Specialist](#) - Robert Half - (Warsaw, NY)  
[Agricultural Equipment/Sprayer Operator](#) - T & S Crop Service, Inc. - (Warsaw, NY)  
[Community Services Aide](#) - Wyoming County Human Resources - (Warsaw, NY)  
[Driver - Van Northeast Regional Fleet](#) - Roehl Transport - (Warsaw, NY)  
[Hospital Aide Med/Surg](#) - Wyoming County Community Healthcare System - (Warsaw, NY)  
[Lab Phlebotomist](#) - Wyoming County Community Healthcare System - (Warsaw, NY)  
[Office Assistant](#) - Kelly Services - (Warsaw, NY)  
[OPERATIONS ASSISTANT MANAGER](#) - Dollar Tree - (Warsaw, NY)

[Physical Therapist Per Diem](#) - Wyoming County Community Healthcare System - (Warsaw, NY)  
[Registered Nurse \(ER\)](#) - Wyoming County Community Healthcare System - (Warsaw, NY)  
[RN - Pay starting at \\$55/hour - Start ASAP!](#) - Maxim Healthcare Staffing - (Warsaw, NY)  
[Skilled Nursing LPN, \\$35 / HR](#) - Maxim Healthcare Staffing - (Warsaw, NY)  
[Social Services Program Specialist](#) - Wyoming County Human Resources - (Warsaw, NY)  
[Sr. Social Services Program Specialist](#) - Wyoming County Human Resources - (Warsaw, NY)

#### **HENRIETTA**

[Access Associate - Lead - Primary Care](#) - Rochester Regional Health - (Henrietta, NY)  
[Assistant General Manager](#) - Taco Bell - (Henrietta, NY)  
[Field Technician - \\$22/hr Starting Pay](#) - Charter Communications/Spectrum - (Henrietta, NY)  
[Full Time Day Cleaner](#) - ABM Industries - (Henrietta, NY)  
[Retail Sales Associate](#) - Staples - (Henrietta, NY)

#### **WEST HENRIETTA**

[Body Technician](#) - Service King - (West Henrietta, NY)  
[Customer Experience Representative](#) - Service King - (West Henrietta, NY)  
[DIRECT SUPPORT PROFESSIONAL II - MEDICAL LIAISON](#) - Mary Cariola Children's Center - (West Henrietta, NY)  
[Experienced machine operator](#) - Randstad US - (West Henrietta, NY)  
[HR Services Area Manager - Mid Market EAST { EST /CST}](#) - Paychex - (West Henrietta, NY)  
[Ink Coat Planner - 1st Shift](#) - MULTI-COLOR CORPORATION - (West Henrietta, NY)  
[Manufacturing production operator](#) - Randstad US - (West Henrietta, NY)  
[Retirement Client Service Associate \(SP1\)](#) - Paychex - (West Henrietta, NY)  
[Substation Drafter](#) - Westwood Professional Services, Inc - (West Henrietta, NY)  
[Substation Graduate Engineer-P&C](#) - Westwood Professional Services, Inc - (West Henrietta, NY)  
[Substation Lead Engineer - P&C](#) - Westwood Professional Services, Inc - (West Henrietta, NY)  
[Transmission Graduate Engineer](#) - Westwood Professional Services, Inc - (West Henrietta, NY)

## **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...** [Employment and Training Counselor at Workforce Development](#) App Deadline: Open Until Filled

**NEW...** [Summer Camp Worker at Department of Social Services](#) App Deadline: Open Until Filled

[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 Public Defender](#) App Deadline: Open Until Filled

[Automotive Mechanic at Highway- 2 openings](#) App Deadline: March 22

[Building Maintenance Mechanic at Central Services](#) App Deadline: March 20

[Building Maintenance Person at Central Services](#) App Deadline: April 10

[Certified Nursing Assistant Trainee at Center for Nursing and Rehab \(6 openings\)](#) App Deadline: Open Until Filled

[Charge Nurse at The Center for Nursing and Rehabilitation \(2 openings\)](#) App Deadline: March 22

[Civilian Dispatcher at Sheriffs Department](#) 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

[Director of Nursing Service at The Center for Nursing and Rehabilitation](#) App Deadline: Open Until Filled

[Home Health Aide, PT at The Department of Health](#) 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: March 22

[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 Social Work Aide 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 at The Center for Nursing and Rehabilitation](#) App Deadline: Open Until Filled

[Nursing Assistant at The Center for Nursing and Rehabilitation \(3 openings\)](#) App Deadline: April 23

[Nutrition Aide, PT at Department of Health](#) App Deadline: Open Until Filled

[Principal Clerk at Highway](#) App Deadline: Open Until Filled

[Registered Nurse at The Center for Nursing and Rehabilitation \(3 openings\)](#) App Deadline: April 10

[Principal Typist at Department of Social Services](#) 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 Computer Services Assistant at Information and Technology Services- 2 openings](#) App Deadline: Open Until Filled

[Senior Nutrition Program Site Manager, PT at Office For The Aging](#) App Deadline: Open Until Filled  
[Senior Public Health Sanitarian at Department of Health](#) App Deadline: Open Until Filled  
[Veterans Service Officer at Veteran Services Agency](#) App Deadline: Open Until Filled

### **Open Competitive Exams**

[Building Maintenance Supervisor - OC 69-961](#) App Deadline: March 25  
[Program Assistant OC 69-940](#) App Deadline: April 13  
[Supervising Public Health Nurse - OC 65-574](#) App Deadline: April 13  
[Technology Coordinator OC 64-360](#) App Deadline: April 13

### **Continuous Recruitments**

[Advanced Life Support Technician](#)  
[Certified Occupational Therapy Assistant](#)  
[Emergency Medical Technician](#)  
[Occupational Therapist](#)  
[Physical Therapist](#)

### **Bi-Monthly On-Going Exams** Application Deadline: **April 5--Test Given April 19**

[Account Clerk Series](#)  
[Caseworker Trainee - Continuous Recruitment](#)  
[Clerk](#)  
[Clerk/Typist](#)  
[Custodian](#)  
[Library Aide](#)  
[Medical Typist - Continuous Recruitment OC](#)  
[Senior Typist Open Competitive](#)  
[Telephone Operator - Continuous Recruitment](#)  
[Water/Wastewater Treatment Plant Operator/Trainee](#)

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### **In Person Job Search Workshops**

**Monday: March 13** 9:00 - 11 AM: **Impressive Interviewing**  
**Monday: March 27** 9:00 - 11 AM: **Jump Starting Your Job Search Workshop**  
**Monday: April 10** 9:00 - 11 AM: **Finding Job Leads**  
**Monday: April 24** 9:00 - 11 AM: **Impressive Interviewing**

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 [jjaeager@co.livingston.ny.us](mailto:jjaeager@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**

**NEW...**[DHSES Program Administrator 2](#) Salary: \$79,325::App Deadline: March 29, 2023  
**NEW...**[Equipment Operator Instructor](#) Salary: \$46,529::App Deadline: March 08, 2023  
**NEW...**[Health Care Financing Program Manager 1](#) Salary: \$105,500::App Deadline: March 29, 2023  
**NEW...**[Health Care Financing Program Manager 2](#) Salary: \$116,686::App Deadline: March 29, 2023  
**NEW...**[Rental Housing Inspector 1](#) Salary: \$51,711::App Deadline: March 08, 2023  
**NEW...**[Rental Housing Inspector 1 \(Spanish Language\)](#) Salary: \$51,711::App Deadline: March 08, 2023  
**NEW...**[Utility Analyst 3](#) Salary: \$97,826::App Deadline: March 29, 2023

#### **Continuous Recruitments**

[Direct Support Assistant](#): Salary: \$44,134-\$47,968 <https://opwdd.ny.gov/form/apply-now>

Licensed Practical Nurse Salary **\$50,611-\$54,628\*\*** includes \$4,000 Geographical Pay Differential  
<https://opwdd.ny.gov/form/apply-now>  
<https://www.cs.ny.gov/examannouncements/announcements/oc-cr/decentralized/20-413.cfm>

Registered Nurse 1 Salary **\$89,686-\$97,912\*\*** includes \$20,000 Geographical Pay Differential  
<https://opwdd.ny.gov/form/apply-now>

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