NOW HIRING

2/08/2019 – 2/22/2019

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www.oedworks.com

MAYOR'S OFFICE OF EMPLOYMENT DEVELOPMENT

Featured Opportunity

MARYLAND LEGAL AID AND MAYOR'S OFFICE OF EMPLOYMENT DEVELOPMENT

LAWYER ON THE BUS

A COMMUNITY LAWYERING PROJECT

The Lawyer on the Bus project provides **FREE** civil legal services in your community!

Wednesday, February 20th: 9:00am-3:00pm

Please bring all relevant documents with you.

One-on-One Civil Legal Advice

Maryland Legal Aid attorneys and paralegals, law students, and volunteer attorneys will provide brief, one-on-one advice on a variety of civil legal issues including:

- Bankruptcy
- Child Custody & Support
- Debt Collection
- Expungements
- Government Benefits
- Housing
- Landlord/Tenant
- Veterans' Benefits
- Wage Claims

Sharp Dressed Man, 529 Old Town Mall, Baltimore, MD 21201

No appointments necessary. Assistance is provided on a first-come, first-served basis.

Now Hiring is a service of the Mayor's Office of Employment, the Baltimore Workforce Development Board and multiple workforce partners

Now Hiring

Eastside One-Stop Career Center

A proud partner of the AmericanJobCenter network

3001 E. Madison St.
Baltimore, MD 21205
410-396-9030

Northwest One-Stop Career Center

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Mondawmin Mall
2401 Liberty Heights Ave.
Baltimore, MD 21215
410-396-7873

Westside Youth Opportunity (YO Baltimore)
1510 W. Lafayette St.
(Gillmor St. entrance)
Baltimore, MD 21217
410-545-6953

Eastside Youth Opportunity (YO Baltimore) HEBCAC
1212 N. Wolfe St.
Baltimore, MD 21205
410-732-2661

Workforce Reception Center
(By referral only)

100 W. 23rd Street
Baltimore, MD 21218
Phone (410) 396-6580

Satellite Employment Centers

Bon Secours Community Works
26 N. Fulton Ave.
Baltimore, MD 21223
410-362-3629

GEDCO
5513 York Rd. (rear entrance)
Baltimore, MD 21212
410-532-7117

My Brother's Keeper
4207 Frederick Avenue
Baltimore, MD 21229
410-644-3194

Employment Connection Center
1410 Bush Street
Baltimore, MD 21230
410-396-1052

MARYLAND WORKFORCE EXCHANGE

Maryland Workforce Exchange
Where Business and People Connect

Why Register?

This system offers a full range of features and services to assist job seekers and employers in their workforce development needs. For job seekers, that means finding assistance in researching the job market, figuring out what careers they are qualified for, how much those jobs pay, and other issues of interest. Employers can use the system to post their available job openings to a large pool of candidates, search for candidates using a wide variety of criteria, and research the local labor market.

Registration allows users to save personal information, settings, and preferences that make using the system easier and quicker during future visits.

After you create your user account, you will be able to save the information you have retrieved in the system. The system organizes this information, such as career searches and occupations, or résumés that have been viewed, in an easy-to-use file folder structure. This eliminates the need to conduct repeated searches for the same information, saving you time and effort.

Registered individuals have access to:

- A personal file folder that contains information on saved searches, system settings, and other information
- Career assessment tools, including skills matching, that help match a person's qualifications and abilities to specific occupations
- A home page with customized news content
- Creation of résumés and cover letters
- Automated job searches that deliver job opportunities to your system message box, an e-mail address you provide, or both

Visit the Maryland Workforce Exchange (MWE) at: https://mwejobs.maryland.gov to create your individual account today!

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Special Event

Now Hiring

BUSINESS SERVICES

Position/ MWE Job Order #	Requirements	How to Apply
Administrative Assistant - Sales	Enter and retrieve information contained in computer databases using a keyboard, mouse, or trackball to update records, files, reservations, and answer inquiries from guests.	To search and apply, visit: www.marriott.com/careers
Loss Prevention Officer	This role requires compliance with quality assurance expectations and standards. You may be required to stand, sit, or walk for an extended period of time.	To search and apply, visit: www.marriott.com/careers
Administrative Assistant - 942480	Requires a High School Diploma.	Apply on MWE
Technical Analysis Analyst - 943024	Requires a High School Diploma and two years of experience.	Apply on MWE and email resume to Marian Ampofo, marian.ampofo@nttdata.com
Manager, Donor Discovery - 943110	Requires a Bachelor's Degree and 60 months of experience.	Apply on MWE
Case Manager - 943141	Requires a High School Diploma.	Apply on MWE
Morning Show Producer (98 Rock)	Prior experience working with a personality driven show. Must be proficient in Adobe Audition.	http://careers.hearsttelevision.com/

To view full job descriptions and to apply online for immediate consideration, please reference the job order number (if provided), at: https://mwejobs.maryland.gov OR Email your resume including the position and MWE Job Order # in the subject line (if provided) to Bmore@oedworks.com. Job Orders may close without notice.

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HEALTHCARE

Position- MWE Job Order #	Requirements	How to Apply
Pharmacy Technician	At least 16 years of age. Licensure requirements may vary.	Email resume to Leo.Rehr@CVSHealth.com
RN – Critical Care Unit – 942837	Graduated from an accredited nursing program.	Apply on MWE
Certified Geriatric Nursing Assistant – Multiple Locations	Graduate of state approved Geriatric Nursing Assistant program. Certified by Maryland Registry.	https://tinyurl.com/GNA2019
Restorative Aide	Graduate of state approved Geriatric Nursing Assistant program. Certified by Maryland Registry.	https://preview.tinyurl.com/FCRA02

HOSPITALITY & RETAIL

Position/ MWE Job Order #	Requirements	How to Apply
Guest Service Representative	This role requires compliance with quality assurance expectations and standards. You may be required to stand, sit, or walk for an extended period of time.	To search and apply, visit: www.marriott.com/careers
Retail Store Associate	At least 16 years of age with a High School Diploma.	Email resume to Leo.Rehr@CVSHealth.com
Janitor - 940707	Janitors are needed to work part-time, approximately up to 20 hours per week.	Contact Lisa Nash; (410) 396-7873

To view full job descriptions and to apply online for immediate consideration, please reference the job order number (if provided), at: https://mwejobs.maryland.gov OR Email your resume including the position and MWE Job Order # in the subject line (if provided) to Bmore@oedworks.com. Job Orders may close without notice.

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CONSTRUCTION

Position/ MWE Job Order #	Requirements	How to Apply
Materials Field Technician – 941506	No experience required. Must have a High School Diploma or GED and a valid driver's license.	Apply on MWE and email resume to Deral Falls, DFalls@oedworks.com
General Laborer - 939800	Requires a High School Diploma and at least 12 months of experience.	Apply on MWE and email Alana Theard, ATheard@oedworks.com
Painter - 938882	Commercial Painting (3) years or more experience. Must have experience using brush, rollers, sprays and preparing surfaces.	Apply on MWE and email Alana Theard, ATheard@oedworks.com

MANUFACTURING/MAINTENANCE

Position/ MWE Job Order #	Requirements	How to Apply
Filtration Operator – 941524	Previous experience in manufacturing environment preffered.	Apply on MWE and email resume to Rosemary Woren, RWoren@oedworks.com
Maintenance Manager - 941157	Five plus (5+) years of maintenance experience.	Apply on MWE and email resume to Rosemary Woren, RWoren@oedworks.com
CNC Programmer/Machinist - 941145	Minimum 5 years of experience as a CNC programmer/ machinist in a manufacturing environment.	Apply on MWE and email resume to Rosemary Woren, RWoren@oedworks.com

To view full job descriptions and to apply online for immediate consideration, please reference the job order number (if provided), at: https://mwejobs.maryland.gov OR Email your resume including the position and MWE Job Order # in the subject line (if provided) to Bmore@oedworks.com. Job Orders may close without notice.

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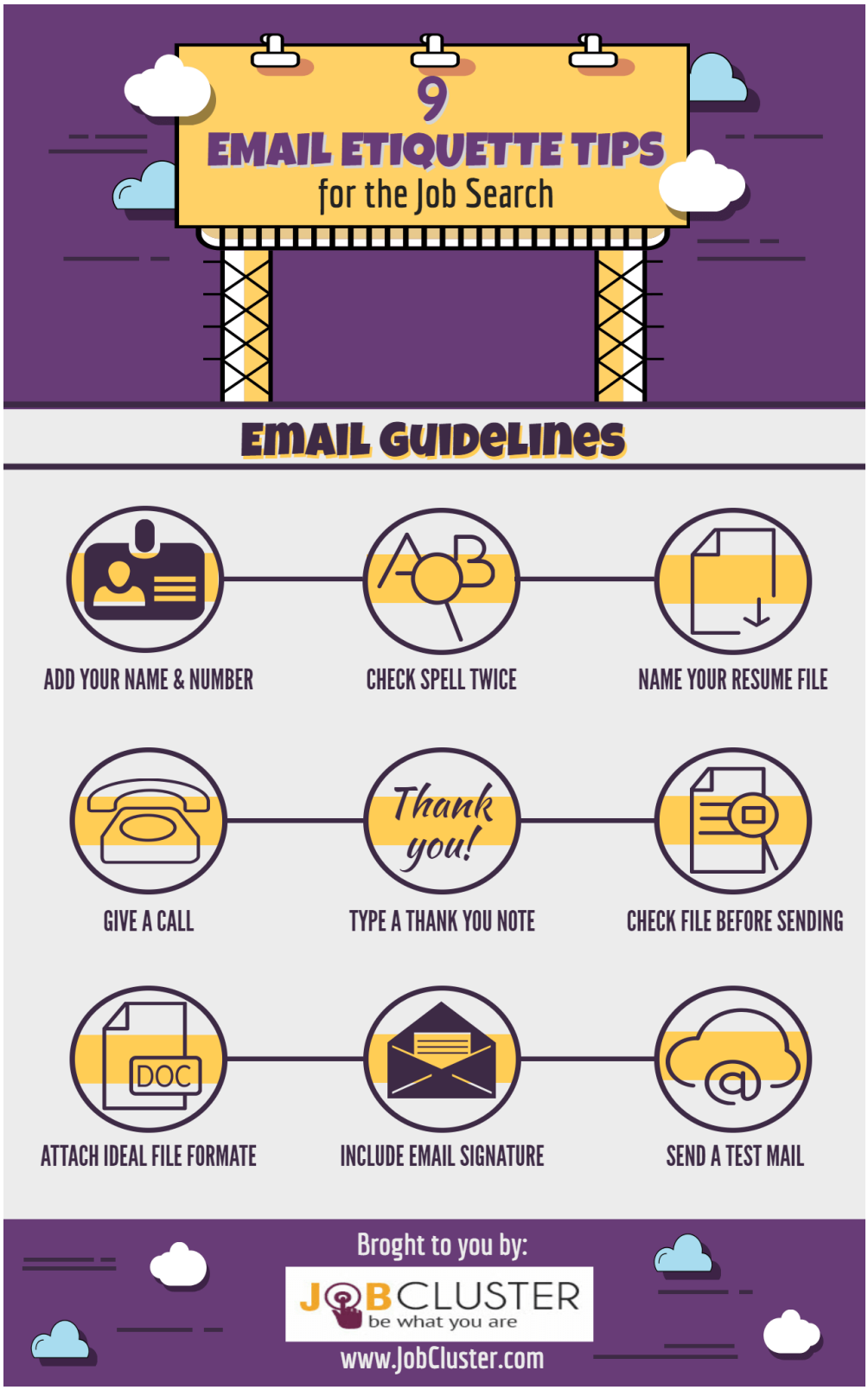
Job Seeker Tip



Now Hiring

EXPLORE EMPLOYMENT OPPORTUNITIES WITH THE CITY OF BALTIMORE

BALTIMORE CITY CIVIL SERVICE AND NON CIVIL SERVICE

Anyone meeting the minimum qualifications is encouraged to apply via the online e-Recruit system with Baltimore City's Department of Human Resources Agency.

Click the link below to review all opportunities!
https://www.governmentjobs.com/careers/baltimorecity

CIVIL SERVICE

Featured Jobs:

Position /Job Number	Wage/Salary	Closing Date
Automotive Maintenance Worker - 27699	$32,273 - $34,578	2/14/2019
Heating and Air Conditioning Technician – 27551	$37,111.00 - $41,500.00	N/A
Customer Service Representative – 40020	$11/hr (Part Time)	Continuous
Building Repairer – 27612	$34,079 - $37,543	N/A
Store Supervisor I – 27673	$40,487 - $48,836	2/11/2019
CDL Drivers (Class A or B) - 00042	$14/hr	N/A
Community Health Nurse II - 27159	$63,956 - $72,900	Continuous
Customer Service Representative - 40020	$11/hr	Continuous

Visit the link below to apply to the opportunities listed above:
https://www.governmentjobs.com/careers/baltimorecity

NON-CIVIL SERVICE

Featured Jobs:

Position/Job Number	Wage/Salary	Closing Date
Canoe and Kayak Program Assistant – 00319	$11-$15/hr	Continuous
Skate Guard – 00320	$12/hr	Continuous
Bike Program Assistant – 00321	$11-$13/hr	Continuous
Community Aide/Custodian - 00324	$10.10/hr	Continuous

Visit the link below to apply to the opportunities listed above:
https://www.governmentjobs.com/careers/baltimorecity

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MAYOR'S OFFICE OF EMPLOYMENT DEVELOPMENT (MOED)

The following opportunities are available with the Mayor's Office of Employment Development. ***For more information and instructions on how to apply please visit*** **https://moed.baltimorecity.gov/moed-openings**

JOB TITLE	POSTING #	STATUS
Business Services Representative	8515	Full-Time - Regular with Benefits; starts at $35,299
Business Services Representative – Mobile Workforce Center	8511	Full-Time - Regular with Benefits; starts at $35,399
Supervisor I	8517	Fulltime with benefits; starts at $37,399
Career Navigator	8516	Nonexempt; starts at $34,607
Intake Specialist	8518	Part Time; $14/hr

The following opportunities are available with the Mayor's Office of Employment Development- Youth Works. ***For more information and instructions on how to apply please visit*** **https://moed.baltimorecity.gov/moed-openings**

JOB TITLE	STATUS
YouthWorks Job Developer	Temporary without Benefits (January 7 – June 30) Salary $18/hour
YouthWorks Unit Supervisor	Temporary without Benefits (December 3, 2018 – June 30, 2019; or March 12 – June 30) Salary $19/hour
YouthWorks Assessment Staff	Temporary without Benefits (December 17, 2018 – June 28, 2019; January 14 – April 6; or January 14 – June 7) Salary $15/hour
YouthWorks Employment Specialist	Temporary without Benefits (January 7 – June 28) Salary $15/hour
YouthWorks Data Entry Clerk	Temporary without Benefits (December 3, 2018 – June 28, 2019; or December 17,2018 – June 28, 2019) Salary $12/hour

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Here are some additional websites to assist your job search.

Baltimore City Community College	Education	www.bccc.edu
Baltimore City Government	Government	www.baltimorecity.gov
Employment 911	Government	www.employment911.com
Federal Government	Government	www.usajobs.gov
Maryland Workforce Exchange	Government	https://mwejobs.maryland.gov
SummerJobs.com	Government	www.summerjobs.com
Maryland non-profits	Government	www.marylandnonprofits.org
Maryland Government	Government	www.maryland.gov
BestJobsUSA.com	Private Sector	www.bestjobsusa.com
Career	Private Sector	www.career.com
Career Board	Private Sector	www.careerboard.com
Career Site	Private Sector	www.careersite.com
Employment Guide	Private Sector	www.employmentguide.com
Groove Job	Private Sector	www.groovejob.com
Indeed	Private Sector	www.indeed.com
Job.com	Private Sector	www.job.com
Jobing	Private Sector	www.jobing.com
Jobs	Private Sector	www.job.net
Monster	Private Sector	www.monster.com
My next Move	Private Sector	www.mynextmove.org
Nation Job	Private Sector	www.nationjob.com
Net-Temps	Private Sector	www.net-temps.com
Snag A Job	Private Sector	www.snagajob.com
Sologig.com	Private Sector	www.sologig.com
The Ladders.com	Private Sector	www.TheLadders.com
Baltimore Help Wanted	Private Sector	www.baltimorehelpwanted.com
Career Builder	Private Sector	www.careerbuilder.com
Vault	Private Sector	www.vault.com