

The Job Line

Job Searching Tips, Leads & Information for Job Seekers



“TIP OF THE WEEK”

Job Search: Adapting New Strategies

Now more than ever, it is important to ensure that your entire job search strategy tells a clear and compelling story. From your cover letter and resume to your LinkedIn profile and even how you present yourself in virtual interviews, people *trust* people who are consistent.

So, develop a clear story that explains the motivation behind your job search: why are you looking and what are you looking for, really? Explain what choices you have made in the past that have led you to where you are today. If you can distill all your experiences down to a clear story that is reinforced again and again throughout all your job search assets, you are more likely to be perceived as memorable, trustworthy, and authentic. Welcome to the age of online networking. I am such a big believer in networking your way to your next job, that it is imperative you continue to grow and activate your network even while practicing social distancing. (informational interviewing can help.

What does that look like? Sending lots of initial outreach emails - to former colleagues, mentors, friends, and friends of friends - and asking for a virtual meeting, preferably over video chat. Then, make the most. Try to identify common values and shared experiences to foster connection. And then ask outright for their advice. Be specific about what kind of support you need most like getting resume feedback or making an email-introduction to another contact, or putting in an internal referral with HR. Finally, you cannot drop the ball when it comes to the follow-up game. That is where you have the chance to show your contact that you are the reliable, gracious professional you say you are. Send a timely (read: within 24 hour) thank you note and send along anything else they might need to help you - like a pre-written brief blurb they can use when making email introductions on your behalf, i.e. Job-searching is a skill in and of itself. So, if you find yourself feeling a bit stuck, skill-building in this department might be a wise use of your time. Seek out [free guides](#) and [podcasts](#) that cover professional development topics, or work on your leadership and communication skills over on platforms. Take this time to audit your online presence to ensure your online brand is helping - and not hurting - your job search odds. To read the complete article visit:

<https://www.forbes.com/sites/melodywilding/2020/04/27/how-to-job-search-in-the-age-of-covid-19-according-to-a-career-coach/#6b6a3foa5e33>



How to use The Job Line

1. Look over the list to identify jobs that are of interest to you.
2. Visit the listed web site for further information. More job listings can be found at the listed web sites as well – this list is just a sampling of what is available in the Lamoille County area.
3. If you are a member of Creative Workforce Solution or receiving VR/ Reach Up services, request The Job Line in your e-mail. Send your request to cmanning@vabir.org
4. Contact us if you have any questions: 802-871-0729
5. We want to hear about your successes! Let us know about your new job!



Trainings and Volunteer Opportunities

Ed2Go has a huge array of courses available and are available through GMTCC.

<https://www.ed2go.com/gmtcc/>

GMTCC trainings: <https://gmtccadulthoodeducation.coursetorm.com/>

- Check out the great list of trainings on the Tech Center website!

VT State Libraries-Universal Classes Universal Classes are free through the VT State Libraries. Two links – one to obtain a library card on line (needed for Universal Classes); second link to access Universal Classes.

https://libraries.vermont.gov/state_library/state_employees/card

<https://vermontstate.universalclass.com/barcode-login.htm?enter+code>

The Learning Express – you can also go through any library website to access.

<https://www.learningexpresshub.com/ProductEngine/LELIndex.html#/learningexpresslibrary/libraryhome>

Free on-line classes via several Ivy League universities – check this out!

<https://www.classcentral.com/collection/ivy-league-moocs>

Kahn Academy is a free, on-line math training. You can access one short segment or a whole course.

<https://www.khanacademy.org/>

CCV is still open on-line. Registration for summer courses is also available. <https://ccv.edu/>

Upcoming Trainings for Fall 2020

Brought to you by the Workforce Development Team in your area:

These short-term trainings ready to go/ or in development: more details to follow

1. Money Conversation Series
2. Construction Skills 101
3. Financial & Computerized Accounting
4. CKA "Lite"- Community Kitchen Academy "lite: version
5. Computer Skills for Jobseekers via Distance Learning

Reach out to your counselor or Employment Staff for more information

Online Resources for Career Exploration and Post-Secondary Training/Education

O*Net My Next Move: <https://www.mynextmove.org/>

O*NET Interest Profiler: <https://www.mynextmove.org/explore/ip>

Explore Work (Offers online Pre-ETS activities!) <https://explore-work.com/>

VSAC: <https://www.vvac.org/i-am/a-high-school-student>

CareerOneStop: Skills Match <https://www.careerinfonet.org/skills>

CareerOne Stop MySkillsMyFuture <https://www.myskillsmyfuture.org>

CareerOneStop: Interest Assessment:

<https://www.careeronestop.org/Toolkit/Careers/interest-assessment.aspx>

(essentially the same as the O*Net Interest Profiler)

Career Scope:<http://vri.org/> (requires access through a Career Counseling & Assessment Specialist in your office who can set you up with an account)

The Career Index/Plus: https://www.thecareerindex.com/dsp_intro.cfm

Virtual Job Shadow: www.virtualjobshadow.com (requires access through a Career Counseling & Assessment Specialist in your office who can set you up with a "staff account".)

National Career Development Association: Internet Sites for Career Planning:

<https://www.ncda.org/aws/NCDA/pt/sp/resources>

Virtual Hiring Event

Ben and Jerrys is hosting a virtual hiring event this coming Friday, June 12th. They will be scheduling virtual interviews throughout the day. Interviews will be scheduled from 8am to 11:30am and then again from 1pm to 3pm.

For a candidate to get an interview on this day, they must apply online first. A background check will still be conducted, which will go back 7 years. They will also do a pre-employment drug screening.

Open Positions:

Production Worker

(1st) 6:30 am – 3:00 pm (Mon – Fri)

(2nd) 2:30 pm – 11:00 pm (Mon-Fri)

<https://unilever.wd3.myworkdayjobs.com/External/job/St-Albans-VT/Production-Worker-3rd-shift---Ben---Jerry-s--St-Albans- R-05200>

Production Worker

(3rd shift) 10:30 pm to 7:00 pm Sun - Fri

<https://unilever.wd3.myworkdayjobs.com/External/job/St-Albans-VT/Production-Worker R-05415>

Quality Technician (Weekend shift, Day/evenings)

6:00 pm - 6:30 am (Fri- Sun)

6:00 am - 6:30 pm (Sat - Mon)

<https://unilever.wd3.myworkdayjobs.com/External/job/St-Albans-VT/Associate-Quality-Technician--Weekend-Evening-shift---Ben---Jerry-s--St-Albans-VT- R-05376>

The facility is currently restructuring their shift patterns to 12 hours. The transition will be phased in over time. Current openings will follow the 8hr pattern, but candidates must be open to the shift change.

Starting pay is \$18.17

Shift differentials – 2nd \$0.91

3rd \$1.33

Job Leads through June 12, 2020

Vermont State Parks is hiring

We still have a lot of openings in the region. Due to Covid-19 we lost a lot of people recently. The following parks in the region have positions available for attendants:

Brighton (Island Pond); Crystal Lake (Barton); Elmore (Lake Elmore); Little River (Waterbury); Maidstone (Maidstone); New Discovery (Marshfield); Ricker Pond (Groton); Smugglers' Notch (Stowe); Stillwater (Groton); Waterbury Center (Waterbury Center)

Interested applicants should apply directly at www.vtstateparks.com.

Seeking Food Cart Cook and Operator

Dan Snyder • Stancliffe Road, Morrisville

JOB OPENING

After a successful weekend of slinging pork and crispy tofu tacos we are excited to expand our food cart offerings at Stowe Cider. We are looking for someone with substantial cooking experience who is excited to join our team and help build a menu that pairs well with our cider and music events. Please see job description below and email careers@stowecider.com with any questions.

Stowe Cider Food Cart Cook and Operator Position Overview:

At Stowe Cider we are thrilled to offer guests a food cart experience to complement our cider. The Food Cart Cook and Operator will serve as the face of our food cart and as chef. The staff member working in this position must have great attention to detail and be attentive to customers, ensuring that customers have a positive and memorable experience at Stowe Cider. We are seeking a candidate with a passion for great food, a love for the service industry, and an excitement for craft cider.

Core Responsibilities:

Greet customers promptly and courteously

Explain how various menu items are prepared, describe ingredients and cooking methods

Inform customers of daily specials

Take food orders (and/or work with staff taking orders)

Use of electronic POS systems

Cook and serve food and/or beverages to customers

Stock service window area with supplies such as utensils, bags, condiments, to-go containers

Set up, prep, cook, restock, and clean up for the duration of the operational shift of the food cart Take inventory and order supplies Assist with menu creation and update specials Essential Assets:

Excellent communication skills; ability to project a friendly and helpful manner at all times

Able to perform quality work efficiently with minimal supervision

Responsive and flexible with last-minute requests

Willingness to support taproom and production efforts

and participate in other activities both on-site and off-site

Work in a team environment

Have a love for food and cider!

Qualifications:

High school diploma or equivalent and/or qualified experience required

Cooking experience

Ability to think and work in a fast-paced environment

Professional demeanor

Able to lift to 40 pounds

Must be able to stand, walk, lift, and bend for up to 8 hours a day

Must be able to work Fridays and Saturdays

Weekends, holidays, and evenings required

Benefits:

Free merch

Free cider

Opportunity to grow with a young and successful company

Experience in a growing industry Three weeks paid time off

Health & Wellness Pay: Commensurate with experience Please submit a cover letter and resume to careers@stowecider.com

Kingdom Creamery is Hiring

- Leslie Michaud • Michaud Farm Rd, East Hardwick

[JOB OPENING](#)

Kingdom Creamery of Vermont is seeking help in our dairy processing plant. Duties include assistance with all aspects of bottling milk, making ice cream, yogurt and ice cream mixes from processing to packaging to shipping. Must be able to lift 40 #.

Give us a call at 802-472-6700 or stop by to fill out a job application.

Kingdom Creamery of Vermont

3411 VT Route 16 East Hardwick

Jeremy & Leslie Michaud

We Could Use a Hand with Light Landscaping

- Chris Tagatac • Putnam Forest Rd, Stowe

JOB OPENING

We have several light landscaping jobs around the yard from spreading mulch to filling up flowerpots. No experience needed. If you are willing to work hard, please contact us. You will be paid at the end of each day. Thanks-Chris

[EMAIL AUTHOR](#) [REPLY TO FORUM](#)**Job Opening - Retail Sales Associate**

- Steven Brownlee, Umiak Outdoor Outfitters • South Main Street, Stowe

[JOB OPENING](#)

Stowe, Vermont

Umiak Outfitters is looking for an enthusiastic, part-time, or full-time, sales associate to help sell and buy outdoor paddling gear and accessories. All candidates should be upbeat, outgoing, and passionate about the outdoors. Canoe, kayak, and standup paddle experience would be helpful but not required. This is a seasonal, part-time, or full-time position, with year-round potential. The salary will be based on experience. Umiak Outfitters is an equal opportunity employer. Email resume and cover letter to: retail@umiak.com, Attn: Retail Manager.

Or mail to Retail Manager, Umiak Outdoor Outfitters, 849 South Main Street, Stowe, VT 05672

Craftsbury Schools is Seeking a Full-Time Custodian

Hardwick Walden – • Adam Rosenberg • Superintendent, Orleans Southwest Supervisory Union

[JOB OPENING](#)

The Craftsbury Town School District is seeking an individual to join our custodial/maintenance team to help create a safe and healthy learning environment for our students and staff. Craftsbury Academy is among the top 5 ranked schools in Vermont: with a great deal of pride shown throughout the community. This is a day position in the summer and once school begins will be an afternoon/evening position and is full-time, year-round, and a member of the Support Staff collective bargaining unit. Attention to detail, a positive attitude, and a background in building maintenance or construction are a plus. The start date for this position is July 1, 2020.

Background Check Required. Please send a resume and letter of interest to Ryan Bjerke at Craftsbury Schools P.O. Box 73 Craftsbury Common, VT 05827 or rbjerke@ossu.org

Pizza Makers - Piecasso Pizzeria & Lounge

• Amanda Bovi, Piecasso Pizzeria & Lounge • Mountain Road, Stowe

[JOB OPENING](#)

Our pledge is to have fun while taking our food seriously. We are fully committed to making from-scratch, award winning, eclectic, and delicious pies, while consistently hand-tossing our pizzas. The ability to make artisan, hand-tossed pizza is a unique and valuable skill in the culinary world. Here is what you need to succeed: Must enjoy a fast-paced & positive working environment. Willingness to jump in where needed with a smile. Must be motivated to work with a sense of urgency, accountability, dedication and passion. The ideal candidate is upbeat & personable; possess an ability to make good decisions. 1-year experience working as a pizza maker preferred but we will also train the right candidate. Part-time available. Competitive hourly pay plus tips. We look forward to hearing from you! Email amanda@piecasso.com

Hiring Mason Apprentice

• Andy Mink • E. Main Street, Hyde Park

[JOB OPENING](#)

Looking to hire a new mason apprentice. No experience required. Job duties include
-mixing mortar,

- moving materials to keep masons stocked for what they are building.
- Measuring, marking, and cutting materials with handheld or table mounted wet masonry saws, motor driven.
- setting up and tearing down scaffold frames and planks, roof scaffolding
- working at heights with harness
- potential to operate heavy equipment, forklift, and boom lift after training
- driving of company one-ton dump trucks and towing trailers at times
- cleaning up of rubble and demolition debris
- demolishing chimneys or masonry walls for rebuild with electric jackhammer or hand tools
- operation of power tools for basic carpentry related tasks, screw guns, circular saw
- basic mechanical maintenance of equipment, grease guns, turning wrenches
- general assistance as directed by masons on site, or job site foreman

Job requirements

- full time attendance, 5 days a week, Monday to Friday, 7am to 330pm with potential overtime
- good attitude and ability to follow directions, good problem-solving skills, and resilience,
- ability to stay off cell phone during work hours unless on scheduled breaks or emergency
- transportation to and from job or too and from carpool meeting sites.

Weekly paychecks, - starting pay \$17 an hour, with two-week review and 90-day review for pay increase based on performance, attendance, attitude, and production. This could be a good career for a young person to get into. A motivated and hardworking individual could complete an apprenticeship in about 5 to 7 work seasons and could make between \$27 and \$33 an hour as a journeyman bricklayer / mason call Andy at 802 -279 -0568

Part Time RN Position

Cambridge – No. 3568 • Carl Erickson, Riverview Life Skills Center, Inc. • Highlander Drive, Jeffersonville

[JOB OPENING](#)

Riverview Life Skills Center Inc. has a part time position available for a RN for nursing oversight at our 11 bed, level 3 community care home. 12-20 hours available. Please call 644-8708 or email for details. [EMAIL AUTHOR](#) [REPLY TO FORUM](#)

We're Hiring! CHSLV Seeks Full-Time Accounting Manager

• Shannon Chauvin, Community Health Services of Lamoille Valley • Northgate Plaza, Morrisville

JOB OPENING

Community Health Services of Lamoille Valley (CHSLV) is a non-profit, Federally Qualified Health Center serving our neighbors in the Lamoille Valley with premier, comprehensive healthcare. We're seeking an experienced Accounting Manager to join our finance team. This critical, hands-on role oversees our financial management systems and compliance with accounting principles and federal, state, and local legal requirements.

FULL TIME • BACHELOR'S IN ACCOUNTING OR RELATED FIELD REQUIRED

To apply, visit chslv.org/careers or email Vicki Emerson at vemerson@chslv.org

Seeking Respite and Community Support Providers**JOB OPENING**

Seeking Respite and Community Support Providers for the Lamoille County area.

Community Support is provided to individuals on a short-term basis. Respite may be provided in the individuals home or the private residence of the respite provider. Compensation based on experience.

Qualifications:

- Previous experience in personal care* or other related fields
- Compassionate and caring demeanor
- Ability to build rapport with clients
- 18 years of age and older
- Valid Driver's License, access to reliable vehicle & auto insurance
- Caregivers must pass Background Check
- CPR Certification

*Personal care for someone who is disabled or is otherwise unable to care for themselves, such as bathing and grooming, dressing, incontinence and bathroom assistance, ambulation and

mobility, cooking and managing bodily functions. If interested, please forward your contact information to brenda.gravel@uvs-vt.org or call 802-356-0406.

Caregiver- Stowe and Montpelier Areas Fulltime and part time positions available

We are looking for dedicated and compassionate professionals to work with individuals who have disabilities, injuries, difficulties with mobility, or illnesses. If you are planning on pursuing a career in the healthcare industry, we encourage you to join our growing team today. We value not only our clients but our employees as well. Here at Hands at Home Care Services, we strive to provide care most professionally and reliably. Our goal is to keep caregivers close to their clients and maintain or improve quality of life.

Responsibilities

- Personal care (assistance with toileting, incontinence care, showering, bathing, transferring)
- Companionship
- Transportation
- Light housekeeping
- Assistance with meal prep and planning

Requirements

- Valid Driver's License
- Good people skills
- The ability to problem-solve
- Desire to learn and make adjustments
- Professionalism

Rewards

- Employees working 25+ hours/week have access to TeleDoc and EAP Program
- Referral bonus
- We will do our best to work with your schedule and shift needs!!

*****Directions to Apply*****

-Please respond to this posting with your name, phone number, location and resume (if you have one) as well as a short description of why you are applying and any relevant experience.

Hands At Home Care Services

Independent family-owned and operated home care agency. The kind of personal connection you are looking for!

17ae2595c47633bdb6c8577dc2cc7cd9@job.craigslist.org

Facility Cleaners

153 Stafford Avenue
([google map](#))

compensation: **Starting pay \$14.00 to \$16.00 per hour**

employment type: **full-time**

MSI is looking for 1st, 2nd, and 3rd Shift Facility Cleaners to join the team!

\$100 Sign-on Bonus!

MSI pays a generous shift differential for the late shifts!

Qualifications/Attributes:

MSI Values plus the following:

High Attention to detail

Able to work independently with minimal supervision

Able to work with others in a way that is positive, efficient, and flexible for all

Must be able to complete tasks listed below:

Tasks:

Arrive on time. Clock in and out appropriately, for work finished; use comments appropriately to identify problem areas. Notify a manager of any error in clocking in or out so that it may be corrected.

Complete routine cleaning task list to specification including but not limited to the following: Clean, dust, vacuum and/or mop floors of offices, break rooms, hallways, stair ways, conference rooms, common areas, and some designated production areas on a regular rotational basis.

Scheduled extra maintenance of floors or carpets

Seasonal cleaning projects (windows, polishing, outside entry ways, etc.)

Rental cleaning projects as directed and required.

Follow safety rules including proper use of PPE (Personal Protective Equipment) and report safety concerns and injuries to the Manager, Safety Manager, and/or Human Resources.

Maintain level of productivity and quality in accord with business needs and expectations set by management.

Physical Requirements

- Able to walk frequently in the course of job duties.
- Able to stand for extended period of time.

- Able to lift and carry up to 50 lbs. frequently.
- Able to push/pull carts with up to 50 lbs. frequently.
- Able to twist up to 45 degrees on a frequent basis.
- Able to climb stairs frequently.
- Able to crouch, kneel and reach on a frequent basis.
- Able to participate in daily mandatory stretch break.

Additional Requirement: This position requires the flexibility to work weekends and holidays when necessary

MSI offers a full range of benefits to full time employees including: 401K; Health, Dental, Life & Vision insurance; Profit Sharing/ Bonus Program; Health Savings Account and more.

Interested Candidates may Apply Online at: <https://www.msivt.com/careers>

Forklift Operator/Material Handler

153 Stafford Avenue
([google map](#))

compensation: **Compensation is based on experience and qualifications.**

employment type: **full-time**

We are currently looking for 1st, 2nd, and 3rd Shift Forklift Operators!

\$100 Sign-on Bonus!

MSI pays a generous shift differential for the late shifts!

Mission: A reliable fork lift material handler will work to maintain a clean, organized warehouse, respect forklift safety criteria, support warehouse stocking, inventory movement criteria and fulfilling lineside production needs. Material Handler will be responsible for delivering unloaded product deliveries, proper storage, and staging of products based upon internal customer (production and quality) requirements, and assisting with thoughtfully organizing and maintaining inventory movement and appropriate tracking information.

Essential Duties and Responsibilities:

Assist in working in order of internal customer (Quality/Production/External) using sheets based on customer orders and then pulling the right products for each order.

Load and unload sideline material, supporting the production schedule, ensuring that production never runs out of parts

Support training of new hires
Record and report any equipment repair needs
Report any shortages or discrepancies to the Logistics or Inventory Control Leader as applicable
Visually monitor inventory levels and communicate low levels to the Inventory Control Leader
Comply with safety regulations
Ensure that the warehouse is kept clean – all cardboard, scrap metal, and waste wood are properly disposed of
Conduct 5S responsibilities daily
Elevate any/all concerns quickly
Maintain a solution oriented work atmosphere by acting and communicating in a manner so that you get along with customers, clients, co-workers and management
Continue to grow lean knowledge and use the tools to identify and assist with continuous improvement
Operate a forklift/pallet jacks following all company and safety regulations
Qualifications: 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.

Education and/or Experience: High School diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

Language: Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

Mathematical Skills: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability: Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

Physical Demands/Requirements: The physical demand described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel. The employee is frequently required to stand; walk; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl and talk or hear. The employee is occasionally required to sit. The employee must frequently lift and/or move up to 50 pounds.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently exposed to moving mechanical parts. The employee is occasionally exposed to outside weather conditions. The noise level in the work environment is usually moderate.

Other Requirements

Maintain current forklift certification
Reports to: Logistics Lead

MSI offers a full range of benefits to full time employees including: 401K; Health, Dental, Life & Vision insurance; Profit Sharing/ Bonus Program; Health Savings Account and more.

Interested Candidates may Apply Online at: <https://www.msivt.com/careers>

Lawn Care and Landscaping (Stowe)

compensation: **TBD based on experience.**

employment type: **full-time**

Growing lawn care and landscaping company is looking for people to fill out multiple positions on their mowing, gardening, and landscaping crews. Applicants must be hard working and self-motivated with attention to detail. Jobs would include spring and fall cleanups, weekly mowing of properties, brush hogging and helping with other landscaping projects (Stone, tree, and lawn installs). Jobs are seasonal and would continue into November but with the possibility for year-round employment. Experience is a plus but willing to train. Valid driver's license is a must. eed6865c5f13c7b8f9b293b4af0cd02@job.craigslist.org

Summer Grounds Maintenance Position (Stowe)

201 Stonybrook Road

compensation: **\$12 - \$15/hr.**

employment type: **full-time**

Stonybrook Homeowners Association: Summer grounds seasonal maintenance position 40 hrs. a week. Must have experience in general maintenance of grounds. Looking for motivated team player with good communication skills. Competitive wages are offered. We are an equal opportunity employer who will consider all qualified applicants. Please stop by our office at 201 Stonybrook Road or email us at office@stonybrookstowe.com for an application. If you have any questions you may call 802-253-9701.

General Laborer WANTED (Hardwick)

2138 vt rte 15 west

compensation: **TBD**

employment type: **full-time**

We are searching for General Laborers to join our team for the construction season.

Please give us a call 802- 472-3776

Lawn /Landscape Maintenance (Stowe)

compensation: **Based on ability**

employment type: **full-time**

Rapidly growing company seeking experienced lawn/landscape, maintenance worker. Must have experience with commercial lawn care equipment. GOOD!! pay for the right person. Attention to detail and dependability a must. Maybe you need a change in scenery?

Please provide your full name and phone number when you reply.

ab2bf2ec1bb5332699ac8cb3b3344834@job.craigslist.org

STOVE ASSEMBLER (Starting at \$14.50 / hr.) (Morrisville)

compensation: \$14.50 hour with generous benefits

employment type: full-time

Now in our 42nd year of manufacturing in Morrisville, VT, Hearthstone Quality Home Heating Products stands as a worldwide leading producer of wood and gas home heating stoves- and now outdoor ovens too. With an established tradition of time-tested craftsmanship, our products are widely recognized for style, quality, and efficiency. Hearthstone stoves serve as a beautifully functional centerpiece of households throughout the world.

We are currently looking for Stove Assemblers to join our team of builders. While hands-on basic tool skills are helpful, we are happy to train individuals. Applicants should know that the work is physical, working on feet throughout the day, and involves frequent lifting. Most importantly, we are looking for a positive and enthusiastic attitude to learn and grow with a local company.

Shift runs from 6am to 2:30pm (with occasional overtime). Pay rate starts at \$14.50 /hr. and goes to \$15.00 /hr. with a generous benefits package after 6 months. Due to current health concerns, please do not drop in. You may call to request an application or email via craigslist

713bfed0534d3cff90fc4563d6f47e81@job.craigslist.org

Line Cook Michael's on the Hill (Waterbury Center)

compensation: Very competitive; 3 weeks paid vacation after 1st year; off Thanksgiving and Christmas; 2 days off/week.

employment type: full-time

Seeking Line Cook for our locally driven restaurant. (dine in and take out)

Must have a great attitude, ability to lead, attention to detail, love food, cooking. Puts the guest and sanitation first. f0e65c9bf9cd3e299e8d5a0da9a44d66@job.craigslist.org

Landscaper & Stoneworker (Richmond)

compensation: compensation depends on experience and skill level

employment type: full-time

Living Stone Landscapes and Design is a landscape design/build company based in Richmond. We create patios, stone walls and gardens with an attention to detail.

We are looking for committed, hardworking people with a passion for creating high quality stonework and landscapes. Must be able to work as part of a team.

Looking for someone with skill and experience, but willing to train the right person.

Pay will depend on experience.

Must have valid driver's license and own transportation.

Please respond with resume or an explanation of experience.

56e90f7451553a9b8bc783783d6be149@job.craigslist.org

Automotive Technician (Waterbury)

compensation: 36,000 - 60,000 + Depends on experience

employment type: full-time

Central Vermont's independent import auto dealer is seeking an experienced Automotive Technician to join its team. This is a perfect opportunity for the right Technician to earn comparative salary to a conglomerate type dealership with the positive and fun working environment of an independent mechanical repair shop! At Snowfire you are a valued and appreciated contributor to the business.

Snowfire maintains a Monday through Friday work week with an excellent benefit package that includes health, dental, simple IRA, and disability. Along with holiday, vacation, and sick time. Please reply to this ad with your resume.

Experience in European / Asian foreign vehicle repair is preferred

www.snowfireauto.com

a5150dca39273065b8982d3fc5cdd000@job.craigslist.org

Lawn Care and Landscaping (Stowe)

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employment type: full-time

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1f09c669a30c37c8a27e962214381d3a@job.craigslist.org

Ranch Camp is looking for BOH (Stowe, VT)

compensation: competitive pay based on experience

employment type: part-time

Ranch Camp in Stowe VT is hiring a line cook and a dishwasher. We are a restaurant-bar-bike shop hybrid, and employees receive deep discounts on bike gear and food. We are looking for people who care about healthy fresh food and can work in a fast-paced setting. Our kitchen is organized and efficient and is looking for someone with these same qualities. We offer highly competitive pay, and experience is preferred. We are looking for part time hours, with the possibility of additional hours in the future.

6f0d03bec64b371ea5d5f3a5e9b66085@job.craigslist.org

Part Time Cleaners Needed (Waterbury or Berlin) (Waterbury)

compensation: \$14.00 HR

employment type: part-time

Cleaning company looking to assist our community in these highly health-aware times by hiring health-conscious individuals who want to make a difference in our service.

Ideal candidates are to work in an office setting performing janitorial responsibilities which includes sweeping, mopping, vacuuming, trash and recycle disposal, sanitation of surfaces and restrooms.

Locations Available:

- Waterbury, VT 05671
- Berlin, VT 05602

Environments: Office

Shifts Available: Monday-Friday

- 6:00pm-10:00pm
- 6:00pm-11:30pm

Wage: \$14.00 HR

Responsibilities:

Prospects are responsible to assist in taking precautions for an office building space by completing the following sanitation tasks.

- Wiping Down Hard Surfaces and Dusting
- Maintaining Glass and Stainless-Steel Surfaces
- Restocking, Sanitizing, and Upkeep of Restrooms
- Vacuuming All Entryways, Walkways, Desk, and Common Areas
- General Trash Removal

Touchpoint cleaning is performed continuously throughout all other areas.

- Hard Surfaces
- Doorknobs/Handles
- Light Switches
- Workstation Areas
- Some Glass Surfaces

Requirements:

- Background Check
- Housekeeping, Cleaning, Personal Care Aid, or Janitorial Experience Welcome
- Benefits include: Weekly Pay, Multiple Shifts, Health/Dental/Vision, 401K, and Paid Training

Contact:

Please reply via e-mail with your interested or call Andrea @ 802-735-3931

e1caae5266453bf195de1d881149b2a0@job.craigslist.org

Construction Foreman (Waterbury Center)

compensation: Based on experience

employment type: full-time

Gristmill Builders is looking for a Construction Foreman with 5+ years of experience in high end work for projects in the Lamoille, Chittenden, and Washington counties. We are a reputable building company specializing in high end homes looking for employees that are forward-thinking, detail oriented.

Individuals must be organized, reliable, possess good communication skills and be motivated. The ability to be an effective team leader is necessary for the position. You would be working directly with the project managers, owners, and vendors. The qualified applicants must have 5+ years' experience in high-end custom building and with leadership experience.

Please contact Gristmill Builders - Brendan @ 802-279-2000

4f934978f6e93319b0e3db35ea7fdaeb@job.craigslist.org

The Patio at Idletyme Needs Servers and Support (Stowe)

compensation: Base plus Tips

employment type: full-time

Business is coming back to IDLETYME BREWING COMPANY! We kept it going throughout the shut down and now restrictions are starting to lift! As we can accommodate more guests, we will need more awesome people to join our Team at Idletyme.

Servers have a chance to work in a fast-paced atmosphere in a Large Restaurant with a Huge Outdoor Patio! Money is great and the hours are flexible. Experience and Open Availability are a BIG PLUS! Support Staff is the secret to success at Idletyme. Hosts, Bussers, and Food Runners keep everything moving at a fast pace! It is a great introduction to our restaurant and a starting point to move up into a serving position.

Please bring a resume to the restaurant between 10AM and 12PM or between 3PM and 5PM. We are excited to meet you!

Head Chef/Kitchen Manager (The Matterhorn)

compensation: \$18 - \$25 per hour depending upon experience

employment type: full-time

The Matterhorn, located in the beautiful resort town of Stowe, Vermont, is currently seeking a Head Chef/Kitchen Manager. Involves ordering, scheduling, inventory, training and cooking. We specialize in creative entrees, grill items, gourmet brick oven pizza and sushi. Willing to train in sushi. Please visit matterhornbar.com to familiarize yourself with our restaurant.

a2b897f2fba83a9ab41399a6b7369be5@job.craigslist.org

Housekeeping/Laundry (Morrisville)

Join our excellent team! The Manor, Inc. is hiring. Full time. Housekeeping/Laundry. GREAT benefits!

5fd957fa40bf36cab02343eab3de4361@job.craigslist.org

Housekeeping/Hospitality

Join Our Team!

THE MANOR

The Manor has immediate openings for Housekeepers in our Hospitality Services Division, both full and part time. We're offering the right candidate the opportunity to be part of a quality driven team of professionals dedicated to excellent customer service and nursing care. Some weekends. The Manor, a not-for-profit corporation, is recognized by the State of Vermont and nationally for quality care. **Excellent wages and benefits!**

The Manor is a non-profit corporation and is the recipient of State and National recognition for its achievement in quality care. We offer competitive wages and benefits, including a 403(b) retirement with an employer match.

We are located in one of Vermont's most beautiful settings and just a short drive to the slopes: (Stowe, Jay Peak, Smugglers Notch), minutes from hiking, biking, kayaking, and other outdoor recreation.

577 Washington Hwy Morrisville, VT 05661
Tel: 802-888-8706 contact: swladkowski@themanorvt.org
www.themanorvt.org/careers

BEST
NURSING HOMES
USNews

Dishwasher (Morrisville)

compensation: Hourly

employment type: full-time

The Manor, Inc. is hiring! Join our hospitality team. GREAT benefits.

c8234fef64b733ef9364233f05cf53f0@job.craigslist.org

Full time Deli Manager (Barre)

compensation: Negotiable

employment type: full-time

GUNNER BROOK STORE needs a full-time Deli manager. We are a fun, family owned convenience store looking for a team player. Responsibilities include:

- running the day to day operations of a fast-paced deli
- ordering product

Great pay and hours!!

M-F. 6:00-3:00/ Saturday 7-1 Please apply in person to 339 East Montpelier Rd Barre,VT

Administrative Assistant (East Barre, Vermont)

compensation: Starting Pay \$15. - \$18. hour Benefits after waiting period; Health Insurance, 401K, Paid Time off (PTO)

employment type: full-time

Administrative Assistant

With 40 years of experience, Lajeunesse Interior's Inc. supplies and installs specialty products in divisions 10, 11 & 12 to general contractors for commercial projects in the Vermont and New Hampshire region.

These specialty products include toilet partitions & accessories, entrance mats, lockers, window shades and blinds, wall protection, stage draperies, interior & exterior signs & fire extinguishers to name a few.

We are currently looking for an Administrative Assistant to join our team.

Some of the job responsibilities will include but are not limited to:

- Maintain information for current jobs
 - QuickBooks Data Entry
 - Payroll Data Entry
 - Customer Service
 - General Filing
 - Proficiency with Microsoft Office
 - Quick books software a plus
 - Strong Organizational Skills - Must be effective and precise in processing, filing and completing paperwork.
 - Ability to thrive in a fast-paced team environment and committed to working as a team is critical.
 - Excellence in Customer Service - the ability to work well with others (Customers, Vendors & Teammates)
 - Strong Initiative
 - Exceptional communication skills, both oral and written
 - Attention to Company Policies: Follow all Company Policies/Procedures regarding security, harassment-free environment, compliance to Code of Ethics, Business Conduct and all others
- 510628dac91b339bb4913978c967c30b@job.craigslist.org

Lost Nation Brewing (Morrisville)

compensation: Competitive

employment type: part-time

Lost Nation Brewing is looking for servers and bartenders to join our amazing team this summer season.

Part time positions available.

Please respond with resume and references.

Thank you!

bd1c4039e21639f98ef328ef8377db8d@job.craigslist.org

Assistant Night Manager

Price Chopper

Morristown, VT 05661

Responded to 51-74% of applications in the past 30 days, typically within 1 day.

Provides fast, friendly, helpful, and efficient service to all Price Chopper customers. Responsible for the nighttime operation of the store in the absence of the Night Manager. Oversees clerks and ensures that shelves are stocked and leveled properly to promote optimal opportunity for sales.

Responsible for ordering and receiving Warehouse or DSD product and ensuring adequate levels of product inventory are always kept on hand.

Job Type: Full-time

Benefits:

401(k)

401(k) Matching

Dental Insurance

Employee Assistance Program

Flexible Schedule

Health Insurance

Paid Time Off

Tuition Reimbursement

Vision Insurance

This Job Is:

A job for which military experienced candidates are encouraged to apply

Open to applicants who do not have a high school diploma/GED

A "Fair Chance" job (you or the employer follow Fair Chance hiring practices when performing background checks)

A good fit for applicants with gaps in their resume, or who have been out of the workforce for the past 6 months or more

A good job for someone just entering the workforce or returning to the workforce with limited experience and education

Open to applicants who do not have a college diploma

Schedule:

Monday to Friday

Weekends required

Holidays required

Overnight shift

Company's website:

www.pricechopper.com

Benefit Conditions: Waiting period may apply

Scheduler/Registrar

Copley Health Systems

Morrisville, VT

Overview:

Schedulers are integral in arranging for the smooth flow of patients into outpatient services. Schedulers communicate directly with staff, patients, and physicians to ensure a positive experience for patients in obtaining their desired appointments with providers. Position is responsible for the collection and validation of demographic, socio-economic, insurance and co-payment information at the time of service. Compliance with all applicable State and Federal laws, regulations, and policies governing the provision of health care.

Responsibilities:

Telephone: Courteously answers calls within 3 rings. changes as needed.

Registers and performs all related functions for Time of Service Patients: a. Explains and obtains all necessary patient consents in a complete and timely manner. b. Collects provides financial paperwork as required. c. Determines and collects patient co-payment amount and issues receipt. d. Counts and verifies cash and payments with 100% accuracy. e. Processes cancellation of services as required, notifying all pertinent hospital personnel as necessary.

Obtains and verifies patient information for pre-registration: a. Obtains all relevant information from various scheduling offices. b. Confirms appointment with patient and/or follows up with patient in a timely manner should information be found to be incorrect/incomplete.

Schedules special diagnostic tests for clinic patients as per providers orders. Communicates directly with the testing service or department and confirms the appointment with patients.

Obtains screening information from patients as needed for different testing and ensures that this information is communicated to the appropriate department. Informs the patient of the scheduled date and procedure to follow on day of test Ensures that patient is scheduled for a follow up provider appointment following the test.

Performs all functions associated with scheduling appointments for patients. Communicating with patients, physicians, other staff members by telephone. Proficient with electronic medical records (EMR). Collecting payments. Solving scheduling problems.

Charge Entry and Non-patient encounter accounts: a. Enters and reconciles patient charges prior to posting to patient account. b. Processes and resolves non-patient encounter paperwork.

Qualifications:

High school diploma or GED.

Post high school education is desirable, e.g., associate degree in business, secretarial science, etc. Require at least one (1) year experience in a medical office setting as an administrative assistant, scheduler, or similar function.

Comfortable with multitasking. Excellent telephone skills etiquette. Organized. Good follow-up abilities. Personable, establishes patient rapport. Able to put patients at ease. Some computer skills. <https://www.copleyvt.org/careers/>

Check out the following websites for more employment opportunities!

Indeed	www.indeed.com
Careerbuilder	www.careerbuilder.com
Craig's List	www.craigslist.com
Copley Hospital	www.copleyvt.org/careers
Monster	www.monster.com
Jobs in VT Schools	www.schoolspring.com
News & Citizen Newspaper	www.stowetoday.com/news_and_citizen
Seven Days Newspaper	www.sevendaysvt.com
University of Vermont Medical Center	www.fahc.org
Federal Employment	www.usajobs.com
Snag a Job	www.snagajob.com
Simply Hired	www.simplyhired.com
Monster	www.monster.com

Staffing Agencies-Register online	
Westaff	www.westaff.com
Adecco	www.adecousa.com
Spherion	www.spherion.com
Labor Ready	www.laborready.com
Kelly Services	www.kellyservices.com
Manpower	www.manpower.com