

The Job Line

Job Searching Tips, Leads & Information for Job Seekers



Southern Windham County

03/23/2020

“TIP OF THE WEEK”

Have a Plan

Having a plan is important in an effective job search. The following are some key pieces to having a plan that will work for you.

1. **Be Realistic** – Set goals which you believe you can accomplish in the time you have allotted.
2. **Stay Organized** – Make sure to write down everything you need to keep your plan moving – a date book or calendar is helpful.
3. **Paperwork First** – Prepare your resume, sample cover letter, reference sheet, phone script, and any other materials you may need when contacting employers. This will help you stay organized and feel prepared when your plan is underway.
4. **Use all Available Resources** – Make sure your plan touches on all the resources needed for a successful job search. Neglecting to contact employment agencies for example may result in lost opportunities.

Check out these web sites for more job leads!

www.jobsinvt.com
www.careerbuilder.com
www.valleycareers.net
www.vermontjoblink.com
www.indeed.com



Hey Businesses!!

Would you like your job posted for **FREE** in the Job Line!? Send us an e-mail request to thejoblinebrattleboro@gmail.com!

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 Brattleboro area.
3. Request The Job Line in your e-mail. Send your request to thejoblinebrattleboro@gmail.com. On your computer – you can click on the job title to be brought directly to the full job ad.
4. Contact us if you have any questions at 802-257-0579.

Job Listings from Vermont Department of Labor

To apply for these jobs you must register with the Vermont Department of Labor

Registered Nurse - I/P Adolescent Psych (JC157209091)

Last Updated: 2020-03-20

Employer: Brattleboro Retreat

Location: *Brattleboro, VT*

Registered Nurse – I/P Adolescent Psych

New Position Internal Position Inpatient Adolescent Psych Part Time · Night Shift · 24 Hours Posted: 03/19/20

Job Details**Adolescent Inpatient Program**

The Brattleboro Retreat's Adolescent Inpatient Program offers crisis stabilization, specialized treatment, and aftercare planning for young people ages 12 to 18. Our...

MHW II (JC157209092)

Last Updated: 2020-03-20

Employer: Brattleboro Retreat

Location: *Brattleboro, VT*

MHW II

New Position Internal Position Inpatient LGBT Psych Part Time · Split Shift · 32 Hours Posted: 03/19/20

Job Details

Job Summary: Performs all duties and tasks of a Mental Health Worker along with the duties listed below:

ESSENTIAL DUTIES AND RESPONSIBILITIES:**Leadership Skills**

Coaches others.

Experienced Incentive Selector (JC157172526)

Last Updated: 2020-03-20

Employer: C&S Wholesale Grocers, Inc.

Location: *Brattleboro, VT*

About Our Company

C&S Wholesale Grocers, Inc. , based in Keene, NH, is the largest wholesale grocery supply company in the U.S. and the industry leader in supply chain innovation. Founded in 1918 as a supplier to independent grocery stores, C&S now services customers of all sizes, supplying more than...

Store Counter Sales (JC156390481)

Last Updated: 2020-03-20

Employer: O'Reilly Automotive Stores, Inc

Location: BRATTLEBORO, VT

Our Store Counter Sales team members are knowledgeable and energetic with a passion for automotive parts. They believe in taking care of the customer, as well as the power of teamwork. Our Store Counter Sales team members deliver excellent customer service and ensure a positive customer experience. They also support...

IRA Operations Representative (JC156389081)

Last Updated: 2020-03-20

Employer: People's United Bank

Location: BRATTLEBORO, VT

Job Description:

This position is responsible for responding to the more complex inquiries and requests from internal and external customers and resolving problems involving retirement accounts, including contributions, distributions, statements, tax forms and regulations and utilizing knowledge, skills and experience to provide guidance and advice to Retirement Operations Reps.

Refrigeration Technician (JC155630896)

Last Updated: 2020-03-20

Employer: C&S Wholesale Grocers, Inc.

Location: Brattleboro, VT

About Our Company

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LEAD SALES ASSOCIATE-PT in BRATTLEBORO, VT (JC97180849)

Last Updated: 2020-03-20

Employer: Dollar General

Location: BRATTLEBORO, VT

Dollar General Corporation has been delivering value to shoppers for 80 years. Dollar General helps shoppers Save time. Save money. Every day!® by offering

products that are frequently used and replenished, such as food, snacks, health and beauty aids, cleaning supplies, basic apparel, housewares and seasonal items at everyday low...

SEAFOOD TEAMMATE PT (JC154159471)

Last Updated: 2020-03-20

Employer: Price Chopper

Location: Brattleboro, VT

Provides fast, friendly, helpful and efficient service to all Price Chopper customers. Responsible for the preparation and presentation of Seafood products within seafood display cases to promote optimal opportunity for sales. Provides accurate fulfillment of all Seafood special orders (i.e.: shrimp platters) adheres to all corporate and state sanitation regulations.

Supervisor, Copy & Print Marketing (JC155060401)

Last Updated: 2020-03-20

Employer: STAPLES

Location: Brattleboro, VT

Description

Staples focuses on our customer and our community. As a **Copy & Print Marketing Supervisor** you'll assess customer needs and provide solutions. You will be positive, inclusive and collaborative in helping our customers in their Print and Marketing needs.

Customer Service Rep I (JC145155007)

Last Updated: 2020-03-20

Employer: C&S Wholesale Grocers, Inc.

Location: Brattleboro, VT

About Our Company

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Banker/Teller (JC156608676)

Last Updated: 2020-03-20

Employer: People's United Bank

Location: BRATTLEBORO, VT

Job Description:

At People's United Bank, our story reflects not only our banking history, but also our fundamental principles. We believe that, by offering empathy and expertise to our customers, giving back as partners in our communities, and valuing the know-how of our employees, we all succeed together.

Full-Time Store Associate (JC156751653)

Last Updated: 2020-03-20

Employer: ALDI

Location: Brattleboro, VT

We're ALDI, one of America's favorite grocers. We've grown a lot in the past few years, expanding our reach and customer base all around the country. Whether it's in customer service or our exceptional products, we owe our success to the efficiencies we create in every corner of our...

Hygienist - RDH (JC157162104)

Last Updated: 2020-03-20

Employer: Aspen Dental

Location: Brattleboro, VT

Join the general practice team as a Hygienist and say 'yes' to:

- + State-of-the-art technology including new iTero scanners, digital x-rays, enhanced oral cancer screening, and in-office whitening
 - + Collaborating with dentists to recommend treatment plans
 - + Competitive salary & profit sharing mix
 - + Autonomy to build schedules that allow...
-

Material Handlers Recievers (JC155871439)

Last Updated: 2020-03-20

Employer: Adecco Staffing

Location: Brattleboro, VT

Adecco is working with a local company in Brattleboro, VT and Keene, NH to find Material handlers and shippers.

Hours: 1st Shift, 7:00 am 3:00 pm Monday Friday 2nd Shift. 3:00 pm 2:00 am Monday Thursday 3rd Shift, 8:00 pm 6:30 am Monday Thursday Receives, inspects, prepares, issues, and stores...

Job Leads from www.indeed.com

Visit Indeed.com for more information and to apply for these jobs.

Installation Installer

Farnum Insulators - Dummerston, VT

Farnum Insulators is looking for a motivated and hard working Insulation Installer. We are looking for an individual who shares our values of safety, integrity, diversity, customer focus, quality work, and innovation.

Experience/Construction background is preferred but we will train the right person. Wage will depend on experience.

Procurement Assistant

[UNFI](#) Chesterfield, NH

Provides administrative support to the Buyers. Assists with the organization and execution of company projects and functions. Handles details of a confidential nature. Keeps Buyers well informed of activities and provides assistance to Purchasing staff.

Police Social Worker - Emergency Services - Brattleboro - Part time to full time

HEALTH CARE & REHAB - Brattleboro, VT

Full-time, Part-time

Part time to full time 20 to 37.50hr/week position working within the **Wilmington and Dover Police Departments as well as the Windham County Sheriff's Department**. This police liaison is an integral member of the law enforcement teams, embedded in the departments. The liaison works side by side with law enforcement officers providing mental health, substance use, and social services support to people who come into contact with law enforcement.

Order Selector – Chesterfield, NH

[UNFI](#) - Chesterfield, NH

DISCOVER WHAT'S NEXT for your career!

We connect farms to families. And now, you can be a part of that. As a warehouse associate, you matter. You aren't just hand-selecting orders within various warehouse environments of fluctuating temperatures, you are doing the work that nourishes millions. We are excited about what we do and we want people who can get excited with us.

Home Health Aide (HHA/PCA)

[BAYADA Home Health Care](#) 2,525 reviews - Brattleboro, VT 05301

Work in your neighborhood and give back to your community. BAYADA Home Health Care has an immediate need for Caregivers (HHA) to provide compassionate care for our clients in their homes. As a member of our home care team, you will be valued, respected, and heard

LANDSCAPE CREW MEMBERS AND LANDSCAPE CREW LEADER

Renaud Tree Care - Dummerston, VT

enaud Tree Care, Inc., is currently hiring Seasonal Full-Time Landscape Crew Members & Landscape Crew Leader for our Commercial and Residential Divisions. Work with team leaders on a weekly basis to provide the

best service possible. Meeting or surpassing expectations of current clients, crew leader, and management is the goal. The ideal candidates will be comfortable operating lawn maintenance equipment such as lawn mowers, trimmers, and blowers.

Crew Members: 0-3 years of experience

- We will train!
- Must be 18 or over.

Health Care Associate - Brattleboro, VT

Planned Parenthood of Northern New England - Brattleboro, VT 05301

Planned Parenthood of Northern New England (PPNNE) is seeking candidates for a full time 30 hour/week **Health Care Associate (HCA)** position out of our **Brattleboro, VT** health center. HCAs play a vital role for PPNNE to continue to provide excellent healthcare to our loyal and supportive population. HCAs perform a variety of tasks divided between the front desk administrative areas and providing clinical support as a 'back' HCA while keeping the health center operation and patient flow consistent and efficient.

Laborer

[HP Cummings Construction Company](#) reviews- Brattleboro, VT

he laborer performs tasks involving physical labor at various job sites. The position may operate a variety of hand and power tools and may clean and prepare sites, clean up rubble and debris, and remove waste materials. The position may assist other craft workers.

Lift Operator

[UNFI](#) 1,130 reviews - Chesterfield, NH 03466

Responsible for moving product. A forklift operator at United Natural Foods is required to have a strong understanding of his lift, the loads he/she is carrying, productivity measures and safety procedures.

ASSISTANT RURAL CARRIER (ARC)

United States Postal Service - Brattleboro, VT 05301

Using dynamic route descriptions, delivers packages on Sundays and observed holidays. May case, deliver, and collect mail

and packages on Saturday along a prescribed rural route using a vehicle.

Dietary Aide

[National Health Care](#) - Brattleboro, VT 05301

Pine Heights at Brattleboro, a 5 Star facility located in beautiful Brattleboro, VT is looking for FT/PT Dietary Aides.

Come work with a great group of Staff, in a fun environment. No prior dietary experience is required, but is helpful.

Security Guard - Weekends

[Acadia Healthcare Comprehensive Treatment Centers](#) - Brattleboro, VT 05301

he Security Guard is responsible for monitoring any and all persons and/or vehicles entering or leaving clinic property. They will provide support to all staff as needed to ensure a safe environment is maintained. The Security Guard is responsible for safety and security communication to supervisor.

Job Leads from the Brattleboro Reformer

More details available in The Reformer or at www.reformer.com

Pest Control Tech Must have valid license, pass drug test, and pass pesticide exams for VT/MA. All materials provided. Exam fees paid by company. MUST be reliable/dependable/trustworthy. Benefits avail. Send Resume to: Abatem Exterminating CO., LLC, P.O. Box 8, Vernon, VT 05354 or email abatemexterminating@gmail.com

Economic Development Director The Town of Dover, Vermont is seeking an energetic and motivated Economic Development Director to develop and implement an ongoing strategy for the development and improvement of the business environment. The position requires a minimum of three years' economic development experience, preferably for a municipality. A bachelor's degree and prior managerial experience is preferred. This full-time position reports directly to the Selectboard and contains full benefits. A full description of the position requirements can be found on the Town of Dover website at: <http://www.doververmont.com/employment-volunteer-opportunities>. Please send a resume, cover letter and how you learned about the position, along with your salary requirements to: admin@doververmont.com by April 30, 2020. The Town of Dover is an Equal Opportunity Employer.

**CDL DRIVERS FOR; Essential service steady year round work -----
Competitive pay, Excellent benefits, 401K ----- Contact: Peter (802) 254-5388
peter@ttvt.com**

OFFICE CLERK C. E. Bradley Laboratories-Local manufacturer of paints and coatings has an opening for a office Clerk. Must have knowledge of Word and Excel. Must be willing to be flexible in different office positions. Should possess good basic office skills, pleasant phone manner, attention to detail. Monday thru Friday. Good Benefit Package. Please send resumes to jmccauley@cebradley.com.

**HOUSEKEEPING Riverside Hotel Competitive pay Flexible schedule 603-256-4200
Ask for Pam**

JOBS from www.craigslist.org

[Green Cleaning-2nd shift-Brattleboro](#) (Brattleboro, VT)

We are expanding our premier green cleaning team - do you like to clean and get satisfaction from serving others? Tired of a "boss" and want to be independent? Read on...

Who we are:

JaniTech is a workspace cleaning company, locally-owned and operated right here in Vermont. Why Green? The environmental services industry is one of the largest chemical and energy consumers in the world. This is changing and we're part of making that change happen. Join us in our efforts!

Want to apply? You pick...

1. In-person at 158 Brentwood Dr #7 Colchester, VT 05446
2. Call us at 802-863-5900
3. Go straight to our online application at: greenclean.work

Landscape and Mowing Position (Brattleboro)

Landscape company has two full time opening for a mature, responsible individuals to perform landscaping duties- to include, but not be limited to: equipment operation/minor repairs (mowers, chainsaws, tractor, chipper, etc). This is a seasonal position, through Oct/Nov, weather permitting. Individuals must have a VALID driver's license, ability to work some weekends. Please text Bill to set up an interview 802-579-8658.

Ideally looking for a mature experienced equipment operator not afraid of manual work and a young person willing to work and learn

JOBS from the Deerfield Valley News

Now hiring painters for the spring, summer, and fall season. Transportation required. Experience is great but will train. Ability to climb ladders a plus. Taking applications now, call Tim at (802) 380-3946 or Brion at (802) 380-8053.

Have an awesome summer - Fun outdoor summer jobs on the Deerfield River! Zoar Outdoor is hiring for raft and kayak guides, part-time and full-time seasonal opportunities. No prior outdoor experience required, applicants should be great with a diversity of people, have a positive attitude, and be willing to learn. We value a diverse staff and offer competitive pay, flexible scheduling, and opportunities for you to learn and enjoy outdoor activities. Deadline is May 1 for May training sessions.

Visit www.zoaroutdoor.com/jobs.htm. EOE

Part-time housekeeper position available. Saturdays a must. Please call the Crafts Inn, (802) 464-2344.

Custom Catch of West Dover is seeking production team members. The person hired for this position prepares and customizes our baby, pet and home products, ensuring timely shipment to our customers. Shifts available for full- or part-time production work. Work is year-round, indoors, in a comfortable environment. We offer paid vacation, sick days, overtime holiday pay rates, regular increases, overtime and advancement opportunities for dedicated team members. Starting at \$14 per hour, 90-day review for adjustment to

\$15 per hour. Dedicated workers with a track record of commitment should email a resume to donna@customcatch.com today.

Don't Stop Here!

There are many more jobs available in our area that are not in this publication!

Remember, to find more job leads.....

- **Check job search web sites**
- **Contact Businesses Independently**
- **Keep in touch with your network**