

# EMPLOYMENT LISTINGS

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**ASSISTANT STORE MANAGER** Dollar General-Morrisville. The Assistant Store Manager helps maintain a clean, well-organized store with a customer-first focus. At the direction and delegation of the Store Manager, the Assistant Store Manager assists with supervision of store employees, management and presentation of merchandise, completion of paperwork, and preparation of deposits. The Assistant Store Manager also performs stocking and cashiering functions, and performs other duties as necessary to maximize profitability and customer satisfaction while protecting company assets and reducing losses. **DUTIES and ESSENTIAL JOB FUNCTIONS:** Provide superior customer service leadership; greet and assist customers, and operate cash register and scanner to itemize the customer's purchase. Open and close the store a minimum of two days per week. Assist Store Manager with scheduling employees, providing adequate training for employees, conducting safety meetings, and ensuring employee compliance with company policies and procedures. Follow company work processes to manage merchandise, including receiving, unpacking, stocking, restocking and rotating merchandise on shelves and building merchandise displays. Assist in maintaining accurate inventory levels by controlling damages, markdowns, scanning, paperwork, and facility controls. Assist in implementation and maintenance of planograms; ensure merchandise is presented according to established practices and Store Manager's direction. Assist in ensuring financial integrity of the store through strict cashier accountability, key control, adherences to company security practices and cash control procedures; authorize and sign for refunds and overrides, count register tills, and deposit money in bank. Assist with management of the store in the Store Manager's absence. **KNOWLEDGE and SKILLS:** Effective interpersonal, written and oral communication skills. Ability to solve problems and deal with a variety of situations. Good organization skills with attention to detail. Ability to read and interpret documents such as diagrams, safety rules, operating and maintenance

instructions, and procedures manuals. Ability to perform mathematical calculations such as addition, subtraction, multiplication, division, and percentages. Ability to perform cash register functions and generate reports. Knowledge of cash, facility, and safety control policies and practices. Knowledge of cash handling procedures including cashier accountability and deposit control. Ability to drive own vehicle to the bank to deposit money. **WORK EXPERIENCE and/or EDUCATION:** High school diploma or equivalent strongly preferred. One year of experience in a retail environment and six months supervisory experience preferred. **WORKING CONDITIONS:** Frequent walking and standing Frequent bending, stooping, and kneeling to run check out station, stock merchandise and unload trucks; which may also require the ability to push and/or pull rolltainers for stocking merchandise. Frequent handling of merchandise and equipment such as handheld scanners, pricing guns, box cutters, merchandise containers, two-wheel dollies, U-boats (six-wheel carts), and rolltainers. Frequent and proper lifting of up to 40 pounds; occasional lifting of up to 55 pounds. Occasional climbing (using step ladder) up to heights of six feet. Fast-paced environment; moderate noise level. Occasional exposure to outside weather conditions. Occasional or regular driving/providing own transportation to make bank deposits, attend management meetings and travel to other Dollar General stores. Dollar General Corporation is an equal opportunity employer. Apply online: <https://retail-dollargeneral.icims.com/jobs/120321/asst-store-mgr-in-morrisville%2c-ny/job>

**CNAs Crouse Community Center CNAs - 3p - 11p - Full Time and Part Time. We Do Not Mandate! Starting wage now \$12.90 per hour, plus credit for years of experience, shift differential, and a new bi-weekly bonus for all FT and PT 3-11 C.N.A.s Do your Full Time benefits look like this? \*Employer PAID Blue Cross Insurance.**

**\*3 PAID Personal Days a year**  
**\*12 days of Sick Time a year**  
**\*10 Vacation days to start, 20 after ten years.**  
**\*8 PAID Holidays!! That includes Easter and a Floating Holiday!**  
**\*Employer PAID Retirement Plan**  
**\*Holiday and Weekend Premium Pay**  
**\*Overtime paid if your work over 8 hours in a day.**  
**\*Vacation sell back.**  
**\*Annual "End of Year" Service Bonus in time for the holidays!**  
**You deserve the BEST and we are looking for the BEST! Crouse Community Center is 5 STAR Not-For-Profit, Community Based Organization that's mission is to serve the area. Our culture, reputation, and services are second to none. We have an open door, interview anytime policy that make us different. Stop in to see why we are the best area organization to work in! Web Address: <http://www.crousecommunity.com>**

**CUSTOMER SERVICE ASSOCIATES / CASHIERS** SavOn Convenience Stores – Oneida, NY. \$10.70 an hour Part-time. Employment is contingent upon successfully passing a drug test. Job Summary: Ensures a pleasant shopping experience for all customers by promoting a friendly and welcoming atmosphere, greeting all guests upon arrival and treating all guests as the top priority. Operates Point-of-Sale system, accepts payments from guests, issues correct change and properly bags purchases. Assists with maintaining the overall cleanliness and appearance of the property and store. Maintains a thorough knowledge of store merchandise. Follows all age verification procedures for alcohol/cigarette purchases and gaming activity. Maintains knowledge of slot machine games and accurately instructs guests on their operation, and on any available gaming incentives or promotions. Minimum Requirements: Must have excellent customer service skills. High energy and enthusiasm are a must. High School Diploma or High School Equivalency Diploma preferred. Must be

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able to communicate in a friendly and positive manner with guests, suppliers and co-workers. Ability to work a flexible schedule, including weekends and holidays is required. Ability to perform basic mathematical functions and to count money is required. Ability to recognize discrepancies and determine appropriate corrective action is required. Must have close visual acuity for the purpose of viewing and operating the POS system. Must have acute speech and hearing for frequent and extensive inter-personal communications with customers. Position requires medium physical work – exerting up to 100 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly in order to lift, carry, push, pull or otherwise move objects in the performance of duties and responsibilities. Position requires physical activities: standing, walking, kneeling, crouching, reaching, fingering, grasping and feeling. Subject to certain hazards associated with food service such as high heat from ovens and sharp utensils. This position is primarily subject to indoor environmental conditions with some exposure to outside environmental conditions. Proper protective clothing, including non-slip shoes, is required. Apply at <https://www.indeed.com/cmp/Oneida-Nation-Enterprises/jobs/>

## **DIRECT SUPPORT PROFESSIONAL**

Upstate Cerebral Palsy (UCP) is hiring in Madison County. To learn more contact Aimee Van Garrett at 315.724.6907 x3540 or online at [indeed](http://www.upstatecp.org/careers) or [www.upstatecp.org/careers](http://www.upstatecp.org/careers).

## **FORKLIFT & MACHINE OPERATORS**

2nd and 3rd Shift Openings – Owl Wire & Cable Inc. Canastota.

Forklift drivers earn up to \$14.75 per hour to start! Must have the ability to safely operate a forklift to move material and load / unload trucks as needed. No experience is required, however prior operation of forklifts, farming or construction equipment is a plus!

Machine operators earn up to \$18.00 per hour to start! Must have the ability to safely set-up and run equipment while performing required quality checks. No experience is required, however prior auto, HVAC, mechanical or manufacturing experience is a plus! \*\*\* Opportunity to earn up to \$1,575 in bonuses paid out at various intervals during the first year if performance milestones are met. \*\*\* Excellent benefits include reasonably priced health and dental insurance, company paid life insurance and a 401k with company contribution. Paid vacation and holidays after 90 working days!

**Please stop by our facility located at 3127 Seneca Turnpike to complete an application during normal business hours. EOE**

## **HERITAGE FARM**

### [Working with Disabled Individuals.](#)

We are currently searching for candidates that have experience working with disabled individuals. Candidates must be dependable, accountable, and physically capable while having knowledge of providing pro-active support with a positive team-building attitude and the ability to creatively teach individualized skills. For more information email [sharon@heritagefarminc.org](mailto:sharon@heritagefarminc.org) Or mail Sharon at Heritage Farm 3599 State Route 46 Bouckville, NY 13310. Detailed job descriptions provided on request.

<http://www.heritagefarminc.org/>

## **LICENSED PRACTICAL NURSE (048813)**

The Research Foundation at SUNY Upstate Medical University is currently seeking a highly motivated individual to function as a LPN at their busy Hematology/Oncology and Urology outpatient clinical practice in Oneida. The individual will be responsible for implementing nursing care activities under the direction of the RN. Observes and reports patient responses to treatments. Participates in activities related to nursing unit management. Demonstrates effective interpersonal communication skills with patients, family members and other members of

the health care team. Monday through Friday daytime hours with great benefits! If you are a NYS licensed/registered LPN, please visit **job #048813** at [www.upstate.edu/jobs](http://www.upstate.edu/jobs) to view our complete posting and apply. Previous experience in an outpatient practice setting with hematology/oncology and/or urology patients preferred. CPR BLS certification required at the time of appointment. *We are an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, protected veteran status or disability.*

## [MEDICAL OFFICE ASSISTANT](#)

### **Medical Office Assistant (053329)**

The Research Foundation at SUNY Upstate Medical University is currently seeking a highly motivated individual to function as a Medical Office Assistant at their busy Hematology/Oncology and Urology outpatient clinical practice in Oneida. The individual will be responsible for performing varied clinical, laboratory and clerical activities in order to provide efficient and high quality care to our patients. If you are a graduate from an approved Medical Office Assistant program or have one year of directly related experience, please visit job #053329 at [www.upstate.edu/jobs](http://www.upstate.edu/jobs) to view our complete posting and apply. Previous experience in outpatient Hematology/Oncology and Urology preferred. CPR certification required at the time of appointment. *We are an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, protected veteran status or disability.*

**RITE AID** in Canastota is hiring full and part time positions. Apply in the store on the corner of Rte. 5 & Peterboro St.

**SALES ASSOCIATE** Dollar General Morrisville, NY 13408  
DUTIES and ESSENTIAL JOB FUNCTIONS: Provide excellent customer service, greet and assist customers. Operate cash register and scanner to itemize and total customer's purchase,

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collect payment from customers and make change, bag merchandise, and assist customers with merchandise as necessary. Follow company merchandise processes; unpack, stock, restock, and rotate merchandise on shelves and build merchandise displays. Clean the store, take out trash, dust and mop store floors, clean restroom and receiving room, and help set up sidewalk displays.

**KNOWLEDGE and SKILLS:** Effective interpersonal and oral communication skills. Understanding of safety policies and practices. Ability to read and follow planogram and merchandise presentation guides. Knowledge of basic cash handling procedures. Basic mathematical skills. Ability to perform cash register functions. Ability to stock merchandise.

**WORK EXPERIENCE and/or EDUCATION:** High school diploma or equivalent preferred. Apply online: <https://retail-dollargeneral.icims.com/jobs/120320/sales-associate-in-morrisville%2c-ny/job?mobile=false&width=448&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240>

**SALES ASSOCIATE Stage Stores – (Peebles)** Oneida, NY. Duties include: Customer Service. Smile and greet each customer promptly. Interrupt store tasks to greet, assist, and answer questions for customers. Suggest additional merchandise to customers on sales floor, at wrap stations, and in fitting rooms. Follow-up on customers in fitting rooms to see if they need additional service. Thank the customer by name and invite them to come back at the close of each sale. Handle all returns/ exchanges according to company policies/ procedures, including Always Say Yes. Maintain the store and all wrap stations in a clean, neat, and organized manner. Opt-In (telephone and email capture).  
Personal Productivity-Sales  
Volume Per Hour (VPH)  
Units Per Transaction (UPT)  
New Accounts  
Club 50  
Magazines  
Opt-In (telephone and email capture).  
Loss Prevention- Provide customer service. Alert management of suspicious situations. Follow store procedures

Work with integrity. Follow sensor tagging program (if applicable).  
Credit- Ask every customer to open a new account. Open and activate a minimum of (1) one new account per month. Always suggest purchase using company charge card. Communicate the Premier Rewards Program. Merchandise Presentation. Hang, Fold, Size, Sensor (where applicable), Sign and Steam (where applicable). Implement merchandising Floor Plans/guidelines  
Ensure featured merchandise is appropriately layered to suggest possible wardrobe ideas to the customer. Follow "Folded Merchandise Guidelines". Create and maintain full, exciting displays. Present clearance merchandise correctly. "Close to Open" Store Operations. Set-up Sales Event prior to sale start date (to include signing). Complete Price Changes (PCA's) by close of business on the effective date. Complete Transfers by close of business on the effective date. Complete Damages by close of business on the effective date. Merchandise counts. Process in-coming freight including hanging, folding, sensor-tagging, etc. Housekeeping responsibilities including vacuuming, dusting, restrooms, etc. To apply online [https://wfa.kronostm.com/index.jsp?LOCATION\\_ID=55832117943&locale=en\\_US&applicationName=SpecialtyRetailersNonReqExt&SEQ=postingLocationDetails&POSTING\\_ID=46224061705&source=ContactSources.IJB&SpecificSource=ContactSources.IJB.SpecificSources.Indeedcom](https://wfa.kronostm.com/index.jsp?LOCATION_ID=55832117943&locale=en_US&applicationName=SpecialtyRetailersNonReqExt&SEQ=postingLocationDetails&POSTING_ID=46224061705&source=ContactSources.IJB&SpecificSource=ContactSources.IJB.SpecificSources.Indeedcom)

**SALES REPRESENTATIVE Verizon – Oneida. Responsibilities: Develop customized consumer and business technology solutions. Provide concierge-level service. Master the art of sales. Expand your knowledge of mobile technologies. Essentials: Positive attitude! Valid driver's license required to ensure reliable transportation to multiple locations within the area. High school diploma or equivalent; college degree preferred. Minimum two years of related work experience. Effective communication skills. Interest and understanding of technology products and services. Business ownership mentality. Apply online: <https://careers-cellularsales.icims.com/jobs/2734/verizon-sales-representative/candidate?mode=populate&iis=Job+Board&iisn=Indeed&mobile=false&width=447&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240>**

[cellularsales.icims.com/jobs/2734/verizon-sales-representative/candidate?mode=populate&iis=Job+Board&iisn=Indeed&mobile=false&width=447&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240](https://careers-cellularsales.icims.com/jobs/2734/verizon-sales-representative/candidate?mode=populate&iis=Job+Board&iisn=Indeed&mobile=false&width=447&height=500&bga=true&needsRedirect=false&jan1offset=-300&jun1offset=-240)

**WALMART** in Oneida is hiring. For details or to apply come in to the store at 2024 Genesee St, Oneida, NY 13421

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## Madison County Career

Center PO Box 609

North Court Street

Wampsville, NY 13163

Phone: (315) 363-2400

Fax: (315) 363-4545

M-F: 8:00 – 5:00

<http://www.working-solutions.org/>

**For Civil Service opportunities and test information visit**

<https://www.madisoncounty.ny.gov/287/Personnel>

**If you are a Veteran check out VET CENTRAL's daily job announcements any time**

<http://vetjobcentral.com/OS/jobs.aspx?OS=2012584>

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## Job hunting, but having a hard time finding a job due to criminal history?

There are helpful articles if you go to the home page but the link below directs you to the list of jobs with links to apply  
<https://exoffenders.net/employment-jobs-for-felons/>

For more job listings or help with your search check out the **New York State Department of Labor**

<http://www.labor.ny.gov/>

**Or check these online listings**

[www.cpsrecruiter.com](http://www.cpsrecruiter.com)

[www.firstchoicegroup.com](http://www.firstchoicegroup.com)

[www.indeed.com](http://www.indeed.com)

[www.manpowerjobs.com](http://www.manpowerjobs.com)

[www.maxoutreach.com/jobs](http://www.maxoutreach.com/jobs)