

Help Wanted: Line and pizza cooks – The Pasta House (Fairhaven)

The Pasta House in Fairhaven is hiring line cooks and pizza cooks.

Job requirements

- Minimum of 2 year on the Job cooking experience
- culinary passion
- full time availability 40-45 hours per week, nights and weekends
- energetic, motivated, reliable, team player

Compensation and benefits

- \$12-\$15 per hour based on experience
- Paid vacation
- health and dental insurance
- life and disability insurance also available
- meal benefits

Apply in person, we will keep any interview confidential. 100 Alden Road, Fairhaven, MA.

The South Coast Hot Jobs List – 12 May, 2016

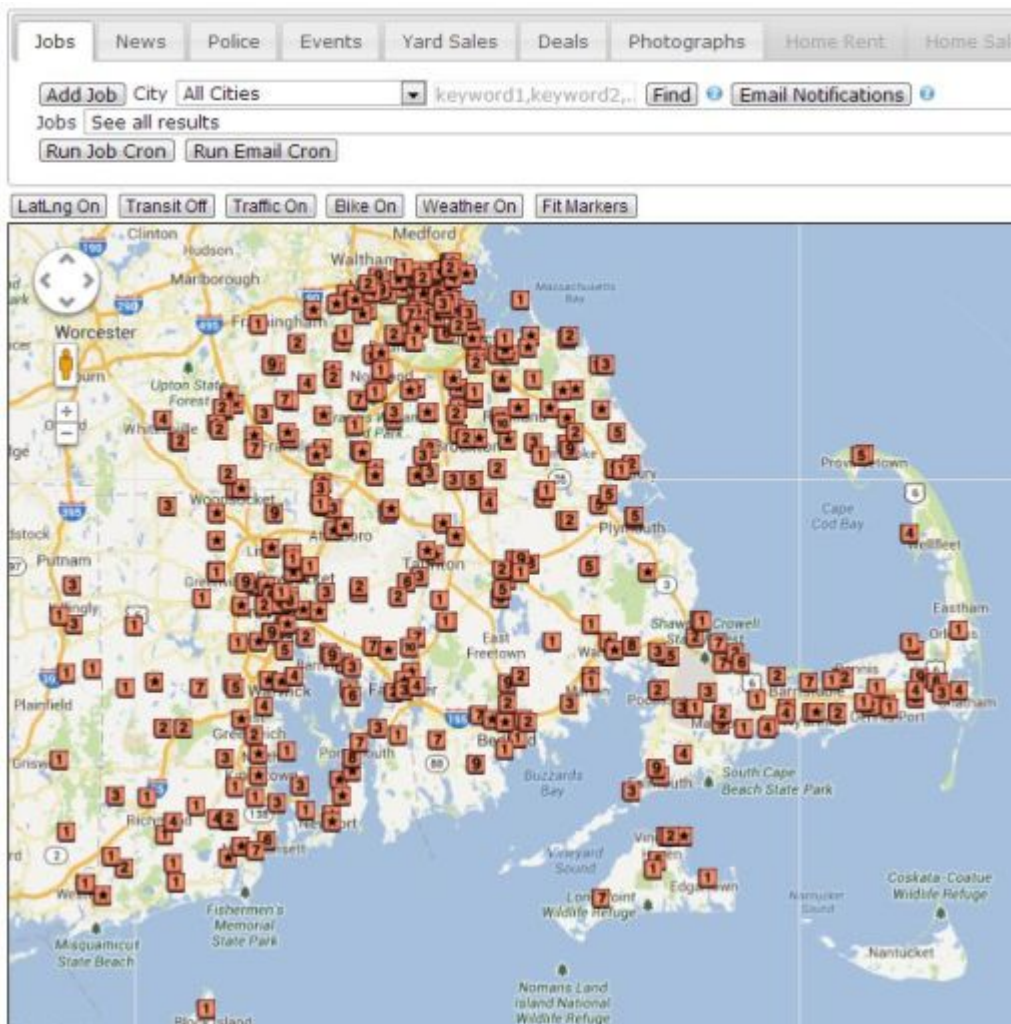


by
Michael
Silvia

The Greater New Bedford unemployment rate is much higher than the rest of Massachusetts, but believe it or not there really are a lot of available for qualified applicants. Sometimes the barrier to a new job can be the lack of information on available job openings.

To solve this, each week New Bedford Guide will pull jobs from our **jobs database** to inform job seekers about the hottest jobs in the area.

We will define "Hot Jobs" as those jobs that need to be filled by the employer immediately. For those looking to search some large job databases, checkout my **Best Job Search Resources for New Bedford Residents article**.



Here are the Hot Jobs in the New Bedford area from the **NewBedfordGuide.com jobs database**, as of May 12, 2016.

01. Service Technician – Tasca Nissan (North Dartmouth)

We are currently looking for two experienced technicians. Nissan certification a PLUS. Multiple brand experience needed for one position. Positions include some nights and weekends. Nice clean shop and modern equipment. Please forward resume or fill out application on the Tasca website. Be sure to post for the Dartmouth location Full job description can be found: **here**.

02. Customer Service Associate – Panera Bread (North Dartmouth)

Our customer associates know what our customer wants and deliver it – fast, accurate and with friendly service. We hear and sense customer needs and keep our manager and fellow team

members informed. We take pride in every aspect of our work and perform it with energy and enthusiasm. We are strong team players, with a commitment to continuous learning, who provide quality service and products to our customers through true craftsmanship. Full details and application process: [here](#).

03. Mental Health Worker – Child & Family Services (New Bedford)

The mental health worker will work as a member of a multi-disciplinary team, to provide immediate short-term relief to individuals suffering from an acute psychiatric episode. These are part-time or per diem positions. For full job details and application process: [here](#).

04. Pharmacy Technician – CVS Health (New Bedford)

The Pharmacy Technician Trainee is a training position where you can move to a Pharmacy Technician upon successful completion of CVS Pharmacy Technician Training Program and per local state pharmacy guidelines. This position provides an opportunity, in a leading retail pharmacy setting, to excel in a complex, high impact patient focused role and to positively impact the lives of others. The ideal candidate must be able to triage pharmacy tasks, balance efficiency with accuracy, work both independently and as a team in a fast-paced environment, and achieve excellence in customer service through compassion and genuine care for all patients while ensuring all medication needs and regulatory compliance standards are met. For full job details and application process [here](#).

05. Dry Van Drivers – Centerline Drivers (New Bedford)

We are now hiring for dry van drivers. If you're in the market for flexible and steady work, Centerline and our clients are looking for people who can represent us in a professional manner at all times, while maintaining a strong commitment to safety. Full details and application process [here](#).

06. Stylist – Supercuts (North Dartmouth)

Supercuts offers a wide range of professional services, including haircuts, color and highlights, waxing and specialty services. We use proprietary tools and techniques for exceptional results. No-appointment necessary, and guests can check in online or by phone. Current cosmetology or barber license as required by state/provincial regulations. For full job details and application process [here](#).

07. Campus Supervisor – High Point Treatment Center (New Bedford)

QUALIFICATIONS: Licensed Registered Nurse in Massachusetts, BS in Nursing preferred or equivalent experience. Management experience required. Must maintain and submit licensure/certificate necessary to perform the required position. For full job details and application process [here](#).

08. Equipment Operator – St. Luke’s Hospital (New Bedford)

Under the general supervision and direction of the Manager, Facilities or designee, perform predictive and preventive maintenance on equipment and systems throughout the facilities. Perform inspections of mechanical areas, equipment and piping systems. Troubleshoot and diagnose malfunctioning equipment and systems. Make repairs, calibrate and functionally test equipment and systems. For full job details and application process [here](#).

09. Event/Sales Coordinator – Cotali Mar (New Bedford)

The Event/Sales Coordinator is responsible for the sales, service, planning, organization, communication and overall execution of all events. This individual is responsible for achieving food and beverage budget, rentals and other components of the event through sales and up selling techniques. For full job details and application process [here](#).

10. Sales Associate – Petco (North Dartmouth)

We’re making things better for pets, people and the planet through our Think Adoption First philosophy, the Petco Foundation and other important initiatives that focus on

putting animals first, educating pet parents and reducing our carbon footprint. The journey starts with knowledgeable, passionately engaged associates who are proud to recommend Petco as a place to work, who believe in our Vision and who are committed to delivering a superior customer experience. Full details and application process [here](#).

Be sure to also check out our Job Portal to find jobs by location on a map: newbedfordguide.com/map-page#pm_jobs_tab. Want to get e-mail notifications for new jobs? Checkout our [e-mail subscription service](#).

Help Wanted: Education and Community Engagement Manager (New Bedford)

Education and Community Engagement Manager

The Education and Community Engagement Coordinator develops, implements, administers and maintains all aspects of an education and community relations program for the Zeiterion Performing Arts Center including but not limited to the Schooltime Performance Series, Teen Ambassador Program, The Z's Creative Classroom as well as community class offerings and workshops. This new position will be responsible for cultivating relationships in the community, and creating an education plan, the purpose of which is to better serve our diverse community with meaningful performing arts performances

and spaces that are welcoming and accessible to everyone.

About The Z

The Zeiterion Theatre (Or The "Z") is a non-profit performing arts center whose mission is to entertain, educate, and inspire our community by presenting a diverse array of high quality performing artists and providing engaging learning opportunities that contribute to the cultural, social and economic vitality of the South Coast.

Minimum Requirements:

- Bachelor's degree in Education, Theater, or Arts from an accredited college or university;
- A minimum of five years of related experience or any combination of education and experience that provides the necessary knowledge, skills, and abilities to perform the classification duties and responsibilities;
- Passion for the performing arts and the mission of The Z;
- Energetic self-starter, with a proven ability to thrive in a busy workplace as a team leader and player, in a collaborative environment of inclusion and mission-driven commitment;
- Strong oral and written communication skills;
- Proficiency with Microsoft Word and Excel, knowledge of and experience with web and social media are highly desirable;
- Preferential consideration given to candidates with grant research, writing and management experience;
- Commitment to planning, attention to detail, follow-through and execution;
- Aptitude for hiring, training, and motivating creative staff and instructors;
- Strong program management skills, including design, implementation, and evaluation as required;
- Proficiency with Office Suite software (Word, Excel,

Powerpoint) required;

- Ability to work evening and weekend hours when necessary;

To apply, please email your CV and resume to rgill@zeiterion.org

The City of New Bedford is currently hiring for a Seasonal Building Custodian

CITY OF NEW BEDFORD

SEASONAL BUILDING CUSTODIAN \$12.28/HR

DEPARTMENT OF FACILITIES AND FLEET MANAGEMENT

Provides custodial and minor maintenance functions for municipal buildings. Performs custodial duties. Cleans, dusts, sweeps, buffs and washes floors; washes windows; changes light bulbs; polices grounds; sweeps sidewalks; mows lawns; removes snow and ice; maintains custodial equipment; empties waste receptacles; operates low pressure ventilating systems; orders custodial supplies; makes minor repairs to buildings, facilities, equipment, lighting, ventilation and plumbing systems. Operates pick-up trucks, dump trucks, and panel trucks with a rated capacity of three tons or under, and passenger automobiles. Operates power equipment or tools utilized by the department including, but not limited to, lawnmowers, weed whackers, leaf blowers, litter vacuums, hedge clippers, and power pruners. Performs related work in all

assigned areas as required. Moves and sets up furniture and equipment.

Working knowledge of equipment, materials and supplies used in building and grounds maintenance. Working knowledge of equipment and supplies used to do minor repairs. Knowledge of first aid and applicable safety precautions. Skill in operation of listed tools and equipment. Ability to work independently and complete daily activities according to work schedule; Ability to lift heavy objects, walk and stand for long periods of time; Ability to communicate orally and in writing. Must possess ability to use equipment and tools properly and safely; ability to understand and follow written and oral instructions; and ability to establish effective working relationships. High school graduate or GED equivalent preferred. Any combination of experience and training, which demonstrates the knowledge and experience to perform the work. Must possess a valid Massachusetts driver's license and good driving record. Must have a Criminal Offender Record Information (CORI) check, mandatory by MGL Chapter 6 Sec. 172C.

For more information, please visit www.newbedford-ma.gov or contact the Personnel Dept., 133 William St., Room 212, 508-979- 1444. Resumes are only accepted with a completed employment application. Applications will be accepted until a suitable candidate is found. **New Bedford has a residency requirement.** EEO

The South Coast Hot Jobs List

– 05 May, 2016

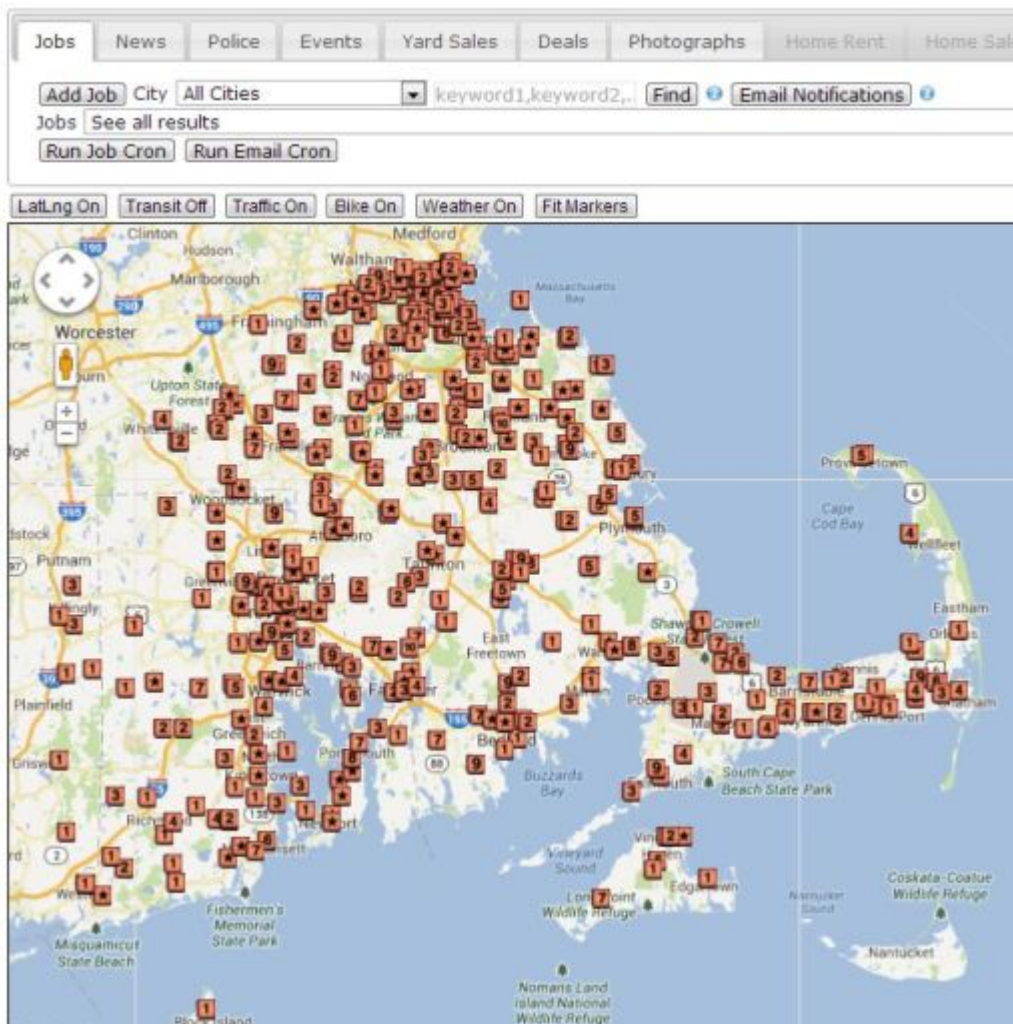


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Here are the Hot Jobs in the New Bedford area from the NewBedfordGuide.com jobs database, as of April 21, 2016.

01. Clerk/Cashier – CVS Health (Fairhaven)

To ensure customer satisfaction by handling each customer with the eye's, hi's and help. To ensure each customer has a positive shopping experience and to remember that the customer is the top priority. Full job description can be found: [here](#).

02. Parts Counter Associate – Alden Buick GMC (Fairhaven)

Work with internal technicians, phone in and over the counter customers to find the appropriate parts for their application using online parts catalog. Once parts are found then bill out and retrieve those parts from the inventory. Assist in other various day to day duties of the parts department as requested by manager. Work towards gaining proficiency in all aspects of the parts department in order to work towards assistant

manager status. Full details and application process: [here](#).

03. Mental Health Worker – Child & Family Services

The mental health worker will work as a member of a multi-disciplinary team, to provide immediate short-term relief to individuals suffering from an acute psychiatric episode. These are part-time or per diem positions. For full job details and application process: [here](#).

04. Beauty Advisor – CVS Health

To carry out all functions necessary in providing exceptional customer service, suggesting products to customers and merchandising in the cosmetic department. To carry out all cosmetic-related duties delegated by the Store Manager. For full job details and application process [here](#).

05. Dry Van Drivers – Centerline Drivers

We are now hiring for dry van drivers. If you're in the market for flexible and steady work, Centerline and our clients are looking for people who can represent us in a professional manner at all times, while maintaining a strong commitment to safety. Full details and application process [here](#).

06. Hair Stylist – The Boston Land Company (New Bedford)

We are seeking a diverse hair stylist for an elderly and disabled housing community located in downtown New Bedford. This is a part time position and you may schedule all appointments according to yours and the residents schedules. Please submit resume and license information. For full job details and application process [here](#).

07. Campus Supervisor – High Point Treatment Center (New Bedford)

QUALIFICATIONS: Licensed Registered Nurse in Massachusetts, BS in Nursing preferred or equivalent experience. Management experience required. Must maintain and submit licensure/certificate necessary to perform the required position. For full job details and application process [here](#).

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09. General Manager – McDonalds (New Bedford)

Start today, you’ll manage people, streamline processes, and even provide front-line for managers who have the energy to lead the charge. If you’re an energetic and driven individual with supervisory or management experience in a restaurant, retail or hospitality environment, we want to meet you! Apply online and see what your future can hold. For full job details and application process [here](#).

10. Sales Associate – Petco

We’re making things better for pets, people and the planet through our Think Adoption First philosophy, the Petco Foundation and other important initiatives that focus on putting animals first, educating pet parents and reducing our carbon footprint. The journey starts with knowledgeable, passionately engaged associates who are proud to recommend Petco as a place to work, who believe in our Vision and who are committed to delivering a superior customer experience. Full details and application process [here](#).

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Help Wanted: Class A CDL Drivers – \$5,000 sign on bonus

Enjoy a unique combination of advantages: Competitive pay, corporate stability and great benefits.

Get It Right from Us.

While other companies are cutting back, Reinhart Foodservice is adding to our team. Respected as the nation's largest independently owned foodservice distributor and an employer of choice, our strong, growing company invites you to join us for our:

CDL – CLASS A DRIVERS

Positions available in New Bedford, MA

\$5,000 Sign-on bonus for those with food service experience

Transporting products from our distribution center to our customer locations, the individuals we select will conduct pre/post-trip inspections, unload cased products from trailers to desired locations, and handle other duties as assigned.

Requirements:

- Current, valid Class A CDL for interstate commerce.
- A minimum of one year professional driving experience or equivalent military driving experience.
- Excellent customer service and interpersonal skills.
- Ability to operate a Tracscan unit and lift/move up to 50 pounds frequently, and up to 100 pounds occasionally.

- A clean MVR.
- 21+ years of age.
- High school diploma or equivalent.
- The ability to pass a post-offer-letter drug test, DOT physical, and background check.
- Food distribution/delivery experience, preferred.

In addition to competitive wages, we offer options for medical, dental, and vision insurance, AD&D, disability, flexible spending accounts, 401(k), and home/auto insurance.

Learn more and apply now at: www.rfshires.com

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Due to the nature of our business in regard to such things as delivery schedules, order inputs, selection, and Department of Transportation Hours of Service, overtime, attendance and punctuality are essential job functions. Should an individual in this classification not be able to adhere to this requirement due to a disability, they should contact their Human Resources department to see what, if any, reasonable accommodation may be made.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation and gender identity, national origin, disability, or protected veteran status. Drug Free Workplace

Help Wanted: New Bedford

Farmers Market Assistant

Position Title: New Bedford Farmers Market Assistant

Summary of Position:

Mass in Motion (MiM) New Bedford is looking to hire a new reliable, trustworthy, and friendly team member to work as the New Bedford Farmers Market Assistant. There are three Farmers Market sites in New Bedford, managed by Mass in Motion New Bedford, the Market Managers. They are located at Brooklawn Park, Custom House Square (Downtown), and Clasky Common. The markets run Monday, Thursday, and Saturday. The dates and hours of the market can be found in the "Hours/Pay" section below.

In 2015, the New Bedford Farmers Market implemented a new payment system that allowed customers to use credit/debit cards, and SNAP cards. This new payment system runs on tokens, and allows more people the ability to access fresh produce, but it requires a Market Assistant to manage the card machine, and SNAP vendors. We are seeking someone committed and enthusiastic about helping these markets to succeed by managing the daily on-site activities of the market while also assisting the Market Managers.

Essential Job Responsibilities:

- Arrive 1 hour before the market starts to set-up Welcome/SNAP Table and assist farmers/vendors
- Welcome customers, explain the payment system, and answer questions
- Monitor and ensure vendor compliance with Market Rules & SNAP Guidelines
- Manage the card machine for credit/debit cards, and SNAP

customers and distribute the appropriate number and type of tokens

- Keep a record of transactions and balance the market sheet at the end of the day
- Collect tokens from vendors at the end of the market, and write receipts to vendors
- Remain at the market until all farmers have cleaned their area and are ready to leave
- Report to MiM Coordinators with all transaction reports and any questions or problems
- Break down Welcome/SNAP table and store equipment in designated location after each market.

Other Duties:

- Attend introductory SNAP & Market Assistant training session with Market Managers
- Transport all market gear (coins, tables, tent, bins, etc) to and from the market each week
- Assist in managing any volunteers, social media, special events, data collection, or fundraisers occurring at the market, in collaboration with Market Managers
- Attend meetings/ workshops outside of scheduled farmers markets: Parks Board, City Council
- Assist the Market Managers with farmers market related administration
- Conduct on-site vendor inspections under the supervision of Market Managers

Working Conditions:

- Work completed outside, under a tent in varying weather conditions
- Able to lift up to 50 pounds, set-up and break down market tent, table, and materials
- Able to stand on feet for an hour at a time if needed

Minimum Requirements to Apply:

- High school diploma or GED equivalent
- Access to reliable weekly transportation/ valid driver's license
- Bi-Lingual: Speaks Spanish & English
- Basic math skills, ability to use a calculator
- Friendly and helpful personality
- Trustworthy, dependable, and responsible with money and confidential information

Preferred Skills, Knowledge & Experience:

- Interest in nutrition, public health, and/or environmental issues
- Experience in community outreach
- Comfortable using basic technology (etc. an iphone/ipad)

Hours/Pay:

- Training begins in early June
- 18-21 hours/week during market season
- Market Season- (hours below may vary slightly)
 - Mondays= 1-7pm (June 13th – October 31st)
 - Thursdays= 1-7pm (June 16th – October 27th)
 - Saturdays= 9am -2pm (July 9th – October 29th)
- Commitment to the full market season and training (June 1st –October 31st) is required
 - Limited vacation days may be available with early notice
- \$12-15/hour

To Apply:

- Please send **the attached completed application** to Stephanie Reusch at Stephanie.Reusch@newbedford-ma.gov or mail to Mass in Motion, 608 Pleasant Street, 2nd floor, New Bedford MA, 02740
- Application Priority Deadline: Monday May 20th 2016

Help Wanted: Zeiterion Theater Box Office Associate (New Bedford)

Box Office Associate

Hours: Part-time.

Hours vary depending on the theatre's performance and event schedule and will often include evenings & weekends.

Reports to: Box Office Manager

The primary responsibility of a Box Office Associate is to help The Z meet organizational sales and membership goals while providing efficient, courteous and accurate customer-service. The Box Office Associate plays a key role as the first point of contact for all visitors and callers and therefore must uphold the highest quality of customer care at all times.

Duties & Responsibilities:

- Provide the front line service for in-person and telephone callers to The Z, ensuring that they are dealt with in an efficient, courteous, and effective manner
- Work extended and/or irregular hours including nights, weekends and holidays, as required
- Ensure that all processes for ticketing are completed accurately and handle all transactions and procedures with fastidious attention to detail and security
- Actively promote ticket sales to all Z events
- Acknowledge Members and help them utilize their benefits
- Upsell membership to non-members by making them aware of the numerous benefits

- Deal with enquires received via our email and online services and ensure they receive the same standard of customer care as personal callers.
- Assist customers with general enquiries about facilities, activities and events; be familiar with all information pertaining to current and future performances and activities and be pro-active in encouraging participation in the programs and facilities offered at The Z
- Assist the Marketing and Development Departments with Audience Development by providing statistical and anecdotal feedback.
- Ensure that Box Office data and systems as well as constituent records are properly and efficiently updated and maintained according to patron needs and in compliance with The Z's data entry standards
- Make follow up calls, collect visitor data, facilitate surveys and participate in other marketing and audience development strategies as directed
- Ensure the lobby is welcoming, informative and tidy, restocking all brochures and publicity when needed
- Be aware of visitors with access and disability issues and how we can help them
- Meet and direct groups, scheduled visitors and contractors when required. Deal with small deliveries and organize the safe collection of those which are too large to accept at Front of House.
- Be familiar with the security and alarm systems controlled in the Box Office area and ensure the relevant person(s) is informed of anything which needs attention.
- Oversee security in the lobby, being vigilant at all times and informing the Manager of any concerns, to help maintain a safe environment for all.
- Support marketing and special event projects
- Maintain a professional environment in the Box Office
- The above listed duties are not all inclusive. This

position is expected to perform other work related duties as assigned even though they may not be considered primary duties.

QUALIFICATION REQUIREMENTS:

Experience Required

High School diploma or general education degree (GED); one to three months related experience and/or training; or equivalent combination of education and experience. Previous customer service experience is highly desired.

Skills and Knowledge Required

- Proficient in Windows 95 or above
- Possess excellent sales, organizational, public relations, verbal and written communication skills
- Knowledge of the Ticketing industry preferred
- Ability to work accurately with attention to detail
- Professional in demeanor and actions
- Work independently as well as in team environment
- Possess good analytical, interpersonal and customer service skills
- Ability to handle confidential material such as credit card information

To Apply: Please submit your resume to CHall@zeiterion.org

Help Wanted: Account Clerk (New Bedford)

POSITION: ACCOUNT CLERK

LEVEL: GRADE 7 \$13.61/hr – \$19.67/hr

DEPARTMENT: CITY AUDITOR'S OFFICE

FUNCTION: Maintains department accounts, assists in accounts payable and payroll tasks, and provides clerical support as needed.

SUPERVISION RECEIVED: Works under the general supervision of the Financial Analyst.

SUPERVISION EXERCISED: None.

RESPONSIBILITIES: Performs a variety of general office functions including typing, record keeping, filing, proofreading and forms and report generation; performs a variety of general bookkeeping functions including departmental invoice processing, purchase orders, cash receipts and monthly reconciliation of accounts; performs accounts payable duties including auditing of accounts payable batches filed by departments, updating invoices in preparation of weekly accounts payable check run, and generating and distributing accounts payable reports; assists in the auditing of daily cash sheets; files records and reports; posts information to records; sorts and distributes mail; answers telephone and performs similar duties; attends meetings, trainings, workshops, conferences or classes for the purpose of increasing knowledge and/or gathering information required to perform functions.

SKILLS/KNOWLEDGE: High school diploma and knowledge equivalent to specialized course work in general office practices such as accounting, data processing, and two years of increasingly responsible related experience; or any equivalent combination of education and experience; ability to perform arithmetic computations accurately and quickly; ability to communicate effectively verbally and in writing; ability to work under pressure and/or frequent interruptions; extensive computer experience including Excel, Word; Munis preferred.

SPECIAL REQUIREMENTS: Mandatory CORI (Criminal Offender Record Investigation) background check per City Council Ordinance

effective May 14, 2013.

EQUIPMENT USED: Copier, telephone, calculator, personal computer, fax machine, scanner.

PHYSICAL/ENVIRONMENTAL STANDARDS: Normal office environment, not subject to extremes in temperatures, noise, odors, etc.; frequent interruptions to assist citizens, spends extended periods at terminal, on telephone, and/or operating other office machines; regular lifting and carrying of files, documents, records, etc. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

SELECTION GUIDELINES: Formal application; rating of education and experience; oral interview and reference check; job-related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Help Wanted: Library Assistant (New Bedford)

CITY OF NEW BEDFORD FREE PUBLIC LIBRARY

LIBRARY ASSISTANT I (35 hours/wk)

\$13.23hr – \$18.88hr

Assists in the daily operations of the Circulation Desk. Monitors the borrowing of materials, and performs related public service duties as required. Must be available some nights and Saturdays.

Provides courteous public service at the Circulation Desk by responding promptly to patron requests according to established procedures. Makes the library collection accessible by following established circulation and cataloging procedures. Promotes library service to the community by assisting in the planning and implementation of library programs. Contributes to the smooth operation of daily functions by completing assigned projects without ongoing supervision, and observing all policies as outlined in the staff and circulation manuals.

Strives to maintain harmonious working relationships by collaborating with co-workers, using courteous language and avoiding discussion of personal or staff issues in public areas.

Assists in opening and closing the department. Types and files all necessary documents. Assists in maintaining appropriate security on the ground floor and reporting inappropriate patrons' behavior to the Librarian and/or supervisory staff. May assist in collecting, recording and transferring all monies received, ordering supplies and calling repair services when necessary. Prepares and checks materials being loaned, and checks in materials being returned. Packs materials to be sent via carriers and distributes U. S. mail to appropriate

departments.

Must have a Criminal Offender Record Information (CORI) check, mandatory by MGL Chapter 6 Sec. 172C. High school diploma or GED equivalent required. Spanish speaking preferred. Possession of a valid Massachusetts driver's license preferred.

For application/complete job description, please visit www.newbedford-ma.gov or contact the Personnel Dept., 133 William St., Room 212, 508-979-1444. Applications will be accepted until a suitable candidate is found. New Bedford has a residency requirement. EEO