

Erie County

Jobs! Jobs! Jobs!

For complete information, contact your closest Career 1-Stop

June 13, 2018

NY1259478 Buffalo. Associates for Training and Development. **Regional Director.** We Are: A multi-state non-profit whose mission is to provide for training services to older workers age 55+. Over our 34+ year history, we have developed a comprehensive continuum of services for mature workers and we are recognized nationally as a leader in the field. We seek candidates to help administer and execute an innovative and exciting workforce development project. We Have: An immediate opening for an experienced grant management professional to join our team. As REGIONAL DIRECTOR, responsibilities include administering an older worker job-training program including planning, organizing, staffing, leading, and managing program activities to achieve grant objectives, and developing training opportunities and employer/community partnerships. College degree requires, Project Management Professional certification preferred. Bi-lingual - Spanish preferred. Some work-related travel is required and reimbursed. Position based in Buffalo. We Need: An individual with 5+ years of grant management experience; knowledge of the local labor market areas, the state workforce development network, and training services statewide; the ability to plan, develop, direct, and evaluate program initiatives; proficient in Microsoft Office Suite products; highly organized, possesses excellent facilitation and presentation skills; team-oriented yet capable of working in a self-directed workplace. We Value: Collaboration, attention to detail, can-do attitude, and a passion for helping people better their lives.

NY1259361 Buffalo. Transportation Authority. **MANAGER, EMPLOYEE RELATIONS** FT. Benefits. **WORK OBJECTIVE:** Develop and foster employee relationships and maintain the relationships that contribute to satisfactory productivity and morale. Administration of contract compliance based on the collective bargaining agreements. Interpret and provides guidance to operational/departmental managers and executives regarding labor contract interpretation and administration. Provides employee relations support, expertise as component of successful implementation of organizational performance, standards and systems. Screens complaints and participates in the hearing process. Documents various strategies and processes of the grievance procedure. Maintain records of grievances discipline review and arbitration. Investigate and responds to grievances. Performs employee relations functions including conflict resolution services to management and bargaining unit employees. The incumbent prepares reports and make independent judgment and initiative under the general supervision of the Human Resources Director and the Labor Relations Manager and is reviewed through conferences, reports, and observation of result achieved.

WNY One-Stop Centers

Erie County:

284 Main Street
Buffalo, NY 14202
716/851-2600

then press "0"

4175 Transitown
Williamsville, NY 14221
716/634-9081

Buffalo Emp. & Trning Ctr.
77 Goodell Street
Buffalo, NY 14203
716/856-5627

ECC Employment & Trning
4041 Southwestern Blvd.
Bldg. 5, 2nd Floor, Rm. 6201c
Orchard Park, NY 14127
716/270-4465
716270-4483

ECC One Stop Center – North
Gleasner Hall, Room 166
6205 Main Street
Williamsville, NY 14221
716.270.4444 phone
716.270.4491 Fax
onestop@ecc.edu

Niagara County:

Troft Access Center
1001-11th Street
Suite E, Room 1014
Niagara Falls, NY 14301
716/278-8258

272 South Transit St.
Lockport, NY 14094
716/433-6766

Chautauqua County:

407 Central Avenue
Dunkirk, NY 14048
716/366-9015

23 E. Third Street
Jamestown NY 14701
716/661-9553

Cattaraugus County:

175 N. Union Street
Olean, NY 14760
716/373-1880

Allegany County:

Employment Complex
7 Wells Lane
Belmont, NY 14813
585/268-9237

DE4871171 Event Specialist Part Time Sales** Are you outgoing, friendly and enjoy meeting new people?

Our part time Event Specialist jobs are fun and exciting and could be a great fit for you! Join our winning team as a retail demonstrator promoting best in class products at your local retailers. You can be the brand ambassador who excels in captivating an audience during in-store events, with an emphasis on brand awareness, product demonstration and sales. The in-store demonstrator is responsible for reviewing program materials, set up and break down of the work area, and the preparation and sampling of products on scheduled event days. Take this chance to join the largest sales and marketing agency in North America, where you will receive top-notch training and competitive pay rates. Responsibilities: Set up, break down, product preparation and sampling during in-store demonstrations. Generate brand awareness and positive product impressions to increase sales. Assess customers individual usage needs and interests in order to best recommend products. + Timely completion of all call reports, paperwork, and on-going personal training by required deadlines High School Diploma preferred or equivalent job-related experience. Experience in event marketing, demonstrations, sales, brand promotion or retail/grocery. Interact in a friendly, enthusiastic, energetic and outgoing manner with management, clients, and consumers in any setting. + Stand comfortably for up to 6 hours a day. + Able to work independently and as a motivated team player. + Ability to work a part-time retail schedule, Monday through Sunday. + Minimal travel required for training or other scheduled events. + Daily access to a PC computer with internet/email access.

NY1258744 Williamsville. Machine Operator (Printing) FT. 1st & 2nd Shift Available.

\$12 - \$13/hr. Benefits. Job Description: * Feed set-up screens/and or operate printing press (including digital machines) to customer specifications. * Run samples and adjust print quality, registration, color settings and mixing. * May maintain and work with negatives to make screens. * Perform final pre-run inspection of job and complete job, meeting quality and quantity standards. * Perform all required preventive maintenance of press. * Handle and dispose of hazardous materials and chemicals according to procedures. High School Diploma or GED Must have reliable Transportation All applicants subject to Drug Screening and Criminal Background and Reference Check.

NY1259839 Cheektowaga. Roofing. LABORER. 40Hrs./wk. Now hiring Laborers. Do you enjoy working outside? Are you interested in learning a trade? -You must have reliable transportation. -You must not be afraid of heights -You must be able to lift up to 50 lbs. -You must be able to work first shift and a full day. -You must be able to work outdoors in the heat/sun Requires drivers license and own tools Subject to employer drug screen. Willing to accept a trainee in specifics,

NY1259711 Lackawanna. CUSTOMER SERVICE PHONE OPERATORS. FT. 1st shift. 40 hrs./wk. Benefits: Vacation time, sick leave and 401k Simple Plan. Answering service that answers calls for clients in all facets of industries including medical, funeral homes, HVAC, and property management to name just a few. Been in business since 1948. Currently looking for Team Members for 7:00 AM-3:00 PM shift. All applicants must be available on weekends and holidays. This position is for an inbound-only call center. Job Qualifications Position: -Strong work ethic and outstanding customer care skills, including active listening and precise documentation. -Ability to work in a professional, fast-paced environment with a heavy focus on quality and customer service. -PC navigation skills, including word processing, internet and email required. Microsoft Office skills. -Excellent typing and spelling skills a must - a data entry speed of at least 55 wpm Maintain an excellent attendance record and be punctual for your shift. -Have a clear speaking voice. -Must have transportation or within walking distance and a phone that receives calls. Need GED/high school diploma. Some customer service, collections or reception skills preferred - willing to train in specifics. Starting wage: \$11.00/hr.; eventually \$12.50/hr. Subject to employer drug screening and criminal background check. Not on bus route – reliable car needed for efficient commute.