

# Erie County

# Jobs! Jobs! Jobs!

**For complete information, contact your closest Career 1-Stop**

August 22, 2017

**NY1225202** Tonawanda. **PACKAGER-SUMMER HELP.** FT. M-F. 2nd shift. 40 hrs./wk. Do not apply at the plant! The Packager will be responsible for maintaining efficient flow of unfinished goods to the wrapper. Additionally, the Packager will assist in insuring effective operation of the chutes. They are responsible for quality control of product through the stages under his or her control, maintaining communication with other employees, maintenance, lead people and supervisors, and working safely and effectively under the direction of the shift lead person and supervisor. Position will rotate every half hour with the exception of the "merge" position which will rotate every 15 minutes. Rotation will be as follows: 1. Chutes 2. Inspection 3. Packing, box spot or making lids when needed 4. Merge. No educational/experience requirements. Starting wage: \$12.62/hr. Subject to employer drug screening, reference/criminal background checks.

**NY1225212** Buffalo **ADJUNCT** Teacher. PT Instruct 2 (1) hour classes weekly. QHP status (CASAC,CRC,CSW) preferred Our Mission Statement: Buffalo City Mission exists to meet the spiritual and practical needs of the poor through the demonstration of the love and preaching of the Gospel of Jesus Christ. Our Purpose: The purpose of Buffalo City Mission is to proclaim and demonstrate the life changing Gospel of Jesus Christ, meeting the spiritual, physical and emotional needs of men, women and children who are homeless or in need of hope. Job Description: This class instruction position involves a broad spectrum of topics related to the dynamics of addiction, life disabling conditions and its relatedness to self-insight, decision making and homelessness. Key Responsibilities: -Instruct diverse students on broad and specialized areas within the human service setting -Assists in the preparation of course descriptions, course outlines and lesson plans as required by the Education Department - Communicates with the Education Manager related to student problems and need for additional student support -Must have the ability to communicate the subject matter in a clear, concise and logically engaging manner -Ability to maintain healthy teacher-student relationships by establishing proper boundaries Successful candidates will have: -Bachelor's degree and a minimum of 3 years of field experience OR Associate's Degree with a minimum of 5 years experience. -Previous experience in Mental health, chemical dependency and domestic violence -Working with the homeless or low income individuals/families - Demonstrated skills in working with clients from various backgrounds -Positive communication and interpersonal skills -Basic computer and written skills Please note that the selected candidate will be required to submit to a drug screen and a background check. Buffalo City Mission is an EEO employer.

**NY1224916** Buffalo Area **CARPET CLEANERS** F/T; P/T 1st an 2nd Shift Looking for carpet cleaners. Follow procedures for the use of chemical cleaners and power equipment to prevent damage to floors and fixtures. Mix water and detergents or acids in containers to prepare cleaning solutions, according to specifications. Move heavy furniture, equipment, or supplies, either manually or by using hand trucks

## 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, 2<sup>nd</sup> 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:

Trott Access Center  
1001-11<sup>th</sup> 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

**NY1225063** Buffalo. **MEDICAL TRANSPORTATION SCHEDULER.** FT-40hrs/week. \$10.50 Hr. to start. Various shifts available. Full benefits; health, dental, vacation, sick time, holidays, retirement 401K. On bus route. 6 months related experience. Will accept a trainee. Job Description: - Serves customers by scheduling and authorizing requests for non-emergency Medicaid transportation. - Maintains Medicaid enrollee's records by updating account information. - Contributes to team effort by accomplishing related results as needed. Essential Functions: - Efficiently and proficiently process requests for non-emergency Medicaid transportation per client policies and procedures. - Take client messages per protocol. - Collect and enter data with a high degree of accuracy. - Satisfactorily maintain Medical Answering Services productivity standards. - Attend all in-service training/compliance sessions. - Participate in a professional work environment by exhibiting a professional attitude and demeanor. - Demonstrate a proven understanding of Medicaid and Medical Answering procedures. - Observe confidentiality of sensitive and confidential information. - Display excellent customer service skills. - Demonstrate excellent attendance. - Provide timely feedback to the company regarding service failures and/or customer concerns. - Work overtime as needed to meet customer deadlines with prior approval. - Other duties as assigned.

**NY1224696** Buffalo. **FAMILY PEER ADVOCATE.** FT. M-F. Days. 40 hrs./wk. Full Benefits. CLOSING DATE: August 24, 2017 DESCRIPTION: Provide services to the most chronic, severely mentally ill consumers to maximize their potential of living in the community. Educate traditional mental health providers. DUTIES: 1. Provide Peer Contact, to patient's family, presenting in Emergency Rooms, due to substance use, who are referred to the team by medical personnel. Conduct peer support groups which cover topics concerning finding healthy supports outside of the hospital and the community to prevent re-hospitalization and to provide support to the patients 2. Meet individual's family admitted to the emergency room, for substance use disorders, and inform them about recovery and resources available in addressing emergency. 3. Provide Peer counseling to patient's family in making informed decisions regarding seeking help. 4. Provide information and referral to individual and family supporters in navigating services available to prevent re-occurrence. 5. Be a liaison with hospital, treatment, family and community providers in linking individuals to proper support in the community. Provide independent living philosophy and recovery training to new Staff. 6. Facilitate at least two Community Forums, per month, throughout Erie County, in addressing the needs of dealing with Substance Use Disorder. 7. Provide immediate follow through for the family, in making initial contact with positive community and/or medical supports. 8. Be a liaison and advocate with existing medical and community supports regarding family's needs. 9. Provide peer support during times when traditional treatment services are unavailable, which includes after business hours, weekends and some holidays. 10. Provide the peer perspective to professional providers and family supporters in an effort to understand the perspective of the individual being served. 11. Communicate and collaborate with professional providers the activities being done with the individuals being served. 12. Empower individuals' families being served to make fully informed decisions. 13. Accurately document consumer services and required paperwork in SPR database, as well as the Consumer Service Record (CSR), within two (2) business days of the date of service. 14. Maintain a neat, clean and safe work environment. 15. Perform any other duties as deemed legally and ethically necessary by the Supervisor. SUPERVISION: Works under the direct supervision of Director of Mental Health Peer Connection. STANDARDS OF PERFORMANCE: Must at all times perform in a professional, conscientious and efficient manner for the purpose of ensuring a better quality of life for persons with disabilities. QUALIFICATIONS: Must have a Bachelor's Degree in a Human Services related major and 1 year experience working in a Human Services setting OR an Associate's Degree with 3 years experience working in a Human Services setting or 2 years' paid experience working as a peer in a Peer Run Agency. Must be computer literate and be capable of typing at least 35 words per minute. Life experience may be considered in lieu of, in full or part of, academic credentials. Must have a valid driver's license and own vehicle. Former substance use individuals in substantial recovery are encouraged to apply. Subject to employer reference/criminal background checks. An equal opportunity employer. Reasonable accommodations will be made for persons with disabilities. A Scent Free organization.

**NY1224999** Sardinia. **CONSTRUCTION LABORERS** All Around Excavating. Temporary Full Time job. Must have experience driving off road dump truck. Setting up and laying out surveying job using GPS. Must also have surveying experience. previous experience working in or near live streams. Experience cutting and felling large trees, installing turbidity curtain and water diversions. Experience reading and understanding NYSDOT plans, OSHA certified, flagging certified. Must be able to pass drug and alcohol screening. Minority and Women candidates encouraged to apply. Immediate openings. Job will tentatively last until end of 2017. Salary D.O.E.