

Full-Time Position Opportunities

To apply for specific positions, please contact Student Development by calling (716) 614-6290, stopping by A-131, or email the [Job Locator](#).

Company: Position Title - Location
Date Posted

Macerich: Commercial Real Estate Owner/Developer – Niagara Falls, NY
12/6/17

Company: Macerich – Commercial Real Estate Owner/Developer

Location: Fashion Outlets of Niagara Falls, USA

Position: Marketing/Leasing Administrative Assistant

40 hour work week, Mon – Fri 8am to 5pm, some nights/weekends depending on event times

Hourly position – pay is DOE. Salary range: \$30,000 - \$35,000 per year

Marketing/Leasing Administrative Assistant

Shopping center owner seeking a highly organized and motivated individual to fill Marketing/Leasing administrative position. This dual role combines marketing and leasing duties that include: lease preparation, collections, tenant relations, website management, event planning and general office duties. Individual must be proficient in Microsoft WORD, Excel & PowerPoint. Adobe Photoshop experience is preferred. Must be able to effectively multi task and stay true to deadlines.

Interested in this Job? [Click here to contact Student Employment](#)

Fuccillo Auto Dealer: Business Development Agent (Internet/Inside Sales) – Grand Island, NY
12/1/17

Fuccillo Auto Dealer is looking for a Full Time Business Development Agent to join their team in Grand Island, NY.

Majors of Interest:

Business, Communication, Finance

(A degree is not required, but an Associates or Bachelors degree would be helpful. They are very interested in December graduates).

Qualifications:

Interest in sales

Phone skills

Computer savvy

Microsoft Office experience

CRM software would be a plus

Clean driving record / background check

Pay: Base, plus commission

Business Hours: Monday – Thursday 9am – 8pm, Friday – Saturday 9am – 6pm, Sunday 10-6pm

Please submit resume for immediate consideration.

Interested in this Job? [Click here to contact Student Employment](#)

**Northeast Wire & Cable Co., Inc.: Cable Insulating Line Operator – Niagara Falls, NY
12/1/17**

Must be able to control simultaneous functions, read micrometers, take quality control data and be mechanically inclined. Clean environment, non-smoking facility in Niagara Falls. Complete health care package, 401k, work uniforms and boot allowance.

Interested in this Job? [Click here to contact Student Employment](#)

**Northrop Grumman: Assembler (Contractor Position) – Amherst, NY
11/29/17**

Northrop Grumman in Amherst has been growing and thus needs to bring on some good workers. In general, workers start off as contractors for the first 12 months and then based on needs and performance post for full time hires.

The Assembler performs a variety of tasks ranging from repetitive to non-repetitive production assembly operations on electronic and/or mechanical assemblies and subassemblies, such as modules, boards, panels, drawers, frames, and cables. Works from diagrams and drawings, makes initial layouts, and uses hand and/or power tools, jigs, and saws. Makes continuity checks on work in process and completed work. May conduct quality inspections on processing line in accordance with quality specifications. May disassemble, modify, rework, reassemble, and test experimental or prototype assemblies and subassemblies according to specifications and under simulated conditions. The chosen candidate will need to successfully complete in-house workmanship criteria training classes for continued employment.

- Ability to perform tasks from written directions and drawings.
- Ability to perform tasks under microscope on very small assemblies with outstanding manual dexterity and precision.
- Basic computer skills.
- Demonstrate high level of attention to detail and quality.
- Ability to pay continuous attention to detailed operations
- Able to understand sequence of operations or actions to be taken
- Previous or current certifications in IPC-610 and/or J-STD 001 a plus.
- Soldering skills

Interested in this Job? [Click here to contact Student Employment](#)

Snelling (Staffing Company): Various Positions – Various Locations

11/29/17

Snelling is looking for a Collections Representative to join their team in Amherst, NY! You will be responsible for securing billing payments from your customers and clients. This is a great long term opportunity for the right candidate!

Shift: Monday-Friday, 8:00AM-5:00PM

Pay: \$14.00-15.00 (based on experience)

Responsibilities of Collections Representative:

- Contact current customers and inform them of unpaid accounts
- Receive and post payments to customer's account
- Advice and follow-up with customers on unpaid accounts
- Provide written and verbal communication
- Maintain records and documentation
- Provide thorough data entry as needed
- Obtain documents as needed and maintain files
- Utilize various computer programs and screens simultaneously
- Various other tasks as needed

Qualifications of Collections Representative:

- Previous experience in billing, customer service, or other related fields
- Ability to build rapport with clients
- Excellent written and verbal communication skills
- Ability to prioritize and multitask

Please submit resume for immediate consideration.

Interested in this Job? [Click here to contact Student Employment](#)

Waste Management: Logistics Representative – Williamsville, NY

11/20/17

Waste Management (WM), a Fortune 250 company, is the leading provider of comprehensive waste and environmental services in North America. We are strongly committed to a foundation of operating excellence, professionalism and financial strength. WM serves nearly 25 million customers in residential, commercial, industrial and municipal markets throughout North America through a network of collection operations, transfer stations, landfills, recycling facilities and waste-based energy production projects.

I. Job Summary

Ensures delivery of excellent customer service through accurate and fast processing of orders. Provides logistics support for domestic and international movement of recycled materials. Communicates and

coordinates with other departments and partners in order to fulfill customers' needs. First point of customer contact for general inquiries. Builds and maintains business relationship with clients and suppliers by providing prompt and accurate service.

II. Essential Duties and Responsibilities

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Other duties may be assigned.

- Communicate with customers to monitor inventories and anticipate their production needs and to schedule all necessary equipment to move waste by-products.
- Arrange and negotiate third-party freight costs, when needed, for timely servicing of all customers waste by-product pick-ups by using WM approved carriers.
- Monitor and maintain shipment status via computer system.
- Respond to customer complaints in a timely manner. Investigate and solve issues with shipments for both vendors and customers.
- Initiate calls to customers to set up deliveries, advise shipment delays and/or information necessary to set up deliveries. Initiate traces with carriers and railroads for proof of deliveries when needed.
- Review pricing with the Sales and Marketing groups.
- Develop interactive relationships with vendors, customers and outside freight carriers.
- Responsible for all necessary documentation for all shipments, which can include export documentation to overseas mills.
- Initiate calls to customers to ensure timely and accurate invoicing. Record and prepare vendor payments in accordance with contracted terms. Ensure proper billing of freight and special charges. Issue debits and credits as necessary.
- Resolve downgrades and rejects of waste material by dealing directly with the customer and the vendor. Gather and process the cost information by negotiating pricing with the customer and/or vendor to minimize the overall impact to the company and customer, with approval by account manager.
- Work with other supervisors/managers to coordinate services and keep them informed as issues arise.
- Project a knowledgeable, enthusiastic, positive attitude that encourages customer and employee confidence and reflects the professional image desired by WMRA.
- Attend and contribute to periodic meetings to maintain favorable working relationships among employees and promote maximum morale, productivity and efficiency.
- Provide timely feedback to direct supervisor regarding service failures, customer complaints or any other matters regarding his/her attention.
- Provide timely and accurate information to incoming customer order status and product knowledge requests.
- Works to meet or exceed service and operational goals established for the call center, including productivity, quality, and timeliness goals.
- Collaborate with sales representatives to meet and exceed customers' service expectations, and develop solutions to ensure smooth material movement.
- Perform other special projects and tasks as assigned.
- May provide direction or support to less experienced Customer Service Representatives.

III. Supervisory Responsibilities

This job has no supervisory duties.

IV. Qualifications

The requirements listed below are representative of the qualifications necessary to perform the job.

A. Education and Experience

- Education: High School Diploma or GED (accredited).
- Experience: Two years of relevant work experience in a customer service role.

B. Certificates, Licenses, Registrations or Other Requirements

- None required.

C. Other Knowledge, Skills or Abilities Required

- Experience with Microsoft Office; basic Excel required.
- Work experience that required the use of a computer.

V. Work Environment

Listed below are key points regarding environmental demands and work environment of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.

Normal setting for this job is: office setting.

Benefits

At Waste Management, each eligible employee receives a competitive total compensation package including Medical, Dental, Vision, Life Insurance and Short Term Disability. As well as a Stock Purchase Plan, Company match on 401K, and more! Our employees also receive Paid Vacation, Holidays, and Personal Days. Please note that benefits may vary by site.

Interested in this Job? [Click here to contact Student Employment](#)

Shipman Print Solutions: Accounts Receivable/Receptionist (1 FT or 2 PT positions)

11/20/17

Shipman Printing is a commercial printer. They sell to print distributors and broker only, not end users. They are a small business with approximately 26 employees. Skills needed include Microsoft Word and Excel basic knowledge. Ability to operate general office equipment (telephone, calculator, copier, postage machine) and general computer and typing skills. Hours are Monday through Friday from 8:30am – 5:00pm.

Interested in this Job? [Click here to contact Student Employment](#)

Ecolab: Territory Representative – Buffalo, NY

11/20/17

Join Ecolab's, Global Food Retail Services Team as a Territory Sales Representative in the Buffalo, NY market and see why Ecolab is on Fortune magazine's list of The Worlds Most Admired Companies. The Territory Sales Representative opportunity delivers a comprehensive cleaning and food safety program developed specifically for the food retail industry, partnering with our customers to identify food safety risks and help prevent the spread of foodborne illnesses. **Position Description:** The Territory Sales Representatives manage a territory of customers in the food retail sector and also the responsible for the following: growing sales and retaining existing customers by providing service excellence, gaining new sales through new products and new customers, and providing customers training on food safety and sanitation through high quality surveys/audits. We are looking for candidates who will reside within 50 miles of Buffalo, NY and willing to travel 4 overnight per month along with weekend coverage every 11 weeks. **What's in it For You:**

- Receive a company vehicle for business and personal use along with a smart phone and tablet computer
- Enjoy a robust paid training program allowing you to learn from subject matter experts with proven success

- Plan and manage your schedule in a flexible, independent work environment that allows you to excel
- Carve out a long term, advanced career path in sales or other areas within Ecolab

What You Will Do

- Completes food safety audits based on the customer s required visit frequency (monthly or quarterly) and evaluates each department for compliance
- Facilitates the sale of Ecolab products by making suggestions for improvements with existing products and new innovations
- Installs and maintains equipment and collateral to ensure proper function and appearance
- Complete the Serv-Safe/SuperSafeMark and CP-FS training and becomes certified
- Develop & enhance existing relationships with customers while working independently and maintaining your own schedule

Basic Qualifications

- Completed Bachelor s Degree
- 1+ years of work or military experience
- Ability to lift / carry 50 lbs.
- Availability for up to 20% overnight travel
- Must have a valid drivers license and acceptable Motor Vehicle Record
- Must have the flexibility to handle occasional emergency calls at night, during the weekends and on holidays based on customer needs
- No Immigration Sponsorship available

Preferred Qualifications

- Mechanical ability (plumbing, electrical and/or mechanical experience) and problem solving skills to troubleshoot and repair equipment and dispensing systems
- 1+ years of professional experience in a grocery or foodservice
- Previous business to business value-add sales experience

Interested in this Job? [Click here to contact Student Employment](#)

SUNY Broome Community College: Staff Associate Business & Professional Studies – Binghamton, NY

11/20/17

SUNY Broome Community College is currently accepting applications for a Staff Associate to support the Dean of Business & Professional Studies. This is a full-time, tenure-track, 12-month position. The Staff Associate assists with day-to-day operations of the Business & Professional Studies division. These operations may include, but are not limited to: assisting in the development of divisional operating procedures; program scheduling, registration, advisement, and record keeping; working collaboratively with various Business & Professional Studies' departments and chairs on retention, persistence efforts and program reviews; working directly with students seeking medical withdrawal, dismissal appeals, and resolution of other issues as needed; service on various college, program development, administrative and academic committees as needed and/or recommended by the Dean; prepares and maintains statistical reports, surveys, and files associated with the programs under his/her direction; facilitates events in conjunction with the division; and performs other activities as assigned by the Dean.

Successful candidate must demonstrate strong communication, interpersonal, organizational, and

computer literacy skills. An ability to successfully coordinate complex projects and interact collegially and objectively with all employees and students in a diverse environment is essential. Knowledge of Banner, Degree Works, Starfish, and Microsoft Office is preferred. Bachelor's degree required; master's degree in an appropriate discipline preferred. Three years' work experience required, preferably in a community college or higher educational setting. Hiring range is \$52,230 - \$65,288.

For full consideration, application materials must be received by **Monday, December 4, 2017**.

Interested in this Job? [Click here to contact Student Employment](#)

Fresenius Kabi: Electrician/Maintenance Mechanic - Grand Island, NY

11/14/17

The skills needed for this position include PLC, programmable logic controls, repairs, testing, installation, troubleshooting, and adjustments to electronic instrumentations. Hours are 3pm – 11pm, 11pm – 7am, off shift and weekends. Rate of pay is \$22-24 per hour after training.

Interested in this Job? [Click here to contact Student Employment](#)

Harbor Center: Various Positions – Buffalo, NY

11/14/17

Pegula Sports and Entertainment

- Senior Payroll Manager
- Associate Producer
- Marketing Manager
- Traffic Coordinator

Rochester Americans

- VP of Business Ops
- Partnership Services Manager

Hockey Western New York

- FT Event Manager
- World Juniors Team Services

Terra Mare

- Sous Chef

WNY Arena

- FT Technical Communication Manager
- Overnight Cleaners – Full Time and Part Time

Tim Hortons

- Team Members

The Healthy Scratch

- Team Members

(716) Food and Sport

- Sr. Service Manager
- Line Cooks
- Servers
- Food Runners
- Hosts

Interested in this Job? [Click here to contact Student Employment](#)

**University at Buffalo Campus Dining and Shops: Cashier – Buffalo, NY
11/14/17**

Job Classification: Cashier
 Work Unit: EFC
 Seniority Group: Food Service
 Status: Probationary Full time Union
 May incur lay-offs during University recess periods
 Present Starting Rate: \$10.90/hr. *(Union employees: See Appendix "A" of union contract)*
 Benefits included
 Present Schedule: Monday through Friday 745am-4pm (Note that stated hours and days may vary)

DESCRIPTION: Providing quality meals to students, faculty, staff and visitors in a timely manner with an emphasis on customer service. Will handle student meal cards, cash, and credit cards and must follow proper money and merchandising policies and procedures. Will include prep work in multiple areas. Employee will be asked to prep multiple food items, focus on customer service, and work in high volume dining operations.

PRESENT JOB REQUIREMENTS:

- Minimum one-year verifiable cashier and money handling experience required.
- Previous experience with computer based point of sale cash register system and food preparation experience preferred. Barista experience required.
- Experience making specialty coffee drinks using espresso machines required.
- Must be able to read, write, and speak English, and have excellent customer service skills.
- Must be able to work quickly and efficiently in a **high-volume** operation.
- Professional appearance, demeanor, and hygiene required.
- Must be able to lift 30+ pounds, and be able to sit, stand, walk for 8 hours per day, and bend/reach as the job requires
- Regular attendance and reliable transportation is required. Must attend a food safety class.

PRESENT JOB ASSIGNMENTS (Please note that these assignments are subject to change):

- Accurate cash handling, food preparation, and serving customers in a friendly & courteous manner.
- Provide excellent customer service
- Station set up, breakdown, restocking, and occasionally putting orders away.
- Keep a neat, clean, and sanitized work area.

- Must work consistently and productively during entire shift.
- General cleaning and other food service duties or tasks as requested by management.
- Additional duties as assigned and requested by management

The Application for Position Vacancy form must be submitted to the CDS Human Resource Office, 146 Fargo Quad by 11/17/17

Interested in this Job? [Click here to contact Student Employment](#)

University at Buffalo Campus Dining and Shops: Maintenance Employee-Receiving – Buffalo, NY 11/14/17

Job Classification: Maintenance Employee- Receiving
 Work Unit: EFC
 Status: Full-Time (May incur lay-offs during University recess periods)
 Starting Rate: \$11.00/hour Benefits Included (*Union employees: See Appendix "A" of union contract*)
 Schedule: Sat off, Sun off, Mon-Fri 730am-330pm
(Note that stated hours and days may vary)

Description:

Primary responsibility is to maintain well-stocked food service units by receiving product and transporting to proper areas.

Job Duties:

- Receiving, stocking, dating, and proper rotation of product
- Some janitorial maintenance and general dishroom duties, equipment operation and maintenance as assigned
- Transport items to different units on campus
- Some food prep and customer service as needed
- Must work consistently and productively during entire shift
- Other duties as requested by management

Qualifications:

- Minimum 1 year experience as a receiver, and general janitorial experience preferred
- Must be able to work quickly and efficiently in a high-volume operation
- Must be able to read, write, and speak English, and have good communication and customer service skills
- Basic math skills required for counting boxes and reconciling invoices
- Professional appearance, demeanor, and hygiene required
- Must have the ability to lift 60+ pounds, and be able to walk, stand, bend, and reach as the job requires
- Regular attendance and dependable transportation is required
- Must be detail oriented to ensure products are being delivered and then transported to different areas properly
- Must be, or become, ServSafe certified (attend required class and pass test)
- Must have valid, clean NYS drivers license

Application for Position Vacancy form must be submitted to CDS HR Office 146 Fargo Quad by:

Midnight on Tuesday 11/17/2017

Interested in this Job? [Click here to contact Student Employment](#)

**Sears Holdings Corporation: Various Positions (PT/FT) – Niagara Falls, NY
11/14/17**

Consultative Sales Associate – Home Appliances

The Consultative Sales Associate is responsible for enhancing the experience of members and driving profitable sales of Home Appliance area by providing proactive consultative sales assistance.

Consultative Sales – Home Improvement

Jobs in this category are responsible for: selling and servicing customers within one or more departments including Home Improvement, Lawn, and Garden, Tools, Sporting Goods etc.

Cashier & Hardlines Support Associate Seasonal

The Hardlines Support Associate is responsible for enhancing the experience of our Members and driving sales through courteous and proactive support to Members, accurately and efficiently.

Backroom Associate Seasonal

Jobs in the category are responsible for the execution of all receiving activities including unloading merchandise, merchandise preparation and staging, outbound shipments, and daily stockroom.

Interested in this Job? [Click here to contact Student Employment](#)

**Conde Design Group: Custom Carpenter Apprentice – Youngstown, NY
11/6/17**

Conde Design Group is looking for a Custom Carpenter Apprentice

Who is Conde Design Group? The owner of Conde Design Group, Mr. Michael Conde is a highly skilled, creative and talented master carpenter and craftsman and a business owner with 20 years of experience completing a wide variety in residential and commercial projects. He is a successful self-employed businessman with expertise in custom designs, fabrication and installation in kitchen, bathroom, office and built in cabinetry, mantles, stairs and interior trim. Mr. Conde is experienced and skilled in estimating labor and material costs as well as scheduling job completion. He has hands on experience of new construction and remodeling of residential and commercial projects along with collaborative team skills, working with and scheduling other trades. Mr. Conde has outstanding attention to detail and customer service satisfaction.

As a newly hired Conde Design Group member you will be trained in the following:

- Understanding different wood species
- Basic understanding of tape measure

- Able to operate and maintain all carpentry tools such as table saw, shaper, drum sander, drill press, line bore machine, edge bander, auto feeders, chop saw, power drills, grinders and various hand tools.
- Read blueprints/drawings
- Create cut list for project
- Mill parts and assemble
- Sand and preparation for paint or stain
- Apply finish: paint or stain
- Final assembly and installation
- Work and collaborate with homeowner/builder to coordinate with other trades
- Installation of interior trim; hang doors, install casing, crown molding, wainscoting, columns, handrails, chair rail, base molding, and interior hardware

**** You will not be hired without knowledge of how to read a tape measure.

Interested in this Job? [Click here to contact Student Employment](#)

Shamus Restaurant: Line Prep Cook – Lockport, NY

11/6/17

Shamus Restaurant is hiring a full time Line Prep Cook. Hours are flexible. Culinary experience/interest needed. Degree and/or job experience required.

Interested in this Job? [Click here to contact Student Employment](#)

Doodle Bugs! Children’s Learning Academy: Teachers and Teacher Assistants (FT & PT) – Buffalo, NY

11/6/17

Doodle Bugs! Children’s Learning Centers provide education-based care for children ages six weeks to 12 years, including Preschool/Pre-K and Summer Camp programs. The BRAVO! Curriculum®, which is professionally designed and exclusive to Doodle Bugs!, combines theme-related, developmentally appropriate classroom experiences, all-inclusive enrichment activities and a series of center events. Enrichment activities include Tae Kwon Do and Doodle Dance & Fitness.

Majors Wanted: Education

Interested in this Job? [Click here to contact Student Employment](#)

Beechwood Continuing Care Homes: Environmental/Housekeeper & Certified Nursing Assistants (CNA) – Getzville, NY

11/6/17

BEECHWOOD HOMES POSITIONS

Environmental/Housekeeper

Performs a variety of housekeeping functions in resident, employee and public areas of the facility. Entry level, will train. This is a full-time position, 7am-3pm, with rotating weekend coverage.

Certified Nursing Assistants (CNA)

As a CNA at Beechwood Homes, you will assist licensed nursing personnel, assist residents in activities of daily living, and encourage socialization and involvement of residents in daily activities, while supporting family and visitor involvement. The CNA provides the foundation of supportive care for our residents! NY certification required. Full-time and part-time, all shifts available.

Beechwood is an equal opportunity employer.

Interested in this Job? [Click here to contact Student Employment](#)

BASF: Technical Sales Co-op/Contractor Technician – Niagara Falls (area), NY

11/6/17

- Adhere to BASF safety, health and environmental guidelines. Work safely in an environment where exposure to pinch points, slip hazards, noise exposure, chemical exposure, etc. exist. Individual must participate and be certified in mandatory mill sponsored safety training. Always use appropriate Personal Protective Equipment (PPE) when in customer facilities and when working around chemicals.
- Work 10-20 hours per week
- Dress at appropriate professional level when representing BASF at customer locations.
- Support existing business and work with BASF Sales Personnel on new sales opportunities at the plants.
- Interact with customer's management and mill work force
- Be available for emergency on call service (24/7) which includes nights/weekends.
- Data collection and data analysis utilizing Excel software
- Data presentation utilizing Excel and PowerPoint software
- Safety oriented
- Valid driver's license
- Highly motivated and driven
- Demonstrate problem solving skills and able to think on your feet
- Ability to take initiative and identify things that need to be done without being told

Job Requirements:

- Inventory management of BASF products
- Chemical feed equipment management and maintenance
- Assist with Ordering of BASF Products
- Special projects as determined by Technical Representative and Regional Manager

- Proficient in computer software programs (Excel - PowerPoint Word)
- Capable of conducting laboratory testing – solids measurement, simple titrations, hand held instruments, etc....

Pay Rate is \$20-\$23 per hour depending upon experience.

Interested in this Job? [Click here to contact Student Employment](#)

SUNY Broome Community College: Temporary Technical Assistant – Binghamton, NY

11/6/17

SUNY Broome Community College seeks an energetic, self-motivated candidate for a temporary, 12 month, full-time, Technical Assistant IIA appointment in the Business & Professional Studies Division. The Technical Assistant will be primarily responsible for all divisional related information technology needs and will be supporting both faculty and student learning. This position will be responsible for supporting the division's computers, laptops, iPad, smartphones, AV equipment, related software and hardware, and other duties as needed. The incumbent will work with faculty to maintain, implement, and explore technology initiatives within the division and will coordinate lab proctors and assist in division technological purchases. Help desk and user support experience, familiarity with Ethernet and TCP/IP networking, and previous work in a team environment are a plus. This position reports directly to the Dean of Business and Professional Studies and will coordinate services with the Information Technology Services department.

An Associate's degree in information technology, computer science, or a computer support specialist related field is required. Experience with information technology support in an educational environment preferred. Extron Certification, InfoComm CTS or other technical certifications are also a plus.

The successful candidate will possess excellent customer service skills and the ability to communicate effectively with diverse college faculty, staff, and students. Candidates comfortable in a learner-centered environment and committed to the community college mission are encouraged to apply. Salary range is \$43,165 to \$53,956 and offer will be based upon the candidate's qualifications.

For full consideration, application materials must be received by **November 10, 2017**.

SUNY BCC invites and encourages applications from women and minorities.

AA/EOE

Interested in this Job? [Click here to contact Student Employment](#)

Turning Stone Resort Casino: Baker – Verona, NY

11/6/17

The award-winning Turning Stone Resort Casino is one of the top five tourist destinations in New York State, hosting more than 4.5 million guests a year. The Resort features four hotels, five golf courses, two spas, 21 dining options including both casual and fine dining, a world-class casino, cabaret-style showroom, 5,000-seat Event Center, Nightclubs, and over 200,000 sq. ft. of banquet space.

Our Pastry and Bakery Department prepare all desserts for the Resort including Opals Confectionary. If you enjoy a fast paced environment and have experience as a baker join our dynamic team.

Additional responsibilities include:

- Consistently prepares various bakery items for all outlets, and Casino events with strong attention to detail.
- Takes proactive approach in ensuring that food handling/quality procedures are accurately and continuously followed.
- Maintains constant awareness pertaining to all food products within specified restaurant dessert coolers, and ensures that food items are properly rotated to maintain freshness.
- Assists in maintaining the overall cleanliness and appearance of the kitchen and bakery areas.
- Effectively converts and proportions recipes to suit product requirements.

Ideal candidate must have 1 year previous Pastry and Baking experience, AOS Degree preferred. Must be able to stand for long periods of time and lift up to 50 lbs.

Turning Stone Resort Casino offers competitive wages, excellent health benefits including medical, dental, vision, paid time off, 401K retirement plan, flexible spending accounts and many additional employee discounts and amenities.

Interested in this Job? [Click here to contact Student Employment](#)

Turning Stone Resort Casino: Line Cook – Verona, NY 11/6/17

The award-winning Turning Stone Resort Casino is one of the top five tourist destinations in New York State, hosting more than 4.5 million guests a year. The Resort features four hotels, five golf courses, two spas, 21 dining options including both casual and fine dining, a world-class casino, cabaret-style showroom, 5,000-seat Event Center, Nightclubs, and over 200,000 sq. ft. of banquet space.

Additional responsibilities include:

- Demonstrates a thorough understanding of sanitation procedures which are consistently applied and ensures that those procedures are followed by other employees.

- Understands the importance of proper food handling procedures.
- Always follows all approved recipes while ensuring proper cooking techniques and the highest quality standards.
- Ensures that foods are maintained at necessary temperatures and those not in necessary ranges are properly corrected or discarded.
- Always properly identifies and stores products and takes an active role in quality control of all food items.
- Demonstrates the ability to produce food orders in a timely, neat and organized manner according to the needs of the guest.
- Familiar with all product/inventory in freezers and coolers and assists in ensuring that all product/inventory is properly rotated to maintain freshness.

Ideal candidate must have 2-3 years previous culinary experience, Associates Degree preferred. Must be able to stand for long periods of time and lift up to 75 lbs. Must be able to work in a fast paced environment and multi task. Ability to accommodate a flexible work schedule to include nights, holidays and weekends.

Turning Stone Resort Casino offers competitive wages, excellent health benefits including medical, dental, vision, paid time off, 401K retirement plan, flexible spending accounts and many additional employee discounts and amenities.

Interested in this Job? [Click here to contact Student Employment](#)

Premier Food Brokerage Firm: Client Service Specialist for Food Brokerage Firm – Buffalo, NY 11/6/17

Provide continuous customer service to clients, customers, and personnel. Utilize technology to place orders, maintain systems/financials, file documents and communicate information. Act as a resource to support the advancement of sales efforts while contributing to business development.

Duties include:

- Process orders according to principals' requirements, including lead time and minimums; review orders, confirmation/invoices for pricing, item, quantity, and delivery accuracy
- Assist with financial/logistical issues that may interfere with the placement or shipment of orders, i.e. credit referrals, credit holds, late/no show trucks, etc.
- Answer phones; direct messages, monitor faxes.
- Order, monitor, pack/unpack and put away samples.
- Maintain accurate filing system – Hard copy, outlook, shared drives
- Maintain up to date SOP's for all assigned clients, duties, and activities
- Maintain necessary mailings: ads, flyers, point of sale, etc.
- Assist principals with deductions management and collection of open invoices;
- Manage required Principal financial and order platform systems as necessary
- Assist Finance Manager with information and paperwork necessary to reconcile commissions and accounts receivables.
- Respond in a timely manner to any request for information from management, the principals and/or customers.
- Know and execute all opening and closing office procedures.
- Other duties as assigned and requested

Position also includes inside sales and suggestive selling, with an opportunity to provide ideas for growth of current business. Successful candidate will possess strong communication, influence and problem solving skills, as well as be able to react to change productively. Must be a self-starter with entrepreneurial spirit!

Previous customer service experience, especially experience in the retail or food service areas, is extremely advantageous.

Must have Computer skills, including the ability to learn proprietary software programs. Knowledge of Microsoft Software to include Microsoft Office Suite (Word, Excel, PowerPoint, and Outlook) required.

Some extended hours (including some Saturdays) may be necessary to meet deadlines, complete assigned duties, follow through on logistical issues, launch new product lines, prepare for important events, or other urgent needs as determined by company management. May also require occasional participation in Food Show Events.

Interested in this Job? [Click here to contact Student Employment](#)

Med-Scribe, Inc.: RN or LPN – Buffalo, NY

11/6/17

Med-Scribe, Inc. recruits for exciting nursing opportunities in the healthcare industry and we're scouting for top talent in the City of Good Neighbors!

Med-Scribe, Inc. Healthcare Recruiters is presently searching to add staff to the temporary traveling Chart Review Team to fulfill Monday to Friday day hours as scheduled. This is a temporary position in Buffalo projected to last approximately 3 months beginning February until May 2017.

The job would revolve around performing on-site chart reviews at provider offices. The RN or LPN in this role will be trained to capture the diagnostic profiles of targeted plan members and record on a laptop provided by the client. MA plans are required by law to provide diagnostic profiles to the Centers of Medicare and Medicaid in order to anticipate the complexity of care and acuity levels of their membership. In order to do so, we recruit Registered Nurses and Licensed Practical Nurses for their skill set in charting to accurately capture the diagnostic profiles of the targeted members.

This is a traveling position and all reviews are performed in the provider's office in and around the Buffalo area. Mileage is reimbursed. The salary is \$34/hr. for RN's and \$31/hr. for LPN's.

This is a wonderful opportunity for a nurse who enjoys the administrative side of patient care! 80% of the job will be medical record review and collecting and reporting data. The remaining 20% of the job will entail follow-up phone calls and/or scheduling appointments for reviews.

Requirements include the ability to review medical records and abstract predefined data, and collect information as prescribed by the project. Current RN/ LPN NYS License in good standing required. Candidates must be computer savvy and be able to navigate computer programs effectively. Valid NYS driver's license and reliable transportation required. Understands the importance of maintaining the physical and technical security and privacy of protected health information (PHI).

Interested in this Job? [Click here to contact Student Employment](#)

**Thermo Fisher Scientific: Manufacturing Positions / Various Shifts Available – Grand Island, NY
11/6/17**

At Thermo Fisher Scientific, each one of our 55,000 extraordinary minds has a unique story to tell. Join us and contribute to our singular mission—enabling our customers to make the world healthier, cleaner, and safer.

In this role, you will operate a variety of processing and packaging equipment to manufacture cell culture media in accordance with current Good Manufacturing Practices.

Essential Functions:

Operate processing and packaging equipment to manufacture cell culture media. Equipment includes mixers, mills, blenders, pumps, filtration systems, and packaging equipment.

Weigh, measure and check raw materials with assistance of computer interface to assure batches manufactured contain proper materials and quantities.

Calibrate/operate semi-automated and automated manufacturing equipment.

Perform in-process sampling and testing to assure batches meet specification.

Follow all safe practices and SOP's. Complete and maintain Quality Records in compliance with regulatory requirements, GMP's and standard operating procedures.

Maintain equipment and rooms in proper operating condition and proper cleanliness requirements.

Perform activities in a controlled environment up to and including classified clean room conditions. May be required to perform other related duties as required and/or assigned.

Education:

Requires a high school diploma or equivalent.

Experience:

General understanding of machinery and mechanics is required. Strong attention to detail required.

Experience working with a strong focus on quality of product required. Prior experience in a GMP manufacturing environment is preferred. Knowledge of computer applications and current software is desirable.

Working Conditions:

Works in a controlled manufacturing environment; is required to lift up to 45 lbs. and may be required to stand for long periods of time while performing duties. Must be able to work safely with materials and equipment. Must be able to work overtime and flexible shifts. Various levels of gowning are required.

Thermo Fisher Scientific is an EEO/Affirmative Action Employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, disability, or any other legally protected status.

Interested in this Job? [Click here to contact Student Employment](#)

New York Leak Detection, Inc (NYLD): Subsurface Utility Consultant – Albany, Buffalo, Central New York, Hudson Valley, and Long Island

11/6/17

A full-time career opportunity is available immediately. Services that NYLD provide include Utility Location, Water Leak Detection, Utility Mapping, Video Inspection, and Ground Penetrating Radar.

We are willing to train the appropriate candidate.

Immediately openings are available in Albany, Buffalo, Central New York, Hudson Valley, and Long Island.

Required:

- Computer Skills
- Effective verbal and written communication skills
- Valid driver's license with proven good driving record
- U.S. Citizen or have US work permit
- Overnight travel and working outdoors

Compensation:

- Salary position – Solid well-paying position
- Performance based commission
- 401K
- Medical Insurance
- Paid Vacations

NYLD is an Equal Opportunity Employer (EOE) www.nyld.com

Interested in this Job? [Click here to contact Student Employment](#)

Days Inn: Front Desk Agent / Guest Service Representative – Buffalo, NY

11/6/17

OVERVIEW:

Pleasantly greets guests and provides customer service functions related to guest registration, billing, revenue collections, reservations, telephone transfers, information, directions, message taking, guest assistance and sales.

RESPONSIBILITIES: (To include but not limited to)

- Welcomes guest and pays particular attention to assigned room type, special requests, rate, all while exhibiting an inviting, friendly, and helpful "Glad You're here" personality, attitude and sets an example for guest service representatives to uphold.
- *Imperative that ALL Front Desk Agent/ Guest Service Representatives have read and acknowledged each Hotel Property Operating Manual, understand and agree to the terms thereof. In the case of any major or unusual event, the following numbers must be notified: 911, Ellicott Development Company (854-0060), and the Hotel Manager and/or Hotel Assistant Manager.*

- *Performs any combination of following duties for guests of hotel: Greets, register and assigns rooms to guests.*
- Follows and adhere to brand uniform and grooming guidelines.
- Keeps records of room availability and guests' accounts, manually or using computer.
- Uses suggestive selling (Signature Training) techniques to sell rooms, advance reservations, and up selling techniques to maximize revenue.
- Promptly follows up on guest complaints and requests with the appropriate person or department.
- Develops the ability to resolve minor complaints to the satisfaction of the guests.
- Complete all tasks and assignments as required by Front office checklist.
- When needed, help with any special cleaning projects in order to keep a presentable, clean, hotel for all guests. Ensure the front desk is attended to at all times.
- Assures that proper credit procedures are maintained for all guests' accounts while adhering to the "NO PAY" "NO STAY" operations rule.
- May routinely book guest reservations for individuals and/or groups that are requested either by phone or from within the hotel: process cancellations, revisions, and information updates on changes.
- Maintain secure guest and house key control and properly administer room keys only to registered guests with photo identification. Never give a key out to an unregistered guest.
- Maintain proper cash control. Keep drawer secure at all times under lock and key.
- Ensure cash, credit cards, and direct bills balance at the end of your shift.
- Knows and follows all operating procedures for handling guest mail, messages, and faxes.
- Ability to give instructions on the phone with regard to the guest room HVAC, television, telephone, internet access, dishwasher, refrigerator, stovetop, microwave, and all other in-room features.
- Responsible for guest tours in model rooms and common areas. Use same tour route for all guests to comply with fair housing guidelines.
- Understands and respects guests need for privacy and the confidential information we are provided with.
- Prepare and submit work order maintenance request as communicated by guests.
- Use front office communication log to maintain shift communications.
- Maintain a clean, organized, clutter free front office area at all times.
- Takes an active interest in guest satisfaction and follows standard operating procedures without foregoing the use of "Good Judgment" in attempting to satisfy guest needs.

- Promote teamwork and quality service through daily communications and coordination with other departments.
- All other duties assigned consistent with above.

QUALIFICATIONS:

- Must possess strong customer service skills necessary to interact positively with guests and staff.
- Excellent Communication skills especially with Supervisors, peers, or guests.
- Using computers and computer systems (including hardware and software) to program, write software, set up functions, enter data, or process information
- Performing day-to-day administrative tasks such as maintaining information files and processing paperwork.
- Ability to multi-task and place tasks in order of importance.
- Processing Information — compiling, coding, categorizing, calculating, tabulating, auditing, or verifying information or data.
- Ability to work well with others
- Tact and patience to deal with difficult customers

Interested in this Job? [Click here to contact Student Employment](#)

**Days Inn: Night Auditor – Buffalo, NY
11/6/17**

OVERVIEW:

Accurately balances all hotel income expenses for 24 hour hotel operating period. Pleasantly greets guests and provides customer service functions related to guest registration, billing, revenue collections, reservations, telephone transfers, information, directions, message taking, guest assistance and sales.

RESPONSIBILITIES: (To include but not limited to)

- Balance and audit for accuracy room revenue and telephone revenue; assist in the preparation of all reports relevant to daily revenues.
- Balance and audit for accuracy room and tax charges, cashier's reports, and guest and house accounts.
- *Imperative that ALL Night Auditors have read and acknowledged each hotel Property Operating Manual, understand and agree to the terms thereof. In the case of any major or unusual event, the following numbers must be notified: 911, Ellicott Development Company (854-0060), and the Hotel Manager and/or Hotel Assistant Manager.*

- *Complete and transmit daily management, accounting reports, and supporting documents; prepare customer tracking report, market segmentation report, and other auditing report to ensure the accurate accounting of hotel revenues and expenses.*
- *Transmit credit card batches.*
- *Welcomes guests in a friendly, prompt and professional manner. Pays particular attention to assigned room type, special requests, rate, all while exhibiting an inviting, friendly, helpful, and "Glad You're Here" personality and attitude.*
- *Act as hotel system liaison during night hours. Call in and open tickets with appropriate system during the overnight hours if a system fails or issues occur.*
- *Performs any combination of following duties for guests of hotel: Greets, register and assigns rooms to guests.*
- Follows and adhere to brand uniform and grooming guidelines.
- Keeps records of room availability and guests' accounts, manually or using computer.
- Uses suggestive selling (Signature Training) techniques to sell rooms, advance reservations, and up selling techniques to maximize revenue.
- Accurately process all cash and credit card transactions in accordance with established procedures including but not limited to posting all charges, completing cashier and other reports, preparing deposit, and counting/securing assigned bank.
- Promptly follows up on guest complaints and requests with the appropriate person or department.
- Develops the ability to resolve minor complaints to the satisfaction of the guests.
- Complete all tasks and assignments as required by Front office checklist.
- When needed, help with any special cleaning projects in order to keep a presentable, clean, hotel for all guests. Ensure the front desk is attended to at all times.
- May routinely book guest reservations for individuals and/or groups that are requested either by phone or form within the hotel: process cancellations, revisions, and information updates on changes.
- Assures that proper credit procedures are maintained for all guests' accounts while adhering to the "NO PAY" "NO STAY" operations rule.
- Maintain secure guest and house key control and properly administer room keys only to registered guests with photo identification. Never give a key out to an unregistered guest.
- Maintain proper cash control. Keep drawer secure at all times under lock and key.
- Ensure cash, credit cards, and direct bills balance at the end of your shift.
- Knows and follows all operating procedures for handling guest mail, messages, and faxes.

- Ability to give instructions on the phone with regard to the guest room HVAC, television, telephone, internet access, dishwasher, refrigerator, stovetop, microwave, and all other in-room features.
- Responsible for guest tours in model rooms and common areas. Use same tour route for all guests to comply with fair housing guidelines.
- Understands and respects guests need for privacy and the confidential information we are provided with.
- Prepare and submit work order maintenance request as communicated by guests.
- Use front office communication log to maintain shift communications.
- Maintain a clean, organized, clutter free front office area at all times.
- Takes an active interest in guest satisfaction and follows standard operating procedures without foregoing the use of “Good Judgment” in attempting to satisfy guest needs.
- Promote teamwork and quality service through daily communications and coordination with other departments.
- All other duties assigned consistent with above.

QUALIFICATIONS:

- Must possess strong customer service skills necessary to interact positively with guests and staff.
- Excellent Communication skills especially with Supervisors, Peers, or guests.
- Excellent written and verbal communication skills
- Using computers and computer systems (including hardware and software) to program, write software, set up functions, enter data, or process information
- Performing day-to-day administrative tasks such as maintaining information files and processing paperwork.
- Ability to multi-task and place tasks in order of importance.
- Processing Information — compiling, coding, categorizing, calculating, tabulating, auditing, or verifying information or data.
- Ability to work well with others
- Tact and patience to deal with difficult customers

Interested in this Job? [Click here to contact Student Employment](#)

Drafter/Designer – Mechanical & Piping The Drafter/Designer applies engineering fundamentals and prepares mechanical piping designs with an engineer or a senior designer's approval. This role is responsible for preparing drawings using CAD, organizing drawing production to support project schedules and conform to project scope, and preparing lists, spreadsheets, and databases to document information related to design drawings. Additional responsibilities include selecting, developing, preparing, or conforming to project standards. A Drafter/Designer may work independently on design projects but usually takes direction from an engineer or a senior designer.

Essential Job Functions

- Prepare drawings under the supervision of engineers and senior design staff.
- Ability and willingness to travel to an off-site location and/or work in an operating facility with, and amongst, existing on-site production staff.
- Work cooperatively with other designers and disciplines to produce a coordinated set of design documents
- Use Quackenbush Co. techniques to prepare construction documents from designs prepared by others.
- Prepare mechanical equipment layouts and general arrangements.
- Acquisition and presentation of accurate dimensional field data.
- Review vendor submittals and equipment drawings.
- Review work for design integrity, completeness, accuracy, clarity and quality.
- Actively pursue continuous improvement and efficient work techniques.
- Conduct research and consult with specialists for assistance in document preparation.
- Ability to pass Client badging and screening processes.
- Regular and reliable attendance.

Position Requirements

Knowledge & Skills

- Excellent written and verbal communication skills. The ideal candidate can discuss mechanical design and can converse with individuals in other disciplines about technical topics.
- Capable with techniques for either mechanical & piping design
- Ability to complete tasks with accuracy and with strong attention to detail.
- Ability to consistently meet deadlines.
- Ability to use computer software generally used in engineering, including AutoCAD, and Microsoft Word, Excel, and Outlook.
- AutoCAD MEP, CADWorx, Inventor, Sketch Up Pro and Revit proficiency preferred.

Educational & Work Experience

- Associate's degree, technology certificate or three years of mechanical and/or piping design or detailing experience, or any equivalent combination of education and design experience. Quackenbush Co. will provide necessary training to employees as needed for industry growth and increased competency.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work is performed mostly in office settings. Some outdoor work is required in the inspection of various land use developments, construction sites or public works facilities. Hand-eye coordination is necessary to operate drafting instruments, computers and various pieces of office equipment. While performing the duties of this job, the employee is occasionally required to stand; walk, use hands to finger, handle, feel or operate objects, tools or controls, and reach with hands and arms. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch or crawl, talk or hear, and smell. The employee must occasionally lift and/or move objects up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus. Travel can be required.

Interested in this Job? [Click here to contact Student Employment](#)

Snyder Industries, Inc.: Maintenance Mechanic – Tonawanda, NY

11/6/17

Snyder Industries, Inc., a leader in providing high quality machined components for the heavy equipment and underground mining equipment industries, has an opening for a Maintenance Mechanic.

Requirements include:

- Fabrication Experience
- Experience with Manual Machining Equipment
- Basic Welding and Cutting Experience
- Experience with Machine Repair and Preventative Maintenance
- Electrical Repair Experience is beneficial, but not required

Snyder Industries, Inc., provides competitive wages and benefits, overtime, and a modern facility with a climate controlled environment and employee fitness center. Benefits include health, dental, and life insurance, 401k plan, paid vacation and holidays, work boot allowance, and more.

Interested in this Job? [Click here to contact Student Employment](#)

People, Inc.: LPN – Various WNY sites

9/8/17

The Licensed Practical nurse will carry out nursing functions based on the nursing process in accordance with the medical regime, under the direction and supervision of a Registered Professional Nurse, in accordance with agency standards and policies. Collaborates with other healthcare professionals, community agencies, patients family members, and others involved in a patients care as appropriate.

Interested in this Job? [Click here to contact Student Employment](#)

Roswell Park Cancer Institute: Medical Assistant – Buffalo, NY

9/8/17

Roswell Park Cancer Institute is seeking a full-time Medical Assistant for the Day shift. Under the supervision of a registered nurse the Medical Assistant assists with numerous duties involving direct and indirect patient care, data collection, vital signs, weight, height, documents all patient reported history and pertinent information etc. and reports relevant and appropriate information to the registered nurse. The Medical Assistant maintains and delivers care promptly, accurately, efficiently and in a manner that promotes patient and family safety and satisfaction. This position assists health care providers with set up and performance of diagnostic procedures, maintains and ensures adequate supplies, routinely monitors the quality and condition of supplies and assists with clerical work and collection and delivery of specimens etc. to appropriate destination. The Medical Assistant demonstrates cooperative and respectful attitude and open communication with unit staff to promote teamwork and collaboration and adheres to standards and expectations of the Institute as well as identifies and participates in performance improvement activities.

Interested in this Job? [Click here to contact Student Employment](#)

Roswell Park Cancer Institute: Patient Access Representative-Pharmacy Preauthorization – Buffalo, NY

9/8/17

Roswell Park Cancer Institute is seeking a full-time Patient Access Representative-Pharmacy Preauthorization. The Patient Access Representative (Pharmacy preauthorization) position is responsible for obtaining prior authorization for both IV and oral medications given at Roswell as well as medications provided through various types of pharmacies. These team members will have telephone contact with insurance companies, clinicians, pharmacies, pharmaceutical companies and patients. These positions will be required to use various programs to verify insurance eligibility and to obtain the authorizations. These positions will also assist as needed for drug replacement programs for patients and drug discounts for patients. Phone, fax and computer work will be required. This staff member will also be responsible to work denials and appeals with insurance companies and work any out of network and retro authorization that may become needed for coverage as well as perform other duties as requested by the Supervisor or Senior Director of the Department.

Interested in this Job? [Click here to contact Student Employment](#)

Roswell Park Cancer Institute: Nurse – Buffalo, NY

9/8/17

Roswell Park is looking for nurses to fill several roles at the hospital.

Interested in this Job? [Click here to contact Student Employment](#)

Roswell Park Cancer Institute: Cancer Registry Specialist Trainee – Buffalo, NY

9/8/17

Roswell Park Cancer Institute is seeking a full-time temporary Cancer Registry Specialist Trainee. The Cancer Registry Specialist Trainee abstracts medical records into the Cancer Registry database in accordance with the standards of the American College of Surgeons and the needs of the Institute. This position also handles case follow-up and reporting cases to the New York State Cancer Registry.

Interested in this Job? [Click here to contact Student Employment](#)

Gateway-Longview, Inc.: Recreation Worker – Williamsville, NY

9/8/17

Gateway-Longview is hiring a Therapeutic Recreation Worker to participate in developing and implementing high quality activities for youth. This position will also develop and maintain therapeutic relationships with children and their families that are responsive to their needs and in accordance with the established treatment plans. Provide for the growth and development of each child in care through instructing, counseling, and directing them through their participation in the recreational/ vocational/ job-training/ cultural/ social components of the activities department safely on and away from the campus through the judicious use of discipline, crisis intervention, knowledge and supervision.

Interested in this Job? [Click here to contact Student Employment](#)

MedWell Niagara: Medical Assistant – Lockport, NY

9/8/17

Looking for a reliable, hard working medical assistant to join our team. Duties include however are not limited to obtaining vital signs, prepping patients for exams and procedures, phones, medical records, updating EMR record, etc.

Interested in this Job? [Click here to contact Student Employment](#)

Roswell Park Cancer Institute: Utilities Maintenance Specialist – Buffalo, NY

9/8/17

Roswell Park Cancer Institute is seeking a full-time Utilities Maintenance Specialist. The Utilities Maintenance Specialist works directly for the Utilities Maintenance Manager in the construction, repair and preventative maintenance of various utilities and building infrastructure systems within the RPCI campus. This position works off shift and primarily on systems, including but not limited to, steam and condensate, chilled water and condensing water, domestic, sewer and fire protection water systems, works occasionally on electrical, plumbing, HVAC, painting, and carpentry work, performs troubleshooting and repair activities, and participates proactively in the energy conservation initiatives of the Institute.

Interested in this Job? [Click here to contact Student Employment](#)

The Mentholatum Company: Compounder – Orchard Park, NY

9/8/17

Responsible for preparation of bulk and raw materials for production. Prepares proper documentation for production process and updates ERP data base. Cleans and maintains compounding equipment and transfer lines according to GMP's and SOP's. Accumulates and prepares raw material for compounding. Mixes raw materials for product batches, verifies the material components, item codes, lot numbers and weights. Documents all required processing information in an accurate, clear and legible manner.

Interested in this Job? [Click here to contact Student Employment](#)

Neighborhood Legal Services: Public Benefits Paralegal – Batavia, NY

9/8/17

Neighborhood Legal Services, Inc. seeks applicants for a Public Benefits Paralegal in our Batavia Office to provide health insurance enrollment assistance to individuals and small businesses in Genesee and Wyoming counties through NY States MarketPlace.

Interested in this Job? [Click here to contact Student Employment](#)

U.S. Probation and Pretrial Services: Urinalysis Technician – Buffalo, NY

9/8/17

Observe and collect urine samples submitted by offenders of the same gender. Certify the validity of urine

test results and maintain appropriate records. Enter testing data in the appropriate database on a daily basis. Collect and distribute test results to appropriate staff members.

Interested in this Job? [Click here to contact Student Employment](#)

Cantalician Center: Lead Custodian – Depew, NY
9/8/17

The Lead Custodian is responsible for maintaining the cleanliness of the building and assisting with a variety of semi-skilled manual work. Supervises other custodial personnel in absence of the Team Leader.

Interested in this Job? [Click here to contact Student Employment](#)

Erie and Niagara Insurance Assoc.: Underwriting Assistant – Williamsville, NY
9/8/17

Position is responsible for assisting in underwriting activities within the scope of authority for Personal Insurance.

Interested in this Job? [Click here to contact Student Employment](#)

ATTO Technology, Inc.: Test Technician – Buffalo, NY
9/8/17

Work with engineering and product development teams to test and evaluate ATTO products as part of design cycle. Responsible for executing various hardware, software and operating system tests to verify product designs and specifications.

Interested in this Job? [Click here to contact Student Employment](#)

National Fuel: Field Service and Construction Supervisor – Williamsville, NY
9/8/17

Plan, schedule, and inspect the work of employees engaged in installation, maintenance, and service work at customer's houses. Front-line direct field supervision of hourly construction and customer service employees. Planning of work orders to be completed along with time management and productivity analysis of field personnel. Scoping and estimating of daily, routine, system operating/maintenance and pipeline installation projects within the defined service territory.

Interested in this Job? [Click here to contact Student Employment](#)

Niagara Hospice: Admission Nurse – Lockport, NY

9/8/17

The full time Admission nurse is responsible for screening and /or facilitating the admission of prospective Hospice patients. Activities related to the intake process may include all or any of the following activities; 1) present Niagara Hospice services and philosophy to prospective patients and families, 2) provide information regarding advance directives, 3) perform clinical case finding on behalf of the agency's Medical Director, 4) conduct a brief physical assessment of the patient's major body systems, 5) perform assessments regarding the patient's psychosocial and emotional status, 6) determines a patient's immediate care and support needs and 7) develops the hospice patient's initial plan of care (immediate needs plan of care).

Interested in this Job? [Click here to contact Student Employment](#)

Niagara Hospice: RN, Homecare – Lockport, NY

9/8/17

The full time Niagara Hospice Homecare Case Manager (RN) provides total, comprehensive, direct patient care and plan of care oversight through the process of assessment and evaluation per Federal regulations.

Interested in this Job? [Click here to contact Student Employment](#)

Niagara Hospice: Ambulette Attendant – Lockport, NY

9/8/17

The Ambulette Attendant will be responsible for accompanying the Ambulette Driver during any required transports of Hospice Patients. The role will be to assist the Driver with the safe transfers of patients to and from Ambulette gurney, transfers of patients in and out of the Ambulette, ensure the comfort and

safety of passengers during transport. During hours when the Ambulette Attendant is not engaged s/he will perform other duties consistent with the background or abilities (i.e., housekeeping, maintenance, medical records.).

Interested in this Job? [Click here to contact Student Employment](#)

Niagara Hospice: Dietary Aide – Lockport, NY

9/8/17

This full time position performs designated food service duties and cleaning routines for the dietary department. Prepares foods according to the menu in a safe and sanitary manner. Ensures proper preparation, portioning, and serving of foods according to standardized recipes. Responsible for delivery of meals to the patients. The dietary aide will be expected to interact with patients and visitors in a warm friendly manner and will always adhere to the premise this is "HOME" to the patients.

Interested in this Job? [Click here to contact Student Employment](#)

Roswell Park Cancer Institute: Laboratory Technician – Buffalo, NY

9/8/17

The laboratory technician will assist with design and perform research experiments as requested by the PI. The tech will set up, calibrate and perform routine maintenance on specialized laboratory equipment, maintain lab records and lab inventory and prepare standard media, cultures, reagents, stains and solutions.

Interested in this Job? [Click here to contact Student Employment](#)

OBG: Resident Inspector – Buffalo, NY

9/8/17

OBG is currently seeking a candidate with the desire to work in the construction field on varying types of projects as a resident inspector or resident engineer in support of projects in Chautauqua County, NY.

Interested in this Job? [Click here to contact Student Employment](#)

Roswell Park Cancer Institute: Lab. Animal Services Attendant – Buffalo, NY

9/8/17

Health Research Inc., (HRI) Roswell Park Division is seeking a full-time temporary Lab. Animal Services Attendant. The Laboratory Animal Services Attendant performs tasks that indirectly impact the health and well-being of laboratory animals: cleaning, processing, and sterilizing rodent microisolator cages and other associated equipment as needed. Works as a team with other staff to process and handle up to 1500-2000 microisolator cages per day. Operates mechanized cage washing equipment to sanitize and sterilize microisolator caging. Performs and maintains record keeping such as equipment inventory tracking, sanitization logs and other documents as necessary. May perform a full range of activities that involve direct animal contact, animal husbandry duties and sanitization duties as needed. Occasional weekend and holiday work as required.

Interested in this Job? [Click here to contact Student Employment](#)

Roswell Park Cancer Institute: Executive Secretary – Buffalo, NY

9/8/17

Roswell Park Cancer Institute is seeking a full-time Executive Secretary. The Executive Secretary provides administrative support to GYN surgeons to include coordination of their clinical, outreach, education/training and research activities. Will also be responsible for managing the outlook calendar of multiple physicians.

Interested in this Job? [Click here to contact Student Employment](#)

Merchants Insurance Group: Multi-Line Claim Adjuster Trainee – Cheektowaga, NY

9/8/17

The Multi-Line Claim Adjuster Trainee is an entry level position oriented toward developing knowledge, skills and competencies leading to advancement into a Claim Adjuster role. The position entails exposure to a wide range of training opportunities in general insurance and insurance claims, the legal and regulatory environment, medical knowledge, the evaluation and negotiation of a wide variety of claim scenarios, and internal practices and procedures.

Interested in this Job? [Click here to contact Student Employment](#)

Elderwood: CNA – Buffalo, NY

9/8/17

Free CAN training available. Join a leader in health care and gain real-world, direct care experience.

Interested in this Job? [Click here to contact Student Employment](#)

Buffalo Zoo: IT Assistant – Buffalo, NY

9/8/17

Assists in maintaining all PCs, network users, user environments, directories and system security. Set up workstations with computers and necessary peripheral devices (routers, printers etc.). Check computer hardware to ensure functionality. Install and configure appropriate software and functions according to specifications and under the direction of the IT Manager. Ensure security and privacy of networks and computer systems. Provide orientation and guidance to users on how to operate new software and computer equipment. Assist in upgrades and maintenance. Perform troubleshooting to diagnose and resolve problems (repair or replace parts, debugging etc.).

Interested in this Job? [Click here to contact Student Employment](#)

Woodhouse Day Spa: Licensed Massage Therapist – Buffalo, NY

9/8/17

Perform exceptional massages and body treatments following award winning protocols. Fully prepare each and every treatment based on our treatment criteria. Educate the guest on the benefits of the service performed and recommends products for home use.

Interested in this Job? [Click here to contact Student Employment](#)