

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

NexusPoint: Equipment Repair Technician- Buffalo, NY

4/20/18

Description: Our client, an international distribution organization in the medical industry, is looking to hire an Equipment Repair Technician. This is a great opportunity to join an extremely stable and growing organization with an international presence.

In this role you will be responsible for working with customers to install, calibrate, maintain, diagnose and troubleshoot CAD/CAM equipment via phone, remote login or traveling to customers as necessary.

Responsibilities:

- When in the office, answer customer calls and remotely log-in to customer to provide technical support and advice for diagnostics and troubleshooting of equipment.
- Travel to customer's sites, as necessary, to provide on-site support (50% travel; 2-3 overnights per week if necessary).
- Service and repair equipment for customers, including overseeing and maintaining parts inventory.
- Maintain expert level proficiency in CAD, CAM, design and milling.
- Provide outstanding customer service meeting strict deadlines.
- Update and maintain quality logs and other records.
- Interact with internal departments to keep abreast of customer situations and provide further advice.

Requirements/Preferred Qualifications:

- ***Required: Minimum of an Associate's Degree or Certification (Electrical, Mechanical, IT, Computer, Software)***
 - ***Recent grads with internship experience encouraged to apply***
- ***Required: strong electrical, mechanical, or IT/software background (combination preferred)***
- ***Required: experience troubleshooting equipment***
- ***Required: outstanding interpersonal, communication, and soft skills***
- ***Required: ability to travel 50% nationally to customers***
- Highly preferred: CAD/CAM experience
- Preferred: experience troubleshooting medical equipment; however company will train
- Detail oriented
- Excellent problem solving skills, troubleshooting skills, and diagnostic skills
- Strong computer skills
- Self-motivated and driven individual

Salary:

- Up to \$50,000 annually depending on experience

Benefits:

- Company offers competitive benefits

Employment Type:

- Direct hire
- Full time

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

Bryant & Stratton College: Career Services Representative- Buffalo, NY
4/20/18

- **Description:** Essential Position Responsibilities/Functions
- Possess the ability to effectively manage internal relationships that impact the career preparedness of the student by providing counseling and instruction in interviewing, resume preparation, job application, pre-interview preparation and job acceptance negotiation that matches applicant's objectives. Monitor the integration of Career Services into student's educational experience. Coach/advise students in developing strategies to secure a job and negotiate a fair compensation package.
- Responsible for the integration of Career Services into the student's academic experience through Career Development courses, Professional Development Seminars, workshops, internships, mock interviews and the portfolio process.
- Demonstrate solid relationship management/business development skills by actively engaging the local business community in an effort to initiate and cultivate employer relationships to locate job leads, identify future staffing needs and identify opportunities for employer interaction with Bryant & Stratton College.
- Develop and follow through with strategic plans that identify strategies and tactics relative to the growth and progression of Career Service outcomes and initiatives. Work with other campus associates towards achieving campus-wide goals and objectives. Participate in appropriate campus committees and taskforces, looking to leverage effective community relationships and enrollment friendly environment.
- Work collaboratively with Career Services Director and/or Representative to ensure needs of employers are effectively matched with skills/qualifications of grads and interns.
- Demonstrate a mastery of Excel, and the collection and analysis of statistical data, through use of the Career Services Milestones document. Assess performance utilizing the College's Annual Report Card through use of the Career Services Milestones document and relevant key performance indicators.
- Other duties as assigned.

Qualifications: Bachelor's Degree

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NexusPoint: Electrical/ Transformer Tester- Buffalo, NY
4/20/18

Our client, a local manufacturing organization with an international presence, is looking to hire an Electrical/Transformer Tester. This is a great opportunity to join an extremely stable and growing organization who has been in business over 50 years.

Responsibilities/Overview:

- Lead daily testing of transformers and controls.
- Ensure ongoing adherence to internal and external standards.
- Troubleshoot and diagnose problems.
- Utilize PC and necessary hand calculations to prepare files and forms for transformer test and draft Certified Test Reports.
- Prepare detailed test plans for scheduled transformers based on input from the customer specification, test specification, nameplate, control drawings, standards, equipment instruction manuals, and work instructions.
- Follow technical instruction, drawings and blue prints.
- Operate machinery including, cranes and fork trucks, as needed.
- Efficient use of various test equipment.
- Use various hand tools, as needed.
- Carry out verbal instructions from Engineers or Supervisors.

Requirements:

- Two-year degree in electrical/electronic engineering/technology, or combination of equivalent experience or training
- Proficient in MS Excel
- Ability to meet the company's standards for safety, quality and quantity of work
- *Must have own tools*

Salary:

- \$18.00-\$20.00 per hour depending on experience with transformers

Benefits:

- Company offers competitive benefits

Employment Type:

- Direct hire
- 2nd shift position (3:30pm-12:00am)
- First 6-12 months of training on 1st shift (7:00am-3:30pm)

Location: Buffalo, New York

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Trek, Inc.: Electro-Mechanical Assembler- Lockport, NY
4/20/18

Education and Experience:

High school diploma or general education degree (GED), one year related experience and/or training; or equivalent combination of education and experience.

Skills Required:

Basic computer skills

Soldering certification/knowledge a plus but not required

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National Traffic Service, Inc.: Freight Contract Coder- Amherst, NY**4/20/18**

National Traffic Service provides financial audits of transportation invoices for hundreds of clients throughout North America. We are currently looking for a coder to load carrier contracts and rates and perform other similar support functions.

The freight contract coder role is important to weekly operations and works in conjunction with the analysts, auditors, and account managers to ensure consistency and data integrity. This role is complementary to the audit department through automation of high volume electronic invoices, thus keeping the auditors' workloads at manageable volumes.

The candidate should be able to analyze and interpret logistical contracts, translate those contracts in a logical top/down order from distinct to broader ranges of inclusion, and enter and test the logic against production data using a custom data-entry program.

The successful candidate will also need to have some knowledge of SQL and basic DOS/Command Prompt command experience. Experience with spreadsheet formulas and formatting are required. Good typing skills are also important, as some aspects of the job will require data entry. Programming experience is desired but not required if the candidate possesses the ability to interpret basic programming scripts or SQL procedures.

Desired Skills and Experience**Qualifications:**

Associate degree or 1-2 years of related experience or equivalent education and experience.

Ability to analyze and interpret technical procedures.

Ability to create and present required information to internal and external stakeholders in an effective and clear manner.

Ability to solve complex problems and present effective and efficient solutions in a clear and concise manner to management.

- Proficiency in working with Microsoft Excel (or equivalent) spreadsheet software.
- SQL experience formulating basic SQL queries required.

SQL Server Trigger, Function, Stored Procedure, Business Intelligence especially SSIS/SSRS, .Net, VBA, EDI experience a plus. Experience in Transportation Operations, Planning, Budgeting, Accounting, or Billing a plus.

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

Job Classification: Maintenance Employee- Dishwasher
Work Unit: EFC
Status: Probationary Full-Time Union
(May incur lay-offs during University recess periods)
Starting Rate: \$11.75 (*Union employees: See Appendix "A" of union contract*)
Benefits Included
Schedule: Saturday: 12:00pm-9:00pm, Sunday: Off, Monday, Tuesday & Wednesday:
10:00am-6pm, Thursday: Off, Friday: 10:00am-6:00pm
(Note that stated hours and days may vary)

Description:

Perform routine manual tasks in maintaining the cleanliness, sanitary conditions and appearance of food service units. Primary duty is to wash pots and pans by hand as well as operating dish machines by following established procedures.

Job Duties:

- Primarily work in the dish room, cleaning and organizing pots, pans, and china
- Responsible for placing cleaned dishes in proper storage areas for reuse
- Must maintain a well-stocked and clean dining environment
- Floor cleaning, busing and washing of tables, emptying of trash, stocking, use of trash compactor
- Must work consistently and productively during entire shift
- Other duties as requested by management

Qualifications:

- Minimum 1 year experience in janitorial duties preferred
- Must be able to work quickly and efficiently in a high-volume operation
- Ability to read, write, and speak English is required, as well as having good communication and customer service skills
- Professional appearance, demeanor, and hygiene required
- Must be able to lift 60+ pounds, and be able to sit, stand, and walk for 8 hours per day, and bend and reach as the job requires
- Regular attendance and dependable transportation is required
- Must be, or become, ServSafe certified (attend required class and pass test)

All qualified applicants will receive consideration for employment without regard to an individual's age, race, creed, color, religion, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics, familial status, or domestic violence victim status.

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

**SUNY Broome Community College: Environmental, Health and Safety Coordinator- Binghamton, NY
4/20/18**

SUNY Broome Community College is seeking a self-motivated, enthusiastic candidate for a full-time, 12-month position as Environmental Health and Safety Coordinator. This position reports to the Director of Health and safety.

Successful candidate will: advise the Director on the development of emergency management, environmental, health and safety programs and implement these programs as developed; act as a resource person in the environmental, fire and safety inspections on campus, classroom activities and work practices to ensure compliance with EPA, PESH and/or OSHA standards as well as other applicable state/federal safety regulations; He/She will be responsible for developing and delivering environmental and occupational safety training and educational programs, researching technical areas and making required reports.

Bachelor's degree required. Degree specialization in environmental safety, industrial hygiene, occupational safety or other functionally relevant field desirable. Relevant work experience may substitute for degree specialization depending upon qualifications. Three (3) to five (5) years of experience in environmental safety, industrial hygiene, or a technical, scientific, engineering or related field required. Candidate must have a sincere dedication to the field of Environmental, Health and Safety with a willingness to be on call 24/7 as needed. Possession of a valid New York State Driver's License required. Salary minimum \$ 48,676.

Application materials should be received by Friday, May 11, 2018.

SUNY BCC invites and encourages applications from women and minorities.

Affirmative Action/Equal Opportunity Employer

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**University at Buffalo Campus Dining & Shops: Line Cook B- Buffalo, NY
4/20/18**

Job Classification:	Line Cook
Work Unit:	EFC
Seniority Group:	Food Service
Status:	Probationary Full-Time Union May incur lay-offs during University Recess Periods
Present Starting Rate:	\$12.00/hr. Benefits Included (<i>Union employees: See Appendix "A" of union contract</i>)
Present Schedule:	Saturday: Off, Sunday: 10:00am-7:00pm, Monday: 3:00pm-11:00pm, Tuesday: Off, Wednesday: 11:00am-7:00pm, Thursday: 11:00am-7:00pm, Friday:

03:00pm-11:00pm

(Note that stated hours and days may vary)

DESCRIPTION: Prepare and cook items such as omelets, made to order eggs, fresh gourmet burgers, Philly cheesesteaks, breakfast items, and must be able to work in a fast paced high volume environment. Must be familiar with and trained on how to use and clean equipment such as fryers, char-broilers, flat-tops, convection ovens. Required to clean equipment, provide preventative maintenance on the equipment, and is responsible for maintaining a clean work space. This position requires teamwork, communication skills, ability to read tickets, and multi-task.

PRESENT JOB REQUIREMENTS:

- Minimum 2 years professional cooking experience required, including stir fry, deep frying, grilling, roasting, steaming, cold food production, and food presentation and garnishing standards
- Must be able to demonstrate proficiency in professional knife-handling skills
- Experience in following standardized recipes, measure ingredients accurately
- Experience at organizing and maintaining kitchen work stations
- Ability to correctly identify product
- Must be able to prioritize work and execute tasks with speed and efficiency, ability to multi-task, and work in a fast paced team environment
- Must be able to speak, read, and write English
- Must have good communication and customer service skills
- Must have professional appearance, demeanor, and hygiene
- Must be able to lift 50+ lbs, and be able to walk and stand for 8 hours per day, and bend and reach as the job requires
- Must have basic and accurate math skills
- Must have dependable transportation
- Regular attendance required, attendance at training sessions is required as needed

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

- Food Preparation and cooking
- Follow established recipes and production system, maintain production and usage records
- Accurately prepare customers' orders and handle requests in a timely manner
- Perform Lead Cook duties, as needed
- Maintain high sanitary, hygienic, and safety standards and conditions, adhering to HACCP & NYS Dept. of Health guidelines. Includes cleanliness and maintenance of kitchen & equipment
- Demonstrate excellent customer service at all times
- Other cleaning and food service duties as requested by management
- Assist with training new hires and student workers
- High volume prep work included in daily duties including using knife skills to prepare recipes and complete prep work
- General cleaning and other food service duties as requested by management as well as additional duties as assigned and requested by management

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

**University at Buffalo Campus Dining & Shops: Service Employee 2- Buffalo, NY
4/20/18**

Job Classification: Service Employee 2
Work Unit: Governors
Seniority Group: Food Service
Status: Probationary Full-Time Union
May incur lay-offs during University recess periods
Present Starting Rate: 11.75 (*Union employees: See Appendix "A" of union contract*)
Benefits included
Present Schedule: Saturday: Off, Sunday: 1:00pm-8:30pm, Monday, Tuesday, Wednesday &
Thursday: 11:00am-7:00pm, Friday: Off
(**Note that stated hours and days may vary**)

DESCRIPTION:

Food preparation can include items such as pizza, subs, sandwiches, and a variety of other food items in a fast-paced, high volume environment. Providing quality meals to students, faculty, staff and visitors in a timely manner.

PRESENT JOB REQUIREMENTS:

- Minimum 1 year professional high volume food preparation experience required
- Basic knife handling skills, math skills, and multi-tasking skills
- Ability to follow standardized recipes and measure ingredients accurately and quickly
- Must be able to read, write, and speak English
- Must have exceptional communication and customer service skills and be able to work in a fast paced team environment
- Professional appearance, demeanor, and hygiene required
- Must be able to lift 30+ pounds, and be able to walk and stand for 8 hours per day, and bend and reach, as the job requires
- Must have dependable transportation
- Regular attendance required, attendance at training sessions is required as needed

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

- Must be able to prepare menu item (subs/pizzas/wraps/burritos) quickly and efficiently
- Accurately prepares customer orders in a timely manner
- Interact with guests & respond to their requests in a professional manner
- Maintain production and usage records

- Food storage and rotation
- Equipment operation and maintenance
- Presents all food in an attractive and appealing manner
- Keep a neat, clean, and sanitized work area
- Must work consistently and productively during entire shift
- Station set-up, breakdown, and re-stocking
- Cross-train in other areas and duties as needed
- Assist with training new hires and student workers
- General cleaning and other food service duties as requested by management

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

**University at Buffalo Campus Dining & Shops: Dishwasher- Buffalo, NY
4/20/18**

Job Classification: Maintenance Employee- Dishwasher
 Work Unit: Putnams
 Status: Probationary Full-Time Union
 (May incur lay-offs during University recess periods)
 Starting Rate: \$11.75 (*Union employees: See Appendix "A" of union contract*)
 Benefits Included
 Schedule: Saturday & Sunday: Off
 Monday-Friday 2:00pm-10:00pm
(Note that stated hours and days may vary)

Description:

Perform routine manual tasks in maintaining the cleanliness, sanitary conditions and appearance of food service units. Primary duty is to wash pots and pans by hand as well as operating dish machines by following established procedures.

Job Duties:

- Primarily work in the dish room, cleaning and organizing pots, pans, and china
- Responsible for placing cleaned dishes in proper storage areas for reuse
- Must maintain a well-stocked and clean dining environment
- Floor cleaning, busing and washing of tables, emptying of trash, stocking, use of trash compactor
- Must work consistently and productively during entire shift
- Other duties as requested by management

Qualifications:

- Minimum 1 year experience in janitorial duties preferred
- Must be able to work quickly and efficiently in a high-volume operation

- Ability to read, write, and speak English is required, as well as having good communication and customer service skills
- Professional appearance, demeanor, and hygiene required
- Must be able to lift 60+ pounds, and be able to sit, stand, and walk for 8 hours per day, and bend and reach as the job requires
- Regular attendance and dependable transportation is required
- Must be, or become, ServSafe certified (attend required class and pass test)

All qualified applicants will receive consideration for employment without regard to an individual's age, race, creed, color, religion, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics, familial status, or domestic violence victim status.

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

University at Buffalo Campus Dining & Shops: Cashier- Buffalo, NY
4/20/18

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:	\$11.85 (<i>Union employees: See Appendix "A" of union contract</i>) Benefits included
Present Schedule:	Saturday: Off, Sunday: 6:00pm-3:00am, Monday: Off, Tuesday: 12:30pm-9:30pm, Wednesday: 1:30pm-9:30pm, Thursday: 12:30pm-8:00pm, Friday: 1:30pm-9:30pm (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.
- 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

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

**University at Buffalo Campus Dining & Shops: Line Cook- Buffalo, NY
4/20/18**

Job Classification:	Line Cook
Work Unit:	Putnams
Seniority Group:	Food Service
Status:	Probationary Full-Time Union May incur lay-offs during University Recess Periods
Present Starting Rate:	\$12.00/hr. Benefits Included (<i>Union employees: See Appendix "A" of union contract</i>)
Present Schedule:	Monday-Friday: 8:00am-4:00pm (Note that stated hours and days may vary)

DESCRIPTION: Prepare and cook items such as omelets, made to order eggs, fresh gourmet burgers, Philly cheesesteaks, breakfast items, and must be able to work in a fast paced high volume environment. Must be familiar with and trained on how to use and clean equipment such as fryers, char-broilers, flat-tops, convection ovens. Required to clean equipment, provide preventative maintenance on the equipment, and is responsible for maintaining a clean work space. This position requires teamwork, communication skills, ability to read tickets, and multi-task.

PRESENT JOB REQUIREMENTS:

- Minimum 2 years professional cooking experience required, including stir fry, deep frying, grilling, roasting, steaming, cold food production, and food presentation and garnishing standards
- Must be able to demonstrate proficiency in professional knife-handling skills
- Experience in following standardized recipes, measure ingredients accurately
- Experience at organizing and maintaining kitchen work stations
- Ability to correctly identify product
- Must be able to prioritize work and execute tasks with speed and efficiency, ability to multi-task, and work in a fast paced team environment
- Must be able to speak, read, and write English
- Must have good communication and customer service skills
- Must have professional appearance, demeanor, and hygiene
- Must be able to lift 50+ lbs, and be able to walk and stand for 8 hours per day, and bend and reach as the job requires
- Must have basic and accurate math skills
- Must have dependable transportation
- Regular attendance required, attendance at training sessions is required as needed

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

- Food Preparation and cooking
- Follow established recipes and production system, maintain production and usage records
- Accurately prepare customers' orders and handle requests in a timely manner
- Perform Lead Cook duties, as needed
- Maintain high sanitary, hygienic, and safety standards and conditions, adhering to HACCP & NYS Dept. of Health guidelines. Includes cleanliness and maintenance of kitchen & equipment
- Demonstrate excellent customer service at all times
- Other cleaning and food service duties as requested by management
- Assist with training new hires and student workers
- High volume prep work included in daily duties including using knife skills to prepare recipes and complete prep work
- General cleaning and other food service duties as requested by management as well as additional duties as assigned and requested by management

All qualified applicants will receive consideration for employment without regard to an individual's age, race, creed, color, religion, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics, familial status, or domestic violence victim status.

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

Job Classification: Line Cook
Work Unit: Putnams
Seniority Group: Food Service
Status: Probationary Full-Time Union
May incur lay-offs during University Recess Periods
Present Starting Rate: \$12.00/hr. Benefits Included (*Union employees: See Appendix "A" of union contract*)
Present Schedule: Monday-Friday: 8:00am-4:00pm
(**Note that stated hours and days may vary**)

DESCRIPTION: Prepare and cook items such as omelets, made to order eggs, fresh gourmet burgers, Philly cheesesteaks, breakfast items, and must be able to work in a fast paced high volume environment. Must be familiar with and trained on how to use and clean equipment such as fryers, char-broilers, flat-tops, convection ovens. Required to clean equipment, provide preventative maintenance on the equipment, and is responsible for maintaining a clean work space. This position requires teamwork, communication skills, ability to read tickets, and multi-task.

PRESENT JOB REQUIREMENTS:

- Minimum 2 years professional cooking experience required, including stir fry, deep frying, grilling, roasting, steaming, cold food production, and food presentation and garnishing standards
- Must be able to demonstrate proficiency in professional knife-handling skills
- Experience in following standardized recipes, measure ingredients accurately
- Experience at organizing and maintaining kitchen work stations
- Ability to correctly identify product
- Must be able to prioritize work and execute tasks with speed and efficiency, ability to multi-task, and work in a fast paced team environment
- Must be able to speak, read, and write English
- Must have good communication and customer service skills
- Must have professional appearance, demeanor, and hygiene
- Must be able to lift 50+ lbs, and be able to walk and stand for 8 hours per day, and bend and reach as the job requires
- Must have basic and accurate math skills
- Must have dependable transportation
- Regular attendance required, attendance at training sessions is required as needed

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

- Food Preparation and cooking
- Follow established recipes and production system, maintain production and usage records
- Accurately prepare customers' orders and handle requests in a timely manner

- Perform Lead Cook duties, as needed
- Maintain high sanitary, hygienic, and safety standards and conditions, adhering to HACCP & NYS Dept. of Health guidelines. Includes cleanliness and maintenance of kitchen & equipment
- Demonstrate excellent customer service at all times
- Other cleaning and food service duties as requested by management
- Assist with training new hires and student workers
- High volume prep work included in daily duties including using knife skills to prepare recipes and complete prep work
- General cleaning and other food service duties as requested by management as well as additional duties as assigned and requested by management

All qualified applicants will receive consideration for employment without regard to an individual's age, race, creed, color, religion, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics, familial status, or domestic violence victim status.

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SUNY Broome Community College: Grant Program Director II- Binghamton, NY

4/20/18

SUNY Broome Community College is currently searching for a Grant Program Director II. This full-time, temporary, grant-funded position reports to the Dean of STEM and is responsible for the development, implementation and evaluation of an “Academic Program in Food System & Production” that meets the requirement of the grant sponsor (SUNY Performance Improvement Fund) and SUNY Broome. The program requires regular interaction with college administrators, faculty, staff, and outside executives.

The Grant Program Director II is responsible for the following duties: establishes program goals and timetables; researches and coordinates program, curriculum and purchasing requirements; works with designated administrators, faculty and staff to identify and create a local advisory board as well as selects, trains and coordinates deliverables of program faculty/staff and expert consultants; formalizes relationships with key partner organizations, businesses, and educational institutions and convenes meetings with all parties involved in the program; completes interim and final reports on the progress of the program, including those required and specified by grant sponsor; conducts periodic updates requiring a critical analysis of the progress of the program; actively seeks out new/continuing funding sources and completes associated paperwork; performs other grant-related duties as may be assigned by designated administrator.

The successful candidate should have: administrative experience with an understanding of institutional budgets, policies and procedures; ability to communicate effectively with diverse populations, both verbally and in writing, including the ability to make public presentations to a variety of audiences; ability to build consensus among parties and to select, train and supervise professional and support staff; high level of expertise in a specialized area related to the project.

Master's degree in a related field required. Five (5) years of progressively responsible work experience including one (1) year in a supervisory/director role. Salary minimum is \$60,004.

Application materials must be received by **Friday, April 27, 2018**. Interested applicants may apply online at: <http://www.sunybroome.edu/employment>.

SUNY BCC invites and encourages applications from women and minorities.
Affirmative Action/Equal Opportunity Employer

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

SUNY Broome Community College: Assistant Professor/Instructor Business- Binghamton, NY
4/20/18

SUNY Broome Community College has a full-time, tenure-track appointment as Assistant Professor or Instructor, available beginning Fall, 2018 in the Business Department.

An Assistant Professor requires a Master's degree in business administration or MS in accounting with either three years college-level teaching experience or an appropriate combination of teaching, relevant work experience and scholarly activity. CPA strongly preferred.

Instructor requires a minimum of a Bachelor's degree in accounting. CPA and work experience in area appropriate to the teaching field strongly preferred. Approved master's degree within four years is required for continuing appointment for the Instructor position.

The successful candidate must have significant work and field expertise with the ability and experience teaching a wide array of accounting courses, including Financial Accounting, Managerial Accounting, Principles of Accounting I and II, Intermediate Accounting I and II, Cost Accounting, and other accounting related courses.

Preference given for demonstrated interest and ability in the use of alternative and innovative instructional methods, and familiarity with the use of technology in the classroom. Candidates comfortable in a student-centered environment and committed to the community college mission are encouraged to apply. Salary range for Assistant Professor is \$46,750 to \$58,438. Salary range for Instructor is \$42,500 to \$53,125. Salary offer will be based on qualifications.

Application materials must be received by **Friday, April 27, 2018**. Interested applicants may apply online at: <http://www.sunybroome.edu/employment>.

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Affirmative Action/Equal Opportunity Employer

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SUNY Broome Community College-: Assistant Professor- Binghamton, NY
4/20/18

ASSISTANT PROFESSOR
BUSINESS

SUNY Broome Community College has a full-time, tenure-track appointment as Assistant Professor available beginning Fall, 2018 in the Business Department. Master's degree in business administration or in a business discipline is required. Three years of college teaching experience or an appropriate combination of teaching, relevant work experience, and scholarly activity with prior teaching experience at the community college level required.

Successful candidate should have significant work and field expertise with the ability to develop and teach a wide array of other general business courses, including managing diversity, management and leadership, marketing and marketing related courses.

Preference given for demonstrated interest and ability in the use of alternative and innovative instructional methods, and familiarity with the use of technology in the classroom. Candidates comfortable in a student-centered environment and committed to the community college mission are encouraged to apply. Salary range is \$46,750 to \$58,438. Salary offer will be based on qualifications.

Application materials must be received by Friday, April 27, 2018. Interested applicants may apply online at: <http://www.sunybroome.edu/employment>.

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Sunbelt Rentals: Equipment Rental Specialist-West Seneca, NY
4/20/18

The Equipment Rental Specialist is responsible for the professional and efficient servicing of all telephone and walk-in customers in the rental and sale of all types of construction/industrial equipment and store items. This position is considered the Company's front line of contact with the customer, whose purpose is to understand customer equipment needs, negotiate and place orders and create rental contracts, and support sales development and customer satisfaction efforts with a courteous, helpful and

professional attitude at all times. Position may be responsible for additional tasks in the profit center, and may train and lead others.

DUTIES & RESPONSIBILITIES

- Determines/understands customer equipment needs through questioning and qualifying; provides alternative equipment suggestions to customers if appropriate based upon information obtained using an extensive knowledge of all equipment available
 - Negotiates price and volume of original orders by maximizing rate and volume
 - Places high volumes of equipment orders by obtaining customer information (checking customer account or obtaining credit application for new customer); finalizes details about when, where and what equipment is required; selects equipment/merchandise from inventory and places the rental/purchase order in the computer system (including cash rentals); organizes transportation for orders (i.e. coordinates deliveries and collections while optimizing the use of transport)
 - Secures equipment by checking availability of equipment with shop (performs research to determine when unavailable equipment will become available); provides adequate notice to Dispatch and Service Departments for upcoming equipment requirements; coordinates with other PCs when necessary to secure equipment
 - Administers rental contracts (new and existing) including on and off rental dates, rates and all ancillary charges, amendments, suspensions (ensuring prompt collection of equipment), terminations (ensuring all ancillary charges are made), filing of contracts and related paperwork, and checking invoices and credit memos against contract files
 - Handles customer complaints in a professional manner in order to resolve the complaint to the satisfaction of the customer and Sunbelt Rentals
 - Supports sales and marketing efforts by performing prospecting calls, forwarding sales leads and incoming inquiries to the sales group, and acting as a liaison for marketing in respect to product promotions and frequent renter programs
 - Records details of calls in phone log and maintains lost rent logs
 - Reviews daily management reports and provides regular feedback to Profit Center Manager regarding fleet and merchandise inventory, as well as pricing
 - May deliver and pick up equipment
 - Follows Standard Operating Procedures
 - Ensures all activity and customer transactions are performed within Sunbelt safety policies
 - Trains other employees as needed; may serve in a lead capacity to other ERS's
 - May be responsible for other tasks, including stocking and maintaining store showroom merchandise, loading and unloading equipment, dispatching, timekeeping, and/or performing basic maintenance to equipment
 - Attends and participates in all Profit Center Meetings
 - Performs other duties as assigned by the manager
- Gear up for an exciting career!

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

New York State Department of Agriculture & Markets: Assistant Horticultural Inspector 1- Newfane, NY
4/20/18

EMPLOYMENT OPPORTUNITY Seasonal (Spring/Summer) Employment 2

018 POSITION: Assistant Horticultural Inspector 1,

NS SALARY: \$17.26/hour

APPOINTMENT:

Temporary, Non-Competitive

LOCATIONS: Newfane, NY (Niagara County) and Hudson Valley, NY

Plum Pox Virus Eradication Program –

Plum Pox Virus is a devastating disease of stone fruit trees (peaches, plums, apricots and almonds). New York State Department of Agriculture and Markets is working hard to detect and eradicate this virus from our State's commercial stone fruit orchards.

Positions are available for the following:

Assistant Horticultural Inspector 1 (Newfane & Hudson Valley Locations – Several Positions)

Field surveyors work in teams of two, taking leaf samples in commercial orchards.

Additional duties include maintenance of daily and weekly records of inspection work, inspection and survey of residential properties, businesses, and densely populated treed areas for the presence of plum pox virus. These duties will require fast walking, bending, squatting, working outdoors in various terrains, inclement weather, and close proximity to poison ivy.

Insect Trap Programs Positions are available for the following:

Assistant Horticultural Inspector 1 (Newfane & Hudson Valley Locations – Several Positions)

Setting up different insect traps in various locations, servicing traps and property packaging insect specimens to laboratories for identification.

Attention to detail, ability to follow directions and good record keeping is needed.

Able to work in all types of outdoor environments in all types of weather.

MINIMUM QUALIFICATIONS: 30 college credits

PREFERRED QUALIFICATIONS: • 30 college credits in horticulture, forestry, plant pathology, botany, entomology, environmental studies/plant science, or a biological science primarily related to the scientific study of plants.

- Possession of a current, valid driver's license and use of a vehicle (reimbursement for mileage)
- Ability to navigate and read maps; tree identification skills.
- Knowledge of Microsoft Office Typical work week consists of 10-hour days, 4 days a week. Possible evening, Saturday work, and overnight travel at times.

Candidates who are selected will be expected to work in all weather conditions, long hours in the summer heat and over rough terrain.

At time of appointment, applicants must be fingerprinted for a background check.

TO APPLY: Forward cover letter, resume, employment application (Form #S1000 Parts 1 and 1A) and unofficial transcripts to: NYS Department of Agriculture and Markets Division of Human Resources Management 10B Airline Drive Albany, NY 12235 Telephone: (518) 457-3216 Fax: (518) 457-8852 E-mail: humanres@agriculture.ny.gov

Please indicate in your cover letter the location(s) in which you would be willing to be considered for a position and be sure to mention this is for the Plum Pox Virus Eradication Program.

If you have any questions regarding the application please contact Patricia Sierzenga, Horticultural Inspector 2, at (585)-370-1606 or patricia.sierzenga@agriculture.ny.gov.

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Praxair Inc.- R & D Technologist- Tonawanda, NY

4/20/18

Title: R&D Technologist – Electronic & Specialty Gases

Corporate Title: Technologist III

Hiring Manager: Ashwini Sinha

Level: T-4

Location: Tonawanda

Praxair, Inc. is a leading industrial gas company in North and South America and one of the largest worldwide. With market capitalization of approximately \$40 billion and 2017 sales of \$11 billion, the company employs over 26,000 people globally and has been named to the Dow Jones World Sustainability Index for 15 consecutive years. Praxair produces, sells and distributes atmospheric, process and specialty gases, and high-performance surface coatings.

Our products, services and technologies are *making our planet more productive* by brining efficiency and environmental benefits to a wide variety of industries, including aerospace, chemicals, food and beverage, electronics, energy, healthcare, manufacturing, primary metals and many others.

POSITION QUALIFICATION SUMMARY:

Reporting to the R&D Associate Director of Packaging & Product Technology, you will support the development of new products serving the Electronics and Specialty Gases market. You will be designing experimental systems, preparing SOP's, running tests, collecting & analyzing data, among other responsibilities.

You must be willing to travel globally as needed. This role requires close coordination with internal and external project stakeholders. Successful candidates should demonstrate a focus on safety, strong verbal and written communication skills, a team-oriented focus, and an ability to find innovative technical solutions that best meet the needs of the customer.

KEY ACCOUNTABILITIES:

- Design of complex experimental systems in support of development projects
- Procurement of materials and supplies for system construction and maintenance
- Fabrication of test systems. Participation in preparing SOPs and required safety reviews
- Operation of test systems including data collection and analysis
- Provision of field support and participation in general troubleshooting

QUALIFICATIONS:

(Salary and Job Level Commensurate with Experience)

Basic:

- 3 or more year's industrial experience in Operations, R&D, or Engineering
- Demonstrated ability to troubleshoot mechanical instrument and electrical/electronic systems
- Experience in operating gas handling equipment such as vacuum pump, compressor, and flow controller
- Proficiency with Microsoft Office for report generation, etc.
- Ability to travel up to 25% of the time (domestic and international)

Preferred:

- Associate's or Bachelor's degree in Technology or Engineering
- 10 or more year's industrial experience in Operations, R&D, or Engineering
- Experience in design software such as Solidworks/AutoCAD

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Red Rose Landscaping LLC: Landscaper- Tonawanda, NY**4/20/18**

- Landscape position available.
- Looking for qualified candidates with at least one year experience in the field and one year of Horticultural or Landscape studies of some kind.
- Rudimentary knowledge of plants a must.
- Must have clean license and reliable transportation.
- Pesticide knowledge/ license a plus
- Full/ part time.
- \$13.00 - \$18.00 per hour, varies based on experience and availability.
- Please email resume to apply - contact@redroselandscapingofwny.com

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

Alumni Group: Entry Level Communications Coordinator- New York, NY**4/20/18**

Contact Name	Angelina Andreoli
Job Title	HR Assistant Country: United States
Department	Human Resources
Company Name	:Alumni Group Country: United States
Street Address	Street Address: 690 8th Ave City: New York State / Province: New York Postal / Zip Code: 10036 Country: United States
Phone Number	(401) 4428317
E-mail	andreoliangelina@gmail.com
Company Description	Alumni Group believes everyone, regardless of their background deserves an equal shot at success. The firm upholds an encouraging and welcoming attitude towards individuals from all walks of life and offers ongoing support and training to help those new to the industry to thrive. The CEO believes this is the beauty of the plasticity and versatility of the sales and marketing scene. The CEO urges all individuals to approach the idea of a role within the Alumni Group workforce with a confident and open mind ready to relish the opportunity to unlock their full potential. Inspired by the words of billionaire businessman, Elon Musk, he quotes, "People work better when they know what the goal is and why. It is important that people look forward to coming to work in the morning and enjoy work."
Website	: http://www.alumnigrp.com/ Country: United States
Job Title Available	: Entry Level Communications Country: United States
Hours/Type of Employment	Full Time Part Time Internship or Co-Op Seasonal Permanent
Job Description	The Entry Level Marketing Communications Coordinator will assist in streamlining efforts and functions for all communications and marketing campaigns throughout New York and New Jersey. The Entry Level Marketing Communications Coordinator will organize and execute promotional campaigns for all brand programs. Duties will encompass campaign tasks and lead to more advanced responsibilities upon proficient completion.
Rate of Pay	: 35,000 annually Country: United States
Majors Wanted	Country: United States

Degree(s)
Wanted

None
Associate
Bachelor
Master
Doctorate

Skills Needed
(Required)

Expert communicator with high attention to detail and a love for working with the public

Solid understanding of social media platforms and current industry trends

Strong interpersonal research skills

Capable of prioritizing and handling multiple projects simultaneously, under tight time constraints

Takes initiative and works well independently

Expertise in transforming a strategy and vision into actionable plans

Comfortable with developing content and presenting to the public

Ability to work well in a team environment

0-3 years of progressive experience in advertising, communications or marketing preferred

Ability to lead a team if required

Instructions on
How to Apply

To learn more contact us with your resume at either info@alumnigrp.com OR Admin@alumnigrp.com

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Blairville Apartment Community: Lifeguard- Lewiston, NY

4/20/18

Certified Lifeguard for Woods at Blairville Apartment Community

****Current CPR with First Aid and Current Lifeguard Certification Required****

- Seasonal Full-time and Part-time
- \$10.75 - \$11.75 per hour, based on experience.

- Need someone with a flexible schedule and open availability.
- Work hours: daily 11:30 AM - 8:15 PM (Pool Hours 12 PM - 8 PM).
- Must be at least 17 years old.
- MUST be available to work Memorial Day through Labor Day.
- Interested candidates can forward a resume or apply in person
- Mon-Fri 9:00 AM - 4:30 PM at:

Woods at Blairville
830 Oriole Lane
Lewiston, NY 14092
Job Type: Full-time & Part-time
Salary: \$10.75 to \$11.75 /hour

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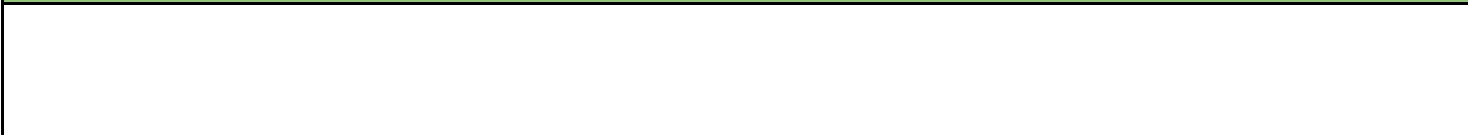
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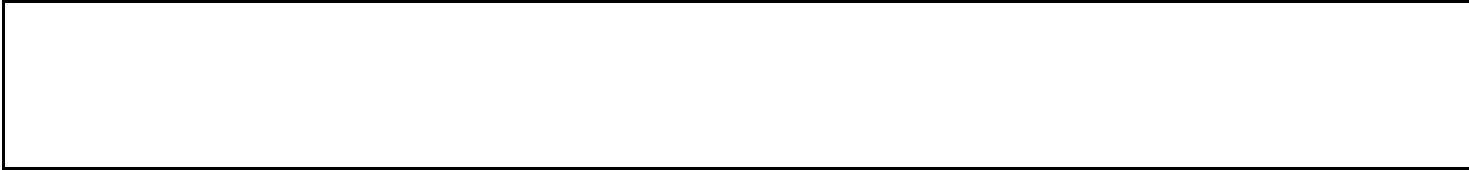
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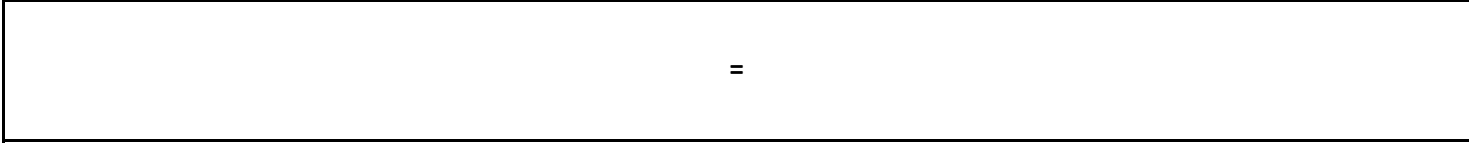
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