

Jobs Newsletter 8/28/2025: 81 New Job Listings, 40+ County Postings, 18 Local STATE Jobs

Livingston County Workforce Development Weekly Jobs Newsletter

August 28, 2025

A proud partner of the **American Job Center** network

Unsubscribing: You were signed-up for this e-mail announcement by providing your e-mail at the Center for Workforce Development on the sign-in sheet, job fair, workshop or as part of your DOL appointment. If you receive this e-mail in error (which sometimes happens when we transcribe a written email address into the spreadsheet) or no longer wish to receive information about upcoming recruitments, job fairs, workshops or job listings, please respond to this e-mail with the word **REMOVE** in the subject line.

Previous Newsletters available online at: <https://www.livingstoncounty.us/285/Workforce-Development>

Newsletter Table of Contents

- > Office Closed September 1
- > Spotlited Job **Administrative Assistant**, Mt Morris, FT
- > Spotlited Job **Bakery And Kitchen Helper**, Mt Morris, PT
- > **81** Local Jobs Posted with Department of Labor in **Past 7 Days**
- > Job Search Workshops
- > Spotlited Job Redux, **Production Associate**: Lima, \$18/hour - \$20.50/hour
- > Spotlited Job Redux, **Forklift**: Avon, \$18/hour - \$23.50/hour
- > **Free RRP-Lead Renovator Training class**, October 20, 2025 from 8am - 5pm.
- > **40+** Livingston County Civil Service (Job Titles / Exams) **2 new**
- > **9** NY STATE Exams
- > **18** State Jobs in Livingston / Wyoming County

Office Closed September 1

Our office will be closed on September 1st in observance of Labor Day.

Spotlited Jobs

Administrative Assistant, Mount Morris for a Financial services business

No experience is necessary, willing to train the right candidate
Full-time, 37.5 hours a week, \$15.50 to \$20/hour depending on experience
After probationary period, increase in wages depending on skills.
Confidential position. Background check and fingerprinting required.
To apply contact: Lee at (585) 415. 2107 or email Lbancroft@financialguide.com.

Bakery And Kitchen Helper, Mount Morris
Thursday, Friday, Saturday 9:30 AM to 6:30 PM with one hour break for lunch
\$15.50/hour, plus tips
To apply contact: Lee at (585) 415. 2107 or email bancroft_associates@yahoo.com

81 Local Jobs Posted with Dept. of Labor in Past 7 Days

AVON

- [Maintenance Mechanic](#) - Aerotek - Avon
- [Parts Sales Professional](#) - LandPro Equipment LLC - Avon
- [Retail Merchandiser](#) - Interactions Marketing - Avon
- [Retail Technician \(CDL\)](#) - Clean Harbors - Avon

CALEDONIA

- [Food Service Worker](#) - Caledonia-Mumford Central School District - Caledonia

DANSVILLE

- [Assistant Manager I](#) - Family Dollar - Dansville
- [CREW MEMBER](#) - Taco Bell - Dansville
- [Part Sales Manager – Part Time](#) - AutoZone, Inc. - Dansville
- [Pharmacy Intern](#) - Walgreens - Dansville

[RESTAURANT ASSISTANT MANAGER](#) - Taco Bell - Dansville
[RESTAURANT CREW MEMBER](#) - Taco Bell - Dansville
[RESTAURANT SHIFT LEADER](#) - Taco Bell - Dansville
[SHIFT LEADER](#) - Taco Bell - Dansville
[Shift Supervisor Trainee](#) - CVS Health - Dansville

GENESEO

[Controller Job](#) - Arkema - Geneseo
[Customer Support Specialist](#) - Staffmark Investment LLC - Geneseo
[Occupational Therapist \(OT\)](#) - Quality Healthcare Staffing - Geneseo
[Property Manager](#) - National Property Management Associates - Geneseo
[Student Conduct Coordinator](#) - SUNY Geneseo - Geneseo

HONEOYE / HONEOYE FALLS

[CNC Set Up Operator- 2nd Shift](#) - TouchPoint - Honeoye Falls
[CNC Set Up Operator- 3rd Shift](#) - TouchPoint - Honeoye Falls
[Maintenance & Repair Mechanic- 3rd Shift](#) - TouchPoint - Honeoye Falls
[Manufacturing Associate](#) - Aerotek - Honeoye Falls
[Sous Chef](#) - Episcopal SeniorLife Communities - Honeoye Falls

LE ROY

[Art Teacher \(.6 FTE\)](#) - Genesee Valley BOCES - Le Roy
[Pharmacy Intern](#) - Walgreens - Le Roy
[Production Associate](#) - Kelly Services - Le Roy
[Speech Pathologist Part Time](#) - Genesee Valley BOCES - Le Roy
[Assistant Store Manager](#) - Crosby's - Leroy
[Cost Manager](#) - Hubbell Power Systems - Leroy
[Landscaping/Groundskeeping Worker](#) - Bubba's Landscape - Leroy
[Plastics Former](#) - Coastal Staffing (Batavia) - Leroy

LEICESTER

[Seasonal Production Worker 1](#) - Seneca Foods Corporation - Leicester

LIMA

[Manufacturing Associate](#) - Kelly Services - Lima
[Print Production Associate – 3rd Shift](#) - Kelly Services - Lima
[Production Associate](#) - Kelly Services - Lima
[Production Associate](#) - Aerotek - Lima
[Production Associate](#) - Kelly Services - Lima
[Production Technician](#) - Kelly Services - Lima

MOUNT MORRIS

[Call In Teller 1 \(or 2 with required experience\)](#) - Community Financial System, Inc. - Mount Morris
[Deli Manager](#) - United Refining Company - Mount Morris

PAVILION

[Before and After School Program Pre-k Director and Lead Teacher](#) - Healthy Kids Programs - Pavilion
[Before and After School Program Staff](#) - Healthy Kids Programs - Pavilion
[Heavy Equipment Mechanic](#) - George & Swede Sales & Service - Pavilion
[Sales Associate](#) - Crosby's - Pavilion

PERRY

[Assistant Store Manager](#) - Crosby's - Perry
[Bartender](#) - Silver Lake Sportsmen's Club - Perry
[Cook](#) - Silver Lake Sportsmen's Club - Perry
[Dental Hygienist](#) - Silver Lake Dental, PLLC - Perry

RUSH

[Machine Operator Assistant- 2nd shift](#) - Kelly Services - Rush
[Machine Operator-A shift](#) - Kelly Services - Rush
[Temporary Forklift Operator – Warehouse Support](#) - Kelly Services - Rush

WARSAW

[Carpenter](#) - Wick Construction, LLC. - Warsaw

[Cleaner -1st Shift - FT With Benefits](#) - Warsaw Central School District - Warsaw
[Commercial Driver – Full Time](#) - AutoZone, Inc. - Warsaw
[Diesel Mechanic \(Part-time\)](#) - Wick Construction, LLC. - Warsaw
[Driver - Program Aide](#) - Spectrum Health and Human Services - Warsaw
[Farm Equipment Mechanics](#) - T & S Crop Service, Inc. - Warsaw
[Laborer](#) - Ken's Carpet Center - Warsaw
[Lead Installer](#) - Jay Bee Contracting - Warsaw
[Maintenance Worker - 2nd Shift](#) - Warsaw Central School District - Warsaw
[Middle High School Counselor](#) - Warsaw Central School District - Warsaw
[New Disaster Restoration Worker](#) - PeopleReady - Warsaw

WAYLAND

[Assembly & Production Worker](#) - The Gunlocke Company - Wayland
[SCHOOL MONITOR](#) - Wayland-Cohocton Central School District - Wayland

HORNELL

[2025 Electrical Apprentice Signal Trainee](#) - Norfolk Southern - Hornell
[ASSISTANT MANAGER - Taco Bell](#) - Taco Bell - Hornell
[Automotive Store Manager](#) - Monro Muffler/Brake - Hornell
[DUNKIN' RESTAURANT CREW MEMBER Hornell](#) - Indus Hospitality Group - Hornell
[Food Service Worker](#) - St. James Hospital - Hornell
[Full-Time Store Associate](#) - ALDI - Hornell
[Housekeeper](#) - St. James Hospital - Hornell
[Maintenance Tech/Stationary Engineer](#) - Owens Realty Services - Hornell
[Planner Expediter](#) - iNRCORE, LLC - Hornell
[Unit Clerk](#) - Elderwood - Hornell

WEST HENRIETTA

[Inplant Manager \(Sheetfed Ink\)](#) - INX International Ink co. - West Henrietta
[Material Handler](#) - VWR International, LLC - West Henrietta
[Package Handler - Part Time \(Warehouse like\)](#) - Federal Express Corporation - West Henrietta
[Pharmacist In Charge](#) - Southern Home Care Services, Inc. - West Henrietta
[Processing Operator](#) - Aerotek - West Henrietta
[Senior Digital Marketing Specialist](#) - Rochester Precision Optics - West Henrietta

=====
Spotlighted Jobs Redux

Production Associate: Lima, NY (Entry Level), 1st shift- \$18/hour, 2nd shift- \$20.50/hour
AEROTEK call or email today (716) 932 . 1459, etwright@aerotek.com

What You'll Be Doing:

- Master the art of slitting: Cut large rolls of filter media into exact widths with laser-like precision.
- Pleat with purpose: Operate specialized pleating machines to create perfectly spaced folds that define product integrity.
- Own the workflow: Load machines, manage inventory, and handle returns like a pro.
- Cut with confidence: Use a bandsaw to shape pleated materials with accuracy and care.
- Lift, move, and make it happen: Handle raw materials (up to 50 lbs) and keep production flowing.

Forklift: Avon, NY (Mid-Level), 3rd shift- \$23.50/hour
AEROTEK call or email today (716) 932 . 1459, etwright@aerotek.com

What You'll Be Doing:

- Operate forklift and other warehouse equipment safely and efficiently.
 - Unload inbound shipments safely and move product to storage locations.
 - Efficiently stack and store the merchandise in the appropriate areas, according to, Murphy, management, & customer specific guidelines.
 - Verify that inbound and outbound shipments are accurate and free of damage.
 - Report quality & quantity variances immediately to management.
 - Pull and prepare product for shipment, ensuring that the exact number and type of product is loaded and shipped.
 - Perform picking duties in an efficient manner that meets customer service standards.
- =====

In Person Job Search Workshops

Monday: September 15 9:00 - 10 AM: Using Your Age to Your Advantage in Your Job Search

Monday: September 22 9:00 - 11 AM: Impressive Interviewing

Monday: September 29 9:00 - 10 AM: Job Fair Preparation

Monday: TBD 10:00 - 11 AM: How to Apply for NYS Civil Service

Monday: October 6 9:00 - 11 AM: Jump Starting Your Job Search

These workshop will be held in **room 100B** of the Government Center in Geneseo (across from Board of Elections). Please contact John Jaeger at jjaeeger@co.livingston.ny.us to register.

=====
Free RRP-Lead Renovator Training class, October 20, 2025 from 8am - 5pm.

Seating is limited to 12 participants.

The Livingston County Lead Renovator Training is 8 contact hours with classroom learning, hands-on activities, and an exam. The certification provides an individual worker with the ability to perform renovation, repair, and painting (RRP) work in buildings built before 1978. **This is the INITIAL training required to to earn an EPA Accredited Lead Certificate.** This training is for anyone performing RRP work in a home or child-occupied facility built before 1978.

Visit [Lead Renovator Training | Livingston County, NY - Official Website](https://www.livingstoncountyny.gov/1735/Lead-Renovator-Training) (<https://www.livingstoncountyny.gov/1735/Lead-Renovator-Training>) and complete the registration form

=====
Livingston County Civil Service Jobs & Exams

(Click on link for full job description and how to apply)

(To Apply Visit: <https://www.livingstoncountyny.gov/207/Human-Resources>)

Open Positions (No Exam Necessary or Provisional Positions)

NEW...[Charge Nurse, FT](#) - Full-Time - \$40.67 - \$47.34 Hourly - App Due: 10/18/2025 - Center for Nursing and Rehab.

NEW...[Senior Computer Services Assistant](#) - Full-Time - \$30.06 - \$36.29 Hourly - App Due: 12/31/2025 - Information Technology

[Assistant District Attorney](#) - Full-Time - \$85,000.00 - \$97,000.00 Annually - App Due: 12/31/2025 - District Attorney

[Assistant District Attorney, PT](#) - Part-Time - \$44,150.00 Annually - App Due: 12/27/2025 - District Attorney

[Building Maintenance Mechanic](#) - Full-Time - \$25.13 - \$30.14 Hourly - App Due: 9/14/2025 - Central Services

[Certified Nursing Assistant Trainee](#) - Full-Time - \$19.46 Hourly - App Due: 10/3/2025 - Center for Nursing and Rehab.

[Civilian Dispatcher](#) - Part-Time - \$26.86 Hourly - App Due: 12/3/2025 - Sheriff Dept.

[Civilian Dispatcher- HELP Program](#) - Full-Time - \$26.86 - \$32.98 Hourly - App Due: 12/3/2025 - Sheriff Dept.

[Cook \(Corrections\)](#) - Part-Time - \$22.98 Hourly - App Due: 12/2/2025 - Sheriff Dept.

[Corrections Officer](#) - Part-Time - \$27.96 Hourly - App Due: 9/10/2025 - Sheriff Dept.

[Corrections Officer- Lateral](#) - Full-Time - \$27.96 - \$34.35 Hourly - App Due: 12/1/2025 - Sheriff Dept.

[Courier, Substitute \(Livingston County Residents Only\)](#) - Temporary - \$18.43 Hourly - App Due: 12/31/2025 - Office for the Aging

[Deputy Sheriff/Road Patrol](#) - Part-Time - \$31.65 Hourly - App Due: 12/31/2025 - Sheriff Dept.

[Deputy Sheriff/Road Patrol- Lateral](#) - Full-Time - \$31.65 - \$38.94 Hourly - App Due: 12/3/2025 - Sheriff Dept.

[Emergency Medical Technician \(Training & Experience Examination\)](#) - Varies - - App Due: - Civil Service

[Financial Manager- NY HELPS Program](#) - Full-Time - \$90,000.00 - \$96,000.00 Annually - App Due: 12/31/2025 - Health Dept.

[Intensive Case Manager](#) - Full-Time - \$32.15 - \$38.49 Hourly - App Due: 12/10/2025 - Health Dept.

[Licensed Practical Nurse, PT](#) - Part-Time - \$31.48 Hourly - App Due: 12/5/2025 - Center for Nursing and Rehab.

[Medical Typist \(Livingston County Residents Only\)](#) - Full-Time - \$21.43 - \$25.39 Hourly - App Due: 12/31/2025 - Center for Nursing and Rehab.

[Neighborhood Assistant, PT \(Livingston County Residents Only\)](#) - Part-Time - \$17.70 Hourly - App Due: 12/31/2025 - Center for Nursing and Rehab.

[Nursing Assistant, FT](#) - Full-Time - \$23.82 - \$27.22 Hourly - App Due: 9/27/2025 - Center for Nursing and Rehab.

[Nursing Assistant, PT](#) - Part-Time - \$22.49 Hourly - App Due: 11/11/2025 - Center for Nursing and Rehab.

[Personal Care Assistant \(Livingston County Residents Only\)](#) - Part-Time - \$17.49 Hourly - App Due: 12/31/2025 - Center for Nursing and Rehab.

[Registered Professional Nurse, PD](#) - Per Diem - \$33.94 Hourly - App Due: 12/31/2025 - Health Dept.
[Registered Professional Nurse, PT/PD](#) - Part-Time - \$37.09 Hourly - App Due: 12/11/2025 - Center for Nursing and Rehab.
[Senior Account Clerk](#) - Full-Time - \$23.02 - \$27.22 Hourly - App Due: 12/31/2025 - Social Services Administration
[Senior Account Clerk](#) - Full-Time - \$23.02 - \$27.22 Hourly - App Due: 12/31/2025 - Treasurer
[Senior Typist](#) - Full-Time - \$21.43 - \$25.39 Hourly - App Due: 12/31/2025 - Health Dept.
[Senior Typist](#) - Full-Time - \$21.43 - \$25.39 Hourly - App Due: 12/31/2025 - Social Services Administration
[Senior Typist \(Livingston County Residents Only\)](#) - Full-Time - \$21.43 - \$25.39 Hourly - App Due: 9/25/2025 - Real Property Tax Assessment
[Victim/Witness Assistance Coordinator \(Livingston County Residents Only\)](#) - Full-Time - \$70,000.00 - \$73,000.00 Annually - App Due: 12/31/2025 - District Attorney

Open Competitive Exams

[Deputy Sheriff/Road Patrol \(Examination Date 9/20/2025\)](#) - App Due: - 8/21/2025
[Police Officer \(Examination Date 9/20/2025\)](#) - App Due: - 8/21/2025

Continuous Recruitment Examinations

[Bi-Monthly On-Going Exams](#) Application Deadline: October 1- Test Given October 15

[Account Clerk Series](#)

[Clerk](#)

[Clerk/Typist](#)

[Custodian](#)

[Library Aide](#)

[Library Clerk](#)

[Medical Typist](#)

[Senior Typist - OC](#)

[Senior Typist - PROM](#)

[Telephone Operator](#)

[Water and/or Wastewater Treatment Plant Operator Trainee](#)

[Water/Wastewater Treatment Plant Operator or Wastewater Treatment Plant Operator Assistant \(CR Exam\)](#)

Training & Experience Examination (Your experience/training is the exam)

[Certified Occupational Therapy Assistant](#)

[Charge Nurse \(Licensed Practical Nurse\)](#)

[Emergency Medical Technician](#)

[Occupational Therapist](#)

[Paramedic](#)

[Physical Therapist](#)

[Physical Therapist Assistant](#)

=====

NY STATE Exams

Note: Application is the exam

[DHSES Program Administrator 2](#) - \$86,681 - App Due: 9/3/2025

[Environmental Conservation Police Officer Trainee 1](#) - Wage: See Announcement - App Due: 9/17/2025

[Environmental Conservation Police Officer Trainee 1 \(Chinese Language\)](#) - Wage: See Announcement - App Due: 9/17/2025

[Environmental Conservation Police Officer Trainee 1 \(Spanish Language\)](#) - Wage: See Announcement - App Due: 9/17/2025

[Forest Ranger 1](#) - Wage: See Announcement - App Due: 9/17/2025

[Park Police Officer Trainee](#) - Wage: See Announcement - App Due: 9/17/2025

[Park Police Officer Trainee \(Spanish Language\)](#) - Wage: See Announcement - App Due: 9/17/2025

[University Police Officer 1](#) - Wage: See Announcement - App Due: 9/17/2025

[University Police Officer 1 \(Spanish Language\)](#) - Wage: See Announcement - App Due: 9/17/2025

NY State (Local) Civil Service Jobs:

(Click on link for full job description and how to apply)

For a full list of Open Positions visit: <https://statejobsny.com/public/vacancyTable.cfm>

What is **NY HELPS?** (New York Hiring for Emergency Limited Placement Statewide) It temporarily removes the requirement for competitive exam for about 1,900 competitive-class titles in the New York State Civil Service system. This means that individuals can be appointed to competitive-class titles without taking a competitive exam.

STATE Jobs in Livingston & Wyoming Counties

Livingston

[Trades Specialist \(Painter\)](#) - App Due: 9/3/2025 - People With Developmental Disabilities, Office for - Livingston
[Food Inspector Trainee 1 \(NY HELPS\) - Produce Safety](#) - App Due: 8/29/2025 - Agriculture & Markets, Department of - Livingston
[Maintenance Supervisor 2](#) - App Due: 8/31/2025 - Military and Naval Affairs, Division of - Livingston
[Licensed Master Social Worker \(NY HELPS\), Central New York Psychiatric Center, Groveland Satellite Unit, P26596](#) - App Due: 8/15/2025 - Mental Health, Office of - Livingston
[Teacher 2-4 Elementary School Subjects](#) - App Due: 10/17/2025 - Corrections and Community Supervision - Livingston
[Offender Rehabilitation Aide/Trainee](#) - App Due: 10/17/2025 - Corrections and Community Supervision - Livingston
[Registered Nurse 1 \(Per Diem\)](#) - App Due: 10/17/2025 - Corrections and Community Supervision - Livingston
[Nurse Practitioner Adult Health \(Per Diem\)](#) - App Due: 10/17/2025 - Corrections and Community Supervision - Livingston
[Dentist 1](#) - App Due: 10/17/2025 - Corrections and Community Supervision - Livingston
[Direct Support Assistant](#) - App Due: 10/15/2025 - OPWDD - Livingston
[Licensed Practical Nurse](#) - App Due: 10/15/2025 - OPWDD - Livingston
[Registered Nurse 1](#) - App Due: 10/15/2025 - OPWDD - Livingston
[Medical Specialist 2](#) - App Due: 12/31/2025 - Livingston
[Service and Repair Mechanic \(Motor Equipment\)](#) - App Due: 12/31/2025 - Transportation, Department of - Livingston
[Highway Maintenance Worker 1/Highway Maintenance Worker Trainee 1 & 2](#) - App Due: 12/31/2025 - Transportation, Department of - Livingston

Wyoming

[Direct Support Assistant](#) - App Due: 10/15/2025 - OPWDD - Wyoming
[Service and Repair Mechanic \(Motor Equipment\)](#) - App Due: 12/31/2025 - Transportation, Department of - Wyoming
[Highway Maintenance Worker 1/Highway Maintenance Worker Trainee 1 & 2](#) - App Due: 12/31/2025 - Transportation, Department of - Wyoming

Continuous Recruitments for OPWDD

Direct Support Professional: Salary: \$49,457 to \$53,405. Annually <https://opwdd.ny.gov/form/apply-now>
Licensed Practical Nurse Salary From \$53448 to \$57708 Annually <https://opwdd.ny.gov/form/apply-now>
Registered Nurse 1 Salary From \$93929 to \$102656 Annually <https://opwdd.ny.gov/form/apply-now>

=====

Unsubscribing: You were signed-up for this e-mail announcement by providing your e-mail at the Center for Workforce Development on the sign-in sheet, job fair, workshop or as part of your DOL appointment. If you receive this e-mail in error (which sometimes happens when we transcribe a written email address into the spreadsheet) or no longer wish to receive information about upcoming recruitments, job fairs, workshops or job listings, please respond to this e-mail with the word **REMOVE** in the subject line.