

WKTV - 2 "Back2Work" Job Orders for June 8 – June 12, 2020

Monday June 8, 2020

Job Title: Accounts Payable/Payroll Specialist

City Utica, NY

Full time, for a local accounting and business service company. Duties: Perform accounts payable and payroll functions for various business clients. Requirements: Associates degree in accounting, finance or a related field and 2 years' experience with payroll and accounts payable. Must be proficient in Microsoft Office software, able to use 10-Key by touch and type 40 WPM.

Pay: \$33,000-\$36,000/ year, based on experience. Benefits

Job Order # NY1340760

Monday June 8, 2020

Job Title: Apprentice Carpenter

City: Utica and surrounding areas

Full time for a regional labor union. Duties: Learn to be a carpenter in the commercial construction trade. On-the job and classroom training provided. Requirements: High school diploma or the equivalent, a valid driver's license and reliable transportation to and from work and training sites. Must be able to lift 50 lbs. and have the physical ability to perform the work. Drug test required.

Pay: Not specified. Benefits

Job Order # NY1340601

Tuesday June 9, 2020

Job Title: Machine Operator

City Utica, NY

Full time for a local manufacturer of advanced textiles. Duties: Set up and operate production machines. Requirements: High School diploma or its equivalent and one year of any kind of manufacturing or production experience. An equivalent combination of education & experience will be considered.

Pay: \$14 per hour

Job Order # NY1340622

Tuesday June 9, 2020

Job Title: CDL Driver

City Whitesboro, NY

Full time for a local container and disposal service. Duties: Safely operate company trucks for pick up of refuse and recyclables. Requirements: Must have a clean New York State Class B driver's license.

Pay: Not specified

Job Order # NY1340557

Wednesday June 10, 2020

Job Title: Engineering Manager

City

Oriskany, NY

Full time for a well-established manufacturing group. Duties: Serve as the engineering leader and technical expert specializing in electrical skills for new product development. Answer questions and resolve issues from engineering team members. Requirements: Bachelor's Degree in Engineering and 1 year of experience.

Pay: Not specified

Job Order # NY1340510

Wednesday June 10, 2020

Job Title: Service Liaison

City

Utica, NY

Full time for a local human service agency. Duties: Provide oversight for the integration and implementation of services for people with special needs. Requirements: Bachelor's Degree in the field of human services, education or social work OR 5 years of proven experience in the Human Service field.

Pay: Not specified. Benefits

Job Order # NY1340580

Thursday June 11, 2020

Job Title: Optician

City

Herkimer, NY

Part time, for a local Optometrist's office. Duties: Greeting patients, answering phones and scheduling appointments. Assisting patients with frame selection, providing contact lens training when needed, and dispensing glasses. Requirements: New York State Opticians License and 1 year of office experience required. Other medical/dental office experience will be considered.

Pay: Not specified

Job Order # NY1340807

Thursday June 11, 2020

Job Title: Production Operator

City

Cazenovia, NY

Full time, 2nd shift for a local manufacturer. Duties: Operate machines to complete the process of metalizing ceramic plates. Requirements: High school diploma or equivalent and 1-2 years' experience operating machinery. Experience with computers, measuring instruments and tools required

Pay: \$14 per hour. Benefits

Job Order # NY1340743

Friday June 12, 2020

Job Title: Electrician

City Westmoreland, NY

Full time for a local family-owned HVAC company. Duties: Provide electrical services to both commercial and residential customers. Supervise apprentices and oversee power installations. Requirements: Associates degree in electrical technology or 1-2 years of related experience and/or training; or equivalent combination of education and experience. Must be able to lift up to 75 lbs.

Pay: \$15-\$25 per hour based on experience

Job Order # NY1340657

Friday June 12, 2020

Job Title: CNC Machine Operator

City Lakeport, NY

Full time for a local custom machine shop. Requirements: High School Diploma or the equivalent. Must have mechanical aptitude, math ability and problem-solving skills Must demonstrate a willingness to learn, be well organized and maintain safety awareness while working around equipment.

Pay: Not specified.

Job Order # NY1340726