

# Employment Guide



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The Daily Star The Cooperstown Crier The Weekly Star

**NOW HIRING!**  
Full & Part Time Positions  
• Line Cooks  
• Dishwashers  
• Bussers  
Please Apply In Person At:  
**DOUBLEDAY CAFE**  
93 Main St. Cooperstown

**S** **The Sidney Central School District has the following anticipated positions open:**  
• Cook • Bus Monitor  
• Food Service Helper • School Nurse (RN)  
• Bus Drivers  
Please apply online only at [www.sidneycsd.org](http://www.sidneycsd.org)  
Click on District Information/ "Click Here" below Employment tab and follow instructions. EOE  
Deadline for applying is May 13, 2019

**The Bainbridge-Guilford CSD** is accepting applications for the position of **Licensed Teacher Assistant** to start in in September 2019. Candidates may contact Ms. Jennifer Henderson, Greenlawn Elementary Principal, at 967-6301 for additional information. Apply on-line through OLAS until May 17, 2019.

**Oneonta City School District**  
**Elementary Teacher**  
FT, 10M position effective for the 2019-2020 school year. NYS Elementary certification required. To apply, please submit your application at [www.olasjobs.org/southern](http://www.olasjobs.org/southern); placement file or three reference letters, and official transcript must be attached. Deadline: 5/13/2019 EOE

**Scholet FURNITURE**  
**DELIVERY DRIVER/WAREHOUSE ASSISTANT** needed for busy retail organization.  
Must have clean license and be able to lift 50+ pounds. CDL not required. Tuesday thru Saturday hours. Excellent benefits including 401K. If you are a focused professional with the drive to succeed in a growing company  
Apply in person 9-4 Monday - Friday at **Scholet Furniture, 69 Ceperley Ave, Oneonta, NY.**

**Oneonta City School District**  
**Computer & Information Student Worker**  
Summer position effective 7/1/19. Must possess basic computer skills and high school diploma or equivalent. To apply, please submit your application and 3 letters of reference at [www.olasjobs.org/southern](http://www.olasjobs.org/southern). You must also submit the civil service application that can be found at [www.oneontacsdsd.org](http://www.oneontacsdsd.org) under district/human resources.  
Oneonta City School District Office  
31 Center Street  
Oneonta, NY 13820  
Deadline: 5/27/2019 EOE

**PART TIME HELP WANTED**  
Community Water System Operators. LVDV Operations, Inc. Oneonta and Stamford/Delhi locations. Competitive compensation. Send letter of interest with resume to: Henry Lamont, P.E., General Manager, LVDV Operations, Inc., PO Box 610, Cobleskill, NY 12043 or fax to (518) 234-4613.  
**LVDV Operations, Inc.**  
CONTRACT OPERATIONS OF WATER AND WASTEWATER FACILITIES

**Morris Central School** has the following openings for the 2019-2020 school year:  
**Elementary Teacher**  
Birth-2 & 1-6 Certification preferred.  
**Art Teacher**  
Applicants must hold appropriate NY State certification. Send letter of interest and resume by Friday, May 17, 2019 to:  
Judy Matson, District Clerk  
**Morris Central School**  
PO Box 40  
Morris, NY 13808  
EOE

**Watershed Agricultural Council**  
**The Watershed Agricultural Council** a non profit organization working to protect the NYC Watershed while supporting farm and forest land uses, is seeking an **Engineering Specialist for its Agricultural Program.**  
The Engineering Specialist will serve as a conservation technician to work cooperatively in the design and implementation of Agricultural Best Management Practices (BMPs) in the Watershed Agricultural Program (WAP) in the West of Hudson Watershed. Qualifications and requirements detailed in position description available at <http://www.nycwatershed.org/careers>. Salary: low \$50,000s. To apply: Send cover letter and resume to Amy Faulkner,  
**Watershed Agricultural Council**  
33195 State Highway 10, Walton, NY 13856  
or email [afaulkner@nycwatershed.org](mailto:afaulkner@nycwatershed.org) EOE.  
Review of applications will begin June 3, 2019.

**LAURENS CENTRAL SCHOOL**  
Where Community and School Create Success  
Presently seeking the following Full time positions:  
**School Counselor**  
**Title I Reading/Math Remediation Teacher**  
Please see below for position requirements and information:  
**School Counselor:**  
Successful candidate must hold a valid NYS School Counselor Certification and have NYSED fingerprint clearance. Please apply online at [www.olasjobs.org/southern](http://www.olasjobs.org/southern) or send cover letter, completed LCS application (available on school website), career placement portfolio including resume, sealed transcript, and a minimum of three letters of recommendation.  
**Title I Reading/Math Remediation Teacher:**  
Successful candidate must hold a valid NYS Masters in Literacy Education and have NYSED fingerprint clearance. Please apply online at [www.olasjobs.org/southern](http://www.olasjobs.org/southern) or send cover letter, completed LCS application (available on school website), career placement portfolio including resume, sealed transcript, and a minimum of three letters of recommendation.  
Return all application information to:  
Mrs. Romona N. Wenck, Superintendent  
Laurens Central School  
PO Box 301  
Laurens, NY 13796  
(Submit all required information by May 31, 2019)

**DELAWARE COUNTY DEPARTMENT OF PLANNING AND WATERSHED AFFAIRS**  
Highway Department Building • P.O. Box 367 • Delhi, New York 13753  
Phone (607) 832-5444 • Fax (607) 832-6070 • Email: [pln@co.delaware.ny.us](mailto:pln@co.delaware.ny.us)  
The Delaware County Department of Planning & Watershed Affairs is seeking interns for the 2019 field season beginning on May 28th 2019. Pay rate is \$11.10/hr based on a 35-hour work week, M-F, 9am-5pm. Work will consist of data collection on stream conditions, features, and infrastructure with use of Geographic Positioning System (GPS) units. Interns will be required to operate county vehicles and use county equipment for field surveys in a responsible manner.  
Applications can be obtained by visiting the Delaware County Personnel webpage: <http://www.co.delaware.ny.us/departments/pers/application.htm>

**Hartwick College** seeks a full-time, 12 month, **Associate Director of First Year Student Success,** responsible for leading new student initiatives, including Welcome Weekend/New Student Orientation; overseeing Center for Student Success (CSS) communications with families and new students; and coordinating Honors Convocation. For details, go to: [www.hartwick.edu/jobs](http://www.hartwick.edu/jobs) EOE.

**WE ARE HIRING! APPLY TODAY!**  
**BARTENDERS** - Prepare alcoholic beverages requested by our guests. Set up and breakdown of event bars and move mobile bars to designated event areas. Clean glasses and cut garnishes. Must be professional and great customer service. Training is available to candidates that have a passion for hospitality and to serve our guests!  
**BEVERAGE STEWARD** - Beverage inventory, stocking shelves, cleaning beverage area, gather together wine, liquor, and beer for banquet bar.  
**GREETER** - Welcome and assist guests in the Dining Room or Hawkeye Grill. All shifts, all days of the week.  
**SERVERS** - Wait on diners in the Main Dining Room, Hawkeye Grill and special events. Experience preferred. Must be available for all shifts, breakfast, lunch and dinner; and all days of the week. Days off rotate.  
**TABLE BUSSERS** - Set up, clear & move tables in the Dining Room and Hawkeye Grill, must be available all shifts and days of week. Must be able to lift and move 40+ lbs. Days off rotate.  
**GIFT SHOP CLERKS** - Welcome and greet guests to our new gift shop; must have some computer skills to cashier; cash and credit card retail handling; restock shelves; good communication skills.  
**EVENT MANAGEMENT SET-UP** - Move and set up tables, equipment and provisions for events, meetings and function rooms. Various evenings. Must be able to lift and move 50+ lbs.  
**STEWARD/DISHWASHER/CLEANER** - experience preferred. Days and evenings, 5 days a week. Clean and maintain cleanliness of kitchen work areas, dishes, floors, equipment etc.  
**GOLF COURSE MAINTENANCE** - Maintain turf and golf course per Superintendent specifications; Utilize special equipment properly and safely; practice golf course etiquette with guests.  
Must be at least 18 years old. The Otesaga Hotel and Cooper Inn is an Equal Opportunity Employer.  
Fill out an application at [www.otesaga.com](http://www.otesaga.com) or contact:  
Terri Winter, Director of Human Resources  
60 Lake Street, Cooperstown, NY 13326  
[twinter@otesaga.com](mailto:twinter@otesaga.com) or 607-544-2507

## Careers & Business

**F-R-DO**  
FRIENDS OF RECOVERY OF DELAWARE AND OTSEGO COUNTIES, INC.  
Friends of Recovery of Delaware and Otsego Counties, Inc. is accepting applications for a Volunteer Coordinator in our Oneonta office. The Volunteer Coordinator will supervise volunteers and provide direction, coordination, and consultation for all volunteer functions within our Recovery Community and Outreach Center. Duties include, but are not limited to:  
• Developing, promoting, and maintaining a wide range of volunteer opportunities  
• Provide ongoing support and guidance for volunteers  
• Remain current in general office technology  
• Recruit, interview and place applicants for volunteer work at the facility  
• Record keeping and reporting  
Must have a Valid NYS Driver's License. Preferred qualifications include an Associates Degree, and one-year experience working in the human services field, or five years' experience working in the human services field with a High School Diploma or equivalent. Completion of the Recovery Coach Academy training preferred but not required.  
Resume and cover letter should be emailed to [debra@friendsofrecoverydo.org](mailto:debra@friendsofrecoverydo.org) or faxed to 607-267-4534  
Deadline: May 15th, 2019  
Friends of Recovery is A Proud Member of Destination Oneonta

**The Village of Stamford** is accepting applications for **Lifeguards for the summer of 2019.**  
Applicants must be 15 years or older and have lifeguard certification. (Note: You can apply for a position now; your training doesn't need to be completed until June 1st.) Anyone having a WSI certification will receive a pay differential. Any interested persons may contact the Village Clerk at (607) 652-6671 Ext. \*# or stop by the Village Hall for an application.  
Applications will be taken until May 17th, 2019.

**The City of Oneonta** is currently accepting applications for a **Full-time Heavy Equipment Operator**  
This position includes competitive pay and a comprehensive benefits package. Review of applications will begin May 10.  
Applications and a job description are available at [www.oneonta.ny.us/personnel](http://www.oneonta.ny.us/personnel) or at the personnel office in City Hall, 258 Main Street. EOE [www.oneonta.ny.us/personnel](http://www.oneonta.ny.us/personnel) EOE

**Suit-Kote**  
Positions Available in Oneonta, NY  
Suit-Kote Corporation is seeking candidates for the following opening in our Oneonta, NY facility.  
**Open positions include:**  
**Lowbed Driver (CDL A Required)**  
**Roller Operator**  
**Yard/Tank Loader (CDL A Required)**  
Suit-Kote offers competitive wages, paid time off, and a growth-oriented work environment. We extend medical and dental benefits, as well as company-paid life insurance to all full-time employees. Personnel are eligible for participation in our 401k plan as well.  
Apply Online At:  
[www.suit-kote.com](http://www.suit-kote.com)  
Equal Opportunity Employer/Veterans/Disabled

**ONC BOCES**  
**The Otsego Northern Catskills BOCES**  
has the following current and anticipated vacancies for the 2019-2020 school year:  
**Summer School Nurse**  
**School Psychologist**  
**School Social Worker**  
**Special Education Teachers**  
**Speech Teacher**  
Please visit [www.oncboces.org/jobs](http://www.oncboces.org/jobs) for complete job descriptions, qualifications and application information. EOE

**MULTI-MEDIA Account Executive**  
The Daily Star, Central New York's premiere daily newspaper company, is seeking a positive, outgoing & motivated individual to join our sales team and help satisfy the promotional needs of area businesses.  
**The successful candidate should possess:**  
• Positive attitude  
• Strong communication skills  
• Sales experience preferred  
• Willingness to match multiple media platforms to the individual needs of their customers  
• The ability to identify new clients and grow new business partnerships will be key to success  
A competitive compensation plan including base salary, commissions, bonuses and a full benefits package is available to the right candidate. Valid driver's license required.  
**For consideration, please submit your resume and cover letter to:**  
Valerie Secor, Advertising Director at [vsecor@thedailystar.com](mailto:vsecor@thedailystar.com)  
102 Chestnut Street, Oneonta, NY 13820  
[www.thedailystar.com](http://www.thedailystar.com)  
Daily Star Cooperstown Weekly Star Crier

**LOOKING FOR JOB SATISFACTION? THE OTESAGA HOTEL WANTS YOU ON OUR TEAM!**  
**HOUSEPERSON** - 8am-3pm or 3pm-10pm. Duties include heavy vacuuming, sweeping, mopping, cleaning of restrooms, removing trash, taking care of guest requests.  
**ROOM ATTENDANTS** - 8am-3pm @ Cooper Inn or 8:30am-3:30pm @ Otesaga Hotel (6 days a week). Duties include cleaning and refreshing guest rooms and hallways including doors and windows.  
**TURNDOWN ATTENDANTS** - 3pm-10pm & 4pm-11 pm. Duties include cleaning restrooms, offices, pro shop, turning down guest rooms, delivering guest requests.  
**HOUSEKEEPING INSPECTOR** - 8:30am-3:30 pm (6 days a week) Duties include inspecting guest rooms as they are being cleaned and completed by Room Attendants. Guest requests and inspecting public areas and restrooms.  
**OUTSIDE BUILDING CLEANER** - 8am-3pm. Responsible for the cleanliness of certain parts of the outside areas of the hotel, pro shop, maintenance building and Cooper Inn.  
**FRONT DESK CLERK** - Welcome and register guests upon arrival at the hotel. Must have computer knowledge and cash handling skills with great customer service. Day and Evening shifts.  
**BELL STAFF / VALET** - Must have an excellent driving record & great customer service. This position will meet our guests as they drive up to the hotel. Unload luggage from the vehicle as our guest checks in. May help them to their room and park their car.  
**RESERVATIONS SALES AGENT** - Taking and processing inquiries for rooms, amenities and help guests plan their entire visit. The right candidate is outgoing, detail oriented, self-motivated, has good phone skills. Sales and/or computer systems experience preferred; willing to train a fully-committed team-player with a positive attitude. A nice position to grow a hospitality career, or for an experienced performer looking to put their skills to use in a highly visible role.  
Must be at least 18 years old. The Otesaga Hotel and Cooper Inn is an Equal Opportunity Employer.  
Fill out an application at [www.otesaga.com](http://www.otesaga.com) or contact:  
Terri Winter, Director of Human Resources  
60 Lake Street, Cooperstown, NY 13326  
[twinter@otesaga.com](mailto:twinter@otesaga.com) or 607-544-2507

**NOW HIRING**  
Great part-time job opportunity!  
**Substitute Bus Drivers** for Bainbridge-Guilford CSD. Permanent positions possible in the near future. CDL B with Passenger and School Bus endorsements required but will train suitable individuals. \$24.06/hr to start. Pre-employment drug test required. Contact the Transportation Dept at 607-967-6324

**Join Us!**  
**TEACHING ASSISTANTS NEEDED**  
Golisano Center for Autism  
New Starting Wage of \$15/hr • Great Benefits  
Continuing Education Opportunities  
Generous Time Off • Associates Degree Required  
At Springbrook, we are passionate about our work. Our team shares a commitment to deliver the best in individual supports and services to children and adults with special needs.  
SEE FULL DESCRIPTIONS AND APPLY ONLINE AT [SPRINGBROOKNY.ORG](http://SPRINGBROOKNY.ORG)

