

The South Coast Hot Jobs List

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by
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The Greater New Bedford unemployment rate is much higher than the rest of Massachusetts, but believe it or not there really are a lot of jobs available for qualified applicants. Sometimes the barrier to a new job can be the lack of information on available job openings.

To solve this, each week New Bedford Guide will be working with the New Directions Southcoast (also known as the Greater New Bedford Career Center) and pulling jobs from our **jobs database** to inform job seekers about the hottest jobs in the area.

We will define “Hot Jobs” as those jobs that need to be filled by the employer immediately. For those looking to search some large job databases, checkout my **Best Job Search Resources for New Bedford Residents article**. Unless noted otherwise, those interested in these positions or want more information should go to the Greater New Bedford Career Center at 618 Acushnet Avenue.



Here are the Hot Jobs from the Greater New Bedford Career Center as of October 29th, 2014:

1. Community Based Program Facilitator #4894163

In this paid position, you will facilitate Girl Scout programs for girls at local sites including after-school settings, youth and community based organizations and housing developments in specific areas of eastern Massachusetts. Programs will include weekly girl programs, participation in Girl Scout product sales, the recruitment of speakers and volunteers and the possibility of bringing girls on local field trips. Comprehensive training and support is provided.

2. Administrative Assistant #4894175

Manages the office staff including Fire Prevention; organizes workloads and develops new work processes to increase efficiency of the administrative functions within the

department. Knowledge equivalent to a Bachelor's degree in public administration, political science, human resources, business management or closely related field, and two years of related experience; or any equivalent combination of education and progressively responsible experience. Knowledge of municipal management and operations, financial reporting, automated office systems and procedures, office administration.

3. Energy Office Manager #4894180

Coordinate and/or oversee all energy data related to the office's activities. This includes, but not limited to, verifying and integrating the savings attributed the City's energy efficiency efforts, the appropriate assignment of solar net metering credits and the tracking of our electric vehicle charging station use into a common database. Activities include updating the Mass Energy Insight tool and data population into EPA's Portfolio Manager. partners, utility companies and other key stakeholders

4. Forklift Operator/Seasonal #4903692

Well established warehouse in New Bedford is looking for experienced forklift operators needed. Seasonal/part time positions starting in November. You may be required to work 6 days per month or seasonally as needed every other week or twice per month.

5. Purchasing and Inventory Control #4903740

Essential Duties and Responsibilities: Review reports and place headwear buys in order to meet current and anticipated demand. Work with Taiwan office to manage all communication between NB & headwear factories. Develop methodology for forecasting demand in order to place appropriate buys. Analyze sales trends of headwear styles and incorporate that information into buy plan. Purchase both blank and decorated "PLO" orders. Minimum 2 years experience at AHEAD or in a similar role elsewhere.

6. Assistant Group Leader #4903745

Responsible for supervising activities and addressing the needs of all children enrolled in the school age child care program. Responsibilities may be assigned and/or the job description may change periodically to reflect changing organization needs.

7. Finisher #4586821

The Finisher is responsible for finishing newly constructed retail display fixtures including prepping fixtures, staining and applying clear finish. This position is responsible for quality craftsmanship and the timely completion of all projects. Must have a minimum of 2 years finishing experience. High School Diploma or equivalent preferred.

8. Finisher Assistant #4586818

The Finisher Assistant is responsible for helping finish newly constructed retail display fixtures including prepping fixtures, staining and applying clear finish. This position is responsible for quality craftsmanship and the timely completion of all projects. Help finish newly constructed retail display furniture. Help prepare fixtures for finish (may require disassembly). Help apply stain and clear coat. Help reassemble fixtures.

9. Restaurant Staff #4905238

Ruby Tuesday at the North Dartmouth Mall is looking to hire for restaurant staff both full and part time. Hours are days, evenings and weekends. The following positions are available: Cooks – must have at least 6 months experience. Dishwasher – no experience needed – will train the right candidate. Busser – no experience needed – will train the right candidate.

Here are the Hot Jobs in the New Bedford area from the **NewBedfordGuide.com jobs database**, as of October 29th, 2014:

1. General Manager – Floor Covering installations(East

Freetown)

Full details and application process [here](#).

2. Server/Cashier – Papa Gino’s (Fairhaven)

Full details and application process [here](#).

3. Store Manager – Dollar Tree (Fairhaven)

Full details and application process [here](#).

4. Customer Account Representative – Rent-A-Center

Full details and application process [here](#).

5. Local Truck Driving – Centerline Drivers, LLC

Full details and application process [here](#).

6. Registered Nurse – St. Luke’s Hospital

Full details and application process [here](#).

7. Shift Supervisor – Rite Aid

Full details and application process [here](#).

Be sure to also check out our Job Portal to find jobs by location on a map: newbedfordguide.com/map-page#pm_jobs_tab. Want to get e-mail notifications for new jobs? Checkout our [e-mail subscription service](#).
