

Yates County Workforce Development  
417 Liberty Street  
Suite 2021  
Penn Yan, N.Y. 14527

Yates County Job Leads  
6/30/2010

**Student Services Representative/Registrar's Office** Keuka College seeks individual to assist in daily operations of Registrar's Office. Microsoft Office necessary. Previous office experience required. Send cover letter, resume, and references to [jfolts@keuka.edu](mailto:jfolts@keuka.edu) (preferred), Keuka College Human Resources, 141 Central Avenue Keuka Park, N.Y. 14478-0068 or fax: 315-279-5326. More info: [www.keuka.edu](http://www.keuka.edu)

**Adult Carrier Needed** for walk route in Penn Yan and Dundee to deliver the Chronicle Ad-Viser On Sat. and Sun. Must be reliable and dependable. Call Bob at 315-536-4422 or 315-729-3856  
The Chronicle Express 138 Main Street, Penn Yan, N.Y. 14527

**Experienced Roofers and carpenters** must be hard working, dependable with drivers license. 315-536-5976

**Hair Dresser:** Apply in person at Lake Street Plaza, PY

**Strong Hall/Keuka Park Apts.** P/T office asst/general helper, w/light duties. Computer knowledge a must. Approx. 12-20 hrs per week. M-F, 1-5P (hours may vary). Call Kevin for interview, 315-536-2515.

**Mill Manager** – A hands-on full-time position to manage the seed conditioning process for local seed company. Knowledge/experience of seed conditioning requirements of small grains, corn and soybeans under NYS certification regulations and a working knowledge of seed conditioning equipment and maintenance required. Must be AASCO trained. Must be a team player with excellent communication skills and have the ability to trouble shoot and work independently as needed. Ability to obtain NYS-DEC Commercial Seed Treatment License required. Class B CDL w/air brake license preferred. Excellent benefit package provided. Forward resume with cover letter to: Customer #514 c/o chronicle Express, 138 Main Street, Penn Yan, N.Y. 14527

**Needed:** Person with reliable transportation. Experience with larger size tractor and golf knowledge helpful. Full-time seasonal position available. Call 315-536-0201

**Sr. Account Clerk Typist:** The Yates County Treasurer's Office seeks qualified applicants for this full-time CSEA Union and Civil Service competitive position involving accounts payable at 15.22/hr. Minimum qualifications: Associates Degree in Accounting of closely related field; or graduation from high school and two years of work experience in a position involving the maintenance of financial accounts and records, which shall have included typing; or four years of work experience as outlined above. Applicants must also be legal residents of Yates County or one of the contiguous counties for at least one month prior to applying. Applications are available online at [www.yatescounty.org](http://www.yatescounty.org) (click on Departments and then Personnel) or from Yates County Personnel Dept., 417 Liberty St., Penn Yan, N.Y. 14527 or call (315) 536-5554 for further information. Deadline to apply is Friday, July 23<sup>rd</sup>.

**Lyons National Bank:** Customer Service Representative in our Penn Yan Branch. The Customer Service Representative is responsible for performing a variety of duties to support the customer service and sales function of a branch office; responding to inquiries or requests for information. Completes the documentation and performs point-of-sale processing on all types of new accounts, e.g., loans, deposits, etc. Provides direct service to customers of the bank with respect to: deposit products, consumer loans, and services; or referrals for Insurance, Investments and Non-Traditional Bank Products Qualified Candidates will possess a high school diploma or equivalent along with a minimum of two (2) years related experience preferred. If you have previous banking experience, with a positive attitude and are friendly, courteous and outgoing in nature visit our website at: [BankwithLNB.com](http://BankwithLNB.com) and apply on line or forward your resume, indicating salary history/requirements for consideration to:

The Lyons National Bank  
Attn. Maxine Sutton  
HR Administration Assistant  
399 Exchange Street  
Geneva, New York 14456

**Custodian Positions Available Immediately** YMCA Camp Cory, Located on beautiful Keuka Lake, is currently taking applications for Custodians for spring, summer and early fall. Candidates must be energetic and able to work in a fast paced environment. Flexible schedules available. If interested, Please apply on-line at [www.campcory.org](http://www.campcory.org) or call the Camp Cory office directly at 315-536-3840

**Driver wanted** Part time in Dundee area, good pay, must be dependable. Call 585-237-3060 for more information.