



Greater New Bedford Career Center
618 Acushnet Avenue
New Bedford, MA 02740

See <https://jobquest.dcs.eol.mass.gov/jobquest/> for more information on these positions

Hot Jobs

Week Ending November 13th, 2021

1. **Part-Time Clerk #15766157** – Part-time clerical position available in Swansea, MA. The hours are 9am-5pm Monday through Friday. Basic clerical duties; answering phones, data entry, Microsoft office, and typing skills all good qualifications. To apply, contact Kerri Whitney at Able Associates via kerri@able.jobs or at 774-704-5301.
2. **Recruiter/HR Coordinator #15759829** – Fall River facility. This position is responsible for all aspects of the recruitment process, including advertising all open positions, candidate sourcing and assessments, managing the interview process, and collaborating with the HR team to onboard new hires. To apply, please send updated resume to hr_recruit@teufelberger.com.
3. **Warehouse Order Picker #15759892** – First shift Monday – Friday 8am – 4:30pm. Candidates should have high school diploma and two years of order picking experience. To apply please send updated resume to hr_recruit@teufelberger.com.
4. **Program Coordinator II** – Apprenticeship Liaison to work with the South coast Region. This position will work to recruit new business and re-design a business process statewide. To apply please visit https://massanf.taleo.net/careersection/ex/jobdetail.ftl?job=210004JG&tz=GMT-04%3A00&tzname=America%2FNew_York.
5. **Restaurant Crew Member #15153799** – Smoothie shop in Dartmouth is seeking hardworking, and reliable individuals for morning, midday and evening shifts. Interested applicants can apply and complete application directly at Tropical Smoothie Café, 85A Faunce Corner Road, Dartmouth.
6. **Restaurant Shift Supervisor #15753807** – Must have a flexible schedule and have experience in providing excellent customer service. Candidates should have experience in driving operational excellence in both front and back of house. Interested applicants can apply and complete application directly at Tropical Smoothie Café, 85A Faunce Corner Road, Dartmouth.
7. **Receptionist #15780214** - Work during tax season (January –April). Candidate must have flexible schedule. Answer telephones and schedule clients how they would like to be scheduled. To apply visit hrblock.com/careers and click on job opportunities. Type receptionist and enter your location.
8. **HR Payroll Administrator #15759890** –Must have high school diploma or GED. Minimum 2-5 years of payroll and HR experience. Associate's degree and SHRM certification preferred. To apply please send updated resume to hr_recruit@teufelberger.com.
9. **Machine Operator 3rd Shift #15759883** – Full-time, permanent position. Shift is 10:30pm – 7am Sunday - Friday. Candidates should have high school diploma and 2+ years of machine operator experience. Must read, write, and speak English as it relates to the job and safety regulations. To apply please send updated resume to hr_recruit@teufelberger.com.
10. **Engineering Technician #15759875** - Provide support to the Engineering Department through data entry, document management, Enterprise Resource Planning (ERP) management, as well as various engineering processes. To apply, please send updated resume to hr_recruit@teufelberger.com.

Upcoming Events

1. **Ahead, LLC – Recruitment at MassHire Greater New Bedford Career Center** – Ahead, LLC is hosting recruitment events at the MassHire Greater New Bedford Career Center each Tuesday. Human Resources is stationed here 10AM-2PM. Location is 618 Acushnet Ave, New Bedford, MA 02740.
2. **Virtual Health Care Job Fair** – Wednesday December 8th, 2021 Via Premier Virtual 2.0 platform. 10am-12pm. To register please call Karen Lazaro at (508) 990-4104 or email klazaro@masshiregnbcc.com. Multiple employees in the Health Care Industry will be participating!