



jag Jobs board

(including full & part time jobs, career opportunities, internships & training programs)

Mar 5, 2024

Current Issue ♦ Academic Year 2023-2024

PLEASE NOTE: This listing is on-going since the start of the academic year. If you are interested in a specific position, you must contact that office to verify the opportunity/posting status.

The job postings listed are neither sponsored nor endorsed by the Board of Education of Montgomery County Public Schools, the superintendent, or this school. Postings are provided as a service to our students and community.

Need a Resume? The Montgomery College [Career Coach](#) includes a resume builder (creating an account required). *See additional resume resources on the last pages of this Jag Jobs Bulletin.*

WORK PERMITS:

www.dllr.state.md.us/ChildWorkPermit/web/content/Documentation/WorkPermitsDLLRPoster.pdf



NEW! GSK Apprenticeship 2024 information session **Wed Mar 20** at 5:30 pm online.

Are you interested in working in the Biotechnology industry and in earning your degree with no college debt? Consider a GSK apprenticeship. Apprentices start on Aug 1; you must be 18 years old by then. Apprentices work full-time at GSK, get a full-time salary plus benefits, and get paid to attend Montgomery College and earn a biotech degree.

Want to know more? [Register](#) for the information session. Application information is at <https://us.gsk.com/en-us/careers/early-talent/apprentices/>

Achieve your career goals on our Apprentice Program

JOB SEARCH RESOURCE: [INDEED.COM](#)

MONTGOMERY COUNTY CIRCUIT COURT SCHOOL YEAR AND SUMMER INTERNSHIP OPPORTUNITIES @ <https://www.montgomerycountymd.gov/cct/internships.html>.

MONTGOMERY COUNTY CAREERS Job Vacancies posted @ [iRecruitment](#)

The **MARYLAND STATE POLICE** is Now Hiring for Cadets: The Maryland State Police offers one of the most attractive law enforcement compensation packages in the State of Maryland. Applicants must be 18 years of age upon hire. Applicants must have a high school diploma/GED. Questions should be directed to mSP.recruiting@maryland.gov | 410-653-4348 | Updated Post 11 October 2023 |

WE ARE HIRING | STATE TROOPERS | PRIOR LAW ENFORCEMENT | MILITARY VETERANS | CADETS

YOU BELONG WITH MARYLAND'S FINEST

ACADEMY SALARY: **\$55,960**
SALARY UPON GRADUATION: **\$65,402**




MDSP.MARYLAND.GOV | 410-653-4430

NEW! JOB POSTING: MONTGOMERY PARKS NOW HIRING. Full-Time, Part-Time and Internship Opportunities. Seasonal JOB FAIR on Thursday, March 21 from 12 until 5 pm | Cabin John Ice Rink (10610 Westlake Drive Rockville, MD 20852 | Register NOW @ mocoparks.org/JobFair.

At the Seasonal Job Fair, students will have the chance to:

- Explore a variety of positions, including camp counselors, sports and activity leaders, campground attendants, skate facility staff, park maintenance workers, and more.
- Learn about the benefits of working in a park environment, including opportunities for outdoor recreation and community engagement.
- Connect with park staff and learn about the responsibilities and requirements of each position.
- Share their resumes with managers and interview for jobs.



NOW HIRING

Full-Time, Part-Time and Internship Opportunities

Part-Time & Seasonal Staff Positions

<ul style="list-style-type: none"> • Resource Analysis Program Assistant • Summer Camp Counselors & Assistant Counselor (Age 16+) • Nature Camp Counselors & Assistants (Age 16+) • Training Coordinator Internship • Specialty Services Instructor • Tennis Instructors • Park Police Barn Assistant • Special Event Assistant • Woodlawn Manor Cultural Park <ul style="list-style-type: none"> ◦ Museum Program Aide ◦ Museum Educator • Wheaton Sports Pavilion Positions <ul style="list-style-type: none"> ◦ Front Desk/Customer Service ◦ Activity Leader/Customer Service (Age 16+) • Event Centers <ul style="list-style-type: none"> ◦ Operations/Maintenance ◦ Host/Hostess ◦ Event Center Reservations Assistant 	<ul style="list-style-type: none"> • Little Bennett Campground <ul style="list-style-type: none"> ◦ Campground Activities Assistant (Age 16+) ◦ Campground Attendant (Age 16+) ◦ Campground Maintenance • Ice Rink Positions <ul style="list-style-type: none"> ◦ Manager on Duty ◦ Zamboni Operator ◦ Cashier (Age 16+) ◦ Custodian ◦ Pro Shop (Age 16+) ◦ Skate Guard (Age 16+) ◦ Instructional Assistant (Age 16+) ◦ Freestyle Monitor • Brookside Gardens Positions <ul style="list-style-type: none"> ◦ Volunteer Coordinator Assistant ◦ Gardener Assistant ◦ Seasonal Event Monitor/Lead ◦ Nature Center Aide ◦ Nature Program Leaders • Seasonal Maintenance <ul style="list-style-type: none"> ◦ Park Maintenance (Age 16+) ◦ Playground Maintenance ◦ Stormwater Management (Age 16+) ◦ Athletic Field Technician
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To Register for our Seasonal Job Fair, scan the QR code or go to MoCoParks.org/JobFair



MONTGOMERY PARKS

Seasonal Job Fair

Thursday, March 21 | 12-5 PM | Cabin John Ice Rink
10610 Westlake Drive Rockville, MD 20852

Register Now! - mocoparks.org/JobFair



Summer Job Fair Alert!

Attention all individuals aged 16 and up! Discover fantastic opportunities in parks and camps at our upcoming Seasonal Job Fair. Whether you're a student eager to learn and earn or an adult seeking seasonal work, we have positions for you. Join us and make the most of your summer!

Come prepared to meet our team and interview for your summer position!



Seasonal Job Opportunities Include

- Summer Camp Counselors & Support Staff
- Nature Centers and Museum Programs
- Inclusion Support Staff
- Front Desk and Customer Service
- Sports and Class Instructors
- Special Event Staff
- Horticulture, Landscaping and Park Maintenance
- And more

NEW! JOB POSTING: The Comus Inn re-opens in spring 2024 and is hiring for all positions. Visit <https://www.thecomusinn.com/> to apply. Located at 23900 Old Hundred Road Dickerson, MD 20842 | (301) 349-2015 | Post 14 February 2024 |

NEW! JOB POSTING: SMOKEY GLEN IS HIRING. Apply in person on **Saturday, March 9** from 10 am until 11:30 am or 1 pm until 2 pm | on **Monday March 11** from 3:30 pm until 7 pm | on **Thursday, March 14** from 3 pm until 4:30 pm. Located at 16407 Riffle Ford Road, Gaithersburg MD 20878 | Post 16 February 2024 |

JOB POSTING: [Cascade Officials Association](#) (CASO) is hiring for spring 2024!

High school players consider umpiring youth softball for CASO in 2024!

Come have some fun in a part-time job with a flexible work schedule.

Be part of a group which gives back to the community by supporting youth sports.

"I started umpiring for CASO as a sophomore and the experience helped improve my knowledge of the game while earning some spending money and having fun." (Gaithersburg baseball player who umpires for CASO)



Learn the game from the other side.

Two classroom sessions on rules in February 2024

A separate session deals with on-field mechanics

Live training games with an experienced umpire

Note: Training games are not paid but can be used towards SSL hours. The experienced umpires will often split the game fee though.



Reap some great benefits!

- Earn cash on your own schedule while having fun
- Develop leadership skills
- Experience real-time the job of umpiring
- Be a mentor
- Promote the sport you love
- Allow young players the thrill of interacting with high school athletes

If you would like to join us this spring, click the QR code.

Once on the CASO homepage, click the link to the Google form.

Complete the form and we'll be in touch.

Visit the pages on becoming an umpire while on the website.

www.casoumps.com

Like us on Facebook! Cascade Officials Association



Home - Cascade Softball Officials
(CASO)
www.casoumps.com

JOB POSTING: MONTGOMERY COUNTY EMERGENCY COMMUNICATIONS. Public Safety Communications Specialist. If you are interested in communications, consider a career with the Montgomery County Emergency Communications Center! \$5,000 hiring bonus with starting salary \$50K+. For more information, visit www.JoinMoCo911.com

JOB POSTING: MECHANICAL CONTRACTORS ASSOCIATION OF METROPOLITAN WASHINGTON. PLUMBERS AND PIPEFITTERS APPRENTICESHIP. Applicants must apply online at [local 5 training.org](http://local5training.org).

JOB POSTING: WASHINGTON DC JOINT STEAMFITTING APPRENTICESHIP FOR HEATING, AIR CONDITIONING, REFRIGERATION & PIPING. Applicants accepted online ONLY starting November 1 and closing November 30. Details can be found at <https://602training.org/>. Visit 602training.org/apply-now during the application period to complete the online application. Questions can be directed to 301.341.1555. | Post 14 September 2023 |

JOB POSTING: SHADOWLAND is hiring. Located in the Quince Orchard shopping center. A great first job experience for students that teaches them responsibility and technical skills. Apply online on the Shadowland website. Apply for the Gaithersburg location Questions should be directed to:
Collin Phillips, General Manager
ShadowLand laser Adventures, 301-330-5546 ext.0
| Post 11 October 2023 |

JOB POSTING: American Pools is hiring. They will be hiring at Northwest on **Monday, October 16 during lunch** in the GYM Lobby!
Questions should be directed to KIMBERLEY HYDE-BARTLEY
STAFFING & RECRUITING
AMERICAN POOL LLC
410-363-6800
americanpool.com | guardforlife.com | 9305 Gerwig Lane, Suite E, Columbia, MD 21046



JOB POSTING: SWIM Labs is hiring.

Questions should be directed to Margo Kim
Operations Director
SwimLabs Montgomery County
240-801-4518
<https://www.swimlabs.com/locations/montgomery-county-md>

Scan the QR Code for a brief screening.
| Post: 29 August 2023 |

JOB POSTING: KidsCo is hiring for before and after school programs. Click image and scroll to the **EMPLOYMENT** link to access the application. | Post 26 July 2023 |



CAREER POSTING: NATURALAWN OF AMERICA. Elvin Wolfe III, Regional Manager (ewolfe@naturalawn.com). Various opportunities in operations, marketing, accounting, purchasing, as well as a pathway to ownership for all employees. Competitive salaries, benefits, and continual paid training within the Green Industry. Visit www.naturalawn.com to read more, and to explore the career portal where you can contact the company directly. | Post 19 July 2023 |

JOB POSTING: LIL' KICKERS SOCCER FOR KIDS HIRING. No soccer experience needed! | Post 9 June 2023 |

Apply online [Indeed.com](https://www.indeed.com)

Inquire in person at SOFIVE SOCCER CENTER, 1008 Westmore Avenue, Rockville MD 20850 - 301.349.1722

Anthony Howard, Youth Program Leader

JOB POSTING: BAR-T is hiring. Click image to Work for Bar-T. | Post 17 July 2023 |

A hiring poster for Bar-T. At the top is a photo of a group of diverse children and a man in a black shirt and cap. Below the photo is a blue banner with the text 'BAR-T IS HIRING' in large white letters, and 'For the 2023-2024 School Year' in smaller white letters. The poster is divided into three main sections. The left section, titled 'FLEXIBLE SHIFTS' in yellow, lists 'Before and After School Shifts' with times: Morning Shift: 7:00am - 9:15am and Afternoon Shift: 3:15pm - 6:30pm. It also mentions that afternoon shifts are perfect for high school students and that a split shift schedule supports college students. It notes that extra shifts are available when MCPS is closed and Bar-T is open (professional days/breaks). The middle section, titled 'TRANSPORTATION OPTIONS' in yellow, states that Bar-T may offer a ride from school to work in the afternoon at the following locations: Bethesda-Chevy Chase, Walter Johnson, Walt Whitman, and Winston Churchill. It includes a note 'Conditions apply'. The right section, titled 'HIRING FOR THE 2023 - 2024 SCHOOL YEAR AT THE FOLLOWING ELEMENTARY SCHOOL LOCATIONS:' in blue, lists 24 school locations in two columns. At the bottom right is a yellow box with 'APPLY NOW!' in blue and a QR code. The bottom of the poster has a blue bar with 'BAR-T.COM' in yellow.

FLEXIBLE SHIFTS

Before and After School Shifts

- Morning Shift: 7:00am - 9:15am
- Afternoon Shift: 3:15pm - 6:30pm

Afternoon shifts are perfect for highschool students and our 'split shift schedule supports college students.

Extra shifts available when MCPS is closed and Bar-T is open (professional days/breaks)

TRANSPORTATION OPTIONS

Bar-T may be able to offer you a ride from school to work in the afternoon at the following locations...

- Bethesda-Chevy Chase
- Walter Johnson
- Walt Whitman
- Winston Churchill

"Conditions apply"

BAR-T.COM

HIRING FOR THE 2023 - 2024 SCHOOL YEAR AT THE FOLLOWING ELEMENTARY SCHOOL LOCATIONS:

- Bannockburn
- Bells Mill
- Belmont
- Burning Tree
- Christa McAuliffe
- Clopper Mill
- College Gardens
- Darnestown
- Diamond
- Fields Road
- Germantown
- Goshen
- Great Seneca Creek
- Kensington
- Parkwood
- Lakewood
- Laytonsville
- Matsunaga
- McNair
- Mill Creek
- Poolesville
- Potomac
- Rachel Carson
- Ritchie Park
- Rock Creek
- Forest
- Rock Creek
- Valley
- Sally K Ride
- Somerset
- Stedwick
- Thurgood
- Marshall
- Travilah
- Watkins Mill
- Whetstone
- Wood Acres
- Woodfield

APPLY NOW!



JOB POSTING: TALK OF THE TOWN VARIETY ENTERTAINMENT @ www.TOTTEvents.com. Hiring event staff. Flexible schedule. Weekend availability. Must be able to lift 20lbs. Must be 16+ years of age. Must have a reliable source of transportation. Email Alexis at HR@Tottevents.com.

JOB POSTING: CODE NINJAS is hiring (Germantown location) • 12974 Middlebrook Road (301) 371-2572 (repost 1/30/2023)

Interested in a fun, engaging role? Code Ninjas is looking for Young Coders/Computer Science student (in C# || JavaScript || Lua). Flexible scheduling. Fun, friendly work environment. Apply by email with resume to germantownmd@codeninjas.com. Students in grades 10, 11 & 12 may apply. Include with your resume, two reasons why you are interested in this role.

JOB POSTING: RSV POOLS • www.RSVPools.com • RSV is looking for responsible lifeguards and pool operators. Certification offered. Competitive salary - Quality pools - Practical experience - Enjoyable workplace - Internships. Serving Montgomery County and Frederick County.

JOB POSTING: PANDA PROGRAMMER.com is hiring (Gaithersburg, Rockville, Germantown, and Silver Spring locations) • www.PandaProgrammer.com (443) 26-PANDA. Panda Programmer is actively seeking high school students to teach computer programming to elementary and middle school students in Germantown and the surrounding areas. We are looking for students who are good with kids, have solid computer programming experience, and have reliable transportation. Our rates for student teachers start at \$17 per hour. Click [here](#) to view the Teach Coding with Panda Programmer Information sheet on how to apply. Questions can be directed to Sara Basile, Parent Support Specialist @ PSS@pandaprogrammer.com. 443-26-PANDA ext 780

JOB POSTING: VOLUNTEER • SSL HOURS • THE GEORGE B. THOMAS. SR. LEARNING ACADEMY (The Saturday School) 301-287-8980
Earn your Student Service Learning Hours, Give A Little Time, and Make a Big Difference. Virtual Learning. Visit <https://saturdayschool.org/teach-or-volunteer/>. This SSL opportunity is for middle and high school students in grades 7 through 12.

JOB POSTING: ARISTOTLE CIRCLE PEERS TUTORING | TUTORS NEEDED | job post ongoing |
Choose your own hourly rate! Boost your resume for college applications – recommendations provided! Choose the subjects you want to tutor. Flexible scheduling for your convenience. Academic tutors as well as sports and musical instruments needed. Apply online at aristotlecircle.com and click on JOIN US | 1.800.467.0895

Qualifications:

- 3.7 unweighted GPA and impressive SAT/ACT scores. Responsibility of tutoring students from kindergarten to 12th grade, often in a variety of subjects.
 - Upbeat and friendly personality. Strong communication skills. Experience working with kids.
- Available to work at least 3 hours per week and access to transportation.

Regional Educational Advisor: Judi Halperin (240.224.0966) judi@aristotlecircle.com

MARYLAND NATURAL RESOURCES POLICE: The hiring process for officer-candidates is structured, rigorous and detailed from June 1 – June 15. Stages of the hiring process include a functional fitness assessment, written examination, polygraph and background investigation, medical and psychological examinations and an oral interview. For more information, contact the recruiting officer at 443.221.8251 or NRPrecruiting.dnr@maryland.gov. Recruiting office for Area 5 for Montgomery County Cpl. Robert Kapp @ Robert.Kapp@Maryland.gov (800) 342-7808.

COVER LETTER & RESUME SAMPLES FOLLOW!

SAMPLE OF A COVER LETTER

Date

Recipient (Name of Contact for Employment)

Title

Company

Street Address

City, ST, Zip Code

Dear Hiring Manager:

Please accept my enclosed application and resume for the (insert position title/internship title/etc. here) at (insert Company's name). State why you think you would be a good fit for the position, such as skill sets, experience, etc. For example: "As a student at (name of High School), I have been in positions of leadership, such as being a part of my Student Government Association (SGA), and team captain of my athletics team. I have also volunteered at local animal shelters, and homeless shelters." Do not list everything on your resume. You are just providing a letter with a summary of information. You do not have to go into detail about every experience. Keep the letter brief

Include information about yourself and how you think your positive qualities would make a good fit. For example, "These opportunities have expanded my leadership capabilities and enhanced my drive to help others."

I would like the occasion to showcase my skills. I believe that I can exceed the expectations for this role. I look forward to connecting with you soon.

Sincerely,

E-Signature

Insert Name

SAMPLE OF THE HIGH SCHOOL RESUME
SOURCE: JIST TEMPLATE

ADDITIONAL RESUME TEMPLATES ARE AVAILABLE USING THE RESUME BUILDER IN NAVIANCE.

From Link for Counselor ‘Top 20 Must Have Skills to Put on a Resume’

Top 10 Soft Skills: Problem Solving | Critical Thinking | Flexibility | Communication | Teamwork | Organization | Creativity | Emotional Intelligence | Attention to Detail | Responsibility

Top 10 Hard Skills: Computer Software and Application Knowledge | Design | Data Analysis | Negotiation | Mathematics | Project Management | Marketing | Administrative | Writing Skills | Foreign Languages

	NAME	
	Street Address City, State, ZIP Telephone E-mail	
Career Objective	Information stated as a goal statement	
Education	Name of High School College Preparatory Program—Class of 20xx Summer Institute or School	
Honors & Awards	Effort Honor Roll/Honor Roll/High Honor Roll—20xx–20xx Student Council Community Service Awards Volunteer Certification, 20xx	
Experience	Experience number 1 Experience number 2 Experience number 3 Experience number 4	
Extracurricular Activities	School Athletic Team *Level of athletic achievement, 20xx–20xx Club Membership, 20xx–20xx	
Interests	Hobbies Relevant activities outside school	
Personal References	Name (Relationship) Address Telephone	Name (Relationship) Address Telephone

SAMPLE – BASIC HIGH SCHOOL RESUME

| END |