

JAG Jobs Bulletin (including internships & training programs) (Updated 2/9/2012 10:11 AM)

Details on each job listed below can be found on the JOBS Bulletin Board, in the College-Career Information Center.

PLEASE NOTE: This listing is on-going since the start of the school year. If you are interested in a specific position – you **MUST** contact that office to verify hiring status.

“These materials are neither sponsored nor endorsed by the Board of Education of Montgomery County, the superintendent, or this school.”

JOB POSTING: February 9, 2012 **Montgomery Village Foundation Department of Recreation, Parks & Culture**

Hiring for Summer 2012

Senior Pool Manager/Supervisor starting at \$17.50/hour

Pool Manager starting at \$14/hour

Assistant Pool Manager starting at \$11.30/hour

Senior Lifeguard starting at \$10.30/hour

Lifeguard starting at \$8.40/hour

Desk Attendant starting at \$7.25/hour

Visit www.montgomeryvillage.com, go to Inside MVF and click on Employment for applications or visit the MVF Office at 10120 Apple Ridge Road, Montgomery Village, MD 20886. For more information, contact Petra Padilla at 240.243.2363 or email ppadilla@mvf.org.



JOB POSTING: February 9, 2012

Holiday Inn Gaithersburg BF Saul Properties are hiring!

Guest Service & Sales Representatives

Banquet Server

Administrative Assistant

PBX/GSSR (phone operator)

Applications accepted online only using www.bfsaulgreatjobs.com.



JOB POSTING: January 10, 2012

Glinsmann Immigration Law Firm (Old Town Gaithersburg)

Glinsmann Immigration Lawyers is a Law Firm located at 12 Russell Avenue in Old Town Gaithersburg. We are looking to hire one part time High School Senior for the remainder academic year starting on January 24, 2012. Our nationally recognized lawyers assist immigrants obtain lawful immigration status in the United States. We represent a wide variety of clients whose employment ranges from nannies to G8 Summit advisors. Our clients are located all over the world. The right candidate must have:

1. A great attitude and be able to deal with persons of all national and ethnic backgrounds
2. The ability to demonstrate a typing speed of at least 35 wpm (faster speeds are preferred)
3. Proficiency in MS Word
4. High School senior with a 3.0 GPA (non-weighted) (minimum) and valid driver's license
5. Ability to commit to a work schedule of at least 20 hours per week (Mon-Thurs: 5 hours per day x 4 days a week)
6. Reliable transportation to the office
7. Bilingual applicants (English/Spanish) will be preferred.

Apply by email to mariag@glinlaw.com and provide the following information:

1. Name
2. All telephone numbers
3. GPA as listed on your last report card
4. Reason for your interest in the position.

Eligible applicants will be called in for an interview, testing and will be asked to bring a recent assignment and report card.

Contact:

MARIA F. GLINSMANN, ESQ.

Attorney-at-Law

(voice) 301.987.0030 Ext. 3



PAW SUMMER JOB POSTING: January 5, 2012

City of Gaithersburg Aquatic Center

For a current listing of positions available visit www.gaithersburgmd.gov and click on 'Parks, Recreation & Culture'



PAW SUMMER JOB POSTING: January 5, 2012

Seneca Creek State Park

Located at 11950 Clopper Road in Gaithersburg, MD (301) 924-2127

Job announcements and position descriptions can be found online at www.dnr.maryland.gov/hr/jobs.asp (look for 'seasonal' positions). Applications must be addressed to Seneca Creek State Park at the above address and may be submitted by mail, email, fax or in person. The application is an MS-100 form which can be downloaded at this link:

<http://www.dnr.state.md.us/insidednr/humanresources/download/MS100.pdf>



PAW JOB POSTING: December 21, 2011

Summer Internship Program in Biomedical Research at the National Institutes of Health (NIH)

Online application is now open for high school students age 16 or older. Applicants must be US citizens or permanent residents. Internships cover a minimum of eight weeks. Stipends are available based on education completed prior to internship starting. Online application, internship requirements and stipend information is available online at

<https://www.training.nih.gov/programs/sip>. The deadline to apply is March 1.



PAW JOB POSTING: December 19, 2011

**Internship Positions Available – 2nd semester 2011-2012 School Year, summer 2012 or 2012-2013 School Year
Montgomery County Circuit Court**

Rockville, MD 20850

240-777-9100

Join the Montgomery County Circuit Court team as an intern! This is an unpaid position, however SSL hours can be earned, if applicable. Our intern has the opportunity to attend court proceedings, network with Court staff, contact attorneys, as well as meet several of our Judges and their staff. The position, at the minimum, requires an independent worker, who is well spoken, organized, ability to lift and push boxes of files, and has good phone skills. This person must be committed to the internship, as well as show punctuality and reliability. The intern will work in conjunction with several offices within the court system. Students may be placed in other offices within the courthouse, as needed.

If interested, please submit a resume to Alina (Houser) Marshall at amarshall@mcccourt.com, or contact our office via phone for additional information. **Resumes should be submitted no later than Friday, January 6, 2012 for the second semester and Friday, March 23, 2012 for the summer internship.** Interviews for second semester will be scheduled for the week of January 9, 2012 and for summer, interviews will begin in April 2012. If students are applying for the 2012 – 2013 school year, the deadline is July 13, 2012 and interviews will begin at the end of July.

Contact: Alina M. Marshall. Quality Control Assistant, 240-777-9115 (receptionist desk), 240-777-9345 (direct line) or ahouser@mcccourt.com



PAW JOB POSTING:

CITY OF GAITHERSBURG AQUATICS: The City of Gaithersburg prepares for the summer 2012 season with Lifeguard Training and Certification! Positions will also be available as Pool Attendant, Cashier, Instructor Aide, Party Assistant, Pool Operator and Swim Instructor. Visit www.gaithersburgmd.gov/aquaticsjobs or call the Aquatics Administrative Office at (301) 258-6445. Positions descriptions and training schedules are also available in the Northwest College/Career Information Center.



PAW JOB POSTING:

PREMIER AQUATICS! Now hiring Area Supervisors, Managers, Assistant Managers and Lifeguards for summer 2012.

Apply online: www.premier411.com.



JOB POSTING:

ROY ROGERS Associates Needed! 19775 Frederick Road location in Germantown MD. Flexible hours, competitive pay, and a fun atmosphere. Driver's Education reimbursement and college tuition reimbursement (after 90 days of employment) offered. Contact Michele Miller at 301.695.5051, x123 or send an email to michelem@plamondon-cos.com to apply.



SSL HOURS OPPORTUNITY POSTING:

Great Seneca Creek Elementary School I looking for high school students that are consistent and responsible for helping kindergarten during dismissal. Bilingual a plus! If interested, please email Barbara_E_Ryba@mcpsmd.org.



JOB POSTING:

The **Maryland State Police** are constantly hiring for **Cadet Positions**. The Cadet Program is an opportunity for responsible young men and women to work for our Commercial Vehicle Enforcement Division. While working, Cadets gain a competitive salary and an inside knowledge of the Maryland State Police way of life, before making the transition to a Maryland State Trooper at the age of twenty and one half years old.

Applicants for the Cadet Position must meet the following qualifications:

- Must be between the ages of 17 and 19 and be a US Citizen
- Must have a valid driver's license
- Must obtain a high school diploma or GED before hire date
- Must have excellent moral character
- Must have a clean drug and criminal history

The application process for the Maryland State Police takes an average of four to five months of testing and background investigation. Any student interested in the process should apply before graduation and before their 18th birthday, if possible. The best way to apply is to attend an Applicant Orientation. All of the dates for Applicant Orientations are listed on our website at www.mdsp.org. As an alternative, every State Police Barrack has a local Barrack Recruiter that can help your students begin the process and give them guidance throughout the process. Your local Barrack Recruiter can be reached by contacting the Rockville Barrack at 301-424-2101 and asking for Tpr. Weaver.



JOB POSTING:

Attention High School Students – BAR-T – is now accepting applications for school year aides! Montgomery County's Largest Before & After School Childcare Provider. To apply visit www.bar-t.com and fill out the online application and fax it to (301) 948-6871 or mail to 806 West Diamond Avenue, #250, Gaithersburg, MD 20878.



JOB POSTING:

HELP WANTED!! Pump It Up – The Inflatable Party Zone

Pump It Up of Gaithersburg is looking for staff members who are energetic, out-going, responsible & who love kids! If this sounds like you, to apply, visit our location or web site at www.pumpitupparty.com (Gaithersburg store). Located at 9172 Gaithersburg Road, Gaithersburg, MD 20877 (301) 977-1400



JOB POSTING:

STEAMFITTERS LOCAL 602 JATC – APPLICATION FOR APPRENTICESHIP

Interested in an exciting career in **PROCESS PIPING, HEATING, AIR CONDITIONING AND REFRIGERATION (CONSTRUCTION AND SERVICE)**? APPLY IN PERSON TO THE FOLLOWING LOCATION:

UA Mechanical Trades School, 8509 Ardwick Ardmore Road, Landover, MD 20785 (301) 341-1555

Wednesday, January 5 and Wednesday, February 2 from 11 am to 5 pm

Requirements: Minimum age of 18 by August 15, 2011 and High School Diploma or GED

\$50 non-refundable application processing fee payable in cash or money order only

The following documents required at time of application for apprenticeship positions:

- High School Diploma
- Official Transcript
- GED Certificate (if applicable)

- Social Security Card
- Birth Certificate or Valid United States passport
- Valid State issued ID with Picture or Valid Driver's License

If selected for apprenticeship, final acceptance will be contingent on ability to pass drug and background screening. Upon completion of application, aptitude test will be scheduled for the next day starting at 7 am.



JOB POSTING:

PEER2PEER TUTORS

Apply online at www.p2ptutors.com

240-744-2470

Are you a top high school student interested in earning twice minimum wage and building work experience for college?

Tutor Job Description

Provide tutoring, homework coaching, and mentorship to students in K-12th grade
Work on a consistent weekly basis and tutor in the subjects you choose

Qualifications:

3.7 unweighted GPA or strong knowledge of a foreign language (Spanish, French, Latin, and Chinese).
Upbeat and friendly personality. Strong communication skills. Experience working with kids.
Available to work at least 3 hours per week and access to transportation.

Job Benefits:

Earn a highly competitive wage: \$12 per hour base; \$15 per hour available!
Develop work experience for your college apps and resumes; we write recommendations!
Create relationships in the community through the bond of mutual learning



JOB POSTING:

CITY YEAR WASHINGTON, DC:

City Year Washington, DC unites a diverse group of young people, ages 17 to 24, from all backgrounds for a year of full-time service, giving them skills and opportunities to change the world. Online application and additional program information available at www.cityyear.org/dc.

Responsibilities:

As a City Year corps member you will work in Washington, DC schools, after-school programs, and neighborhoods, where you will become a powerful role model to youth and help address pressing community problems (additional location throughout the US).

- Serve as a tutor, mentor, and role model for elementary, middle, and high school students
- Plan, implement, and design after-school programs and service projects
- Foster a positive and welcoming school environment
- And more ...

Benefits include living stipend, \$5,350 education award, DC metro pass, cell phone, uniform & health insurance

Requirements:

- Must be at least 17 years of age
- Must be able to dedicate 10 months to full-time service
- Must be a US citizen or legal permanent resident

CITY YEAR Application Deadlines: November 30, February 15, April 15 & May 31



JOB POSTING:

MONTGOMERY COUNTY FIRE & RESCUE SERVICE

Captain Tom Foster

(240) 773-8923

We invite any student above the age of 16 to participate on a ride along with Montgomery County Fire and Rescue Service. My contact information is below.

Captain Thomas Foster

Montgomery County Fire and Rescue Service

Office of Recruitment, 100 Maryland Avenue Suite 220, Rockville, Maryland 20850



JAG JOB POSTING:

The George B. Thomas, Sr. Learning Academy (The Saturday School) (301) 320-6545

Earn your Student Service Learning Hours, Give A Little Time, and Make a Big Difference. The Saturday School needs your help. Volunteer at any of the 12 centers on Saturday mornings from 8:30 to 11:00 and make a difference in the life of a child. Choose the center where you would like to volunteer and call today! Centers are located in the following high schools: Montgomery Blair, Albert Einstein, Gaithersburg, John F. Kennedy, Northwest, Magruder, Paint Branch, Rockville, Sherwood, Springbrook, Watkins Mill & Wheaton. This SSL opportunity is for middle and high school students in grades 7 through 12.