Needham Youth Services supports youth in identifying employment opportunities. We do not screen businesses nor youth seeking employment. Youth who wish to utilize the below listing shall indemnify and hold the Town of Needham harmless and release the town from any and all liability, claims, suits, losses, causes of action, or damage arising or occurring out of being hired for a position.

Needham Youth Services

Job Posting 06/20/16

Job Posting: Jefferey D. Omansky CFP

Date: 6/16/16

Job Title: Filing

Hourly Pay: 9-10 hr

Age Requirements: 16-18

Job Hours: probably 4-6 hrs

Company Name: Jefferey D. Omansky CFP

Company Address: 400 Hunnewell St #1 Needham

Company Website:

Contact Person: Jefferey Omansky

Number: 339-225-4004

Email: bigbuxjdo@yahoo.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Filing sensitive documents in a financial planning office.

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Job Posting: Jay L. Cohen, M.D.

Date: June 11, 2016

Job Title: Administrative Assistant

Hourly Pay: $10.00

Age Requirements: 16

Job Hours: 8-12 flexible hours per week as needed, preferably on a Monday or Thursday.

Company Name: Jay L. Cohen, M.D.

Company Address: 464 Hillside Avenue

Company Website: www.jaycohenmd.net

Contact Person: Shelley Seid

Number: 781-449-3588

Email: shelleyrseid@gmail.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

This is a clerical position with responsibilities that include filing, phone confirmation, preparing records and other administrative tasks as needed to assist the practice manager. This is a great working environment with a very friendly staff.

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Job Posting: Environment Massachusetts

Date: 6/8/16

Job Title: Environment Massachusetts Campaign Staff

Hourly Pay: $10-15/hour

Age Requirements: 18 and older

Job Hours: Full time

Company Name: Environment Massachusetts

Company Address: 1555 Massachusetts Avenue, Cambridge, MA

Company Website: jobsthatmatter.org

Contact Person: Bronte Payne

Number: 617-386-6390

Email: bpayne@fundstaff.org

Brief Description of the job duties and qualifications needed (1-2 sentences):

This summer Environment Massachusetts is working on a campaign to save the bees by stopping the use of bee killing pesticides! We are looking for students who work hard, communicate well, and want to make a difference this summer! To apply, click here or visit: http://bit.ly/ApplySaveTheBees

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Job Posting: JCC Kaleidoscope Creative Arts & Science Camp

Date: Camp Dates: June 27-August 19, with orientation the previous week as scheduled

Job Title: Camp Counselor

Hourly Pay: competitive

Age Requirements: 18 or rising HS senior or older

Job Hours: 8:40am-4:10pm M-F

Company Name: JCC Kaleidoscope Creative Arts & Science Camp

Company Address: 333 Nahanton St., Newton, MA

Company Website: www.bostonjcc.org/kaleidoscope

Contact Person: Betty Lehrman, Camp Director

Number: 617 558-6523

Email: kaleidoscope@jccgb.org

Brief Description of the job duties and qualifications needed (1-2 sentences):

Counselors work with boys and girls entering grades K-1, 2-3 or 4-8, supervising campers and/or assisting with sports, arts and other activities. Must have experience with and love kids! Camp starts SOON so don't delay!

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Job Posting: Leventhal-Sidman Jewish Community Center (JCC)

Date: 5/24/16

Job Title: Arts and Crafts Instructors

Hourly Pay: $10.00/hr

Age Requirements: 14 and older

Job Hours: Mon-Thurs: 4-7 PM; Fri: 3:30-4:30 PM; Sat & Sun: 10 AM-1PM

Company Name: Leventhal-Sidman Jewish Community Center (JCC)

Company Address: 333 Nahanton Street; Newton, MA 02459

Company Website: www.bostonjcc.org/lksa

Contact Person: Korrinn Lubarsky

Number: 617-558-6468

Email: klubarsky@jccgb.org

Brief Description of the job duties and qualifications needed (1-2 sentences):

Looking for individuals who enjoy working with children, have basic arts/crafts skills and are reliable, energetic and outgoing to assist with arts and crafts projects poolside at the JCC this summer (June 20th – August 21st). Number of work hours is flexible, craft projects/materials, supervision and training will be provided and this position can be paid or can count toward community service hours (Needham High School students).

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Job Posting: Gymboree Play & Music of Needham

Date: 5/19

Job Title: Play Teacher

Hourly Pay: Paid training at $10 per hour, teaching rate based on experience

Age Requirements: 18+

Job Hours: 10 – 20 per week, weekday and weekend hours available

Company Name: Gymboree Play & Music of Needham

Company Address: 225 Highland Ave Needham MA 02494

Company Website: www.gymboreeclasses.com

Contact Person: Amy Waltz or Andrea Coan

Number: 781-400-1002

Email: needhamma@gymboreeclasses.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

We are looking for fun energetic people to teach developmental play, art and/or music classes for children (ages birth to 5 years) and parents. Must love children and have a pleasant singing voice.

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Job Posting: Rehl Gardens, Inc

Date: 5/13/16

Company Name: Rehl Gardens, Inc.

Job Title: Associate Gardener

Hourly Pay: $11

Job Hours: 30-35 hours per week

Age Requirements: 16+

Company Address: 68 Walnut St, Natick MA

Company Website: rehlgardens.com

Contact Person: Chris Rehl

Number:

Email: jobs@rehlgardens.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Rehl Gardens, one of MetroWest Boston's leading Fine Gardening companies is looking for summer help in managing beautiful gardens.

You will work with supervisors and staff to learn all aspects of commercial gardening. Training is provided. The work includes planting, weeding, mulching and pruning. This is a great opportunity to develop references for college admissions and for your future job search. You will also learn important life skills including; teamwork, leadership skills and responsibility.

Access to a vehicle is required and you must be willing to travel from your home to client's locations in other towns in suburban and MetroWest Boston (Wellesley, Weston, Newton, etc) to work. You do not need to travel to our headquarters in Natick or our shop in Holliston every day. Good physical condition and the ability to work in all kinds of weather are also required.

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Job Posting: Needham Sudbury Farm

Date: 6/6/16

Job Title: Cashiers

Hourly Pay: $10 to $12

Age Requirements: 14

Job Hours: Flexible (Days, Nights, and Weekends)

Company Name: Needham Sudbury Farms

Company Address: 1177 Highland Avenue, Needham MA 02492

Company Website: http://www.rochebros.com/

Contact Person: John McCarthy

Number: 781-449-9180

Email: jmccarthy@rochebros.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Great entry-level part-time job with flexible hours and potential to grow with the company.

Requires exceptional customer service skills and the ability to stand for extended periods of time.

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Job Posting: Staples

Date: 6/2/2016

Company Name: Staples

Job Title: Sales Associate

Hourly Pay: $9.10 + based on experience

Job Hours: 10-20

Age Requirements: 16+

Company Address: 163 Highland Ave, Needham, MA

Company Website: Staples.com

Contact Person: Tiffany McNulty

Number: 781-449-5766

Email: tiffany.mcnulty@staples.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

No experience necessary…Position Summary: Responsible for providing exceptional customer service and creating a customer centric environment. This person will also be required to perform store operational tasks as needed.

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Job Posting: Walgreens

Date: 6/2/2016

Job Title: Customer Service Associate

Hourly Pay: $9.00

Age Requirements: 16

Job Hours: Varies, store is open 7am - 10pm. Typical shifts are 7-4 ish or 3-10 ish

Company Name: Walgreens

Company Address: 1478 Highland Ave

Company Website: www.walgreens.com

Contact Person: Andrea Baxter or any other manager on duty

Number: 781-444-5714

Email: mgr.01852@store.walgreens.com

Brief Description of the job duties and qualifications needed (1-2 sentences): Customer Service!!!! Warehouse Management, Store Upkeep, duties vary daily.

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Job Posting: TJX Companies

Date: 6/2/16

Company Name: TJX Companies

Job Title: Varied Positions

Hourly Pay: Minimum wage

Job Hours: Part-Time & Full-Time

Age Requirements:

Company Address: Varied Locations

Company Website: www.tjxjobs.com

Contact Person:

Number: 1-866-831-0865

Email: Workforce.Service@ey.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Qualifications:
- Ability to work a flexible schedule, including nights and weekends
- Professional appearance
- Solid customer service skills and experience
- Excellent verbal and written skills
- Ability to make timely decisions under challenging circumstances
- Strong organizational skills, attention to detail
- Leadership, takes ownership, can direct others
- Self-motivated, works quickly and efficiently on multiple tasks
- Responsible, dependable and honest

Please note that the above represent the job was received by the Youth Services Office over the course of the past week. For additional employment opportunities, please also check postings from prior weeks as jobs listed there may still be open (i.e. not yet filled).