

Professional

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TOWN MANAGER MECHANIC FALLS

The town is seeking a manager, with a minimum of five years of demonstrated experience and expertise, in either municipal or private business management. A Bachelor's degree in public administration or business management is preferred; Master's degree desired. Preference will be given to those with a successful demonstration of progressive municipal administration. The hiring range is \$50,000-\$70,000 with a modest benefits package. Required is a knowledge and proven experience in areas of economic development, finance and budgeting, labor relations, code enforcement, assessing, roads, general assistance, time management, tax increment financing, communication, organizational skills, and policy management. Compensation and benefits are based on qualifications and experience. Applications will be accepted until September 18, 2015. For an application and full job description, please visit our website at mechanicfalls.govoffice.com.

Please submit cover letter with salary requirements, application, resume, and (3) three current, signed references in a sealed envelope (e-mails and faxes will not be accepted) to:

**Town of Mechanic Falls
Town Manager Search
108 Lewiston Street
Mechanic Falls, Me 04256**

**THE UNIVERSITY OF
MAINE**
*150
Celebrating Years*

POSITION ANNOUNCEMENT Systems Manager

The University of Maine, Dept. of Industrial Cooperation invites applicants for a professional position of Systems Manager, at the Center for Cooperative Aquaculture Research (CCAR), located in Franklin, Maine. Incumbent will be responsible for operation, maintenance and repair of aquaculture and facility support systems at the CCAR. The Systems Manager will assist in design and construction of aquaculture systems; develop and implement a facility wide maintenance program; work with vendors and contractors; manage environmental equipment control systems (hardware and software); and provide project technical support. The Systems Manager supervises a Mechanical Specialist and other staff, under supervision of the CCAR Director.

The successful applicant must have a B.S. in Mechanical Engineering, or the equivalent in education or certification, and must have at least 3 years' experience with systems management of industrial scale farming, manufacturing or processing facilities. Programming experience with Honeywell or other control systems is desirable. Aquaculture experience desirable but not required. Must be able to share on-call duty, work as part of a team and communicate well with the public. Must possess the ability to travel and hold a valid driver's license. Job description and application instructions are available online at <https://umaine.hiretouch.com/> and application materials must be submitted online. This full-time, fiscal year position offers a salary commensurate with experience and qualifications within the range of \$45,000 to \$55,000, with a full benefits package. Renewal is contingent on ongoing funding and job performance.

*The University of Maine is an Equal Opportunity
/ Affirmative Action Employer.*

**Maine
Quality Counts**
Better Health Care. Better Health.

Quality Improvement Specialist Bangor/Downeast

Provide direct practice facilitation, coaching support to primary care practices. 3+ years of primary care office management experience, BS/BA preferred. Cover Bangor/Lincoln/Calais/Downeast Coast & travel to Augusta.

Apply online at www.mainequalitycounts.org

EEO

Director of Social Services

The Penobscot Nation Social Services Department is seeking to fill the following positions: Director of Social Services.

QUALIFICATIONS:


- Please go to: penobscotnation.org/human-resources-2 and view the employment opportunities for a complete job description.
- Master's Degree in Social Work, Psychology or Human Services required.
- Native American Preference will apply.

For further information, contact:

Penobscot Nation, Attn: June Sapiel, Human Resources Specialist
12 Wabanaki Way, Indian Island, ME 04468, 207-817-7306
human.resources@penobscotnation.org or june.sapiel@penobscotnation.org

General

General

**TWIN RIVERS
PAPER COMPANY**

Production Supervisor – Tour

Twin Rivers Paper located in Madawaska, Maine, a leader in the production of specialty packaging and printing papers has an immediate opening for Shift Production Supervisor.

The successful candidate will be responsible for the supervision of approximately fifty (50) employees on four (4) paper machines, stock prep and the finishing room. He/she will be responsible for the following:

- the safe and efficient operation of equipment and the production process.
- promoting health and safety as well as environmental compliance.
- conducting safety topic "huddles" as well as assisting with monthly safety meetings.
- communicating with employees on various issues.
- administrative duties such as time and attendance, performance and discipline.
- monitoring daily production activities to ensure expectations and standards are met.
- coordinating changes in furnish and grade.
- communicating with our New Brunswick pulp mill to optimize pulp usage.

The successful candidate must have five (5) + years of paper machine operational leadership experience and sound supervisory skills.

If you meet the qualifications, email your confidential letter of interest and resume to resumes@twinriverspaper.com or mail to Twin Rivers Paper, Attn: HR Department, 82 Bridge Avenue, Madawaska, Maine 04756. Letters of interest and resumes will be accepted up to Friday, September 11th.

Twin Rivers Paper is an Equal Employment Opportunity Employer and all qualified applicants will receive consideration without regard to race, color, religion, gender, national origin, disability status, protected veteran status, or any other characteristic protected by law.

PLACE YOUR AD NOW 207-990-8020


Legal Secretary/Assistant

Law firm in Bangor seeking a full-time legal secretary/assistant for busy civil litigation and corporate practice. Computer and typing skills are required, as are good client relation skills. To respond to this advertisement, please send résumé to Farrell Rosenblatt & Russell, P.O. Box 738, Bangor, Maine 04402-0738, fax to 207-941-0239, or email résumé to info@frrlegal.com.

Professional

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**UMA**
UNIVERSITY OF
MAINE AT AUGUSTA

Two Positions Available

UMA seeks applications for the following full-time positions. *Continuation is contingent upon continued funding, program success, and the needs of the University.* **Review of applications begins immediately. Applications received after September 28 will be reviewed** at the discretion of the University. Interested candidates should visit the University's web site at <https://maine.hiretouch.com> for additional information about the positions and the application process.

Microenterprise Specialist

This position is with New Ventures Maine (formerly Maine Centers for Women, Work, and Community). It will be based in **Presque Isle** with outreach and travel throughout Aroostook County. The Specialist will coordinate and provide business development training and other services. Responsibilities include: outreach, planning, and delivery of microenterprise and financial education, training, and assistance to individuals engaged in self-employment or microenterprise development including low-income and non-traditional entrepreneurs.

Student Success Coordinator:

Online Orientation and First Year Experience (FYE) Programs

This fixed-length position will be based in **Augusta**. It is funded for up to two years with the possibility of renewal. The Coordinator will develop and manage an Online New Student Orientation (O-NSO) Program and program-specific FYE Programs. Responsibilities include: ensuring technical functionality and accuracy of information; reviewing and evaluating O-NSO design and content; monitoring and incentivizing participation in orientation activities; developing program-specific First Year Experience solutions; serving as Class Steward.

The successful candidates will be subject to background checks.

University of Maine at Augusta (www.uma.edu) is an EEO/AA employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, age, disability, protected veteran status, or any other characteristic protected by law. UMA is a member of the University of Maine System.

Professional

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**Penobscot
Valley
Hospital**
Committed to Patients' First

Clinical Coordinator

Full time, salaried for our Primary Care and Specialty Clinic Offices. **Certified Medical Assistant required. Office Coordination/Supervisory experience preferred.**

Position eligible for full benefits

Apply on-line www.pvhme.org

Attn: Sarah Loman, HR Dir.
P.O. Box 368
Lincoln, ME 04457
Fax: 207-794-6490
Tel: 207-794-3321
Website: www.pvhme.org

**Big Brothers Big Sisters
of Mid-Maine**


Special Events Manager Year-Round, Part-Time

RESPONSIBILITIES: Lead special events in Penobscot and Hancock Counties

BENEFITS: Competitive salary; professional development; travel reimbursement; flexible schedule

ELIGIBILITY: Proven track record in special events; strong communication, organization and networking skills; computer proficiency

Please email cover letter and resume to:
Gwendolyn@bbbsmidmaine.org

**HealthWays**

Billing Supervisor


The Regional Medical Center at Lubec seeks a FT Reimbursement Supervisor to provide ongoing supervision of the Billing Department. Responsible for all aspects of patient billing & accounts receivable, as well as customer relations. Maintains a current & accurate knowledge of reimbursement regulations & strategies to maximize reimbursement from Medicaid & Medicare. Knowledge of CPT coding & ICD9, 3rd party reimbursement, cost reporting & computerized billing systems. Bachelor's Degree in Business Management or Accounting preferred; Associate's Degree with 2-3 years of equivalent experience accepted.

Attn: Human Resources, 43 South Lubec Rd, Lubec, ME 04652
For more information call (207) 733-1090 trier@rmcl.org

Equal Opportunity Employer

General

General

**UPM**
The Biofore
Company

PRODUCTION EMPLOYEES

UPM Madison Paper Industries will be hiring for vacancies in our hourly production workforce. We are looking for individuals who demonstrate problem solving and continuous improvement skills, are team oriented, computer literate, effective communicators, and capable of performing a multitude of job functions safely in our expanding flexible work environment.

Job duties include: Operates and inspects equipment such as overhead cranes, hoists, power industrial trucks (fork, bale, clamp, plate); utilizes computer systems to monitor and control the process; assists in the clean-up and start-up of all production equipment as requested; performs required and pertinent records checks.

Minimum qualifications include a high school diploma and three years of work experience in manufacturing, forest products industry, maintenance environment and/or military experience. Preferred qualifications include two years of post-secondary education. Successful applicants will be required to complete the Pulp and Paper Certificate Program at Kennebec Valley Community College. The cost of the Pulp and Paper Program will be covered under our tuition reimbursement plan.

Madison Paper Industries Employment Applications can be completed on site at our Security Building. No resumes accepted. We will be accepting applications from **8 September through 17 September 2015.**

Madison Paper Industries is located at
1 Main Street, Madison, Maine

UPM-Madison Paper Industries is an equal opportunity employer.

**CIANBRO**

Build Your Future with an employee-owned construction company. Cianbro has exciting career opportunities for fixed-based **shop work** in Pittsfield, Maine.

**Heavy Equipment Mechanics
Electrician/Electrical Helper
Maintenance Shop Foreman**

Visit our website for a complete listing of open positions!

Cianbro offers Profit Sharing, 401k, Paid Vacation and Holidays, Health, Dental, and Vision Insurance, and More!

Apply Online at www.cianbro.com

Cianbro is an Equal Opportunity Employer.


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BLOGS ABOUND

Peruse our
blog content
More than 90 bloggers
to choose from
(and counting)

[bangordailynews.com
/maine-blogs](http://bangordailynews.com/maine-blogs)



Medical

Medical

**DirigoPines**
A New Vision of Home

Dirigo Pines is a premier retirement community in Orono, Maine offering independent living apartments and cottages, and a full continuum of assisted living options including specialized care and memory loss care for its residents. Due to the growth of our Assisted Living program we are currently looking to add the following LPN positions to our nursing leadership team. The successful candidates for these positions will possess a genuine desire and ability to provide unparalleled service to our residents. Candidates must be professional, friendly, and demonstrate an approachable, cheerful, personality. Prior supervision experience along with long term care experience required.

Assisted Living Unit Manager

Full-time, 40 hours, 7 am to 3 pm, every other weekend. This position will be responsible for serving 22 residents and duties include assessments, medication dispensing, and supervision of staff.

Evening Supervisor

Full-time, 30 hours, 3 pm to 9 pm, every other weekend. This position will manage the daily operations of the evening shift including overseeing and monitoring resident care and the oversight and coordination of staff.

Benefits for both positions include health and dental insurance, Disability and Life Insurance, Paid Holidays, Earned Benefit Time, and 401k with employer match.

Please apply online at: www.dirigopines.com or stop by our reception desk for an application.

Dirigo Pines Inn
9 Alumni Drive, Orono, ME 04473


**Mayo**
Regional Hospital
Together, We're Better.

Medical Assistants/LPN

Mayo has full-time positions available for our office practices. Certified/Registered MA required (or able to test and must pass within 6 months of hire) or LPN with current licensure in the state of Maine. Applicants must be flexible, have a positive attitude, the ability to work as a member of a team and perform in a fast paced clinical environment. Individuals with knowledge and experience in a Patient Centered Medical Home care environment a plus. Computer proficiency a must. Responsibilities include, preparing patients for exams and treatment, taking histories, assisting with diagnostic testing, treatments, blood draws, and referrals, management of orders, and prescription refills. We offer a competitive wage and benefits package that includes a generous paid time off program, tuition assistance, group health/dental/life, and 403(b) retirement plan with employer match

Please apply online at www.mayohospital.com or E-mail to ileonard@mayohospital.com.

EOE

**northern maine
MEDICAL CENTER**
*Care you count on.
People you trust.*

Coder/CDI Specialist

Northern Maine Medical Center, a 49-bed Joint Commission accredited hospital, located in Fort Kent, Maine presently has a full-time Coder/CDI position in the Health Information Services Department. Associates Degree in Health Information Services and credentialed as an RHIT or Registered Nurse with billing and coding background is required. Discover the pleasure of working in a modern facility where our patients are also our friends and neighbors. Salary is commensurate with experience. For further information, write or e-mail: Human Resource Department, Northern Maine Medical Center, 194 East Main St., Fort Kent, Maine 04743, (207) 834-1307 Resumes may be submitted online to robin.damboise@nmmc.org.

Equal Opportunity Employer

YARD SALE SEASON IS HERE

2 day yard sale ads start at \$23.
Place your ad at
classifieds.bangordailynews.com

