

# Now Hiring

## Mayor's Office of Employment Development Workforce Centers

### Eastside One-Stop Career Center

3001 E. Madison St.  
Baltimore, MD 21205  
410-396-9030

### Northwest One-Stop Career Center

Mondawmin Mall  
2401 Liberty Heights Ave.  
Baltimore, MD 21215  
410-396-7873

### Employment Connection Center

1410 Bush St.  
Baltimore, MD 21230  
410-396-1052

### Workforce Reception Center

*(By referral only)*  
100 W. 23rd St.  
Baltimore, MD 21218  
Phone (410) 396-6580

### Westside Youth Opportunity

(YO Baltimore)  
1510 W. Lafayette St.  
(Gillmor St. entrance)  
Baltimore, MD 21217  
410-545-6953

### Eastside Youth Opportunity

(YO Baltimore) HEBCAC  
1212 N. Wolfe St.  
Baltimore, MD 21205  
410-732-2661

### Partner Sites

#### Bon Secours Community Works

Community Job Hub  
26 N. Fulton Ave.  
Baltimore, MD 21223  
410-801 6100

#### GEDCO

Community Job Hub  
5513 York Rd. (rear entrance)  
Baltimore, MD 21212  
410-532-7117

#### My Brother's Keeper

Community Job Hub  
4207 Frederick Ave.  
Baltimore, MD 21229  
667-600-2950



@BaltMOED



moed.baltimorecity.gov

## Manufacturing Planner / Production Scheduler – Job Order 1431021

Expanding one-hundred-and-one-year old family-owned pattern shop, aluminum sand foundry, and machine shop business is seeking an applicant with excellent communication skills to assist the Foundry Superintendent in maintaining shop work order and tracking system. All specific skills will be learned on-the-job.

Job description includes creating shop orders, scheduling and tracking manufacturing production throughout the plant, including milestones, shop travelers, order entry, follow-up, tracking, internal expediting and planning using our custom in-the-cloud software application. Job also involves walking around the shop to hand verify counts and part locations.

### Job Requirements

Well organized individual with great communication skills capable of multitasking and comfortable with screen time.

Applicants must have a valid social security card, Photo ID, be able to pass a pre employment physical including a witnessed drug/alcohol urinalysis, and maintain a bank account for weekly direct deposit pay.

Company works Monday thru Thursday 6:00am-4:30pm , 10 hours per day, 40 hours per week and has every Friday off of 52 three day weekends!

Company currently provides subsidized Health Care individual, parent/child, husband/wife, or family plans.

Company provides 50% employer matching 401(k) retirement plan. Disability insurance, holiday, and vacations.

The working environment is a family-friendly atmosphere made up of men and women of diverse backgrounds with special skills in molding, metalworking, and CNC machining, working together to produce high-quality American-made aluminum castings for commercial and defense applications.

**Email resume to: [rworen@oedworks.com](mailto:rworen@oedworks.com)**

**Now Hiring is a service of the Mayor's Office of Employment, the Baltimore Workforce Development Board and multiple workforce partners.**



A proud partner of the  
**AmericanJobCenter**  
network