

Dislocated Worker-most recent position

Customer service skills
(Food Service, Retail,
childcare, janitorial etc.)



- Fast paced customer service skills
- Helpful demeanor
- Deal with difficult situations
- Food Handlers Card
- Experience in commercial kitchen
- Experience in a service environment
- Work using sanitation equipment
- Cleaning, both commercial and residential
- Stocking and arranging product

See Job Group 1

Manual Labor skill set
(Food Service, retail,
construction)



- Skills to follow safe working practices
- Carry, lift or move 50-75 lbs
- Frequently required to stand, walk and climb
- Load and unload merchandise
- Stock and carry merchandise
- Read and comprehend shipping instructions
- Skills to communicate with internal customers

See Job Group 2

Office/Administrative skill set
(Managers, retail)



- Scheduling and management of staff
- Higher level computer skills
- Inventory management skills
- Revenue forecasting and management
- Communication with staff and upper management
- Forecasting business needs

See Job Group 3