

# NOW

# HIRING



Randstad is hiring for Baltimore Convention Center

Position: Supply Chain Clerk

Full-time \$20.00 an hour

MWE 1352432

***Duties/Responsibilities:***

- *Monitor estimated ship dates on overdue items*
- *Ability to work with sensitive and confidential materials weekly*
- *Sort and stores the supplies in a store room until they are needed in the office, or hospital*
- *Pick up deliveries for supplies*
- *Review finish purchase orders for completion and report any discrepancies*

***Qualifications:***

- *Must be at least 21 years old*
- *Must be flexible*
- *Must pass a criminal background and drug test*
- *Must have a High School Diploma*
- *Must be vaccinated or scheduled within a week of hire*

***To apply:*** please email resume to [Cynthia.Jefferson@randstadusa.com](mailto:Cynthia.Jefferson@randstadusa.com)

All applicants must register with the Maryland Workforce Exchange.

Please visit [Maryland Workforce Exchange \(MWE\)](https://mwejobs.maryland.gov) at: <https://mwejobs.maryland.gov>. If you do not have access to a computer or email, stop by a One Stop Career Center as listed on the left.

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

**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

**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

**Workforce Reception Center**

*(By referral only)*

100 W. 23rd Street  
Baltimore, MD 21218  
Phone (410) 396-6580

**Satellite Employment Centers**

**Bon Secours Community Works**

26 N. Fulton Ave.  
Baltimore, MD 21223  
410-362-3629

**GEDCO**

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

**My Brother's Keeper**

4207 Frederick Avenue  
Baltimore, MD 21229  
410-644-3194

**Employment Connection Center**

1410 Bush Street  
Baltimore, MD 21230  
410-396-1052

