

A source for jobs and employment-related events in the greater Union County area

Job Connection

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Jan 22 – Jan 28, 2018

A joint venture of Union County College and the Union County Board of Chosen Freeholders

CAREER DAY COMING UP AT THE UNION COUNTY ONE - STOP IN ELIZABETH, 921 ELIZABETH AVE. ELIZABETH, NJ 07201

CREAMOLAND – RECRUITMENT. Monday January 29th, 2018, 10am – 12noon Elizabeth One Stop Career Center, 921 Elizabeth Avenue, Elizabeth, New Jersey 07201. NJ1345395. CDL A or CDL B licensed drivers needed. Deliver milk and dairy products to stores, schools, hospitals, etc. Job openings for Jersey City, NJ. The job requires you to deliver dairy products to pre-established destinations. The areas we service are NJ, NY, and CT. All routes begin and end from the same HUB location. Cream-O-Land Dairy has been in business for 70 years. We are a third generation family operation that is growing and looking for good drivers to work with us. Please bring a copy of your resume' to the recruitment on January 29th, 2018. Driver requirements: CDL A in good standing OR CDL B must have Air Break Endorsement. No major violations on license. No major accidents, injuries or fatalities. Must be able to work Saturdays. Must be able to operate a hand truck. Must be able to lift 35-60 lbs. cases of product. At least 21 years of age. 4 hour DOT class required. Good attendance and good work ethic is required. Pay rate for CDL drivers is \$180/day to start commission after training and assigned routes. Please apply at the Cream-O-Land Dairy website: www.creamoland.com and apply online.

FEDEX - Now Hiring! Package Handlers. (NJ1341824). Job location: Edison, New Jersey Permanent Part time package handlers needed to work at the Edison facility located on Talmadge Road. Pay rate is \$13.10 per hour. Some benefits are available. **Recruitment Thursday, January 25th, 2018. 1:00 – 3:00pm. Elizabeth One Stop Career Center. 921 Elizabeth Avenue. Elizabeth, New Jersey 07201.**

WORKFORCE INNOVATION BUSINESS CENTER HIRING EVENTS

UNITED SUMMER ASSIST PROGRAM - Come Learn more about the United Summer Assist Program. **February 1, 2018, Thursday 10:00am or 2:00pm. WIBC at Union County College Kellogg Building room K-517, 40 W Jersey St. Elizabeth, NJ 07201.** Candidates must be Elizabeth Residents. To register please email your resume to Henri Baptiste at baptiste@ucc.edu. For more information call 908-965-2992 (Se habla Español).

BROWN AVIATION LOGISTICS – 50 positions F/T and P/T at Aviation Logistics. Aviation Logistics is a warehouse logistics in an airport environment. Aviation logistics is opening a new location at Newark Airport. They are looking to hire Full time & Part Time **Warehouse associates** for various shifts. Interested? **Tuesday January 23, 2018 at 10:00 am**. Where? Union County College Kellogg Building 5th floor Room K-517. 40 W Jersey St. Elizabeth, NJ 07201. Pre-registration is required for this Event. To Register please go to <http://ucnj.org/jobs>. Must be able to pass drug screen and Background check. For more information please call 908-965-2992

RECRUITMENT EVENTS AT THE MIDDLESEX COUNTY ONE STOP

ALTICE USA – Recruitment Event: Wednesday, January 25, 2018, 10:00 AM – Noon.
Middlesex County One Stop Career Center, 550 Jersey Avenue, New Brunswick, NJ 08901.
No one admitted 15 minutes prior to end time! Full time positions available. **HIRING** for: Residential Sales. Location: Piscataway. Salary: \$30,000 - \$250,000 yearly (commission included). Duration: Full Time. Benefits: Health and Dental Insurance, Vacation, Sick Leave, Holidays. For more information on this position(s) log into our Job Board at: <https://webos.dol.state.nj.us/Career/Login.aspx> then search the job order number. Bring your resume & dress appropriately for interview.

EXPRESS EMPLOYMENT PROFESSIONALS – Recruitment Event: Wednesday, January 24, 2018, 10:00 AM – Noon. Middlesex County One Stop Career Center, 550 Jersey Avenue, New Brunswick, NJ 08901. No one admitted 15 minutes prior to end time! **HIRING** for:
Warehouse Associate: Job order number: NJ1345948. Location: Bridgewater. Duration: Full Time. Pay: \$13.00 - \$14.00 hourly. Benefits: Health and Dental Insurance. **Maintenance Mechanic:** Job order number: NJ1345894. Location: New Brunswick. Duration: Full Time. Pay: \$17.00 hourly. Benefits: Health and Dental Insurance. For more information on this position(s) log into our Job Bank at: <https://webos.dol.state.nj.us/Career/Login.aspx>, then search the job order. It is recommended that you apply online prior to attend the event at: <https://apply.expresspros.com/account/register?ReturnUrl=%2F>. Bring your resume & dress appropriately.

FEDEX – Information Session: Tuesday, January 16th, 550 Jersey Avenue New Brunswick, NJ 08901, 161 New Brunswick Avenue, 3rd floor Perth Amboy, NJ 08861 from 10:00 AM to 12:00PM and Monday, January 29, 2018 10:00 AM - 12:00 PM 550 Jersey Avenue, New Brunswick, NJ 08901. Now Hiring Package Handlers. Locations: Edison/Metuchen and Keasbey. Pay: up to \$15.10 per hour. Come learn more about the position! Join us at the **Middlesex County One Stop Career Center!**

CONNECTIONS PERSONNEL: OPEN HOUSE

Tuesday and Thursday from 10am-2pm – Industrial: Pickers/Packers, Warehouse Workers, Forklift Drivers, Shipping & Receiving clerks, Machine Operators, Assemblers, and General Laborers. Manual Machinist – Middlesex Company seeking a manual machinist. Candidate must be familiar with operating and programming CNC machines. Tool making experience, a plus. **Electronic Assembler** – South Plainfield Company seeking an **electronic technician / assembler**. **Candidate** will diagnose and troubleshoot defective parts as well as assemble small electronic components. **Wire bonding and soldering** experience a plus. Knowledge of electronic circuits and components required. **Laborer- North Plainfield Company** seeking laborers to assist in their lumber department. **Candidate must be able to read a ruler / tape measure. Basic math skills required.** Experience operating table and radial saws needed. **Steel Production Operator-** Company in Whippany is in need of a heavy steel production operator. **Candidate will assemble products per engineering drawings, load and unload materials from trucks to the stock area then to the production floor as needed. Candidate will feed materials into the machines and inspect products as they finish.** **Machinist-** Somerset Company- 3rd shift. Candidate will operate a variety of production equipment. Must have the ability to verify dimensions of finished product visually or by using basic measuring devices, micrometers, caliper and gauges etc. Candidate should have the ability to read prints and verify that the product conforms to customers specifications. Candidate will keep inspection and documentation data.

Wednesday from 10am to 2pm - Office personnel: Clerical, Customer Service, Administrative, Assistants, Accounting Clerks, and Data Entry. Please stop by one of our offices at: **Connections Personnel 764 Easton Ave. Somerset, NJ 08873. Call to register and for directions: 732-745-9955. Connections Personnel 1911 Westfield Ave. Scotch Plains, NJ 07076. For more information, go to www.connectionspersonnel.com. Call to register and for directions. 908-322-5200.**

NEW BRUNSWICK, NJ COMPANY is looking for a Die Bonder / Wire Bonder Operator. Set up, program and maintain both manual and automated wire bonding machines for assembly and packaging of semiconductor devices, specifically diode lasers. Set up, program and maintain automated die bonding machines for assembly and packaging of semiconductor devices, specifically diode lasers. Perform production wire bonding and die bonding for several diode laser products, including laser chips, laser arrays, photo diodes, ASICs, and similar micro components. Experience operating and working with Palomar, ASM bonders and Unitemp reflow equipment is a big plus. Experience handling and assembling small parts underneath a microscope with tweezers and or vacuum wands. **Please apply: Connections Personnel, 764 Easton Ave. Somerset, NJ or call for more information: 732-745-9955**

EMPLOYMENT OPPORTUNITIES

ACADEMY STAFFERS INC. - Need extra cash \$\$ for the Holidays...We are recruiting for the **Seasonal Package Handlers** position @ Newark Liberty International Airport Competitive Salary Must pass criminal background check and drug screen. **Address: 17 Academy Street, 5th Floor Newark, NJ 07102. Phone: (973) 622-4537 (Ask for Ms. Wade or Ms. Rogers)**
Time: 10:00 AM – 3:00 PM

AFTER SCHOOL PROGRAM - Staff Wanted! The hours are from approximately 7:00am—9:00 am and/or 2:30 pm-6:00 pm, Monday-Friday. Flexible schedules for students are available. Compensation starting at \$10/hour (additional compensation may be available based on education and experience) **The Work-Family Connection locations in Long Hill, Bound Brook, Roselle Park, Chatham and Florham Park. Responsibilities** for this position include working with children, implementing curriculum and activities, assisting with homework, maintaining the safety and supervision of the program. Further, this person needs to be a motivated, team player with a positive attitude. Please submit your resume and letter of interest detailing why you think you would be a good fit for this position to employment@workfamily.org. Type “Job Opportunity” into the subject line.

BRIDGEWAY REHABILITATION SERVICES - Full-time Groundskeeper/Maintenance Helper (Elizabeth, New Jersey). Monday through Friday. 37.5 hours per week. Salary Range: Mid to Higher 30's. **Essential Job Functions - Create and Maintain:** A wellness and recovery oriented environment by using person-first language, respectful documentation, and person centered planning. All services provided will promote a wellness and recovery outcome. A culture of compliance with internal and external policies, regulations, laws and high ethical standards. **Specific Job Duties:** Vacuuming, sweeping, and mopping. Rake leaves, keep the outside of buildings free of litter. Collect recycling and garbage and put out just before pick-up day. Clean and resupply all rest rooms. Maintain Cleaning supplies in an orderly fashion. Special cleaning tasks as assigned. E-MAIL: Creates, receives and responds to all e-mail correspondence in a prompt and professional manner. Emails must be read once per work day/shift. **Scope of responsibility:** Familiarizes self with the formal and informal departmental goals, standards, policies and procedures which may include some familiarity of other departments within the agency. **Decision making:** On a regular and continuous basis, exercises sound judgment and assume responsibility for decisions, consequences and results having an impact on people, costs and/or quality of service within the functional area. Requirements: High School diploma or GED preferred, maintenance and cleaning certification a plus, general maintenance experience and cleaning experience preferred, valid driver's license with no more than one moving violations in the past year. (Vehicle not required). Melica Hampton, MSA, CPRP. HR Recruiter. 908-355-7886 ext. 1021. Please send resumes to: Human@BridgewayRehab.org.

BRIDGEWAY REHABILITATION SERVICES - 3 Full-time Wellness Specialist (Washington/Bound Brook, NJ; Fords, NJ; and Little Falls, NJ). Monday through Friday. 37.5 hours per week. Salary: Mid to high 30s. **Essential Job Functions- CREATE AND MAINTAIN:** A wellness and recovery-oriented environment by using person-first language, respectful documentation, person-centered planning, and evidence based practices. All services provided will promote a wellness and recovery outcome. A culture of compliance with internal and external policies, regulations, laws and high ethical standards. **PARTICIPATES:** As a team member in the frequent monitoring and assessment of the mental health status of persons receiving services as well as related variables, including significant others, the home and the community in which the person served lives. Within the team, in the development of psychosocial and comprehensive assessments and an individualized recovery plan. In clinical and non-clinical team meetings, including individual and team supervision. **DEVELOPS AND IMPLEMENTS:** Illness self-management and recovery action plans with people receiving services. **PROVIDES:** Mental health education, community living skills training, and supportive counseling in the home and other natural environments to person served and significant others. Symptom assessment and management, medication monitoring, medication education and monitoring of side effects. Wellness services including education and

cognitive/behavioral interventions on nutrition, diet, exercise, stress reduction strategies and other wellness tools. 24-hour on-call coverage on a rotating schedule. Rapid and flexible response to crisis, including but not limited to: accompanying the person to the local screening center or psychiatric emergency service and remaining with the person during the assessment process. Outreach to new persons served and encourages reluctant individuals to accept mental health services through interventions with person served and/or family members and friends concerned with the welfare of the person served. Technical assistance and education to members of the team in the area of recovery and wellness. Works with the team to develop materials and strategies for teaching wellness strategies including Wellness Recovery Action Plans, instilling hope, promoting choice and empowerment, and spirituality, in conjunction with the team. Assess individuals' daily living skills, and teach individuals needed skills in the areas of budgeting, cooking, laundry, cleaning, shopping, personal hygiene, community transportation, self-advocacy and ways to maintain housing. Support to assist persons served to find and maintain employment and/or education/training. **CONSULTS:** With other service providers and resource people regarding the assessment, treatment and rehabilitation needs of the people receiving services. **COORDINATES AND MONITORS:** Documentation for charts assigned as directed by supervisor(s). Timely documentation and the inclusion of family and/or significant others as permitted by person served. E-MAIL: Creates, receives and responds to all e-mail correspondence in a prompt and professional manner. Emails must be read once per work day/shift. **SCOPE OF RESPONSIBILITY:** Familiarizes self with the formal and informal departmental goals, standards, regulations, policies and procedures which may include some familiarity of other departments within the agency. **DECISION MAKING:** On a regular and continuous basis, exercises sound judgment and assume responsibility for decisions, consequences and results having an impact on people, costs and/or quality of service within the functional area. **REQUIREMENTS:** Master's degree and at least one year experience in the provision of MH services or, Bachelor's degree in counseling, psychology, social work or related area and at least two years experience in the provision of mental health services, or Associate's degree in Psychiatric Rehabilitation and two year's experience in the provision of mental health services, or The degree requirement may be waived for individuals who have or are receiving mental health services, two years experience, paid or volunteer, in provision of mental health services required. Valid driver's license required. No more than one moving violation in the past twelve months. Vehicle required. If interested, please send resumes to Human@BridgewayRehab.org. Melica Hampton, MSA, CPRP. HR Recruiter. 908-355-7886 ext. 1021

BROOK HEALTH CARE, LLC— Do you love helping people? We are looking to hire compassionate, professional, **CERTIFIED HOME HEALTH AIDES** to care for our clients in Middlesex County! Our caregivers provide any type of care necessary to our clients and help them stay safe and comfortable wherever they live. Daily tasks that may include any of the following duties, but not be limited to: companionship, bathing, dressing, med reminders, assist with ambulation, meal prep, shopping, errands, transportation, light housekeeping. **Qualifications:** CHHA License; One (1) year direct patients care experience; PPD2-Step; Physical or MDs Note; Immunizations (MMR/Varicella); CPR Certification; Be able to lift, bend, reach, etc., Clean criminal background check and driving record; Ability to travel per job requirement; Valid driver's license and reliable transportation at all times. Available for: Days, Evenings, Weekends, and Live-in shifts. For more information: deborah@brookhc.com. Please apply to: <http://brookhc.com/employees-applicants/>. **Instructions:** Scroll down and click RED "NJ Job Application" button to complete an online application for our NJ office. Log in: njapplicant. Password: brookhc

CINTAS – is hiring in Union, NJ for a Maintenance Technician I. **Description:** Responsibilities include but are not limited to assisting with repairing, maintaining, installing and troubleshooting industrial equipment, systems and components including but not limited to washers, dryers, steam tunnels, conveyor systems and boilers; assisting with performing preventive/predictive maintenance; resolving safety concerns; performing indoor and outdoor housekeeping; monitoring inventory supplies; and maintaining maintenance records. **Qualifications:** Minimum two years working experience repairing industrial processing equipment in an industrial environment or in the military required. Ability to read maintenance literature printed in English required. Prior experience with and ability to read a blueprint is required. Basic Microsoft Office computer skills required. Boiler knowledge preferred. HVAC experience preferred. Prior experience and ability to perform welding activities including MIG, TIG, ARC, cutting and brazing preferred. Ability to stand for up to 7 hours in an 8 hour shift required. Competitive Pay, 401(k)/Profit sharing/ESOP. Medical, Dental and Vision Insurance

Package. Disability and Life Insurance Package. Paid Vacation and Holidays. Career Advancement Opportunities. Apply at: <http://careers.cintas.com/>

CONSTRUCTION FOREMAN - Berkeley Heights, NJ, 07922. Duties and Responsibilities. Foreman Wanted. Medium Sized, Site Work & Paving Contractor. Need Hands On Foreman. Prefer Union, but will consider all candidates. Excellent Pay & Benefits. Nature of Work. Duration: Full Time, Regular. Normal Work Days: Monday, Tuesday, Wednesday, Thursday, Friday. Working Hour per Week: 40 hour(s). Normal Work Shifts: First (Day). Overtime work might be required. Please call 908-464-0208.

CONSTRUCTION SPECIALTIES (CS) – is looking for a Sales Support Assistant. Location: US-NJ-Cranford. **Overview.** Under general direction, provides support to the sales order process. **Responsibilities:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions, including but not necessarily limited to the following: Maintain details of the sales order entry process as needed. Administer and create sales and bookings related reports as needed. Support and correspond with members of sales department and external customers as needed. File and organize all job files. Assume additional related responsibilities as required. **Qualifications: Capabilities:** Organizational Skills. Detailed Orientated Collaboration. Time management skills. Customer Service focused. Communication skills. **Experience:** 3-5 years Administrative or Sales Support experience. **Education:** Associates Degree, Bachelor's preferred. <https://careers2-csgroup.icims.com/jobs/1681/sales-support-assistant/job?mode=view>

CONSTRUCTION SPECIALTIES (CS) is looking for a Maintenance - Location: US-NJ-Cranford. **# Positions:** 1. Type: Regular Full-Time. **Overview:** Under general direction performs work as instructed by Maintenance Supervisor. Maintains shop tools, equipment, vehicles, building and grounds in a clean and good working order. **Responsibilities:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions, including but not necessarily limited to the following: Follows manager's directions in a timely fashion. Perform basic maintenance duties and establish and maintain effective working relationships with co-workers. Skill in maintaining & operation of power and hand tools, supplies, and equipment proactively and as directed. Operates company vehicles or equipment as needed. Reports any safety or facility maintenance issues to the Maintenance Supervisor. Promotes safety as the highest priority by assisting in safety training and promoting awareness. Performs routine inspections (per OSHA guidelines). Report findings to management and take appropriate actions. May need to load and unload trucks weighting 100-150 pounds. Very limited. Other duties as directed and required. **Qualifications:** Efficient. Collaboration. Organized. Detail-oriented. **Experience:** 2-5 years experience. **Education:** Technical School or Associates degree preferred. Please visit: <https://careers2-csgroup.icims.com/jobs/1691/maintenance-helper/job>

COUNCIL FOR THE AIRPORT - The Council for Airport Opportunity is recruiting over 100 **Ramp Agents/Ground Service Agents/ /Leads and Supervisors** for Newark Liberty Airport. The pay rate starts at \$10.20 and higher for ramp agents, baggage handlers and package handlers \$10.20-14.95. Ramp Supervisor \$18.00 and up must have previous airline experience. Must have a valid driver's license for all the ramp agent, lead and supervisor positions. Security Guard positions available \$15.00 hr. Must have SORA and experience. Must be able to lift up to 75 pounds. Must be able to work in all types of weather conditions. Must be flexible and able to work 24/7 overtime when needed. Be able to pass the background check and physical. Bring Original Social Security Card, valid photo id and resume to 17 Academy Street 5th Floor, Newark, NJ 07102 Monday-Friday 9:00 am-2:00 pm. 973 622-4537.

DELTA-T GROUP - PRECISION HUMAN RESOURCE SOLUTIONS/ DELTA-T GROUP. Aides/One-on-One Aides/Paraprofessionals needed. PHRS/Delta-T Group is an Education referral service for specialized types of education professionals. PHRS/Delta T Group has been in business for over 20 years and currently has 14 offices nationwide.

We are currently looking for substitute Paraprofessionals/One-on-One Aides/Teacher's Aides with experience to start immediately in the Northern New Jersey Area!!! We have 10+ openings for Substitute Paraprofessionals /One-on-One Aides/ Teacher's Aides to start immediately in the Northern New Jersey Area working in a school environment!!! (Middlesex, Somerset, Hunterdon, Union, Hudson, Essex, Morris, Warren, Bergen, Passaic, and Sussex Counties!). Requirements to start working: The appropriate candidate will have at least 1 year of experience working as Teacher's Aide/Paraprofessional/One-on-One Aide. If you have been fingerprinted through the New Jersey Department of Education that is a definite plus!!!! Must be willing to get your New Jersey Department of Education Fingerprints. Must be willing to get or have an updated TB within the year. If you meet all of these Requirements and enjoy working in a school Call Today!!!! For more information please contact: Ahjahnee Ensley. aensley@deltatg.com. 856-214-0726

DELTA T GROUP DIRECT CARE: Special Education Teachers Needed: Delta-T Group is currently seeking Special Education teachers with a year or more experience in the field. We have full-time and part-time needs available!! You must have the following requirements: NJ Teaching Certification in English. College Degree. NJ Department of Education Fingerprints Experience working in a school setting with children. Fax Resume to: 732-636-8024. Call: Dana at 732-791-4078. Email Resume: Vpichardo@deltatg.com . As an independent contractor of Delta-T Group, you will: Have the opportunity to help others. Enjoy a flexible schedule by choosing assignments which fit your schedule. Earn supplemental income. Be affiliated with an agency serving the behavioral healthcare field for 20 years.

DELTA T GROUP DIRECT CARE: Delta-T Group is currently seeking **Math & English Teachers** with a year or more experience in the field. We have full-time and part-time needs available!! You must have the following requirements: NJ Teaching Certification in Math. College Degree. NJ Department of Education Fingerprints. Experience working in a school setting with children. Fax Resume to: 732-636-8024. Call: Dana at 732-791-4067. Email Resume: Djoyce@deltatg.com As an independent contractor of Delta-T Group, you will: Have the opportunity to help others. Enjoy a flexible schedule by choosing assignments which fit your schedule. Earn supplemental income. Be affiliated with an agency serving the behavioral healthcare field for 20 years.

DELTA T GROUP DIRECT CARE: We here at the Delta T Group contract **New Nurses as well as Experienced Nurses** to do sub work in the Schools. We work with 80% of the New Jersey Schools. We like to keep the Nurses within 30 minutes of their home. We have various opportunities including working 1 to 5 days a week. If you're interested in per diem, full time, or just interested in becoming a **School Nurse** contact Mesha Whitsett at The Delta T Group via email or telephone 973-791.4091 mwhitsett@deltatg.com. When working with The Delta T Group you are considered an independent contractor, we do not provide benefits. You will also need to get fingerprinted by the NJ Board of Education. I will provide that information during the in person interview on how to get that done. Pay rates depend on the district, they are all different. Hours are normal school hours unless your covering a school trip, the hours can vary. We have extensive substitute School Nurse needs reach out to me today for more information. Thank you, **Mesha Whitsett**. Recruiter. **Delta-T Group** One Woodbridge Center. Suite 512. Woodbridge NJ 07095. mwhitsett@deltatg.com www.delta-tgroup.com

DELTA T GROUP DIRECT CARE Locations: Closter, Westwood, Northvale, Hillsdale, Teaneck NJ. **Basic Job Functions:** Delta-T Group is a high volume Behavioral Healthcare Referral Service seeking **Direct Care Professionals / Residential Aides** to work with the developmentally disabled population in a group home setting. By working as a contractor with us, you get to pick which assignments are best for you: We offer everything from flexible per-diem work to continuous 40-hour work weeks. You provide us with what your availability is, and we will match you with work. We offer weekly compensation! **Responsibilities include:** Implementing exciting recreational activities. Assisting consumers with their medications Nutrition. Transporting consumers safely to and from appointments (depending on the client). And more! **Shift availability:** Schedules can vary depending on the client. Morning: 7a-3p (or a variant 8a-4p, 9-5p) Evening: 3p-11p (2p-10p, 4p-12a). Overnight: 11p-7a (10p-6a, 12a-8a). **MUST** have experience working with the DDD population! **Please Provide:** Contact information. Valid Driver's License. Updated TB/Physical. Updated CPR/FA Copy Highest Level of Education Completed. Three (3) Professional References (must be over 1 year, 2 supervisors & 1 co-worker). Please send resume & cover letter to: Kissy Narvaez, Staffing Coordinator Email: knarvaez@deltatg.com calls are welcome (732)791-2983 OR Liz Calderon rcalderon@deltatg.com (732) 791-2988.

DELTA T GROUP DIRECT CARE: Delta-T Group. Full Time and Part Time Teacher's Aides/One-on-One

Aides/Paraprofessionals needed. Delta-T Group is an Education and Behavioral Healthcare referral service for specialized types of healthcare and education professionals. Delta T Group has been in business for over 20 years and currently has 14 offices nationwide. We are currently looking for Full Time and Part Time Paraprofessionals/One-on-One Aides/Teacher's Aides with experience to start immediately in the Northern New Jersey Area!!! We have 10+ openings for Full time and Part Time Paraprofessionals /One-on-One Aides/ Teacher's Aides to start immediately in the Northern New Jersey Area working in a school environment!!! (Middlesex, Somerset, Hunterdon, Union, Hudson, Essex, Morris, Warren, Bergen, Passaic, and Sussex Counties!). **Requirements to start working:** The appropriate candidate will have at least 1 year of experience working as Teacher's Aide/Paraprofessional/One-on-One Aide. If you have been fingerprinted through the New Jersey Department of Education that is a definite plus!!!! Must be willing to get your New Jersey Department of Education Fingerprints. Must be willing to get or have an updated TB and Physical within the year. If you meet all of these Requirements and enjoy working in a school Call Today!!!! For more information please contact: Andrea Paez apaez@deltatg.com 732-791-2976.

ELIZABETH DEVELOPMENT COMPANY: Provides **Job Preparation and Placement**, a free program for unemployed adults in Elizabeth, NJ. Receive comprehensive services: Job training, job placement, and post-employment support services. Building Trades and Construction Pre-Testing and Job Preparation- Monday-Friday 11am-3pm. Careers in Hospitality training, classes starting in fall 2017. Training in the Hospitality Industry, including: Culinary services, Food and beverage services, Hotel and Lodging, Event Coordination and more. *No Experience necessary* *Learn new skills while on the job* *Empowerment workshops*. *Pre-employment training life skills training* *Job coaching and mentorship* **For more information call us today at 908-289-0262, or stop in our office- 205 First Street, Elizabeth, NJ 07206**

EDGEWOOD PROPERTIES – Is hiring for **Property Management and Maintenance:** Community Managers, Concierges, Leasing Consultants, Appliance Repair Techs, Boiler Operators, Groundskeepers, Housekeepers, HVAC Techs, Maintenance Techs, Painters, Pest Control Techs, Plumbing Techs, Power washers, and Security Guards. **Construction and Excavation:** Cabinet Makers, Civil CADD Ops, Commercial Carpenters, Environmental Techs, Heavy Equipment Operators, Laborers – Excavation/Pipe, Landscapers & Irrigation Techs, Mechanics – Gas & Small Engine, Mechanics – Aerial Lift/Forklift, Mechanics – Truck and Heavy Equip., Spacklers, Trim Installers, Truck Drivers w / CDL B Lic., Woodwork Apprentices. **For more information, visit: edgewoodproperties.com/careers**

ENTERPRISE HOLDINGS – is hiring in Newark for a **Building Maintenance Technician**. This person will handle repairs, preventive maintenance and grounds maintenance of all on-site buildings and grounds in the Union, Essex, and Hudson County areas. The position will be responsible for maintaining the appearance and cleanliness of all buildings and customer service areas, as well as certain lot areas. The individual will be expected to perform all responsibilities with a focus on the needs of our customers and in accordance with our Quality Standards. A vehicle is supplied for transportation and storage of tools, equipment and materials. **Responsibilities:** General maintenance and repair work including (but not limited to): Electrical: Ballasts, bulbs, parking lot lights, outlet installation, dedicated circuits, and sign repair, comfort with higher voltage, electrical troubleshooting. Plumbing: Clogs, drain cleaning, sink/faucet repair/replacement, toilet repair/replacement, leak repair, hot water heater repair/replacement, basin cleaning in garages, pit/drain cleaning and snaking in garages, repair of broken pipes, sweat pipes. Painting: Latex/oil based paints, brush and roller applications, plaster, drywall and wallpaper repair. Glass: tempered, board ups. Locks: Deadbolts, levers, all hardware. Doors: Metal/wood, closers, hinges, sweeps, etc. IT: Tele-data wiring, Low voltage cable work. HVAC: working knowledge of HVAC systems and minor repair. Moving items as needed (i.e. furniture, file cabinets, boxes, etc.). Delivery of office and building supplies to the correct departments and locations. Cleaning not assigned to the cleaning crew, including commercial equipment such as vacuums, car wash, etc. Exhibit a professional appearance and comply with all uniform requirements. Maintain a regular and reliable level of attendance and punctuality. Small appliance and equipment installation (pressure washers, air compressors, etc. Perform miscellaneous job-related duties as assigned, including landscaping. **Qualifications:** We are looking for individuals with solid work ethic, communication ability and enjoy working with hands-

on projects. The ideal candidate will possess the following: Must be at least 18 years of age. Must be available to work a flexible schedule, including nights and weekends. Electrical, Plumbing, or HVAC trade skill(s) preferred. Experience with repair/maintenance of household items ("handyman" type skills). Must be authorized to work in the United States and not require work authorization sponsorship by our company for this position now or in the future. Ability to lift at least 80 pounds repeatedly due to heavy equipment. Ability to move and climb ladders (6-30 feet). Strong communication and time management skills. Be able to analyze problems and work through them independently. Must be willing to accept a starting pay of \$20/hour, depending on experience. Apply at: <https://go.enterpriseholdings.com/our-company/about-us>

FULL-TIME OFFICE ASSISTANT: 1st shift. 40 hours. Must speak English/Spanish. Must have computer knowledge. Great customer service. Company Entry level job. Located in Linden, NJ. Email resume: safety@hi-techtrucking.com

GATEWAY FAMILY YMCA - Housekeeping/Maintenance Handyman – Part-Time. As a member of the facilities team you will assist the Property Manager with the daily upkeep and detailed cleaning of the full facility and all off-site residential buildings. Duties include but not limited to: Perform day to day housekeeping as assigned. Regular detailed cleaning (include scrubbing the shower floors and walls, cleaning the mirrors, windows, washer, dryer, toilets, urinals, replacing lights as needed and replenishing toilet/hand paper). Sweeping and mopping hallways and staircases. Residential upkeep and cleanouts (including wiping down all furniture, windows, replacing bedding sheets, cleaning the floor and painting). Job Requirements. Must have reliable transportation. Able to keep a neat and organized work environment. English speaking; Spanish speaking a plus. Physical requirements: standing for long periods, lifting and bending. Successful completion of a pre-employment drug screening and background check required. Pay is \$10.00 upon experience. Shift hours are Monday thru Friday 9a to 1p, 1p to 5p and 6p to 10p and possible a Saturday shift from 9a to 1p and or Sunday 8a to 12p. EOE

GEO GROUP- is hiring a **FT teacher / Educator** at Talbot Hall assessment facility – Kearny NJ. We offer extensive training and flexible schedules. So if you are passionate about working in correctional type facility, customer focused, have a high level of integrity....come join our TEAM...Bachelor's degree in related field. State certification as a Teacher in the state in which the work is performed. Computer teacher must be proficient in Windows and MS Office package software Ability to use personal computers and associated software applications. **We Want To Be Your Employer Of Choice!!!!** Please apply online to: jobs.geogroup.com

GEO GROUP - is hiring a **FT security monitor** \$11.25 per hour – Newark at Delaney Hall. We offer extensive training and flexible schedules. So if you are passionate about working in correctional type facility, customer focused, have a high level of integrity....come join our TEAM... **We Want To Be Your Employer Of Choice!!!!** Please apply online to jobs.geogroup.com

GEO GROUP – is hiring a **MEDICAL TECHNICIAN – TALBOT HALL, KEARNY, NJ.** This position provides defined medical care to residents in a sensitive, caring and professional manner including carrying out direct physician orders or working within the guidelines of Health Services Administrator, administering medications and providing day-to-day care within the scope of his/her professional practice. This position contributes to the therapeutic residential setting by serving as a resource to staff and as a role model of therapeutic and ethical staff practices. **Primary Duties and Responsibilities.** Performs routine EKG, blood draws, blood sugar finger sticks and urinalysis. Documents completely all patient encounters in the medical records. Schedules patient appointments during open sick call hours. Performs daily weights, intake and output as directed by the physician or RN. Prepares patients for nurse and doctor sick call by taking vital signs and weights. Plant PPDs and Tetanus injections once trained. Assist in performing initial evaluations for new arrivals. Maintains a good working relationship with other correctional personnel, nursing staff, physician and other outside agencies. Performs office duties such as answering phone calls, pulling medical records, etc. Performs a variety of duties not listed, to be determined, and assigned as needed for the medical department. Assist in emergency situations. Functions under the supervision of the physician or Registered Nurse as per written orders. Performs other duties as assigned. **Requirements:** High school diploma or equivalent. Graduate of an accredited Medical Assistant program. One (1) year of experience in an office setting or clinic. Ability to use personal computers and associated software applications. Hours are 7am-3pm (some

overtime flexibility required). Certified for EKG and Blood work. **We Want To Be Your Employer Of Choice!!!! Please apply online to jobs.geogroup.com**

GOODWILL INDUSTRIES OF GREATER NEW YORK AND NORTHERN NEW JERSEY, INC. – is hiring a **Makerspace Technician**, Position Type: Entry-Level (3 yrs experience or less) **General Purpose:** In a few brief sentences summarize the primary duties and responsibilities. The Makerspace Technician will oversee the community and program participant use of the equipment, including computer use and use of the 3D printer and laser cutter. As needed, the Makerspace Technician will provide instruction and guidance on equipment use. The Makerspace Technician is the main point of contact for individuals wishing to use the Makerspace for professional development or job seeking support, and will represent Goodwill's mission of empowering individuals who have barriers to employment. **Essential Functions:** Describe the duties that define the core responsibilities of the job. Participate in outreach for participants to participate in the Make Your Job program. Conduct career assessments to help participants' articulate needs and connect them with job and entrepreneurship opportunities in the community. Provide orientation to participants on the equipment, programs and resource available at the center. Prepare, organize and maintain information on a weekly basis including case notes, reports and tracking data required. Learn the operation of the 3D printer and laser cutter by attending a Train the Trainer class at Rutgers Division of Continuing Studies (DoCS); Liaison to Rutgers for additional help and troubleshooting. Provide instruction in the operation of the equipment to program participants. Provide support to program participants in the use of the equipment by facilitating accommodations through the use of outside resources and one on one tutoring and other supports, as needed. Facilitate entrepreneurship opportunities by attending workshops and liaison to the Center for Urban Entrepreneurship and Economic Development (CUEED). Participate in meetings to develop and design prototype for scaled version of the program. Completes all case notes as per the case note and paperwork compliance procedure. Enter consumer information into Foothold Awards system. (Other duties and assignments as may be assigned at the sole discretion of the employer). **Qualifications:** Describe the minimum educational and experience requirements/preferences. Required: HS or GED Diploma; Bachelor's degree preferred. **Skills Required:** Describe the minimum skills required or preferred. Intermediate Word, Excel and Outlook preferred. Excellent communication and written skills. Must be able to prioritize and multi-task. Navigate and negotiate through difficult situations. Ability to communicate with all levels of employees. **Scope of Responsibility & Positions Supervised:** Where applicable describes level of authority, decision making discretion, consequences of actions, supervisory and fiscal responsibility. Provide metrics where possible. Level of supervision received. Will receive supervision from the Coordinator of Pre-Employment Services as needed. **Special Working Conditions:** Describe unusual working conditions or environmental factors. Makerspace work area may be dusty and noisy. Lifting up to 25 lbs. required. Involves working with heavy tools and machinery. **To apply:** Email resume to LFiore@goodwillny.org.

HI-TECH TRUCKING is hiring CDL class A drivers! Company drivers and Owner Operators. FULL TIME, Local and Tri-state Area. Weekly pay/Benefits available. Good driving record and MUST have a Twic Card or apply for one. Please contact Nataly 908-583-6913 immediate start.

JERSEY JOB CLUB - To find a good job in challenging times, successful jobseekers look for opportunities to get an edge. Jersey Job Clubs give you the tools and support you need to find the right job, fast. We'll help you develop new skills and build up skills you already have. Attend workshops on resume wiring, job search, interviewing, networking and LinkedIn. Receive job leads in your email! Receive individual attention by making one-on-one appointments with the Jersey Job Club leader! **To be eligible to participate, attend the General Orientation any Tuesday at 9:30am or 2:00pm. Union County One-Stop Career Center 921 Elizabeth Ave Elizabeth, NJ 07201. For more information, email Kathleen.Eaton@dol.nj.gov**

LINDEN FIRST EMPLOYMENT & TRAINING CENTER - Seeking employment opportunities? Let us assist you, Intake and Mandatory Orientation & Training Sessions are held on Mondays at Linden City Hall - 301 N. Wood Avenue, 3rd Floor Planning Board Room. Arrive at 9:45 am to sign in and obtain instructions. Sessions begin promptly at 10 am. Free parking City Hall Parking Garage (top level) with building access from the parking deck entrance. **For information: (908) 290 3107 For Linden residents. No sessions on City Holidays.**

MARRIOTT – Marriott International is consistently recognized as an employer of choice around the globe by FORTUNE and Working Mother magazines, Diversity Inc., Great Places to Work Institute, and the CRF institute among others. Benefits may include medical, dental, vision, 401(k) profit sharing, paid time off, tuition reimbursement, career advancement, hotel room discounts and more. **To begin your journey, go to www.marriott.com/careers.** Marriott International is an equal opportunity employer committed to hiring a diverse workforce and sustaining an inclusive culture. Marriott International does not discriminate on the basis of disability, veteran status or any other basis protected under federal, state, or local laws.

MILLER’S ALE HOUSE – is hiring **Part-time Server** in Woodbridge, NJ. Description: A Server is responsible for representing Miller’s Ale House Restaurant by providing guest service that exhibits professionalism, attention to detail, and the desire to create a welcoming environment. S/he will work directly with other team members to ensure that the guests’ visit exceeds their expectations. **Essential Requirements & Key Responsibilities:** Arrives to work on time as scheduled in full uniform. Greet guests in a warm and friendly manner while also acknowledging all guests that come within five feet. Follows the steps of service as defined in the training materials. Provides highest level of service by adhering to all Miller’s Ale House service standards. Fulfills all job responsibilities in order to contribute to a “one great shift” operation. Serves alcoholic beverages in accordance with company standards and state alcohol service requirements. Work directly with other FOH team members to ensure all of the guest’s needs are fulfilled in a timely manner. Ensure menu knowledge to address guests’ questions; including food allergy issues. Proper food handling and sanitation of work areas; to include ensuring cleanliness of restrooms upon departure. Interact with guests to create “Ale House Raving Fans”. Maintain neat and organized server stations and FOH work areas; to include sweeping and mopping as needed. Accomplishes all running and end of shift side work; including ensuring work areas are stocked and ready for the next scheduled server to take over; ensures cleanliness upon departure from restrooms. Notifies management immediately of any potential issue with guests, team members, and/or long ticket times. **Required Skills & Education** Desire to provide exceptional service throughout the entire shift. Strong communication skills and the ability to work alone as well as with a team. Ability to multitask and work in a fast paced environment. Ability to work with numbers and handle cash. Team Members must be 18 years of age at the time of hire. **For more information, please go to <https://millersalehouse.com/careers/>**

NEW JERSEY INSTITUTE FOR DISABILITIES – is hiring for several positions throughout the state of NJ. **To apply, please go to <http://www.cpamc.org/currentemployment.htm>**

NJ TRANSIT – PLEASE VISIT OUR WEBSITE (NJTRANSIT.COM) TO OBTAIN INFORMATION REGARDING OPEN TESTING SESSIONS, OPEN POSITIONS, AND JOB FAIRS. Applications can be obtain by visiting our website, www.njtransit.com/careers then click on 'NJ Transit Employment Application'. **Please apply to ONLY open positions. Please send your application to njtsr@njtransit.com or fax 973-665-7575.** Please ensure that the application is complete before sending to NJ Transit. Incomplete applications will NOT be reviewed by recruiters. Testing session are updated on a monthly basis.

NJ TRANSIT is HIRING! Full Time BUS OPERATORS. Starting Pay Rate: \$16.90/hr. Top Pay Rate: \$28.16/hr. Full Benefit Package: includes Medical, Prescription, Dental, Eye Care, Pension, Paid Sick Days, Paid Vacation and 13 Paid Holidays. **Consideration will be given if you:** Are twenty one (21) years of age or older; able to read, write and speak the English language and possess a High School Diploma or GED. Possess three (3) years non-provisional driving experience with a valid **New Jersey Driver’s License. Possess a Commercial Driver’s License (CDL) with airbrake and passenger endorsements (NJ TRANSIT will provide training to obtain needed licenses and endorsements). Have a safe driving record that is in good standing with less than five (5) accumulated points. Are available to participate in the structured training program for twenty-one (21) to twenty five (25) business days, Monday through Friday from 8:00 am - 4:30 pm (training for CDL holders is only 12 days)–perfect attendance at training is required. Pass all phases of the written test. Pass our company’s interview process and physical examination to qualify for a medical certification (physical exam includes a drug and alcohol screening). If you are interested in this position, you may visit the **STRATEGIC STAFFING** office at the address listed below, and complete an application, or you may visit our website at <http://www.njtransit.com/careers>

NJ Transit, 180 Boyden Avenue, Maplewood, New Jersey 07040. Monday-Friday 9:00 Am- 4:00 PM.

NJ TRANSIT EVENT: Are you in the Bergen County area? Do you have mechanical work experience? Event Date: **Tuesday, January 23, 2018.** Time: 9:00 AM. Qualified Applicants Should: Visit www.njtransit.com. Click on Careers, and click on NJT Employment Application. Submit your completed application via email to chrmsstu@njtransit.com or fax to 973- 609-1853 by 4:00 pm on **Tuesday, January 16, 2018.** Once NJ Transit reviews your application, correspondence will be sent to qualified applicants via email detailing the location for the next step in the process. Candidates **MUST:** Be twenty-one (21) years of age. Possess a high school diploma or GED. Possess a valid NJ Driver's License with three (3) years driving experience in order to successfully pass all MVC requirements and be eligible to obtain a Commercial Driver's License (CDL) with passenger endorsement or possess a valid NY/PA CDL with passenger endorsement. Have some light professional mechanical experience. Be able to work any shift. Be able to pass the pre-employment test. Be able to pass the pre-employment physical and background checks. Have a good driving record with less than five (5) points. Please bring 2 forms of identification (1 must be a valid driver's license w/photo). Full benefits package: NJ Transit will help you to obtain your CDL. Medical. Prescription. Dental. Eye Care. Paid Time Off. (Valid for NJ Drivers ONLY) Hourly Rate: \$16.15 Opportunities to grow within the nation's 3rd largest transit system!

NJ TRANSIT INTERNSHIP - Dear Student: If you are interested in applying for a **Summer 2018 internship** with NJ Transit please follow the below instructions: Send a cover letter, resume, application and copy of unofficial Spring 2018 college transcripts to NJTSummerIntern@njtransit.com. The cover letter must explain in detail what you expect to gain/ learn as an intern with NJ Transit and how you became aware of this Program. **Only students under consideration will be contacted starting March 2018.** The state of New Jersey has a residency law New Jersey transit is an equal opportunity employer.

OHM GLASS CREATIONS - Glass Installer/ Glazier. Monroe, NJ, 08831. **Duties and Responsibilities.** Handling and installing of heavy glass for residential and commercial jobs, such as frameless shower enclosures, store fronts and building metal framework. Nature of Work. **Duration:** Full Time, Regular. Normal Work Days: Varies. Working Hour per Week: 40 hour(s) Overtime work might be required. Salary Range: 15.00 - 25.00 /Hour. **Education:** Applicants should have a High School Diploma/GED. License: Applicants should have following driver's license: Class D/Regular. **Benefits:** Leave: Paid holidays, Vacation/paid time off, Medical. Retirement: 401K. Insurance: Health.

OPEN HOUSE: Recruitment Event - New Clients. Friday January 26th, 2018, 10am Sharp. Meet, Recruit & Enhance (MRE). Meet The Urban League of Essex County, Financial Opportunity Center, 506 Central Avenue, Newark, NJ 07107. Recruit New Clients to the Financial Opportunity Center. Enhance Your Professional skill set to develop relationships with Hiring Managers (Employers will be on site). If you have experience in: Recruiting, Bank Teller, Sales Associates, Administrative Positions (Medical), Certified Teachers – We have jobs for you! RSVP by 1/24/18 (No walk-ins). Professional Attire required, bring copies of resumes and valid State Issue ID. Contact Ms. Howard thoward@ulec.org or Mr. Taylor wtaylor@ulec.org

OUR HOUSE INC – SEEKING HR ADMINISTRATOR AND DIRECT SUPPORT MANAGEMENT/STAFF

Founded in 1980, Our House, Inc. (OHI) is a private, non-profit 501(c) 3 organization that provides residential, employment and recreational services to individuals with developmental disabilities. We have steadily grown to over 35 residences throughout Union, Essex, Somerset and Morris Counties. OHI seeks caring and dedicated staff to care for and to train the individuals served. Rates start at \$11/hour and increase after 1 year of employment.

POSITION	LOCATION	STATUS	REQUIREMENTS
<i>HR Administrator</i>	Murray Hill	Full-Time	Associates degree w/previous experience working in a non-profit/human services HR department
<i>Recruiter (Temporary)</i>	Murray Hill	Full-Time	Associates degree w/previous experience recruiting in a non-profit/human services HR department

<i>Payroll Clerk</i>	Murray Hill	Full-Time	Associates degree w/previous experience working in a Payroll or HR department
<i>Direct Support Staff (Group Homes)</i>	Union, Middlesex, and Somerset Counties	Part-Time Weekend and Overnight positions	High school diploma, clean driving record and valid license, 1 yr experience
<i>Direct Support Staff (Day Programs)</i>	Union, Middlesex, and Somerset Counties	Full-Time, Mon-Fri	High school diploma, clean driving record and valid license, 1 yr experience
<i>Direct Support Staff</i>	Union, Middlesex, and Somerset Counties	Part-Time Weekend and Overnight positions	High school diploma, clean driving record and valid license, 1 yr experience
<i>Site Manager</i>	Middlesex and Somerset Counties	Full-Time	College degree w/2 yrs experience preferred

CONTACT US TODAY ~ Fax: (908) 464-8263 ~ E-mail: hrmanager@ourhousenj.org

PASP SEEKING REFERRALS -The Union County Personal Assistance Services Program (PASP) assists Union County residents with permanent physical disabilities in living independently by meeting their daily needs for personal care. This program is currently seeking client referrals. Eligible persons receive funding to hire a personal assistant who assists with activities of daily living such as bathing, meals, light housekeeping, laundry, bill paying, shopping and transportation. Personal assistants may be family members/relatives or may be hired through a home health aide agency. To qualify for PASP, persons must be between the ages of 18 and 70 and be employed in a paid occupation or self-employed, enrolled in training/education related to employment, volunteering for a minimum of 20 hours per month, or serving as the primary caretaker for a child under the age of five (5). Persons must be able to self-direct or make decisions related to daily activities and managing a personal assistant. Eligibility is not based on income or assets; however, consumers may be required to contribute to the cost of their services based on their individual annual gross income and family size. For more information or to inquire about eligibility for the PASP program, **please contact 908-527-4845** or LGutierrez@ucnj.org.

PROJECT READY - Tuesday, February 20, 2018: Start of a new session of Project Ready at St. Joseph Social Service Center: Project Ready is a free 5 week job readiness and computer skills training class designed for adults who are actively looking for work. Volunteer tutors help students identify skills, write resumes, practice interviewing, and search for jobs. Basic computer skills, including Microsoft Word and Excel, are also taught. The program runs Tuesday through Friday from 9:30 am until 2:30 pm. The next session begins Tuesday, February 20, 2018 and ends on Thursday, March 22, 2018. For more information, please call us at (908) 353-1045, Ext 8, or email Projectready@sjeliz.org. If you are interested in attending our program please join us for our Open House which is on Tuesday, February 13, 2018 at 1pm. We are located at the Saint Joseph Social Service Center – Church Building 118 Division Street Elizabeth New Jersey 07201. Seats are limited.

RECEPTIONIST: Job Summary: **Order Number:** NJ1345419. **Date Job Order Received:** 01/11/2018. **Number of Openings:** 1. **Company Name:** M. WEISS & ASSOCIATES, P.C. **Minimum Experience Required:** No experience requirement provided. **Job Description:** Personal Injury Law Firm seeking Receptionist for busy office. BILINGUAL, fluent Spanish and English, a must. Duties include answering phones, typing, filing, collating mailings, and clerical work. Must be pleasant on the phone, have good organizational skills and computer skills. Please email resume and salary requirements. No benefits available. Job is full time and available to start immediately. **Job Location:** NEW BRUNSWICK, New Jersey. **Pay:** \$10.00 - \$12.00 Hourly. **Benefits:** No benefits provided. **Hours per Week:** 40. **Duration:** Full Time, Over 150 Days. **Work Days:** Monday thru Friday. **Shift:** First (Day). **Public Transportation:** Public Transportation is not available. **Minimum Education Required:** High School Diploma. **Driver Licenses, Including Endorsements:** No Driver License requirements specified. **How to Apply:** To apply, contact the employer by email: Email: lavellino@mweisslaw.com

ROSELLE FIRST WORKFORCE CENTER - Seeking employment opportunities? Let us assist you at **The Roselle First Workforce Center. We are now located inside Borough Hall- Lower Level, 210 Chestnut Street, Roselle, NJ (908) 245- 1735.** Walk-ins welcome on Thursdays at 10 am for intake with a mandatory orientation job readiness session to follow from 10:30 am to 12 noon. This is a free service for Roselle residents and other Union County municipalities.

RUTGERS UNIVERSITY – is hiring for faculty, staff, and counseling positions. Please search for positions at <http://uhr.rutgers.edu/>

SANTANDER – is hiring tellers at the Bayway area in Elizabeth, NJ. **Description:** As a member of Santander’s retail banking division you’ll help serve Santander’s retail and small business customers as part of one of the top banks in the United States based on deposits. With principal presence in the northeast U.S., Santander’s retail division offers consumer and lending products to help our customers reach their financial goals. Santander currently serves nearly 2 million retail customers and 5.2% of the 2.7 million small businesses in the US footprint have a transactional account with Santander Bank.

Responsibilities: Provides consistent world class customer service to internal and external customers which exceeds their expectations. Resolves customer issues with guidance. Promotes, refers and sells bank products and services Performs within the balancing guidelines, compliance and security procedures. Establishes and maintains the bank way as the singular priority in all activities. **Qualifications:** 3 months cash handling experience or degree in accounting or finance. Retail or customer service experience preferred. Basic computer knowledge and Windows skills required. Strong interpersonal and organizational skills. This is a float position for the Metro NJ area, based out of Elizabeth, NJ. Bilingual Spanish/Portuguese Language Skills strongly preferred. **For more information, go to <https://jobs.santanderbank.com>**

SECURITY GROUP LLC – is hiring Front Desk Security Guard in Rahway, NJ. \$10 - \$16 an hour - Full-time, Part-time Commercial, Residential and Retail Sites in North/Central/South Jersey. Full-Time and Part-Time officers needed. Experience is a plus but we can assist candidates with getting NJ SORA license. Competitive pay rates based on experience and site, can range from \$10-\$16 per hour to start. Many sites have benefits. Advancement opportunities. **Requirements:** 18+ age legal to work/reside in the USA. Clean criminal background. Speak/understand/read/write English (bi-lingual is a plus). Some sites may require drug testing. FT/PT/Floater schedules are available. Morning, Afternoon, Evening and Overnight shifts. Front desk, mobile & foot patrol, loss prevention, guard house, warehouse posts. Basic computer skills is a plus. Driver license is a plus. Own car is a plus, but necessary. Flexible availability is a plus. Join an industry that is growing yearly. Reliable security officers are needed for all industries. **Interested candidates should call 201-931-3434 or 201-936-6768**

SECURITY JOB: MAVERICK SECURITY SERVICES. Job Summary. Order Number: NJ1340250. Date Job Order Received: 12/22/2017. Number of Openings: 3. Company Name: **Maverick Security Services.** Job Title: Security Guard Minimum Experience Required: 6 months. Job Description: Positions for Security Officers start at \$10.00 per hour, \$12.50 for Floaters, \$18.00 for armed officers and \$20.00 for armed Corrections and law enforcement. We provide all uniforms, (at no cost to the employee) paid training, company paid vacations, employee bonuses and health insurance for all Full-time employees at no cost to the employees. Come join the Maverick Security team, as our philosophy is "work with us, grow your career with us". We offer tremendous growth opportunities for our employees. For an interview and immediate hire, please call our offices Monday through Friday from 9 a.m. to 5 p.m. at 201 939-2611 and ask for Human Resources. We offer evening and Saturday interviews by appointment. You may also send your resume to pkrippa@1maverick.com All candidates must have an active NJ SORA License and own transportation. Job Type: Full-time and part time Salary: \$10.00 to \$20.00 /hour. Job Location: East Brunswick, New Jersey. Pay: \$10.00 - \$12.00 Hourly. Benefits: Health Insurance, Vacation. Hours per Week: 40. Duration: Full Time, Over 150 Days. Work Days: Not specified. Shift: Not specified. Public Transportation: Public Transportation is not available. Minimum Education Required: High School Diploma. Driver Licenses, Including Endorsements: Automobile. How to Apply: To apply, contact the employer by email: Email: francesca@1maverick.com

SQUARELINK VIRTUAL SOLUTIONS, LLC – NOW HIRING: Customer Service Agents! We are currently recruiting Work from Home customer services agents to provide customer service support for our clients. Take advantage of working from home and creating your own schedule. Pay rate varies between \$11-\$16+ per hour. **Training begins soon!!** Must be 18 years or older. Customer Service experience preferred, but not required. Please send your resume to squarelinkvs@gmail.com.

ST. PETERS HEALTHCARE SYSTEM - View our active listings to find a position you would like to apply for. If you find a position for which you are qualified, you can click the "**Apply Now**" link to fill out an application. You will have an opportunity at the end of the application to attach a resume and cover letter. Please attach your resume in Microsoft Word or .pdf format. Don't forget to click the "**Submit**" button when you have completed your application and included your attachments. In order for your qualifications to be reviewed for the opportunity you are interested in, be sure to include the position title, requisition number(s) and applicable recruiter within the application as requested. **For listing and to apply, please go to <http://www.saintpetershcs.com/jobs>**

ST. PETERS HEALTHCARE SYSTEM - Clerical & Secretarial, HR Assistant I HS Diploma required, Bachelors preferred. Proficient in Microsoft Office Suite. Strong interpersonal skills. Excellent organizational skills and attention to detail. Fluency in Spanish desired. FT – Days. **Management & Supervisory**, Human Resources Information Systems Manager Bachelor's degree in HR, IT or related field. Advanced degree preferred. 5 yrs. of progressively responsible experience in HR w/ emphasis on HR processes & data. Working knowledge of Lawson required. Advanced experience utilizing Microsoft Excel. FT – Days. **Human Resources Information Systems** – Manager, Bachelor's degree in HR, IT or related field. Advanced degree preferred. 5 yrs. of progressively responsible experience in HR w/ emphasis on HR processes & data. Working knowledge of Lawson required. Advanced experience utilizing Microsoft Excel. FT – Days. **Gianna Physician Practice of NY, PC.** RN / LPN / RN Specialty RN NJ RN License required, BSN preferred. Certification in the Creighton Model Fertility Care System to women & couples preferred. **Maintenance & Support Services**, Cafeteria Aide HS or equiv. Experience preferred. PT - Days - 48hrs per pay. Per Diem – Days, Room Service Associate HS or equiv. Experience preferred. Per Diem – Evenings. **Clerical & Secretarial**, Birth Registration Clerk HS or equivalent. Good computer skills. Associates degree preferred. Customer service, experience strongly preferred. Per Diem – Days. **Nursing Administration**, Clerical & Secretarial Staffing System Coordinator Associates degree plus 3-5yrs of experience in staffing, data tabulation & analysis and budget management. Applicants may substitute appropriate related experience for degree on a year for year basis. Nursing experience highly desirable. FT – Days. **Occupational Therapist** Must have a BS or MS, NJ license/registration or eligibility. Exp. is preferred especially in Pediatric Rehabilitation, NDT certification preferred but not necessary. Per Diem - Days

ST PETER'S UNIVERSITY – is hiring several administrative positions. For more information, go to <http://www.saintpeters.edu/human-resources/job-openings/>. Unless otherwise specified, to apply, submit resume, cover letter and the names of three references to the following address: **Saint Peter's University Office of Human Resources 121 Glenwood Avenue Jersey City, NJ 07306** hrdept@saintpeters.edu.

TIDY-UP SERVICES, LLC- Looking for **commercial cleaning personnel** in the northern New Jersey area (Union County & Essex County). An ideal candidate will be able to successfully perform the following responsibilities: * Clean, sweep, dust mop, and wet mop floors, stairways, and corridors to ensure cleanliness. * Empty trash bins, wipe down mirrors and windows, disinfect doorknobs, light switches, et cetera * Determine type of chemicals and equipment necessary for specific cleaning tasks. * Dust furniture and scrub surfaces clean * Clean and service restrooms with mops and disinfectants * Performs routine maintenance of housekeeping equipment. * Identifies cleaning problems and determines appropriate remedies. There are multiple part-time positions open, potentially leading to full-time positions. Hands on training available. Must have a valid driver's license and reliable transportation. Must be 18+ years old. To apply please e-mail your resume and availability to tidyupservicesllc@gmail.com

TRINITY EPISCOPAL DAY SCHOOL - Full day Kindergarten teacher needed. Position available immediately. Must have teaching certificate. **Please contact Nancy Ditzel at 908-276-2881.** Seeking full-time teacher for a four year old class. Must have CDA/Associates degree. Hours 8:30am-3:15pm. **Send resume to: teds205@gmail.com.**

TURNING POINT – is hiring for several positions in different parts of New Jersey. **For more information and to apply, please go to <http://turningpointcareers.com/>**

UNION COUNTY COLLEGE – Campuses in Cranford, Elizabeth, Plainfield, and Rahway. **For job descriptions and to apply, please visit <https://ucc.peopleadmin.com/>.** EOE/Affirmative Action Employer committed to diversity.

UNION COUNTY VOCATIONAL-TECHNICAL SCHOOLS (UCVTS) located on Raritan Road in Scotch Plains, is now accepting applications for its Adult Full-Time and Post-Secondary Continuing Education Programs. UCVTS offers a wide range of vocational programs for persons interested in retraining, career advancement, continuing education, or personal improvement. Our philosophy is to provide high quality, low cost training to individuals interested in a vocational career. Our purpose is to develop responsible graduates who are academically, technically, and vocationally competent and prepared for the workplace and future success. Our Adult Full-Time classes run from September to June and accept students four times a year. The vocational courses offered include: Automotive Technology, HVAC/ Plumbing, Cosmetology, and Electrical Technology. UCVTS also offers continuing education and apprenticeship coursework in the evening three times a year. **Please call the UCVTS Admissions Office at (908) 889-8288x301 or visit www.ucvts.tec.nj.us for more information. We nurture your aspiration to find a career that's right for you!**

VOLT WORKFORCE SOLUTIONS: Recruitment event with: VOLT is currently recruiting for **“Packaging Operators”** and **“Assembly”** positions for 3M located at 500 Route 202N, Flemington. Hiring for: Packaging Operator / Assembly - ALL SHIFTS (NJ1327319). This is a full-time temporary position, Monday through Friday paying between \$10.27 - \$11.27/hr. Packaging: You will be working with our smaller items. Placing them into packaging by weight or by count, sealing bottles, and generating 2-step indicators by sticking an aluminum stamped indicator to a sheet of paper. This job requires sitting for 6-8 hours per day. Test Pack: You will be working on an assembly line, putting together packs of test paper. There are 8 different “stations” on which you may be trained. You will be trained on all packaging functions listed above as well as “pre-assembly”, which includes making bags of controls and bending indicator products to fit inside test pack as well as other functions. These jobs may require standing for 6-8 hours per day. Knowledge sets for both positions include: Bagging machines, Bench scales, Box sealing tape dispensers, Bundling equipment, Bundling machines, Carton closing staplers, Computer scanners, Computerized scales, Documentation. Open shifts for all positions: 1st shift Hours 7:00 AM to 3:00 PM 2nd Shift Hours 3:00PM to 11:00 PM. 3rd Shift Hours 11:00PM to 7:00 AM. TWO Recruitment Events have been scheduled at different locations: **Somerville One Stop.** Tuesday, January 23rd at 10:00 am. 75 Veterans Memorial Drive, Somerville in UI Conference Room. **Flemington One Stop.** Thursday, January 25th at 1:00 pm. 6 Gauntt Place, Flemington in Building #2, Lower Level Conference Room. Please share this job opportunity with anyone who may be interested in attending. It is encouraged, but not mandatory, to RSVP to attend this event. RSVP to Jessica.Johannesen@dol.nj.gov to reserve a seat.

VOLUNTEERS OF AMERICA – is hiring Youth Care Counselor at Plainfield, NJ. **Minimum Qualifications:** The position requires a high school diploma and one-year experience involving the supervision of children in the human services field or a bachelor’s degree in a social services related field. A valid driver’s license is required, with a clear driving record for 24 months and the availability to work a changeable schedule including nights, weekends and holidays. **Principal responsibilities:** Teach targeted skills to residents and counsel residents in skill and goal development. Role model appropriate social behavior, teaching interactions and corrective feedback. Develop and maintain positive relationships with residents, co-workers, family members, neighbors, and community resources. Counsel towards resource development and use of behavioral therapeutic intervention towards goal attainment. Coach and assist residents in the performance of daily household chores. Assist in the planning and supervision of recreational activities. Perform other related duties as required. **For more information, please go to <http://voa-gny.applicantstack.com/x/detail/a265xrlgh4jv/aaac>**

WESTFIELD ARE Y has P/T openings in Childcare/Education/Event Staff/ Pre-school/ Physical Programs. Please refer to our website for more detailed information. www.westfieldnj.org/about-us/job-opportunities or email a resume to humanresources@westfieldnj.org

WINTER JOB FAIR! Looking for Employment Opportunities? Join La Casa de Don Pedro to meet with potential employers that are ready to hire! **Date: Thursday, February 22, 2018. Time: 10:00 a.m. - 1:00 p.m.** Location: La Casa de Don Pedro. 39 Broadway, Newark, NJ 07104. The job fair is a free event and open to the public! For more information, contact. **Anibal Alvelo, Job Developer at (973) 481-4568 ext. 3305.** Arrive on Time. Resume Required. (Bring Plenty of Copies). Professional Attire Required. (No admittance without proper attire).

WORK READINESS ACADEMY – is hiring Paraprofessionals Part-Time Positions in Westfield, NJ. **Description:*** Part-Time, Monday - Friday * Flexible Schedule (8:20 a.m. - 2:40 p.m.)* Hours: Not to Exceed 29 per week* Salary: \$18.50/hour. **Requirements:** * Minimum of 60+ College Credits* High Degrees of Responsibility, Flexibility and Patience* Effective organizational, interpersonal, and communication skills* Prior experience working with students with Autism Spectrum Disorders, Cognitive Impairments and/or Multiple Disabilities preferred. **Please complete the online application in its entirety to be considered for an interview:** <https://www.applitrack.com/ucesc/onlineapp/>

YOUTH CONSULTATION SERVICE (YCS) is a private, not-for-profit, nonsectarian social services organization. YCS has been caring for children since 1918. As New Jersey's leading private non-profit provider of behavioral health and social services. YCS offers hope to the state's most vulnerable children, and adults in its special education and autism programs, foster care, residential safe havens, programs for developmentally disabled consumers, and community based programs. ****All candidates must be 21 years or older and all new hired are required to attend a week orientation: Monday through Monday 8:45am-4:00pm. **** **Personal Assistants:** Requirements: High School Diploma or GED, DDD relevant experience and/or personal knowledge of developmental disabilities, and valid NJ driver's license are required. Preferred: Certificates in Pre-Service training, Danielle's Law and Positive Behavioral Supports, Overview of Developmental Disabilities, Medication Administration, Preventing Abuse and Neglect of Persons with Developmental Disabilities certifications are preferred. **Residential Assistants:** Requirements: H.S. Diploma/G.E.D. College preferred. Must have a valid driver's license and (2) two years psychiatric experience working with children in a group setting. **Teacher Aides:** Requirements: High School Diploma is required; associate's degree or college preferred. Experience working with students w/ special needs and able to follow directives. The primary purpose of this position is to intervene and assist students and staff in emotionally charged situations during the school day. Candidate will supervise, discipline, and advise special needs students. Role includes diffusing crisis and assisting with conflict resolution. **Fee for Service Clinicians:** Requirements: Master's degree in Social Work or Counseling, Doctoral level psychologist, Masters level psychologist en route to completing doctorate, or related mental health discipline. Current NJ State licensure to practice; social work in the State of New Jersey as a Licensed Clinical Social Worker (LCSW); Licensed Social Worker (LSW), Licensed Associate Counselor (LAC) or Licensed Professional Counselor (LPC). Experience required: Two (2) years of full-time clinical work experience. Clinicians will work with children, adolescents, and families by providing services based on individualized treatment plans. **Behavioral Assistants:** Requirements: High school diploma or GED. A minimum one year experience working with developmentally delayed children/youths and/or personal knowledge of development disabilities. A valid NJ driver's license and reliable vehicle. Must be comfortable working in the family's home. Able to drive up to 45 minutes to a client's home (travel reimbursement available). Part-time positions available up to 30 hours per week. Flexible work schedule - Hours and days will vary depending on the shift needed Weekends included. **Interested candidates should apply online:** <https://re21.ultipro.com/you1000/JobBoard/ListJobs.aspx>; for more information please visit www.ycs.org

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JOB SEARCH REMINDER - When responding to job leads from this or any source, do not send / accept money or share confidential personal information such as your social security number, credit card number, etc. Visit company's website in advance of placing an application or attending a recruiting event.