

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

# Job Connection

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**Apr 9 – Apr 15, 2018**

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

## CENTER FOR ECONOMIC AND WORKFORCE DEVELOPMENT TRAINING PROGRAMS

**UNION COUNTY COLLEGE CENTER FOR ECONOMIC AND WORKFORCE DEVELOPMENT:** Training and Funding are Available... to assist displaced homemakers to transition into the workforce. What is a displaced homemaker? A displaced homemaker is someone who has worked inside the home and now finds themselves as the primary source of household income due to death or displacement of a spouse or divorce. What training is available? For Eligible Participants: Basic Computer, Job Search & Maintenance, English as a Second Language (ESL), Medical Billing and Coding, Office Skills, ESL and Office Skills, Accounting Technician, Essentials of Supply Chain Management, Welding. How do I get started? For complete information, including eligibility requirements and available classes, call or email Christopher Gore at the CEWD at **908-659-5166** or [gore@ucc.edu](mailto:gore@ucc.edu).

## WORKFORCE INNOVATION BUSINESS CENTER HIRING EVENTS

**PEOPLEREADY** - 100 positions Part-time & Full Time in the Hospitality Industry is a staffing firm that specializes in the Hospitality Industry. They are currently looking to fill various hospitality positions such as housekeepers, room attendants, cooks, prep cooks, banquet servers, bartenders, janitors, dishwashers, event set up and breakdown, and many more! Various Shifts Interested? **Tuesday, April 17, 2018 at 10:00am.** 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>. Please bring a copy of your resume at the event. For more information please call the WIBC at 908-965-2992.

**360 TRANSLATIONS INTERNATIONAL INC.** - 50 positions available subcontract. 360 Translations International is a sign language company looking to expand their translating and interpreting division. They are currently looking for Bi-lingual English and Spanish speakers interested in becoming translators and/or interpreters. You can choose your hours and projects. Interested? **Monday, April 23, 2018 at 10:00am.** 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 email your resume at [lsaias.rivera@ucc.edu](mailto:lsaias.rivera@ucc.edu) and call Susan Gomez to reserve a spot at 908-965-2992. Certification is a plus but not required.

**UNION COUNTY COLLEGE  
DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT**

**INFO SESSION:** Essentials of Supply Chain Management Training Program for Unemployed Individuals. This program prepares you for positions in customer service, warehouse and transportation operations, and logistics. Includes four classes: Supply Chain Management Principles, Warehouse Operations, Transportation Operations and Customer Service Operations. Classes are held at Union County College, Elizabeth Campus. Each course is 40 hours long, M-Th., 8:30 am to 2:00 pm and leads to certification by The Council of Supply Chain Management Professionals (CSCMP) upon successful passing of the certification exam for each course. Classes are scheduled to begin in April 2018. Job Placement Support is provided throughout the program. **Must attend info session to qualify for program. Eligibility requirements:** Actively collecting unemployment insurance. Recently Exhausted benefits (in the last 52 weeks). Meet definition of WIOA dislocated worker or have been unemployed or underemployed for six months or longer. Have official proof of unemployment or underemployment status. Registered with Ready to Work NJ ([www.rtnj.org](http://www.rtnj.org)). **Requirements for participation:** A New Jersey resident. 18 years or older. Be able to work immediately upon completion of training. Have reliable transportation. Submit required documentation. Earned a High school diploma or GED. TABE test may be required. (TABE 6th grade equivalent score minimum). Satisfactory background/drug screening for employment. Register for Info session: <https://form.jotform.com/IBlatUCC/supplychain-info-session>. **Info session held at Union County College, Kellogg Building 40 West Jersey Street, Elizabeth, NJ 07202. Date: April 13, 2018, at 9:30AM. Room: K 517. For information call: 908-527-7207.** Bring to Info session: 2 Copies of your Resume. Documentation of your unemployment status. Social Security Card. Proof of residency in New Jersey. Drivers' License.

**ELIZABETH ONE STOP CAREER CENTER, 921 ELIZABETH AVE. ELIZABETH  
NJ 07201**

**INFO SESSION - Unique Career Opportunity in the Health Field. Guaranteed employment in less than 16 wks.!** EARN Licenses as CNA (Certified Nurse's Aide)/CHHA (Home Maker) and CPR. **Monday, April 9, 2018, 1:00PM to 4:00PM.** Union County One-Stop Career Center. 921 Elizabeth Ave. Elizabeth, NJ 07201. Floor 2, Room 2. **Eligibility requirements:** Unemployed NJ Resident collecting unemployment or exhausted your unemployment claim in the last 52 weeks. Pass

reading test at a minimum of 5th grade reading level. Proof of legal status (Citizenship, like passport, Green Card or Employment Authorization), Social Security Card. Proof of address; driver license, utility bill. 45 Open Job Positions Locally Available. Walk-ins welcome!

**INFO SESSION - Unique Career Opportunity in the Health Field. Guaranteed employment in less than 16 wks.!** EARN Licenses as CNA (Certified Nurse's Aide)/CHHA (Home Maker) and CPR. **Monday, April 23, 2018, 9:00AM – 1:00PM or 1:00PM to 4:00PM.** Union County One-Stop Career Center, 921 Elizabeth Ave. Elizabeth, NJ 07201. Floor 2, Room 2. **Eligibility requirements:** Unemployed NJ Resident collecting unemployment or exhausted your unemployment claim in the last 52 weeks. Pass reading test at a minimum of 5th grade reading level. Proof of legal status (Citizenship, like passport, Green Card or Employment Authorization), Social Security Card. Proof of address; driver license, utility bill. 45 Open Job Positions Locally Available. Walk-ins welcome!

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**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 writing, 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](mailto:Kathleen.Eaton@dol.nj.gov)

# EMPLOYMENT OPPORTUNITIES

## AGENCY LISTINGS:

**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.

**COMMUNITY FOOD BANK OF NEW JERSEY** - Are you interested in working in the food service industry, but need job training? The Food Service Training Academy offers TUITION-FREE TRAINING through its 15-week culinary training program! What is the Food Service Training Academy? Receive FREE food prep and culinary arts job training with life skills, job readiness and employment services. Learn Culinary Terminology and Food Safety. Fundamentals of Baking, Menu planning and nutritional skills. Hands on training in a commercial kitchen with professional kitchen equipment. SafeServ Certification upon completion. New class starts on **April 16, 2018**. You **MUST** obtain a High School Diploma or GED. Paid tuition and public transportation for those who qualify. **For additional info call 908.355.FOOD. Community FoodBank of New Jersey | 31 Evans Terminal Rd | Hillside, NJ | 07205 | 908.355.FOOD | cfbnj.org**

**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.**

**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.

**UNLOADERS/PALLETIZERS**- We are a rapidly growing staffing agency located at **311 Raritan Avenue, 2<sup>nd</sup> Floor in Highland Park, New Jersey**. We are in need of hard working reliable people to unload containers by hand and palletize them for sites in Middlesex County. Great incentive based pay. Please contact **Steve DeStefano at 732-689-1805** to make an appointment to complete an application. Email resumes to [Steve.D@aswlogistics.net](mailto:Steve.D@aswlogistics.net).

## GENERAL LISTINGS:

**ACV ENVIRO** is hiring for **Plant Technician**. **Description of skills and responsibilities:** Pass a Pre-Employment Physical. Pass the HAZWOPER 40 hour training (provided if necessary). Be willing to work overtime. Must be 18 Years old. High School Diploma or GED. Valid driver's License preferred and clean MVR record for three years. Load and unload drums, totes and containers of hazardous and non-hazardous waste materials from trucks. Sample contents of drums, totes and containers. Consolidate drum contents into larger containers for processing. Operate Forklift under company safety standards, forklift

license not required. Company provided training. **Position reports to:** operation manager. Job location: **Elizabeth, NJ.**

**Email resumes to:** [llangley@acenviro.com](mailto:llangley@acenviro.com).

**BRIDGEWAY REHABILITATION SERVICES: Licensed Clinician (Elizabeth, New Jersey and Bloomfield, New Jersey).**

**Schedule:** Monday and Tuesday from 10 am to 6 PM in (Bloomfield, New Jersey) at Residential Intensive Support Team (RIST) and Wednesday, Thursday, and Friday from 9:00 AM to 4:30 PM at Supportive Housing in Elizabeth, New Jersey.

**Salary:** \$60,000 - \$65,000 a year. **Position Overview:** Licensed Masters Level Clinician is the lead clinical person for the team, providing Initial Comprehensive Rehabilitation Needs Assessments, skill assessment and clinical supervision for team members. In collaboration with Team Leader and Wellness Clinician, Licensed Clinician ensures that clinical interventions are effective, stage based and tied directly to the recovery goal plans of the people receiving services. **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. **CSS Responsibilities:** Completes initial Comprehensive Rehabilitation Needs Assessments in collaboration with the team. Completes, implements, monitors and updates the individualized rehabilitation plan (IRP) in collaboration with the team. Provides therapeutic rehabilitative skill and resource development. Clinical supervision and/or administrative supervision of staff. Ensure that clinical interventions are evidence based, stage based and lead to recovery goal attainment. Mental health education, community living skill training and supportive counseling in the home. Symptom assessment and management, medication monitoring, medication education and monitoring of side effects. Utilizes Illness Management and Recovery, WRAP and other relevant health and wellness curriculum to ensure overall wellness is a key focus in the individual's recovery plan. Crisis intervention services for persons served with acute psychiatric needs whose circumstances and conditions require rapid intervention. Stages wise treatment is provided utilizing motivational interviewing and cognitive behavioral techniques. 24 hour on-call coverage on a rotating schedule, as designated on some teams. Provides clinical support to team during crisis. Technical assistance and education to members of the team in reference to best clinical practices. Utilizes best practices materials and strategies for individual and group interventions, in conjunction with the team. When licensed clinician is on a team with a non-licensed team leader, the licensed clinician will work in consultation with the team leader to provide the clinical supervision on above Community support services duties. Performs other duties as required. **Requirements:** Master's degree in from an accredited college or university in social work, rehabilitation counseling, or other related behavioral health or counseling program. Practitioner of the healing arts licensed in New Jersey required (LCSW or LPC) A licensed marriage and family therapist, who shall possess a Master's degree from an accredited college or university in social work, rehabilitation counseling, or other related behavioral health or counseling program. In addition to a Master's degree, licensed marriage and family therapists must have one year experience in a community behavioral health setting or be certified as a psychiatric rehabilitation practitioner (in lieu of the one year of experience in community behavioral health setting. Valid driver's license required. No more than one moving violation in the past twelve months. Vehicle required. **Other Skills/Abilities (Communication):** Group facilitation of multi-disciplinary team members. Demonstrates empathy and respect toward people served and their families. Conveys hopefulness toward people served and their families. Non-judgmental manner. Chart recording, report writing. Exchanges non-routine information using tact and persuasion as appropriate, requiring excellent verbal and written communication skills. Appropriate conflict resolution skills. Speak, read and write English (also Spanish speaking preferred). **Emotional Skills:** Responds calmly to people in crisis. Works well as a part of a closely knit team. Relates well to people of all ages, races and socio-economic backgrounds and disability groups. Presents and fosters a trusting professional relationship with all persons encountered on a daily basis. Upbeat, Professional attitude, and a willingness to learn. **Intellectual Skills:** Comprehend hospital/medical records. Manages diverse responsibilities. Excellent multi-tasking skills. Excellent verbal and written communication skills. Strong attention to detail. Good organizational and problem-solving ability. Must demonstrate a high level of initiative and ability to work autonomously. **Computer Proficiency:** MS Office applications, with strong emphasis in MS Word. Must be willing to learn and utilize all current and future computer applications and technology as related to the position. Operate a personal computer/smart phone (including computer accessories) and successfully navigate in order to access e-mail, electronic calendars and other basic office support software as well as web based programs such as On-line Learning modules,

electronic time sheets and Electronic Health Record. **Melica Hampton, MSA, CPRP. HR Recruiter. 908-355-7886 ext. 1021.** Please send resumes to: [Human@Bridgewayinc.com](mailto:Human@Bridgewayinc.com) or [Melica.Hampton@Bridgewayinc.com](mailto:Melica.Hampton@Bridgewayinc.com)

**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@Bridgewayinc.com](mailto:Human@Bridgewayinc.com) or [Melica.Hampton@Bridgewayinc.com](mailto:Melica.Hampton@Bridgewayinc.com)

**BRIDGEWAY REHABILITATION SERVICES: Full-time Licensed Clinician Position (Elizabeth and Bloomfield, New Jersey).** Monday, Wednesday, and Friday (9am – 4:30 pm) for Supportive Housing in Elizabeth, NJ and Tuesday and Thursday (10 am to 6 PM) for RIST Program in Bloomfield, NJ. 38.5 hours per week. Salary: Low to mid 60s. **Position Overview:** Licensed Masters Level Clinician is the lead clinical person for the team, providing Initial Comprehensive Rehabilitation Needs Assessments, skill assessment and clinical supervision for team members. In collaboration with Team Leader and Wellness Clinician, Licensed Clinician ensures that clinical interventions are effective, stage based and tied directly to the recovery goal plans of the people receiving services. **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. **CSS Responsibilities:** Completes initial Comprehensive Rehabilitation Needs Assessments in collaboration with the team. Completes, implements, monitors and updates the individualized rehabilitation plan (IRP) in collaboration with the team. Provides therapeutic rehabilitative skill and resource development. Clinical supervision and/or administrative supervision of staff. Ensure that clinical interventions are evidence based, stage based and lead to recovery goal attainment. Mental health education, community living skill training and supportive counseling in the home. Symptom assessment and management, medication monitoring, medication education and monitoring of side effects. Utilizes Illness Management and Recovery, WRAP and other relevant health and wellness curriculum to ensure overall wellness is a key focus in the individual's recovery plan. Crisis intervention services for persons served with acute psychiatric needs whose circumstances and conditions require rapid intervention. Stages wise treatment is provided utilizing motivational interviewing and cognitive behavioral techniques. 24 hour on-call coverage on a rotating schedule, as designated on some teams. Provides clinical support to team during crisis. Technical assistance and education to members of the team in reference to best clinical practices. Utilizes best practices materials and strategies for individual and group interventions, in conjunction with the team. When licensed clinician is on a team with a non-licensed team leader, the licensed clinician will work in consultation with the team leader to provide the clinical supervision on above Community support services duties. Performs other duties as require. **Requirements:** Master's degree in from an accredited college or university in social work, rehabilitation counseling, or other related behavioral health or counseling program. Practitioner of the healing arts licensed in New Jersey required (LCSW or LPC) a licensed marriage and family therapist, who shall possess a Master's degree from an accredited college or university in social work, rehabilitation counseling, or other related behavioral health or counseling program. In addition to a Master's degree, licensed marriage and family therapists must

have one year experience in a community behavioral health setting or be certified as a psychiatric rehabilitation practitioner (in lieu of the one year of experience in community behavioral health setting. Valid driver's license required. No more than one moving violation in the past twelve months. Vehicle required. **Communication:** Group facilitation of multi-disciplinary team members. Demonstrates empathy and respect toward people served and their families. Conveys hopefulness toward people served and their families. Non-judgmental manner. Chart recording, report writing. Exchanges non-routine information using tact and persuasion as appropriate, requiring excellent verbal and written communication skills. Appropriate conflict resolution skills. Speak, read and write English (also Spanish speaking preferred). **Emotional Skills:** Responds calmly to people in crisis. Works well as a part of a closely knit team. Relates well to people of all ages, races and socio-economic backgrounds and disability groups. Presents and fosters a trusting professional relationship with all persons encountered on a daily basis. Upbeat, Professional attitude, and a willingness to learn. **Intellectual Skills:** Comprehend hospital/medical records. Manages diverse responsibilities. Excellent multi-tasking skills. Excellent verbal and written communication skills. Strong attention to detail. Good organizational and problem-solving ability. Must demonstrate a high level of initiative and ability to work autonomously. **Computer Proficiency:** MS Office applications, with strong emphasis in MS Word. Must be willing to learn and utilize all current and future computer applications and technology as related to the position. Operate a personal computer/smart phone (including computer accessories) and successfully navigate in order to access e-mail, electronic calendars and other basic office support software as well as web based programs such as On-line Learning modules, electronic timesheets and Electronic Health Record. **Melica Hampton, MSA, CPRP. HR Recruiter. 615 N. Broad Street, Elizabeth, NJ 07208. 908-355-7886 ext. 1021.** Please send resumes to: [toHuman@Bridgewayinc.com](mailto:toHuman@Bridgewayinc.com) or [Melica.Hampton@Bridgewayinc.com](mailto:Melica.Hampton@Bridgewayinc.com)

**BRIDGEWAY REHABILITATION SERVICES: Per Diem/Temporary Homeless Outreach Specialist (Elizabeth, New Jersey).**

Three days per week (9am – 4 pm) for Projects for Assistance in Transition from Homelessness (PATH). Salary: \$15 - \$17 an hour. Position Overview: Under the direction of the Director of Homeless and Housing Services, provides supportive services to individuals who are homeless and have a mental health diagnosis in Union County. **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. **Supportive Services:** Provides intensive outreach to individuals in the streets, shelters, and anywhere designated that homeless individuals may congregate. Coordinates the care for approximately twelve to fifteen individuals, providing advocacy, housing search, mental health education, daily living skill training, and supportive counseling. Accompanies individuals to all initial appointments and provides transportation when necessary. Coordinates referrals and linkages to housing, mental health, substance abuse; medical and various social service providers as needed for the individual. Utilize evidenced based practices, including motivational interviewing, CBT skills, IMR, and Career Development, when engaging individuals with their recovery. Provides frequent face-to-face contact in order to engage and maintain individual with services and housing. Provides on-going intensive support for a period of 3-6 months. Coordinates the development of the Individual recovery plan for each individuals. Participates in the rotation of on-call services to homeless individuals. **Coordination of Services:** Maintains contact with service providers to encourage referrals and insure effective coordination of services. Participates in weekly supervision to review cases and issues related to level of service. **Program Evaluation/Reporting:** Submits a daily report of face to face contacts and linkages provided. Submits hospitalization domain forms on a monthly basis. Performs other duties as needed. **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:** Homeless Outreach Counselor. Bachelor's degree in counseling, psychology, social work or related area. CAC, CRC, BSW. Master's degree in counseling, psychology, social work or related area. CAC, CRC, MSW preferred. 2 years paid progressive work experience in human services required with at least one year in mental health. 2 years additional paid work experience in mental health substitutes for a bachelor's degree. Vehicle required. Valid driver's

license required. No more than one moving violation in the past twelve months. **Communication:** Demonstrates empathy and respect towards clients. Counsels individuals. Case recording, report writing. Exchanges non-routine information using tact and persuasion as appropriate, requiring excellent verbal and written communication skills. Speak, read and write English (also Spanish preferred). **Emotional Skills:** Relates well to people of all ages, races and socio-economic backgrounds and disability groups. Presents and fosters a trusting professional relationship with all persons encountered on a daily basis. Upbeat, Professional attitude, and a willingness to learn. **Intellectual Skills:** Comprehend hospital/medical records. Manages diverse responsibilities. Excellent multi-tasking skills. Excellent verbal and written communication skills. Strong attention to detail. Good organizational and problem-solving ability. Must demonstrate a high level of initiative and ability to work autonomously. **Computer Proficiency:** MS Office applications, with strong emphasis in MS Word. Must be willing to learn and utilize all current and future computer applications as related to the position. Operate a personal computer and successfully navigate in order to access e-mail, electronic calendars and other basic office support software as well as web based programs such as Essential Learning, electronic timesheets and electronic health records. **Melica Hampton, MSA, CPRP. HR Recruiter. 615 N. Broad Street, Elizabeth, NJ 07208. 908-355-7886 ext. 1021.** Please send resumes to: to [Human@Bridgewayinc.com](mailto:Human@Bridgewayinc.com) or [Melica.Hampton@Bridgewayinc.com](mailto:Melica.Hampton@Bridgewayinc.com)

**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](mailto: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/>

**COMMUNITY ACCESS UNLIMITED: Weekly Open House: Mondays 4:00PM-6:00PM, 80 West Grand St. Elizabeth, NJ 07202** or fax your resume at (908) 354-0283 or email your resume and cover letter to [recruit@caunj.org](mailto:recruit@caunj.org). Whether you are looking for a full-time position with advancement opportunities or a part-time position that offers flexibility and the chance to enrich the lives of CAU members, Community Access Unlimited could be the next step on your career path. Most of our positions in residential services are direct care in nature. Valid driver's license, a car for work and high school diploma or GED is required for all positions.

**COMMUNITY ACCESS UNLIMITED: Home Health Nursing Supervisor-Registered Nurse (RN)** - We are currently searching for a compassionate Registered Nurse, who has a focus on quality care and the ability to lead a team. A successful



candidate will be able to supervise assigned nursing personnel at various locations throughout Union County, serving as a resource person and consultant. EOE. **Responsibilities:** Supervises nursing and HHCA personnel. Handles on-call and coverage as needed. Provides nursing care following established nursing service objectives and standards. Helps train staff including CNAs and Home Health Assistants. Ensures that all safety and infection control practices are followed. Ensures that required documentation is complete and is in compliance with regulations and standards. Attends required trainings, staff meetings, and other meetings/events as requested. Recruits, hires, and oversees the appropriate levels of staff to meet member and program needs. Communicates with clients and families regarding nursing services and care. Possesses knowledge of current regulations, guidelines and revisions for HHCA program. Communicates changes in HHCA program policies and procedures. **Qualifications:** Current New Jersey license as a Registered Nurse. Two years of nursing experience required. At least one year of community nursing experience. Excellent communication skills, verbal and written. Excellent computer and Microsoft Office skills, especially Excel. Valid driver's license. Car to use for work purposes. At least 6 months of experience supervising CNAs and/or Homemaker/Home Health Assistants. BSN. **Benefits:** Medical Insurance. Dental Insurance, 401(K), Life Insurance. Paid Time Off (PTO). Tuition Assistance. Employees of the Year Award. Employee of the Month/Outstanding Part Timer Recognition. Legal Services. Longevity/Anniversary Recognition. Long-term Disability Insurance. Short-term Disability Insurance. Employee Assistance Plan (EAP). Project Assistance Loans/Grants. Staff Recruitment Incentive. Bereavement Days. Staff Training. Address: 80 West Grand Street Elizabeth NJ 07202. (908) 354-3040. Email: [Lbaigorrea@caunj.org](mailto:Lbaigorrea@caunj.org)

**COMMUNITY ACCESS UNLIMITED: Youth Coordinator** - We are currently seeking a qualified individual to provide administrative oversight for our community-based residential programs for youth at-risk. The ideal candidate for this position has a Bachelor's degree (BA/BS), at least two years of experience working with youth at-risk, knowledge of DCP&P regulations, genuine desire to work with adolescents, previous supervisory or management experience and strong leadership skills. EOE. **Responsibilities:** Helps establish and maintain standards and procedures that ensure the health and safety of everyone. Recruits, hires, and oversees the appropriate levels of staff to meet member and program needs. Ensures the facility, grounds, and equipment are maintained in a clean, sanitary, and safe condition. Helps prepare, oversee, and monitor the annual budget. Helps resolve member and family concerns. Ensures that required documentation is complete and is in compliance with Agency and DCP&P regulations and standards. Performs other duties as required. **Qualifications:** Bachelor's degree (BA/BS) required. At least two years of experience working with people with at-risk adolescents. Experience in supervising and managing staff. Valid driver's license. Knowledge of DCP&P regulations. Strong leadership skills. Excellent communication skills, verbal and written. Willing and able to be on-call, which may include evenings, weekends, and holidays. Excellent computer and Microsoft Office skills, especially Excel. **Benefits:** Medical Insurance. Dental Insurance, 401(K), Life Insurance. Paid Time Off (PTO). Tuition Assistance. Employees of the Year Award. Employee of the Month/Outstanding Part Timer Recognition. Legal Services. Longevity/Anniversary Recognition. Long-term Disability Insurance. Short-term Disability Insurance. Employee Assistance Plan (EAP). Project Assistance Loans/Grants. Staff Recruitment Incentive. Bereavement Days. Staff Training. Address: 80 West Grand Street Elizabeth NJ 07202. (908) 354-3040. Email: [Lbaigorrea@caunj.org](mailto:Lbaigorrea@caunj.org)

**COMMUNITY ACCESS UNLIMITED: Certified Home Health Aide** - We are seeking caring CHHA's for services within a 50 mile radius of Union County to work with the elderly, and or individuals with physical, or developmental disabilities. Responsibilities include but are not limited to: housekeeping, cooking, shopping assistance, laundry, and medication administration under the new NJ Board of Nursing guidelines, medication reminders, personal care, transfers and other daily household tasks. A qualified candidate must possess a HS Diploma/GED, CHHA certificate, driver's license and a vehicle to use for work purposes. EOE. **Responsibilities:** Ensures that all safety and infection control practices are followed. Ensures that required documentation is complete and is in compliance with regulations and standards. Attends required trainings, staff meetings, and other meetings/events as requested. Performs other duties as required. Provide housekeeping, cooking, shopping assistance, laundry and medication administration. Provide services within a 50 mile radius of Union County. **Qualifications:** Current Home Health Aide Certificate. At least one year experience preferred. Excellent communication skills, verbal and written. Excellent computer and Microsoft Office skills, especially Excel. Valid driver's license. Car to use for work purposes. High school diploma or GED required. **Benefits:** Medical Insurance. Dental

Insurance, 401(K), Life Insurance. Paid Time Off (PTO). Tuition Assistance. Employees of the Year Award. Employee of the Month/Outstanding Part Timer Recognition. Legal Services. Longevity/Anniversary Recognition. Long-term Disability Insurance. Short-term Disability Insurance. Employee Assistance Plan (EAP). Project Assistance Loans/Grants. Staff Recruitment Incentive. Bereavement Days. Staff Training. Address: 80 West Grand Street Elizabeth NJ 07202. (908) 354-3040. Email: [Lbaigorrea@caunj.org](mailto:Lbaigorrea@caunj.org)

**COMMUNITY ACCESS UNLIMITED: Direct Support Professionals.** We are currently seeking Direct Support professionals to provide supervision in a residential setting for individuals with developmental disabilities. Hours are typically 3:00 PM-11:00 PM includes weekends and days will vary depending on the program. Positions are located in Union County. Full-time position. **Responsibilities:** Helps ensure a safe, clean, organized, environment. Ensures that required documentation is complete and is in compliance with regulations and standards. Attends required trainings, staff meetings, and other meetings/events as requested. Performs other duties as required. Provides hands on assistance with activities of daily living including bathing and hygiene, and helps with fire drills and/or other health and safety issues as needed. Food shopping menu planning and meal preparation. Helping to arrange and attend social activities. Transporting members to and from work or day program, a medical appointment, etc. Apply at [www.cajnj.org](http://www.cajnj.org). **Qualifications:** High school diploma or GED required. Valid driver's license. Car to use for work purposes. Excellent communication skills, verbal and written. Previous experience working with individuals with developmental disabilities a plus. Willing and able to attend required trainings outside of normal work hours. **Benefits:** Medical Insurance. Dental Insurance, 401(K), Life Insurance. Paid Time Off (PTO). Tuition Assistance. Employees of the Year Award. Employee of the Month/Outstanding Part Timer Recognition. Legal Services. Longevity/Anniversary Recognition. Long-term Disability Insurance. Short-term Disability Insurance. Employee Assistance Plan (EAP). Project Assistance Loans/Grants. Staff Recruitment Incentive. Bereavement Days. Staff Training. Address: 80 West Grand Street Elizabeth NJ 07202. (908) 354-3040. Email: [Lbaigorrea@caunj.org](mailto:Lbaigorrea@caunj.org)

**COMMUNITY ACCESS UNLIMITED: Awake Overnight Direct Support Professional.** We are currently seeking a qualified individual to provide direct supervision in a residential setting on the overnight shift for individuals with developmental disabilities. Positions are located in Union County. Hours are typically 11:00 PM-9:00 AM, and days will vary depending on the program. Apply at [www.cajnj.org](http://www.cajnj.org). **Responsibilities include:** Provides overnight supervision in a residential setting for individuals with developmental disabilities. Physically remains on the premises of assigned location for the duration of the shift, unless directed elsewhere by management or a supervisor. Helps ensure a safe, clean, organized, environment. Ensures that required documentation is complete and is in compliance with regulations and standards. Attends required trainings, staff meetings, and other meetings/events as requested. Performs other duties as required. Provides hands on assistance with activities of daily living including bathing and hygiene, and helps with fire drills and/or other health and safety issues as needed. **Skills required:** High school diploma or GED required. Valid driver's license. Car to use for work purposes. Excellent communication skills, verbal and written. Previous experience working with individuals with developmental disabilities a plus. Willing and able to attend required trainings outside of normal hours. **Benefits:** Medical Insurance. Dental Insurance. 401(K). Life Insurance. Tuition Assistance. Paid Time Off (PTO). Employees of the Year Award. Employee of the Month/Outstanding Part Timer Recognition. Legal Services. Longevity/Anniversary Recognition. Long-term Disability Insurance. Short-term Disability Insurance. Employee Assistance Plan (EAP). Project Assistance Loans/Grants. Staff Recruitment Incentive. Bereavement Days. Staff Training. Address: 80 West Grand Street Elizabeth NJ 07202. (908) 354-3040. Email: [Lbaigorrea@caunj.org](mailto:Lbaigorrea@caunj.org)

**COMMUNITY ACCESS UNLIMITED: Youth Assistant Support Counselor.** Expanding social service agency is seeking an individual to work with at-risk adolescents in a residential setting. Responsible for providing direct supervision to adolescents including assistance with daily living skills and supportive counseling. The hours for the position vary but include evening and weekend hours. Full time. Apply at [www.cajnj.org](http://www.cajnj.org). **Responsibilities include:** Ensures that required documentation is complete and is in compliance with regulations and standards. Helps ensure a safe, clean, organized, environment. Attends required trainings, staff meetings, and other meetings/events as requested. Performs other duties as required. Physically remains on the premises of assigned location for the duration of the shift, unless directed elsewhere by management or a supervisor. Ensures that the site, and equipment are maintained in a clean, sanitary, and safe

condition. Provides training for daily living skills, supportive counseling and community integration for youth at-risk. Transport members to medical appointments, recreation activities, etc. **Qualifications:** Willing and able to attend required training's outside of normal work hours (between the hours of (9am-5pm). 1 year experience working with at-risk adolescents. High school diploma or GED required. Ensures that required documentation is complete and is in compliance with regulations and standards. Helps ensure a safe, clean, organized, environment. Attends required trainings, staff meetings, and other meetings/events as requested. Performs other duties as required. Physically remains on the premises of assigned location for the duration of the shift, unless directed elsewhere by management or a supervisor. Ensures that the site, and equipment are maintained in a clean, sanitary, and safe condition. Provides training for daily living skills, supportive counseling and community integration for youth at-risk. Transport members to medical appointments, recreation activities, etc. **Benefits:** Medical Insurance, Dental Insurance, 401(K), Life Insurance, Tuition Assistance, Paid Time Off, Longevity/Anniversary Recognition, Staff Recruitment Incentive and Staff Training. Address: 80 West Grand Street Elizabeth NJ 07202. (908) 354-3040. Email: [Lbaigorrea@caunj.org](mailto:Lbaigorrea@caunj.org)

**COMMUNITY ACCESS UNLIMITED: Licensed practical nurse.** Do you have a passion for nursing, but don't want to work in a hospital setting? We are seeking a qualified LPN for a full-time nursing opportunity with steady hours in a community-based setting working with individuals with developmental disabilities. The LPN provides nursing services to meet the needs of individuals with developmental disabilities and helps train staff. Full-Time and Part-Time positions available.

**Responsibilities:** Provides nursing care following established nursing service objectives and standards. Ensures that all safety and infection control practices are followed. Ensures that required documentation is complete and is in compliance with regulations and standards. Attends required trainings, staff meetings, and other meetings/events as requested. Performs other duties as required. **Qualifications:** Current New Jersey license as a Licensed Practical Nurse Two years of nursing experience required. Excellent communication skills, verbal and written. Excellent computer and Microsoft Office skills, especially Excel. Valid driver's license. Car to use for work purposes. **Benefits:** Medical Insurance, Dental Insurance, 401(K), Life Insurance, Tuition Assistance, Paid Time Off, Longevity/Anniversary Recognition, Staff Recruitment Incentive and Staff Training. Address: 80 West Grand Street Elizabeth NJ 07202. (908) 354-3040. Email: [Lbaigorrea@caunj.org](mailto:Lbaigorrea@caunj.org)

**DELTA-T GROUP - Precision Human Resource Solutions.** 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](mailto: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](mailto: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](mailto: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](mailto: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](mailto:mwhitsett@deltatg.com) [www.delta-tgroup.com](http://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](mailto:knarvaez@deltatg.com) calls are welcome (732)791-2983 OR Liz Calderon [rcalderon@deltatg.com](mailto: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](mailto:apaez@deltatg.com) 732-791-2976.

**EDGEWOOD PROPERTIES - GREAT PT JOB for DRIVER!** Edgewood Properties offers its residents many fine amenities on its residential properties. Among them is a shuttle bus that runs to and from the Edison Train Station on Plainfield Ave - Stelton Road and out Fairways apartment community. We seek a PT shuttle bus driver part time mornings 5:30am - 9:00am (additional hours possible). The hourly range starts at \$ 15.00 per hour. You will be driving the shuttle mainly throughout the Piscataway area. You must have a Class B with passengers' endorsement on Driver's License. You must also have an up to date medical card-DOT. Please apply today. Send resumes to [mlevine@edgewoodproperties.com](mailto:mlevine@edgewoodproperties.com)

**EXOTHERMIC MOLDING - Production Scheduler Job Description.** Exothermic Molding, one of the pioneers in Reaction Injection Molding (RIM), was founded in 1972 to provide parts to the medical, electronic, and lab instrument market. Since then the company has expanded into many other applications and markets, but remains committed to the RIM Molding process. Exothermic is also expanding capacity within the facility to increase efficiency and handle growth. In addition, the company is introducing a revolutionary new product expected to significantly increase revenues and profitability. The Opportunity: The Production Scheduler manages the Enterprise Resource Planning (ERP) system, reporting to the Manager of Administration and working closely with the Production Manager. This is an outstanding position for someone who enjoys working with systems and analyzing information to solve problems. We offer a competitive salary and a great benefit package, including medical and a 401k retirement savings plan. **Responsibilities:** Maintain, update, and manage the ERP system to provide timely and accurate information for production scheduling, customer service, and performance reporting. Coordinate production scheduling efforts with production team to streamline processes and information across the entire organization. Provide excellent customer service communicating with clients about the status of their orders and helping to resolve any issues that they may have. **Duties:** Enter purchase orders, order materials, schedule production, and track shipments to ensure on-time delivery. Participate in production meetings to gather the information necessary to prepare production schedules. Communicate with customers and proper departments of any delays or problems, and ensure timely responses and/or corrective actions based on the situation. Analyze actual cost of orders compared with estimates developed during the quoting process to inform future pricing efforts. Develop and create reports to provide key information to management on a timely basis. Provide support for other administrative activities such as marketing, human resources, and accounting as needed. **Qualifications and Skills:** Experience or coursework with ERP or production planning software required, familiarity with E2 a plus. High School diploma, but a college degree is preferred. Experience in production environment is a plus. Ability to work both independently and as part of a team Proficiency in Microsoft office. Capacity to learn new information quickly. Good communication skills (written & verbal) Strong technical/systems ability. Must have an exceptional attention to detail. Ability to explore and analyze information to provide recommendations. Candidates please email your resume to Paul Steck at: [paul@exothermic.com](mailto:paul@exothermic.com)

**HANDLER MFG. CO., Inc.** is hiring for Assemblers. **Reports to:** Plant Manager. **Skills required:** Candidates must be mechanically inclined and able to use screwdrivers, wrenches and mallets. Candidates should also be capable of lifting 35 lbs. **Description of responsibilities:** Learning to build sheet metal products and motors recognizing quality in their workmanship. **Education requirements:** High School or GED. **Benefits Include:** Healthcare, 401k, profit Sharing. **Apply to:** [billehman@handlermfg.com](mailto:billehman@handlermfg.com). **Job Location:** 612 North Avenue East, Westfield, NJ 07090. **Tel.:** (908) 233-7796

**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.

**NATC DONUTS** – is hiring 5 crew members for their Iselin location. **Location:** The Crew Member openings are in Union, Kenilworth and Cranford. **Responsibilities:** Work well and interacts with others respectfully. Respond positively to coaching and feedback. Communicate with team members. Able to learn and execute multiple tasks. Provide guest service. Resolve guest issues. Follow brand standards, recipes and systems. Follow safety, food safety and sanitation guidelines; comply with all applicable laws. Maintain clean and neat work environment. Execute restaurant standards and marketing initiatives. Handle cashier transactions. Prepare and deliver all products according to Brand standards. Basic computer skills. Strong communication skills. Desire to be part of a performance driven team. Ability to operate cash register

effectively. Capable of counting money and making change. Able to operate restaurant equipment (minimum age requirement may apply). Minimum age 16+. **Benefits:** Full-time employees receive medical, dental, vision and 401k. **To apply, send** resume to Denise Meola at: [dmeola@natcdonuts.com](mailto:dmeola@natcdonuts.com)

**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 HIRING EVENT: Serviceperson hiring event April 12<sup>th</sup>.** **NJ Transit Now Offers:** Full benefit package including medical, prescription, dental and vision. Pension plan plus 457 tax-deferred savings plan. Paid time off. Starting pay rate of \$16.15/hour. Assistance obtaining your CDL (for NJ drivers only). The State of New Jersey has a residency requirement. **NJ TRANSIT** will support an exemption request for the critical need for CDL Bus Operators and Serviceperson positions at Oradell, Meadowlands, Fairview and Camden garages. Approval from the Residency Committee is required. NJ TRANSIT is an Equal Opportunity Employer. **Event Details: April 12, 2018 at 5:30 PM.** NJ TRANSIT, 180 Boyden Avenue, Maplewood, NJ 07040 (parking available at Community Pool parking lot across the street). Event will begin promptly at 6:00 pm. Seating is limited and candidates will be processed on a first come, first served basis. Bring two forms of ID (one must be a valid driver's license with photo). Save time! Fill out, print your application and bring it with you!

[http://www.njtransit.com/pdf/ca\\_general\\_application\\_2018.pdf](http://www.njtransit.com/pdf/ca_general_application_2018.pdf). **Candidates Must:** Possess some light professional mechanical experience (duties include, but not limited to: check/change bus fluids and maintain required levels, shift/drive buses in and around the garage, change tires, steam engines, etc.) Be 21 years of age or older; able to read, write and speak the English language and possess a High School Diploma or GED. Three years non-provisional driving experience with a valid New Jersey Driver's License (not a Provisional Driver's License) and be eligible to obtain a Commercial Driver's License (CDL) with passenger endorsement OR possess a New Jersey CDL OR a New York /Pennsylvania CDL with unrestricted airbrake and passenger endorsements. Have a safe driving record in good standing with less than five accumulated points. Be available to participate in the structured training program (perfect attendance at training is required). Pass all phases of the pre-employment written test. Pass our company's interview process, background check, and physical examination to qualify for a medical certification (physical exam includes a drug and alcohol screening). Auto/Fleet Tire Maintenance Techs/Installers/Gas Station Attendants Wanted!

**NJ TRANSIT HIRING EVENT: Bus Mechanic/Repairperson hiring event April 19<sup>th</sup>.** **NJ Transit Now Offers:** Full benefit package including medical, prescription, dental and vision. Pension plan plus 457 tax-deferred savings plan. Paid time off. Starting pay rate of \$17.29/hour for Repairperson & \$23.52/hour for Mechanic. The State of New Jersey has a residency requirement. NJ TRANSIT will support an exemption request for the critical need for CDL Bus Operators and Serviceperson positions at Oradell, Meadowlands, Fairview and Camden garages. Approval from the Residency Committee is required. NJ TRANSIT is an Equal Opportunity Employer. **Event Details:** April 19, 2018 at 5:30 pm. **NJ TRANSIT, 180 Boyden Avenue, Maplewood, NJ 07040** (parking available at Community Pool parking lot across the street). Event will begin promptly at 6:00 pm. Seating is limited and candidates will be processed on a first come, first served basis. Bring two forms of ID (one must be a valid driver's license with photo). Save time! Fill out, print your application and bring it with you!

[http://www.njtransit.com/pdf/ca\\_general\\_application\\_2018.pdf](http://www.njtransit.com/pdf/ca_general_application_2018.pdf). **Candidates Must:** Possess professional mechanical experience (duties include, but not limited to: repair brake systems, install repaired/replaced units, replace/reassemble/remove components, defective parts, diesel engine parts, change filters, oil, tires, worn parts, lights bulbs, etc.). Be 21 years of age or older; able to read, write and speak the English language and possess a High School Diploma or GED. Three years non-provisional driving experience with a valid New Jersey Driver's License (not a Provisional Driver's License) and be eligible to obtain a CDL with passenger endorsement OR possess a New Jersey CDL OR a New York /Pennsylvania CDL with unrestricted airbrake and passenger endorsements. Have a safe driving record in good standing with less than five accumulated points. Pass all phases of the pre-employment written test. Pass our company's interview

process, background check, and physical examination to qualify for a medical certification (physical exam includes a drug and alcohol screening). Heavy Diesel/Fleet/Commercial Mechanics Wanted!

**OUR HOUSE INC – Seeking a 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.

<b>POSITION</b>	<b>LOCATION</b>	<b>STATUS</b>	<b>REQUIREMENTS</b>
Direct Support Staff (Group Homes)	Union, Middlesex, and Somerset Counties	Part-Time Weekend, Evening, and Overnight positions	High school diploma, clean driving record and valid license, 1 yr experience
Direct Support Staff (Day Programs)	Union, Middlesex, and Somerset Counties	Full-Time & Part-Time; Mon-Fri; 8am-4pm	High school diploma, clean driving record and valid license, 1 yr experience
Direct Support Staff	Union, Middlesex, and Somerset Counties	Part-Time Weekend, Evening and Overnight positions	High school diploma, clean driving record and valid license, 1 yr experience
Site Manager & Assistant Site Manager	Middlesex and Somerset Counties	Full-Time	College degree w/2 yrs experience preferred
Employment Specialist	Union, Essex, Morris, Middlesex, and Somerset Counties	Full-Time and Part-Time	Bachelor's degree preferred. Valid NJ Driver's License Required – 80% or more travel utilizing a company vehicle
Speech Therapist (SLP)	New Providence; may require some traveling	Part-Time (Contract)	Must maintain a valid NJ Driver license with a clean record NJ SLP license Proloquo-to-Go (or similar software program) experience

**CONTACT US TODAY** ~ Fax: (908) 464-8263 ~ E-mail: [hrmanager@ourhousenj.org](mailto:hrmanager@ourhousenj.org). **OHI JOB FAIR – Wednesday, April 4th, 2018.** HAS-Bridgewater Address: 120 Finderne Avenue, Bridgewater, NJ 08807. (\*Parking is along the right side of the building and in the back of the building). **OUR HOUSE INC.** is hosting a Job Fair on **Wednesday, April 4th, 2018 from 2:00PM to 7:00PM** at HAS-Bridgewater. We are seeking Direct Support Professionals in our Day Service Program and Residential Program. Candidates should bring their resumes to the job fair. Walk-ins are welcome.

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

**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**

**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](mailto:squarelinkvs@gmail.com).

**TKC HOLDINGS, INC. – NOW HIRING: Driver – (Non-CDL).** 16 or 26 foot trucks only. Salary - \$14 hourly. **General purpose of the job:** Maintain and safely operate a delivery vehicle for transporting commissary orders to specified KCN commissary personnel and locations. **Essential duties and responsibilities:** Transport commissary orders from Distribution Center/Warehouse to designated facility in accordance with appropriate Federal and State laws. Assist in the loading and unloading of commissary orders at the designated pick-up and drop-off locations, ensuring orders are properly loaded and secured. Ensure orders have been properly signed for and released to approved KCN employees only. Maintain all paperwork/documentation on all inventory shipped. Report any discrepancies or incidents related to product delivery or equipment malfunctions/damages. Maintain required driving laws. Conduct general and preventative maintenance, refueling, and cleaning on delivery vehicle to ensure proper, clean and safe drivability. Maintain all proper forms, certifications, and requirements to remain in acceptable standing with OSHA and DOT. Complete miscellaneous duties assigned by KCN Management. **Job Requirements: Certificates, Licenses, Registrations:** Class D and/or Class CDL License. Current DOT Physical **Other qualifications:** One year certificate from college or technical school; or three to six months related experience and/or training; or equivalent combination of education and experience. Must be a self-starter who can work well with people at all levels both in and out of KCN Organization and the correctional facility in a professional manner. Ability to work in a correctional environment. Ability to define problems and resolve them quickly. Ability to work well with ever changing priorities and or situations. Excellent organizational skills. Ability to work independently or within a team. Ability to lift up to 50 pounds on average and occasionally lift up to 100 pounds. Familiarity with inventory management. Must have a satisfactory driving record. Must pass drug screening, background check and MVR check. 1 year Over the Road experience preferred. We are proud to be an EEO/AA employer M/F/D/V. We maintain a drug-free workplace and perform pre-employment substance abuse testing. **About us:** Keefe Group, through its affiliates Keefe Supply Company, Keefe Commissary Network (KCN) and Access Catalog Company, is the nation's leading supplier of food, personal care products, electronics and clothing to the correctional commissary market. An industry leader since 1975, Keefe has pioneered the evolution of products and packaging to fit the unique requirements of commissaries nationwide. Applicants should apply on our career site at [www.tkcholdings.com](http://www.tkcholdings.com) prior to calling 732-509-0124 to schedule a preliminary interview. **Address:** Warehouse - Location 301 Mill Road, Edison NJ

**TKC HOLDINGS, INC. – NOW HIRING: Shipping/Receiving Staff.** Salary: \$12.75 hourly plus bonus. **General purpose of the job:** Responsible for pulling freight and UPS orders while maintaining a productive level of performance. Maintaining warehouse cleanliness and a safe inventory level. **Essential duties and responsibilities:** Reliable attendance is required; ability to adhere to assigned work schedule. Responsible for shipping and receiving duties. Maintaining a productive level of performance. Assist in maintaining a safe inventory level. Responsible for daily cleaning and maintenance of the distribution center. Keeping the Distribution Center safe for all employees to work in. **Supervisory responsibilities:** This position has no supervisory responsibilities. **Education and/or experience:** High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience. **Language skills:** Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations



to customers, clients, and other employees of the organization. **Mathematical skills:** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs. **Reasoning ability:** Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations. **Other qualifications:** Good communication skills. Be able to perform at a productive level. Warehouse experience a plus but not necessary. Must obtain forklift certification. **Physical demands:** While performing the duties of this job, the employee is regularly required to stand; walk and use hands to finger, handle, or feel. The employee is frequently required to reach with hands and arms and talk or hear. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. We are proud to be an EEO/AA employer M/F/D/V. We maintain a drug-free workplace and perform pre-employment substance abuse testing. Applicants should apply on our career site at [www.tkcholdings.com](http://www.tkcholdings.com) prior to calling 732-509-0124 to schedule a preliminary interview. **Address:** Warehouse - Location 301 Mill Road, Edison NJ

**TKC HOLDINGS, INC. – NOW HIRING: Shipping Staff – KCN – Edison.** Salary \$11.50 hourly plus weekly bonus potential.

**Job Description: General purpose of the job:** Responsible for accurate pulling and shipping of KCN orders. **Essential duties and responsibilities:** Reliable attendance is required; ability to adhere to assigned work schedule. Ability to pull minimum of standard number of commissary orders per hour. Ship and receive products as needed. Stock picking positions as needed. Fill work orders accurately and efficiently. Help keep accurate documentation of orders filled. Package and ship complete work orders. Maintain cleanliness and organization of warehouse. Assist Coordinator/Supervisor with projects as they develop. Complete miscellaneous projects assigned by Warehouse Supervisor or Manager. **Supervisory responsibilities:** This position has no supervisory responsibilities. **Education and/or experience:** High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience. **Mathematical skills:** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs. **Other skills and abilities:** Ability to work well with ever changing priorities and or situations. Ability to work well in a team. Ability to work with minimal supervision. **Other qualifications:** Forklift experience preferred, but not required. Order filling experience a plus. Ability to qualify for correctional facility security clearance. Must pass drug screening test. Must pass background check. **Physical demands:** While performing the duties of this job, the employee will often be required to stand, walk, use hands, reach, stoop, kneel, talk and hear. The employee will occasionally be required to sit. The employee will often be required to lift up to 25 pounds and occasionally up to 50 pounds. We are proud to be an EEO/AA employer M/F/D/V. We maintain a drug-free workplace and perform pre-employment substance abuse testing. Applicants should apply on our career site at [www.tkcholdings.com](http://www.tkcholdings.com) prior to calling 732-509-0124 to schedule a preliminary interview. **Address:** Warehouse - Location 301 Mill Road, Edison NJ

**TKC HOLDINGS, INC. – COMMISSARY MANAGER: General purpose of the job:** Manage assigned aspects in providing commissary operations and services to the correctional facility. **Essential duties and responsibilities:** Manage and account for aspects of on-site delivery. Manage assigned aspects of supervising, training, scheduling and disciplining commissary staff. (if applicable). Ensure all employees know and follow all rules, regulations, policies, and procedures of the correctional facility. (if applicable). Ensure commissary menus and order forms are distributed to our customers in accordance with the approved schedule. Collect and process completed order forms. Resolve and respond to all inmate grievances within 48 hours of receipt. Ensure all undelivered product is returned back to the distribution center. Advise KCN Manager of any changes to the approved schedule. Maintain an open relationship and act as a liaison with Department of Corrections and Keefe Commissary Network. Attend weekly, monthly, quarterly Department of Corrections staff meetings at the correctional site as required. Submit weekly time sheets for submission to payroll and maintain attendance calendars and employee files for on-site staff. Perform required Employee Performance reviews for commissary staff. (if applicable). Maintain all KCN areas/equipment/products in a neat, clean, and orderly manner and maintain American Correctional Association & American Jail Association standards/guidelines when applicable. Attend required annual on-site security classes and remain current in required certifications. Ensure all employees follow the policies and procedures outlined in the Personnel Policies and Benefits Summary and the KCN Best Business Practices Guide. Complete miscellaneous duties assigned by KCN Management. **Supervisory responsibilities:** This job may have supervisory responsibilities. **Education and/or experience:** Associate's degree (A. A.) or equivalent from two-year

college or technical school; or six months to one year related experience and/or training; or equivalent combination of education and experience. **Language skills:** Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization. **Mathematical skills:** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs. **Reasoning ability:** Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form. **Certificates, licenses, registrations:** Valid driver's license. DOC ID pass. **Other skills and abilities:** Must be a self-starter who can work well with people at all levels. Requires supervisory skills: a demonstrated ability to lead people and get results through others. Ability to work in a correctional environment. Excellent oral and written communication skills. Ability to define problems and resolve them quickly. Ability to work well with ever changing priorities and situations. Excellent organizational skills. Ability to work independently or within a team. Familiarity with computers (including Microsoft Office programs). **Other qualifications:** Must qualify for and maintain correctional facility security clearance. Must pass drug screening test. Must pass background check, credit check and MVR check. **Physical demands :**While performing the duties of this job, the employee must often talk or hear, is regularly required to stand, walk, sit, use hands and reach with hands and arms and occasionally climb or balance, stoop, kneel, crouch, or crawl. The employee must regularly lift up to 25 lbs. and occasionally lift up to 50 pounds. **Work environment:** The employee will occasionally be exposed to outdoor weather conditions. The noise level in the work environment is usually moderate. Applicants should apply on our career site at [www.tkholdings.com](http://www.tkholdings.com) prior to calling 732-509-0124 to schedule a preliminary interview. **Address:** Warehouse - Location 301 Mill Road, Edison NJ

**TKC HOLDINGS, INC. – FOOD SERVICE SUPERVISOR – Management Trainees. Job Description:** Supervise inmate labor and/or team members in accordance with the company and the facilities policies. Prepares, assists, or instructs inmate labor and/or team members in the preparation of a variety of food items in accordance with departmental work production standards, standardized recipes, and work instructions. Act as a "relief" driver (when applicable). Follows assigned facility housekeeping and safety practices in all preparation, oversight, and serving of correctional facility meals. Other duties as assigned. **Job Requirements: must be able to successfully pass a criminal background check and drug screen.** Ability to motivate and supervise inmates and/or team members to attain quality and quantity of food production in a correctional work environment. Strong oral and written communication skills. Ability to exercise good judgment and tact. Must qualify for and maintain correctional facility security clearance. High School Diploma or Equivalent. No prior food experience necessary. Prior institutional food service or restaurant experience is a plus. Hours: 4:30am - 12:30pm or 12:00pm - 8pm. Applicants should apply on our career site at [www.tkholdings.com](http://www.tkholdings.com) prior to calling 732-509-0124 to schedule a preliminary interview. **Address:** Warehouse - Location 301 Mill Road, Edison NJ

**TKC HOLDINGS, INC. – COMMISSARY REP - General purpose of the job:** Assist in providing commissary operations and services to assigned KCN Commissary location. **Essential duties and responsibilities:** Deliver individually packaged orders to inmates at specified correctional facilities with the supervision of a correctional officer in a timely and efficient manner including but not limited to. Positively identify the inmate. Obtain signature of inmate on 2 ply order receipt. Forward 2nd copy of order receipt back to inmate. Note any and all discrepancies or damages on both copies of order receipt. Retain signed copy of order receipt. Retain and dispose of all plastic bags and trash generated in process. Account for all signed receipts. Responsible for sending required information and reports, including timesheets, to Regional Distribution Center. Maintain all KCN areas/equipment/products in a neat, clean, and orderly manner and maintain American Correctional Association & American Jail Association standards/guidelines when applicable. Attend orientation and training, annual on-site security classes and remain current in certifications as required by the Facility. Follow all the policies and procedures outlined in the KCN Best Business Practices Guide at all times. Complete miscellaneous duties assigned by KCN Commissary Manager. **Qualifications:** High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience. Must be a self-starter who can work well with people in a correctional facility in a professional, upbeat manner. Ability to work in a correctional environment. Ability to work well with ever changing priorities and or situations. Ability to lift up to 50lbs. Must qualify for correctional facility security clearance. Must pass drug screening test. Must pass background check. Familiarity with computers (including Microsoft Office programs) preferred. We are proud to be an EEO/AA employer M/F/D/V. We maintain a drug-free workplace and perform pre-employment substance abuse testing. Applicants should apply on our career site at [www.tkholdings.com](http://www.tkholdings.com) prior to calling 732-509-0124 to schedule a preliminary interview. **Address:** Warehouse - Location 301 Mill Road, Edison NJ.

**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](http://www.ucvts.tec.nj.us) for more information. We nurture your aspiration to find a career that's right for you!**

**V.A. SPATZ & SONS CONSTRUCTION** is hiring for a **Construction Driver**. Description of responsibilities: Material Delivery & Paving Experience a Plus but not required. **Skills required:** CDL A required. Position reports to: owner. Benefits: Health, Vacation. Job location: varies. Address: 91 Lone Pine Drive, Berkeley Heights, NJ 07922. To apply: Email resume and cover letter to [office@vaspatz.com](mailto:office@vaspatz.com). Tel.: (908) 464-0208

**WESTFIELD AREA Y** has P/T openings in Childcare/Education/Event Staff/ Pre-school/ Physical Programs. Please refer to our website for more detailed information. [www.westfieldynj.org/about-us/job-opportunities](http://www.westfieldynj.org/about-us/job-opportunities) or email a resume to [humanresources@westfieldynj.org](mailto:humanresources@westfieldynj.org)

**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](http://www.ycs.org)

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Please: Print only what you need.  Recycle what you print.

Jobseekers join the Job Connections Mailing List: <http://bit.ly/JobConnectionSignUp>

Employers join our Mailing List: <http://bit.ly/JobConnectionEmployers>

Agencies and case workers join our mailing list: <http://bit.ly/AgencyContacts>

Employers or recruiters may submit opportunities to the Job Connections Newsletter by following this link. Submissions must be received by 12 noon on the Wednesday before publication date.

<https://form.jotform.com/IBlatUCC/job-submissions>

The Job Connection is updated on the first business day of each week on the UCC website at <http://bit.ly/UCCJobConnectionWebPage> and on the County of Union website home page at [www.ucnj.org](http://www.ucnj.org).

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