DISPLACED HOME MAKER ASSISTANCE - What is a displaced home maker? A displaced home maker is someone who finds themselves as the primary source of household income due to death or displacement of a spouse or divorce. How do I get started? To set up an appointment to obtain complete program information, including eligibility requirements and available classes, contact CEWD Recruiting at 908-659-5114 or, via email at cewd-recruiting@ucc.edu.

UNION COUNTY COLLEGE OCCUPATIONAL TRAINING CLASSES FOR UNEMPLOYED THIS FALL: Our programs include job search support, such as resume writing, interview skills, online job search tips, creating your online profile, partnerships with area employers who look to Union County College as a recruitment resource. All our programs lead to industry-recognized certifications. Career Certification Programs at Union County College are funded through Workforce Grants. The programs are:

Workforce Grant-Funded Career Certification Programs at Union County College:

ACCOUNTING TECHNICIAN
Anticipated Start Date: November 4, 2019 to March 11, 2020
Program Schedule: Monday - Thursday, 12:00pm – 5:00pm

ADMINISTRATIVE ASSISTANT
Anticipated Start Date: November 4, 2019 to March 11, 2020
Program Schedule: Monday - Thursday, 12:00pm – 5:00pm

COMPUTERIZED OFFICE SKILLS
Perfect Training for English as a Second Language Learners
Anticipated Start Date: November 04, 2019 to March 11, 2020
Program Schedule: Monday – Thursday, 12:00 – 5:00 pm

Fundamentals of Supply Chain Management (CSCMP) FALL 2019
Program Schedule: Monday – Thursday, 8:30 AM – 2:00 PM

MEDICAL BILLING SPECIALIST
Anticipated Start Date: October 15, 2019 to February 20, 2020
Program Schedule: Monday - Thursday, 4:30pm to 9:30pm

PATIENT CARE TECHNICIAN
Anticipated Start Date: October 28, 2019 to March 10, 2019
Program Schedule: Monday - Thursday, 8:30 AM to 2PM
UNION COUNTY COLLEGE is hiring a **PT Job Developer** (Job Placement Services) for their Elizabeth Campus. The candidate will be part of the Center for Economic and Workforce Development. The schedule will be from 8:AM to 2:00PM, Monday thru Friday. This a Grant funded position. **Description of Responsibilities:** Assist CEWD students find employment (FT/PT jobs) that improve their chances for continuing employment, completing a UCC degree and /or to end dependency on public assistance. Work with CEWD Student Services staff and Program Coordinators to develop individual employability/academic plans for students. Help to carry out skills assessment and other related activities that enhance the best student job match. Follow up on student placement success and provide retention documentation as required by grant funders. Contribute to the continuous expansion of the CEWD job database by establishing and maintaining close communication with employers. To apply go to: [https://ucc.peopleadmin.com/postings/4870](https://ucc.peopleadmin.com/postings/4870)

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

**FEDEX GROUND** is hiring Package Handlers! Pay rate is $13.60 - $15.60 per hour to start. Location: Avenel. Some benefits are available after 1,000 hours. Recruitment on **Wednesday, Nov. 6, 2019** 1:00pm – 3:00pm at the Elizabeth One Stop Career Center, 921 Elizabeth Avenue, Elizabeth, New Jersey 07201

**AMAZING DELIVERIES** - Hiring now! Delivery Drivers – **No CDL Required**. Starting pay $15/hr. NJ1463132. Delivery Driver Responsibilities: Able to lift packages (up to 50lbs.) and be able to get in and out of a van multiple times throughout the day. Loading, transporting, and delivering packages to customers or businesses in a safe, timely manner. Assisting with loading and unloading packages from vans. Providing excellent customer service, answering questions, and handling complaints from customers. Adhering to assigned routes and following time schedules. Abiding by all transportation laws and maintaining a safe driving record. **Must bring driver's abstract to recruitment!** Delivery Driver Requirements: Must be 21 years old. Valid driver's license. Must have a clean motor vehicle report. Must pass a Background Check. Must pass a 5 panel Drug Screening. Willingness to adhere to assigned routes, schedules, safety procedures, and transportation laws. Strong time management and customer service skills. Ability to walk, drive, and lift and carry items for extended periods. Attention to detail. **Recruitment:** Elizabeth One Stop Career Center, 921 Elizabeth Ave., Elizabeth, NJ 07201 **Wednesday, November 13, and Tuesday, December 3: 12:30PM – 3:30PM**

**AGENCY LISTINGS:**

**ALL STAFFING WAREHOUSING** – Truck Unloaders/Loaders. Great Earning Potential. We are looking for reliable candidates with **experience** in unloading and loading trucks for our clients in Middlesex County, NJ. First shift positions available. Great
earning potential! For more information and an appointment to apply please call 732-689-1805. **Required:**

Heavy Lifting (up to 75lbs), standing on your feet for an extended period of time, fast paced environment. **Incentive Based Pay** (Paid by the Truck or the task assigned). **Not an Hourly Job.** Faster production equals more money. Healthy, active, and physically fit. Rethrow pallets. Shrink Wrap. Apply In-Person weekdays 8:30am to 3:30pm. All Staffing Warehousing 311 Raritan Ave, 2nd Floor. Highland Park, NJ 08904. **Required:** Two forms of ID for application: one your Photo ID and second your Social Security Card or Birth Certificate.

**ALL STAFFING WAREHOUSING** - ASW is hiring Scanners/Warehouse Workers for our client in Wayne, NJ. Work will start in October. First and Second Shift available. First shift is 7am to 3:30PM. Second shift is 3:30PM to 12am.

Required to scan boxes and put away. The pay is between $11 and $12 per hour. Temp to perm opportunities available for the right candidates. Must be reliable and dependable. Please call 732-442-2255 or 732-689-1805 for more information and to schedule a time to apply. Apply in person Monday to Friday between 8:30am and 3:30PM. All Staffing Warehousing 311 Raritan Ave. 2nd Floor, Highland Park, NJ 08904.

**COUNCIL FOR AIRPORT OPPORTUNITY** - Systems Engineer / PLC Programmer / Controls Engineer

Baggage Handling System sConveyor Controls experience is required. Ability to read electrical schematics and provide detailed industrial control system drawings. Aptitude for Programming (C, C#, VBA, SQL, Ladder Logic, or other languages) Knowledge of PLCs (e.g. ControlLogix, Modicon, Siemens S7). Write, enter and document PLC programs. Knowledge of HMIs (e.g. FactoryTalkView, Wonderware, iFix). Write, enter and document HMI programs. Ability to problem solve, program, debug, test, and document software on control systems. Familiarity with is an asset. Knowledge of IT/Networking, database applications and Industrial Communication Networks such as DeviceNet, Ethernet/IP, DH+, and Modbus. Excellent communication skills, both verbal and written. Understanding of industrial environments, engineering and production processes. Maintain current and accurate documentation of systems. Experience using Microsoft Office applications including Word, Excel, and Access. Ability to manage multiple priorities is required. Excellent time Management skills. **Education/Experience:** Bachelor’s degree in engineering or engineering technology in a related field (preferred) or associate degree from a 4-year college or equivalent technical school. 3+ years of controls engineering design/programming experience required. Functional knowledge in various PLC ladder logic and HMI programming systems. Prior experience in the conveyor, material handling or related industries preferred. **To apply:** Go to 17 Academy St. 5th Floor. Dress in professional attire. For more information: Contact: Amber Pierce at (973) 622-4537. Email: apierce@caonj.com.

**COUNCIL FOR AIRPORT OPPORTUNITY** - Airline Customer Service Representative. **Skills required:** English proficient, other languages may be required. **Basic Math Skills:** Adding, Subtracting, Dividing, and Multiplying, Computer Literate. Able to stand, bend, squat, reach, grasp and pick up items, occasional lifting up to 70lbs. Reading & comprehension of reference materials, instructions, policies & procedures. Open availability, flexible schedule. HS Diploma or GED required. **Description of responsibilities:** Perform a broad range of duties depending on location and service demands while delivering a high-quality product. Daily functions may include rotating from ticket counter, lobby area, gate functions, customs, arrivals and other areas within the airport. Assist passengers in various areas throughout the airport. Verify flight information and passenger documentation. Constant passenger & crew interaction. Operate jet bridge (if trained). Resolve issues with flight activity to ensure on-time departure. Some cash handling transactions, manifests, and labeling. **Salary:** $10.45/hr. and up. **Benefits:** Medical, uniform and cleaning allowance, flight benefits. **To apply:** Go to 17 Academy St. 5th Floor. Bring original social security card/valid photo i.d. resume. Dress in professional attire. **For more information:** Contact: Amber Pierce at (973) 622-4537. Email: apierce@caonj.com.

**ENABLE NJ - COMMUNITY LIVING SPECIALISTS (Direct Support Professionals).** Monmouth, Middlesex & Ocean County, NJ. Enable NJ is a great place to work! We offer personal and professional growth along with competitive pay, 401K with employer match, generous PTO policy, health, dental, vision in the Social Services industry. Open position. **Direct Support / Community Living Specialist –** Edison, Neptune, Oakhurst, Brick, NJ. FT/ PT & Sub per diem positions – all shifts available. We offer personal and professional growth along with the best compensation plan in the social services industry. We offer extensive training and flexible schedules. So, if you are passionate, customer focused, have a high level of integrity,... come join our TEAM... **Qualifications required:** Must be 18 yrs. or older. Possess a valid driver’s license. HS diploma. Ability to effectively communicate with the consumers, ability to complete necessary work-related documentation through paper and computer record systems and ability to meet the physical demands of providing...
personal care. **Preferred qualifications:** 1-year exp. Working with developmentally disabled individuals. Computer literacy using MS word. We want to be your employer of choice. Please submit your resume to – [turner@enablenj.org](mailto:turner@enablenj.org).

**LINDEN FIRST EMPLOYMENT & TRAINING CENTER** - Seeking employment opportunities? Let us assist you, Intake and Mandatory Orientation, Training Sessions are held on **Wednesdays** 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 the Amalfe Center, 1268 Shaffer Avenue, Roselle, NJ **(908) 245-1735**. Walk-ins welcome on Mondays 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.

**GENERAL LISTINGS:**

**ALARIS HEALTH AT RIVERTON** - **LPN and RN Positions Available.** Sign on Bonus for Staff RNs. Alaris Health at Riverton, a 122 bed-skilled nursing Center in Rahway, New Jersey, seeks LPNs, and RNs to provide resident care, treatment and services to the residents of the Center, and attend to the unit’s daily operations each shift and unit level. **Responsibilities include:** administering residents’ medication and/or treatment. Assisting in developing and implementing resident and nursing care plans. Counting and recording class drugs at the beginning and end of every shift. Communicating pertinent data to charge nurse, superior and/or physician. Providing residents emotional and physical comfort and ensuring their safety. Assisting physicians in making rounds and examining residents. Supervising and coordinating nursing personnel in providing direct resident care in adherence with state and federal regulations. **Job Requirements:** Graduate of an approved school for practical or vocational nursing. Currently licensed by the New Jersey State Board of Nursing. Rehabilitative or geriatric nursing experience is preferred. Able to withstand strenuous physical activity. Possess manual dexterity to handle instruments and equipment and visual and aural acuity to detect changes in residents’ conditions. Possess understanding, patience and tact in dealing with infirm, chronic or acutely ill residents, their families and visitors. Ability to positively interact with everyone from residents to government agencies and the general public. General knowledge of personnel policies and procedures and an understanding of supervisory responsibilities. Ability to work independently, problem solve and make decisions as necessary. Ability to understand and follow oral and written instructions in the English language, which may be of a technical nature. Experience in long term care or adult medical day care a plus. **Salary Range:** Commensurate with experience. Available Health Insurance. To apply, send your resume to: Israel Kanarek, LNHA at: [ikanarek@alarishealth.com](mailto:ikanarek@alarishealth.com). **Tel.:** (732) 499-7927. No. of positions: multiple shifts available. **Address:** 1777 Lawrence Street, Rahway, NJ 07065.

**ALARIS HEALTH AT RIVERTON** - **CNA Positions Available.** Alaris Health at Riverton, a 122 bed-skilled nursing Center in Rahway, New Jersey, seeks a certified nurse aide (CNA) to perform a myriad of resident care activities and related non-professional services that are essential to caring for our residents’ personal needs and comfort. **Additional responsibilities include:** Performing duties in a respectful manner that is conducive to residents’ safety and comfort and in accordance with standards of high-quality care. Assisting with resident’s activities of daily living. Making appointments for residents, accompanying them on a timely basis, assisting with post-mortem care and transferring residents’ belongings and equipment as directed. Reporting any and all changes in a resident’s condition to his/her family or responsible party. Ensuring that residents and families receive the highest quality of service in a caring and compassionate atmosphere that recognizes each individual’s needs and rights. **Job Requirements:** High school education or high school equivalency diploma is preferred. Full command of the English language (written, read and spoken). Attend a minimum of 12 hours of continuing education programs provided by the Center to maintain certification and successfully complete a state-approved certified nursing assistant program. Possess a positive demeanor and the ability to communicate with everyone from residents to the general public. Experience in long term care or adult medical day care a plus. **Salary Range:** Commensurate with experience. Available Health Insurance. To apply, send your resume to: [ikanarek@alarishealth.com](mailto:ikanarek@alarishealth.com). **Tel.:** (732) 499-7927. No. of positions: Multiple shifts available. Address: 1777 Lawrence Street, Rahway, NJ 07065.
ALARIS HEALTH AT RIVERTON - RN Unit Manager. Sign on Bonus. Alaris Health at Riverton, a 122 bed-skilled nursing Center in Rahway, New Jersey, seeks a unit manager at a professional nursing level to lead the department and assume 24-hour responsibility for the continuity of nursing care and management of the residents’ welfare. **Additional responsibilities include:** Collaborating with the director of nursing in maintaining adequate nursing coverage to provide safe nursing care 24 hours a day, seven days a week, covering on weekends and holidays as requested. Orienting, demonstrating, teaching and evaluating nursing staff’s skills and assessing their work performance. Implementing the progressive counseling process and making recommendations or taking disciplinary action as needed. Participating in the development, implementation and evaluation of quality assurance activities for the Center and/or unit. Developing and implementing discharge plans with residents, their families and the interdisciplinary team. Developing a program to facilitate continuity of care when residents are transferred to other nursing Center or the hospital. Preparing written reports, reviewing records and participating in data collection as needed. Submitting budget requests. And above all, ensuring that residents and families receive the highest quality of service in a caring and compassionate atmosphere which recognizes the individuals’ needs and rights. **Job Requirements:** Graduated from an accredited school of nursing. Minimum of one year in a leadership role (e.g. head nurse, supervisor or similar). Currently licensed by the New Jersey State Board of Nursing Examiners of Nurses. Association of Professional Nurses membership is recommended. Strong leadership and organizational skills. Ability to work independently, problem solve and make responsible decisions. Ability to positively interact with everyone from residents to government agencies and the general public. Experience developing and implementing programs, policies and procedures necessary to providing quality care. Highly knowledgeable about nursing and medical practices and procedures as well as Federal and State regulations laws, regulations and guidelines pertaining to long-term care. Experience in long term care or adult medical day care a plus. **Salary Range:** Commensurate with experience. Available Health Insurance. To apply, send your resume to: Israel Kanarek, LNHA at: ikanarek@alarishealth.com. Tel.: (732) 499-7927. No. of positions: 1. **Address:** 1777 Lawrence Street, Rahway, NJ 07065

AMERICARE PHYSICAL THERAPY – PTA. AmeriCare Physical Therapy provides you with the ability to improve your clinical skills and achieve excellence alongside a team of talented practitioners. Through shared learning and mentoring experiences, you will be able to provide patients with the highest standard of care, treating a variety of integrative orthopedic, sports-related, and neurological conditions. At AmeriCare, every patient is a partner in their care, encompassed by a team approach to maximize function. As our therapist owned practice continues to expand, we are seeking an enthusiastic Physical Therapist Assistant with strong clinical and communication skills. At AmeriCare, we want to support your goals to help you learn, grow, and succeed. Professional development and mentorship support. Continuing education and flexible schedules. Culture of innovative growth and respect for your team. We look for the best and have the systems in place to help you excel. Excellent pay, health benefits, 401 K plan with employer match, reimbursement for CEUs, paid license fee, vacation time, Paid Holidays and Productivity bonus. **Required experience:** Must have a current NJ PTA license degree from an accredited physical therapy assistant program. **Salary:** Negotiable. **Job Location:** 300 South Avenue, Garwood, NJ 07027. **Representative's Name:** Susan Rele. **E-mail:** susan@AmeriCarePT.com. **Tel.:** (908) 414-0070.

BRIGHTSTAR CARE OF WESTFIELD – Certified Home Health Aides. Successful completion of a Home Health Aide Program. Minimum of one (1) year of documented health care experience. High school diploma or GED. Certified CPR and negative TB skin test or chest x-ray. Must be able to stand walk, squat, bend, kneel, reach, twist, push and pull. Varied assistance is required depending on the mobility of the client. Must be able to lift up to 50 pounds. Providing assistance and hygiene care as directed, including but not limited to: bathing, grooming, oral care, dressing, undressing, toileting activities and assisting with measurements, if necessary. Providing assistance with daily tasks, including but not limited to: feeding, meal preparation, linen changes, light housekeeping, providing transportation to doctor appointments, outdoor activities, and shopping. Assisting client with active and passive mobility work defined by the plan of care and documenting observed changes to the Director of Nursing. Up to 3 weeks PTO. Weekly pay with direct deposit. 90 day & annual bonus, if qualified. Employee Referral Bonus Program. PAID Orientation and Ongoing Training/Inservices. FREE CPR Training. Mileage reimbursement between cases. Flexible work schedules on a variety of assignments, procedures, and treatments. Weekend and evening opportunities, in-home and facility based. **Company Address:** 560 Springfield Ave, Westfield, NJ 07090 **Submitting Representative's Name:** Angela Maltese. **To apply send resume to:** angela.maltese@brightstarcare.com or call (908) 322-8200.

CENTER FOR HOPE HOSPICE & PALLIATIVE CARE – Hiring LRN. Description of Skills/Experience Required/Desired: The Center for Hope, a unique Union County based non-profit providing hospice and residential services, seeks only dedicated,
caring and energetic RNs who want to have a positive impact on the lives of our patients and their families. We seek nurses who will thrive in a varied and challenging environment and are comfortable working in our facilities and providing high quality home care services. The successful candidate will be a proven team player and an independent thinker with excellent nursing and interpersonal skills. The Center offers an attractive salary; generous paid time off; and, a full benefits package. Some evening and weekend hours are required. Nurses interested in joining our team of skilled professionals should send a resume and cover letter to: hr@cfhh.org. Submitting Representative’s Name: Dan Di Mond
Job Location: 1900 Raritan Road, Scotch Plains, New Jersey, 07076. Tel.: (908) 288-9152. Position Reports to: Director of Residential Services. Number of Openings: 10+.

CLARK NURSING & REHABILITATION CENTER - Activity Assistant. Description of Responsibilities: This position requires someone who is outgoing and enthusiastic. This individual needs to be able to transport persons in wheelchairs and work with various disciplines. This position requires planning recreation programs with arts n’ crafts, playing games and assisting persons with afflicted dementia. You need to lead and be able to gather a group and lead the activity in this geriatric setting. Experience in long term care or adult medical day care a plus. The recreation Director supervises the activity assistant in coordinating and implementing an activities program that will meet the psychosocial, emotional, mental, spiritual and physical needs of all facility residents. The Assistant assures that delegated documentation is completed, and that all guidelines and regulations reading the Activities program are followed. Salary Range: $11.50/ Hour. Available Health Insurance. Educational Requirements: High School Diploma. Send your resume to Susan Masterson at: smasterson@clarkrehab.com, Tel.: (732) 396-7100. No. of positions: 1. Address: 1213 Westfield Avenue, Clark, New Jersey 07066

COMMUNITY ACCESS UNLIMITED - Weekly Open House: Mondays 4:00PM-6:00PM & Fridays 12:00PM-2:00PM, 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. 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 - Behavior Analyst / BCBA. Job Description: We are currently seeking a BCBA/BCBA candidate to work with individuals with developmental disabilities, oversee RBTs, run groups and trainings, and create plans. Candidate will focus on developing and maintaining behavior plans, skill acquisition plans, staff training, and conducting Functional Behavior Assessments using the principles of applied behavior analysis and positive behavior supports. Candidates for this position should have their BCBA, a master’s degree in a related field, and at least two years of experience working with people with DD and using ABA; a Master's degree in Applied Behavioral Analysis is preferred. He or she must have a genuine desire to work with individuals with developmental disabilities, a vehicle to use for work purposes, and a valid driver’s license. EOE. Community Access Unlimited offers a comprehensive benefit package a health insurance plan with no deductible and free dental insurance for individuals and families, paid training and advancement opportunities! To apply please call (908) 354-3040 Ext. 4219 or email resume with salary requirements to jdo polym-0340@caunj.org or Lbaigorrea@caunj.org

COMMUNITY ACCESS UNLIMITED - Registered Nurse. Searching for a compassionate Registered Nurse, who has a focus on quality care. A successful candidate will be able to conduct member assessments regarding medical issues and situations, perform staff training on member medical needs, etc. and ensure a high level of quality assurance regarding members’ medical needs, etc. Must possess strong organizational skills and clinical abilities; ability to manage multiple projects well; positive communicator and active listener. Proficiency with Microsoft Suite. Ability to make independent decisions thru the use of strong critical thinking and analytical skills. Ability to work a flexible schedule, filling in as needed to ensure
quality care NJ RN with 2 years experience as an RN. Experience with persons with varying disabilities and mental health preferred. **Submitting Representative's Name:** Joan Douglas. **Job Location:** 80 West Grand Street, Elizabeth, NJ 07202  
**E-mail:** jdouglas@caunj.org.

**COMMUNITY ACCESS UNLIMITED - Registered Nurse (RN).** Do you have a passion for nursing, but don’t want to work in a hospital setting? We are seeking a qualified Registered Nurse (RN) for a full-time nursing opportunity with steady hours in a community-based setting working with individuals with developmental disabilities. The RN provides nursing services to meet the needs of individuals with developmental disabilities and helps train staff. Full-Time with a comprehensive benefits package. EOE. **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.  
**Tel.:** (908) 354-3040. **Email:** 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. **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.  
**Tel.:** (908) 354-3040. **Email:** 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 in Union County. Hours are typically 11:00 PM-9:00 AM, and days will vary depending on the program. Apply at [www.caunj.org](http://www.caunj.org). **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.  
**Tel.:** (908) 354-3040. **Email:** lbaigorrea@caunj.org.

**COMMUNITY ACCESS UNLIMITED - Direct Support Professional.** 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 in Union County. Full-time position. EOE. **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.  
**Tel.:** (908) 354-3040. **Email:** lbaigorrea@caunj.org.

**COMMUNITY ACCESS UNLIMITED - Social Service Assistant Director.** We are currently seeking a qualified individual to provide administrative oversight for our supervised apartment programs for individuals with developmental disabilities and to supervise the quality of support services provided. The salary starts at $37,000 and is increased to $39,000 after successful completion of the required orientation period and training. There is the potential to increase to $40,000 one year after completing the orientation period. He or she must have a genuine desire to work with individuals with developmental disabilities. **Benefits:** Employee of the Month/Outstanding Part Timer Recognition. 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.  
**Tel.:** (908) 354-3040. **Email:** 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. **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. **Tel.:** (908) 354-3040. Email: 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.caunj.org. **Benefits:** Medical Insurance, Dental Insurance, 401(K), Life Insurance, Tuition Assistance, Paid Time Off, Longevity/Anniversary Recognition, Staff Recruitment Incentive and Staff Training. **Job Address:** 80 West Grand Street, Elizabeth NJ 07202. **Tel.:** (908) 354-3040. Email: Lbaigorrea@caunj.org

COMMUNITY ACCESS UNLIMITED: Social Service Training Administrator. **Job Description:** Expanding social service agency is seeking an individual to provide administrative support on maintaining training plan standards to meet agency and licensing requirements. Responsibilities include coordinating program trainings, grading self-instructs, data entry, room assignments, training rosters, training calendar & viewing staff schedules. Position requires a High School Diploma/GED and previous clerical experience. Car and driver’s license required. EOE. **Job Address:** 80 West Grand Street, Elizabeth NJ 07202. **Tel.:** (908) 354-3040. Email: Lbaigorrea@caunj.org

COMMUNITY ACCESS UNLIMITED: Community Organizer. **Job Description:** Expanding Union County Non-Profit, is seeking a dynamic individual to increase organization awareness and organizing activities at the local, state and national levels. Responsibilities include: recruiting, developing and training indigenous organizers with disabilities and assisting in fundraising activities. Position req’s BA/BS in related field exp in fundraising, community organizing & Microsoft office programs. Non-profit experience & working w/ people w/ disabilities preferred. EOE. **Job Address:** 80 West Grand Street, Elizabeth NJ 07202. **Tel.:** (908) 354-3040. Email: Lbaigorrea@caunj.org

COMMUNITY ACCESS UNLIMITED: HR Assistant. **Job Description:** The overall responsibility of the Human Resources Assistant is to provide clerical and administrative support to the department. This will be done by utilizing typing and data entry skills, prepare writing material, personal interaction meetings, maintaining records and resources, scanning, filing, telephone interaction, collating, copying and materials preparation, maintaining and distribution. EOE. **Job Address:** 80 West Grand Street, Elizabeth NJ 07202. **Tel.:** (908) 354-3040. Email: Lbaigorrea@caunj.org

CONNECTIONS PERSONNEL – Hiring for the following positions: Account Payable Coordinator, Accounting Clerk, Assembler, Automation Engineer, Calibration Laboratory, Calibrator Inspector, CDL Class A driver, Customer Service Representative, Data Analyst, Design Engineer, Dispatcher/Office Assistant, Electrical Tech, Electrical-Mechanical Engineer, Field Service Engineer, Forklift Operator, General Laborer, Marketing Assistant, Office Clerk, Office Manager, Labeling Clerk, Palletizer, Production Worker and Machine Operator, Production/Assembly Assistant, Production Supervisor Assistant, Q/C Inspector, Receptionist, Recruiter, RF Microwave Technician, Shipping Lead, Staff Accountant, Supply Chain Manager, Vendor Surveillance Coordinator, Warehouse Clerk. Apply to: morristown@connectionspersonnel.com. Submitting representative: Jessica Cella. Address: 69 Maple Ave Morristown, NJ 07960. Email: morristown@connectionspersonnel.com. **Tel.:** (973) 292-9300.

DUNKIN' DONUTS/NATC DONUTS – Various positions available: Please apply at: www.natcdonuts.com. **Job Location:** 315 Central Avenue, Clark, NJ 07066. **Denise Meola:** dmeola@natcdonuts.com. **Tel.:** (908) 324-4956.
EASTERN CHRISTIAN CHILDREN’S RETREAT - Direct Support Professionals (FT and PT).  **Skills required:** High school diploma or GED, NJ driver’s license in good standing. Experience working with individuals with developmental disabilities helpful. Must meet background check requirements. We are seeking caring and compassionate individuals with a "can do" attitude to work in a Group Home setting and at our Mountain Avenue location. Join us by providing direct supervision to our population of individuals with developmental disabilities. Shifts available: 7:00 a.m. – 3:00 p.m. / 3:00 p.m. – 11:00 p.m. / 11:00 p.m. – 7:00 a.m. Great work environment. Ongoing employee recognition, and educational opportunities. Some positions are benefits-eligible. **EOE employer.  **Job Location:** 700 Mountain Avenue, Wyckoff, NJ 07481.  **E-mail:** eccrhr@eccretreat.org  **Tel.:** (201) 848-8005.  **Apply to:** https://eccretreat.org/job-opportunities/  

EVEREST HEALTHCARE SERVICES - Certified Nursing Assistant.  **Description of skills:** Must have 6+ months of nursing home experience. Ability to build rapport with patients. Compassionate and caring demeanor. Familiarity with medical terminology. Ability to work well in teams.  **Responsibilities:** Provide basic patient care according to facility guidelines Assist patients with activities of daily living. Assist in the transport of patients. Provide companionship to patients Maintain a clean and healthy environment.  **Job Location:** 3840 Park Avenue, Suite B204, Edison NJ 08820.  **Representative:** Selena Hamlin.  **Salary Range:** $14.00 - $16.00 per hour.  **To apply:** Email your resume to: selenah@everesthealthcare.net  **Tel.:** (732) 548-1266.  **Or go to:** www.Everest-Healthcare.net  

EXP REALTY - THE SLEEPY HOLLOW TEAM - Real Estate Associate. Motivated, energetic, people skills, sales experience are all helpful, ability to interact via social media platforms, communication skills, willing to train and learn.  **Job Location:** 1030 Central Avenue, Suite E, Plainfield NJ 07060.  **Submitting Representative’s:** joseph.burris@exprealty.com  **Tel.:** (908) 305-1583  

FASTSIGNS OF NEWARK – Accounting. Unpaid Internship. Work and reconcile QuickBooks online. To be very familiar with QuickBooks and other office procedures. Undergraduate student. Recent or Pending Graduate (post degree). Certification Program.  **Submitting Representative’s:** Robert Acquaye.  **Job Location:** 210 Market St. Newark, NJ 07102  **To apply:** send your resume to: 605@fastsigns.com  **Tel.:** (973) 273-1200  

FEDEX GROUND – Warehouse/Package Handler - Part-Time and Full-Time at our Woodbridge Hub in Keasbey, NJ. Think Fast. Think FedEx Ground. Interested in a fast-paced job with career advancement opportunities? Join the FedEx Ground team as a package handler. Come see why FedEx ranks among America’s “Best Places to Work.” We offer competitive hourly rates, multiple raises in the first year, and tuition reimbursement. Package handlers are eligible for medical, dental and vision benefits as well as vacation and holiday pay, after completion of an eligibility period. Part-time positions are available. Full-time and flexible scheduling are available in some locations.  **Qualifications:** Entry level Must be at least 18 years of age. Must be able to load, unload and sort packages, as well as perform other related duties Daily Activities: General warehouse operations, load and unload trucks, shipping and receiving, movement of material, package tracking, dock labor, and transportation /distribution. For more information, please go to: https://Groundwarehousejobs.fedex.com  

FOOD SERVICE TRAINING ACADEMY - Culinary Arts/Baking/Certification Program. **Representative:** Rosemarie Murray  **Location:** 31 Evans Terminal, Hillside NJ 07205.  **Email:** rmurray@cfbnj.org  **Tel.:** (908) 355 – 3663.  **Educational requirements:** HS Diploma/GED  

GEO GROUP – FT Security Monitors $11.75 per hour – Kearny, NJ.  **3rd shift:** 11PM - 7AM.  **Summary:** This position maintains an orderly environment within the assigned unit or area of the facility and performs standard operating procedures in accordance with facility policies and procedures as required by Company and client contractual requirements. The operations counselor follows daily schedules and always conducts him/herself in an exemplary manner.  **Primary Duties and Responsibilities:** Supervises all resident movement within the assigned unit/area. Reports resident accidents or injuries to supervisor. Provides orientation to new residents and discharges residents. Performs scheduled resident headcounts and completes written count reports. Conducts daily inspections and searches of resident sleeping quarters and body searches. Monitors eye drug testing. Reports all resident behavioral problem incidents in writing to supervisor and conducts appropriate crisis intervention. Collects urine samples for random and routine substance abuse screenings of residents as required. Transports residents by company vehicle to out-of-facility appointments. Remains at
assigned security check point and monitors security cameras to maintain safe and secure orderly environment for residents during the daily scheduled activities. Enforces the facility rules of conduct with the residents. Supervises resident visitation. Performs other duties as assigned. We offer personal and professional growth along with extensive training and flexible schedules. So, if you are passionate, customer focused, have a high level of integrity…. come join our TEAM...

**We want to be your employer of choice!!!! Please apply online to [jobs.geogroup.com](http://jobs.geogroup.com)**

**GRACELAND ADULT MEDICAL DAY CARE** is seeking a **Social Worker**. **Description of Skills:** A minimum of bachelor’s degree in social work. Must be certified social worker by the NJ State Board of Examiners. Capability to speak fluent Spanish is preferred but not required. **Description of Responsibilities:** Help older adults adjust and cope with different problems that they experience. Assess clients to determine their unique needs. This could be done through an interview with them, their family members, and other experts such as doctors and nurses. If the older adults still reside in their homes, home visits can become an integral part of your interaction with them. Once their needs are assessed, a plan is made to address their needs. Apart from diagnostic assessment of their needs, periodic evaluation is also done to monitor their well-being and any changes in their needs. You may also help them utilize services that could address their needs. For example, if your client is having financial problems, you could liaise between them and financial services or institutions. **Number of Openings:** 1. **Job Location:** 316 Madison Ave, Perth Amboy, NJ, 08861. **Representative:** Miss Lovina. **To apply:** Email your resume to: gracelandamdc@gmail.com. **Tel.:** (973) 699-4826.

**GRACELAND ADULT MEDICAL DAY CARE** is seeking a **Certified Nursing Assistant**. **Description of Skills:** High School diploma or GED Completion of a state-approved CNA certification training course. Basic computer skills. Ability to work as part of a team and to handle multiple tasks safely and effectively. Good communication skills, including the ability to communicate sensitive information with empathy (“bedside manner”). **Description of Responsibilities:** Assist with daily living activities. This includes delivering meals to patients, turning and ambulating patients and providing plenty of fresh water, as well as extra nourishment between meals. Help patients with personal hygiene. Provide patients with bedpans, help with baths, shampoos and showers. Provide adjutant care for the patient, including ice packs, non-sterile dressings and therapeutic baths. Check vital signs and record daily information in the patient’s chart. Helps patients by supporting personal hygiene and daily living needs, providing comfort, transportation, and vital sign monitoring. Assist the nurses and other staff as needed. Adhere to professional standards, follow policies and procedures and abide by federal, state and local requirements, as well as Joint Commission standards. **Number of Openings:** 1. **Job Location:** 316 Madison Ave, Perth Amboy, NJ, 08861. **Representative:** Miss Lovina. **To apply:** Email your resume to: gracelandamdc@gmail.com. **Tel.:** (973) 699-4826.

**GRACELAND ADULT MEDICAL DAY CARE** is seeking an **Activity Director**. **Education Requirements:** Completed ME PAPI course. **Description of Skills:** We are looking for someone who is a NJ Certified Activity Director or who has completed ME PAPI course. **Job Type:** Full-time Experience: Activities: 3 years (Preferred). **Description of Responsibilities:** The Activity Director shall plan, implement, supervise, and evaluate member activities, which encompass social, spiritual, psychological and cognitive aspects of the program. **Number of Openings:** 1. **Job Location:** 316 Madison Ave, Perth Amboy, NJ, 08861. **Representative:** Miss Lovina. **To apply:** Email your resume to: gracelandamdc@gmail.com. **Tel.:** (973) 699-4826.

**MACHINERY SERVICES CORP.** - **Welder.** Send resumes to Dawne Beltramini at: [apply@rapidservice.com](mailto:apply@rapidservice.com). **Job Location:** PO Box AY. 285 Straight Street, Paterson NJ 07509. **Tel.:** 973-345-5600.

**MACHINERY SERVICES CORP.** - **Shipping/Receiving/Warehouse.** **Description of skills desired:** Machinery Services Corp. / Rapid Pump and Meter Service Co., Inc. an electrical and mechanical contractor providing comprehensive industrial services for over 40 years in the New Jersey, New York Metro region is seeking an organized, energetic individual with a positive attitude who thrives in a fast-paced environment. **Job Responsibilities:** Perform duties related to shipping, receiving and warehouse organization. Clean and maintain supplies, tools, equipment, and storage areas. Maintain physical stock, count store and verify inventory counts. Assist customers with dropping off and picking up of Pumps and other equipment. Answer phone as required. **Job Requirements:** Must be data entry proficient. Must be able to work in a fast-paced environment. Must be able to read, write and speak English sufficiently to perform job functions. Ability to lift and manipulate heavy objects. Must be able to work overtime as required. Able to drive forklift Must have a valid driver's license. Mandatory pre-employment drug testing. We offer competitive salary & benefits –
MACHINERY SERVICES CORP. - Maintenance Mechanic Helper. Description of skills desired: Electrical and Mechanical Contractor seeks a dedicated, responsible and service minded individual to work in the Industrial, Commercial, and Transportation sectors to help maintain equipment and production tools. Must be able to troubleshoot, repair and install equipment. Helps mechanics or other tradespeople with dismantling, overhauling, and assembling of equipment and machinery. Basic Electrical skills/experience, and automatic control. Ability to use hand tools and trade type tools. Job Type: Full-time. Valid driver’s license required. Mandatory Pre-Employment Drug Testing. Benefits: Excellent salary commensurate with experience. Comprehensive medical benefit plan. 401(k) with company matching. Paid vacation Life insurance. Job Location: Wall Township, NJ 07727. Send resumes to: apply@rapidservice.com. Tel.: (973) 345-5600.

NEED IT NOW LOGISTICS - CDL A & CDL B Drivers. Description of skills desired: Applicant must be 21 or older. At least 1 year of verifiable experience as a CDL Class A Driver or CDL B Driver. Valid Class A driver’s license and valid medial (DOT) card. Clean driving & criminal record (No major violations or accidents). Reliable transportation to & from Warehouse (Avenel, NJ). A valid email address & working cell phone. Ability to pass a pre-employment drug test/background check. Description of Responsibilities: SOS Logistics (Need It Now Delivers) a leading logistics provider has immediate job openings for dependable CDL Class A Truck Drivers to safely operate a company provided tractor trailer and unload/driver products to an assigned route schedule. Using a positive, friendly attitude, our drivers build relationships with each customer and become familiar with their operations to meet needs and expectations. No of openings: 10. Benefits: Medical Benefits After 6 months. Job Location: 29 Spring Street, West Orange, New Jersey 07050. To apply: Send resume to Alaya Bishop at: alaya.bishop@nindelivers.com. Salary: $20.00/hr.

NEW YORK REGIONAL CENSUS CENTER – Census Jobs. FT/PT. Submitting Representative's Name: Mariane Ibrahim. Email address: Mariane.a.ibrahim@2020census.gov. Tel.: (609) 960-2605. Salary Range: $25 - $27.50 Hour. Apply to: 2020CENSUS.GOV/JOBS

NJ RESOURCES - FT Meter Readers – Ocean County, NJ. NJ Resources is a great place to work! We offer personal and professional growth along with the best compensation plan in the Utility industry. New Jersey Natural Gas is seeking Meter Readers to read residential/industrial gas meters. Physical work activities include: ability to bend, squat, crawl, and climb, ability to lift heavy objects, ability to use hands, ability to work in various outdoor weather conditions, ability to drive a company vehicle. The above job description is reflective of the primary duties of this position and in no way limits the supervisor from assigning any other duties, responsibilities or initiatives as deemed necessary. So, if you are passionate, customer focused, have a high level of integrity....come join our team...We want to be your employer of choice! Please apply online – www.njresources.com

NJ RESOURCES - FT Meter Readers – Rockaway NJ. NJ Resources is a great place to work! We offer personal and professional growth along with the best compensation plan in the Utility industry. New Jersey Natural Gas is seeking a Meter Reader to read residential/industrial gas meters. Physical work activities include: ability to bend, squat, crawl, and climb, ability to lift heavy objects, ability to use hands, ability to work in various outdoor weather conditions, ability to drive a company vehicle. The above job description is reflective of the primary duties of this position and in no way limits the supervisor from assigning any other duties, responsibilities or initiatives as deemed necessary. So, if you are passionate, customer focused, have a high level of integrity....come join our team... We want to be your employer of choice! Please apply online: www.njresources.com

OUR HOUSE INC. - Direct Support Professional. Description of responsibilities: Trains and supervises residents in the development/enhancement of independent living skills in such major areas as nutrition, meal planning and preparation, household skills, clothing maintenance, personal grooming and hygiene, money skills, recreational and social skills, safety, travel training, sexuality training, self- advocacy and other areas. May be responsible for providing a high level of assistance with hygiene, including but not limited to: bathing, toileting, changing diapers, changing catheters, changing colostomy bags, etc. Responsible for the safety and well-being of the residents. Provides adequate supervision for the individuals in the home as outlined in their IHP/ISP. Required: High school diploma, clean driving record and valid license, 1 yr.
experience. **Salary:** $12.00 per hour. **Job Location:** 76 Floral Ave., Murray Hill, NJ 07974. **Submitting Representative’s Name:** Blair Dolphin.  **bdolphin@ourhousenj.org**  
**Tel.:** (908) 464-8008.

**PREFERRED FREEZER SERVICES OF ELIZABETH - Data Analyst / Auditor (Paid Internship).** The intern will work directly under executive Management both Sales Manager and General Manager. Pat(General Manager) has worked for 25+ years in the supply chain & logistics industry, Primarily in the food storage and distribution industry. Justin has worked in sales and business management for 20+ years. The leadership will provide weekly 1-2 hour discussions on their experiences in business management, as well as provide insightful business and career advice. Working with PFS, the intern is expected to learn how to work independently and as part of a group on accounting and auditing projects. Undergraduate student Recent or Pending Graduate (post degree). Occupational Training Program student. Candidate should have academic or business experience in Accounting, Business Management or desire to learn Supply Chain & Logistics. **Number of Hours per Week:** 10-20. **Duration of Internship:** 3 Months. **Submitting Representative’s:** Patrick Ternyila. **Job Location:** 150 Bayway Ave. Elizabeth, NJ 07202.  **Tel.:** (201) 341-0193.  **Send resume to:**  **pter.nyila@pfsl.com**

**PREMIER HOME HEALTH CARE SERVICES -** Premier Home Health Care Services is looking for We are currently hiring LPNs and RNs for our staffing division. We offer flexible schedules. **Benefits Included:** Medical, Paid time off. **Job Location:** 2400 Morris Ave., Suite 203, Union NJ 07083. **Submitting Representative’s:** Kevin Morales. **Send resume to:**  **kmorales1@premierhomehealthcare.com**  
**Tel.:** (908) 322-8883

**PROGRESSIVE EDGE PT LLC – LPT Assistant.** Candidates who are currently obtaining/looking to pursue a Physical Therapy degree are preferred. Filing and organization skills preferred. Knowledge of MS Word and Excel. Help to prepare heat packs and ice packs for patients. Help patients perform prescribed exercises under the supervision of a therapist. Maintain a safe and clean working environment. Clean all equipment throughout clinic. Proficiency in Spanish preferred. All work is performed under the supervision of a Licensed Physical Therapist. **Salary:** $10.00-12.00/hr. **Job Location:** 1390 Stuyvesant Ave, Union, New Jersey 07083. **Submitting Representative’s:** Andrew Iuzzolino.  **Tel.:** 908) 964-8574.  
**To apply send resume to:**  **progressiveedgept@yahoo.com**

**RIDER INSURANCE COMPANY** is seeking a **Product Analyst.** **Reports to:** Production Manager. **Description of Skills:** Must have strong written and verbal communication skills. Proficiency with Excel, and strong math skills are required. Must be detail-oriented and able to work in a fast-paced environment. Must possess strong analytical and problem-solving skills. **Description of Responsibilities:** Full-time, entry level opportunity for a Product Analyst. This position will work with business and systems partners to analyze and resolve problems with business processing discovered in production or in test environments. Monitor and manage rate adequacy to assure all products are delivering target underwriting margins. Develop and maintain a competitor knowledge base. Continual analysis of business and user needs. **Benefits Included:** Health insurance, paid vacation & sick days, 401k plan, flexible schedule. **Education requirements:** Bachelor’s.  **To Apply:** Send resume to:  **mwilkes@rider.com**. Monica Wilkes, 120 Mountain Avenue, Springfield, NJ 07081.  **Tel.:** (973) 564-5468.

**ROSELA DAYCARE CENTER – Lead teacher.** Full time Lead teacher position available to start immediately. Hours are Monday - Friday 8:30 AM - 4:30 PM. Please call to set up an interview. **Salary:** $1,920.00 per month. **Educational requirements:** CDA, AA in Early Childhood. **Job Location:** Street Address: 111 W. 5th Avenue, Roselle, NJ 07203  
**Tel.:** (908) 241-8787.  **E-mail:**  **roselledaycare@comcast.net**

**ROYAL COMMUNITY SUPPORTS - Companion/Caregiver.** **Description of responsibilities:** No experience required! Flexible, part- or full-time hours (16 – 40 hours weekly). NJ driver’s license and reliable car. Respectful and compassionate Good time management skills. Strong communication & interpersonal skills – willing to learn sign language. Strong ethics Physical endurance – must be able to swim, run 1 mile and lift 75 lbs. Professional and compassionate attitude is the most important qualification for this very satisfying and rewarding position providing high quality assistance with activities of daily living to young man with developmental disabilities. The ideal candidate will be patient and friendly with excellent communication skills. Training and on-going support provided. Be a pleasant and supportive companion. Help clients take prescribed medication. Assist clients with personal care and hygiene. Plan and prepare meals with assistance from the client. Perform light housekeeping duties with client’s assistance. Report any unusual incidents. Act quickly and
RUTGERS UNIVERSITY – is hiring for faculty, staff, and counseling positions. Please search for positions at http://uhr.rutgers.edu/

SEAL SPOUT CORPORATION: Machinist / CNC operator. Known as an industry leader in the manufacture of metal, plastic and paper pour spouts. We also manufacture the inserting machines. A fourth generation, 75-year, family owned and operated business. We offer an excellent work environment in a small, very clean, air-conditioned shop. Looking for a Machinist with 3 years experience for all around machine shop work. CNC experience a plus. Candidate will perform various assignments as needed and have the opportunity to grow. Hours: Monday thru Friday from 7:00am to 3:30pm. 

Educational requirements: High School Diploma. Benefits included: 11 Holidays, 10 PTO days, medical, dental, life insurance and 401K. Salary based on experience; $18.00 - $25.00 per hour. Address: 50 Allen Road, Liberty Corner, NJ, 07938. Located right off exit 33 from Route 78. Tel.: (908) 647-1900.

Send your resume to Frank Lombardo: flombardo@sealspout.com.

SHULTS INSURANCE AGENCY INC. Bilingual (English/Spanish) Customer Service Rep. 


STARLIGHT CLEANERS is seeking a Cashier. Skills: We will train the right person. Description of Responsibilities: Taking in and giving out customers’ garments. Send resume to Michael Novello at: mnovello@mac.com. Salary: $11 to $13 per hour. Address: 274 North Ave. Westfield, NJ 07090.

Stephens Bros Tax Service, LLC - Tax, Accounting & Marketing Intern. Our company is creating an internship program to teach each intern how to start and run their own tax professional business in their community. We are accepting 1 to 3 tax, accounting and marketing interns during tax season (January 1, 2020 to April 30, 2020). The program starts October 30th, 2019. Submitting Representative’s: Joseph Stephens. Job Location: 1139 E Jersey Street, Suite 214, Elizabeth New, Jersey 07201. Send resume to: info@stephensbros.com

Tel.: (201) 500 - 9595

SUNRISE ASSISTED LIVING OF WESTFIELD – Caregiver. Description of skills/responsibilities: Looking for Certified Home Health Aides and/or Certified Nurses Assistants to assist in providing assistance to seniors with care- bathing, dressing, etc. Salary: $13/hour. Job Location: 240 Springfield Avenue, Westfield NJ 07090. To apply: sunrise.com, website under careers tab. Submitting Representative’s Name: Aishani Patel. E-mail: westfield.ed@sunriseseniorliving.com

Tel.: (908) 317-3030. Number of openings: 2

SURGENTS ELITE SCHOOL OF GYMNASTICS: Instructor. Part Time. Hourly Rate $12 - $15 depending on experience. Seeking a positive and energetic part-time gymnastics instructors! Our instructors are passionate about helping children learn, complete achievable challenges and build confidence through their success. Looking for flexible team players capable of working weekdays and weekends. Experience considered: Gymnastics Instructor. Former Gymnast, Cheerleader or Tumbler/Trampoline. Childcare, Teaching or Education. Fitness Instructor. Training. Current and Future Teaching Majors Camp counselor. Something relatable. Applicants will be required to go through a background check. New instructors will become USAG Safety Certified and participate in on the floor training. Telephone: 908-789-3392. To apply: Send resume to garwood@surgentselitegym.com

Job location: 401 South Avenue East, Westfield, NJ.
THE ARC OF ESSEX COUNTY

The Arc of Essex County’s dedicated staff of nearly 500 works with approximately 1,500 people each week. By combining compassion and competence in more than 44 programs, The Arc staff assists individuals from birth through their senior years in their quest to live fuller, more independent lives.

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<tr>
<th>POSITION</th>
<th>LOCATION</th>
<th>STATUS</th>
<th>REQUIREMENTS</th>
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<tbody>
<tr>
<td>Direct Support Staff</td>
<td>Various Locations in Essex County</td>
<td>Part-Time &amp; Full-Time; Weekend, Evening, and Overnight positions</td>
<td>High school diploma; clean driving record and standard NJ driver license, 1 yr experience working with adults with developmental disabilities</td>
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<td>(Group Homes)</td>
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<td>Direct Support Staff</td>
<td>Various Locations in Essex County</td>
<td>Full-Time &amp; Part-Time; Mon-Fri; 8am-4pm</td>
<td>High school diploma; clean driving record and standard NJ driver license; 1 yr experience</td>
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<td>(Day Programs)</td>
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<td>Special Education Teacher</td>
<td>Roseland, NJ</td>
<td>Full-Time, Mon-Wed, Fri-8:00am-3:00pm, Thurs 8:00am-3:30pm</td>
<td>BA/BS degree in Special Education or related field with NJ Certification as Teacher of the Handicapped; experience working with developmentally disabled and/or special needs children required.</td>
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<td>Special Education Teacher Assistant</td>
<td>Roseland, NJ</td>
<td>Full-Time, Mon-Wed, Fri-8:00am-3:00pm, Thurs 8:00am-3:30pm</td>
<td>High school diploma; new college graduate studying special education preferred; some experience working with developmentally disabled/special needs children preferred.</td>
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<td>Shift Supervisor</td>
<td>Various Locations in Essex County</td>
<td>Full-Time, Various Shifts</td>
<td>College degree preferred; at least 2 years’ experience working with individuals with developmental disabilities.</td>
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<td>Related Services:</td>
<td>Various Locations in Essex County</td>
<td>Part-Time (Casual)</td>
<td>Must maintain a valid NJ Driver license with a clean record • NJ SLP, OT, or PT license</td>
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<td>Speech Therapist (SLP);</td>
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<td>Occupational Therapist (OT);</td>
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<td>Physical Therapist (PT)</td>
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<td>Day Programs (Bridges)</td>
<td>Fairfield, NJ</td>
<td>Full-time, Mon-Fri</td>
<td>Must maintain a valid NJ Driver license with a clean record • NJ SLP, OT, or PT license • High school diploma; clean driving record and standard NJ driver license, previous experience working with adults with Autism and Behaviors</td>
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OPEN HOUSE –Tuesday, October 29, 2019 from 11AM to 2PM
1120 Bloomfield Ave ~ West Caldwell, NJ 07006      RSVP to: recruiter@arcessex.org

THE DUDLEY-SMITH LAW FIRM, LC - Administrative Assistant. Description of responsibilities: The assistant will perform a variety of clerical and administrative tasks with precision, accuracy and professionalism. Those duties include but are not limited to handling incoming and outgoing mail, filing, drafting documents, ordering supplies, and maintaining the office. The ideal candidate for this position must be able to handle frequent communications with various courts, adversaries, clients both in person and on the phone. The candidate must be well-mannered, well-groomed, punctual, patient and professional. The attorney may frequently be out of the office. Therefore, the assistant must be able to demonstrate
initiative and independence and possess the common sense needed to make appropriate judgment calls as to matters that require the attorney’s immediate attention. Working knowledge of common office equipment (copier, scan, fax, postage meter). Description of skills and knowledge: Microsoft Word, Excel. Some office experience strongly preferred. Email resumes to Celeste Dudley at: cdudley@dudleysmithlaw.com. Salary: $12 per hour.

THEOSMY HOME CARE AGENCY - Certified Home Health Aide. We have current job openings for Certified Home Health Aides in the following locations: Union County, Essex County and Middlesex County. Qualifications for HHA – Home Health Aides: Minimum one-year work experience & Current New Jersey Home Health Aide license listed in good standing with the Board of Education. Job Responsibilities for Home Health Aides: Activities of daily living, light housekeeping, bathing, dressing, grooming, toileting, range of motion / exercises, transfers / use of mechanical lifting devices, oral feeding, laundry, meal preparation, bed making, assisting with ambulation and medication assistance. Theosmy Home Care Agency pays $12 per hour. We invest in our Theosmy Team. Please contact Naomie Fils-Aime. Email: theosmyhomecareagency@gmail.com. Tel.: (908) 590-0933 to apply. Job Location: 20 Commerce Drive, Suite 135, Cranford, New Jersey 07016.

THINK KITCHEN - Key Holder and Sales Associate. Customer service skills and experience in sales. Greet and assist customers. Ability to ring up customers at pos. Ability to lift and moves objects up to 50 lbs. Submitting Representative’s Name: Nadiyah Vaughn. Email: nadiyah.vaughn@gmail.com. Tel.: (973) 710-0616. Job Location: Street Address: 651 Kapkowski Rd. Suite 2442, Elizabeth, NJ 07201

TIDY-UP SERVICES, LLC- Looking for commercial cleaning personnel for open positions in SUMMIT NJ. Hours available Monday – Sunday 5:00pm - 9:00am and 10:00pm-1:00am. An ideal candidate will be able to successfully perform the following responsibilities: Clean, sweep, dust mop, and wet mop floors, stairways, and corridors to ensure cleanliness. Empty trash bins, wipe down mirrors and windows, disinfect doorknobs, light switches, et cetera. Determine type of chemicals and equipment necessary for specific cleaning tasks. Dust furniture and scrub surfaces clean. Clean and service restrooms with mops and disinfectants. Performs routine maintenance of housekeeping equipment. Identifies cleaning problems and determines appropriate remedies. There are multiple part-time positions open, potentially leading to full-time positions. Hands on training available. Must have a valid driver’s license and reliable transportation. Must be 18+ years old. To apply please e-mail your resume and availability to tidyupservicesllc@gmail.com

TRINITAS REGIONAL MEDICAL CENTER is recruiting for Part Time and Per Diem Food Service Workers at Williamson Street Campus and New Point Campus. These are less than 30 hours per week and would be scheduled on either 6:30am-2:30pm, 11:30am-7:30pm, or 3:30-7:30pm. They would be required to work M-F as well as every other weekend and holiday. The pay rate starts at $12.00-day shift and $13.25 after 3pm. Must complete post offer physical and background check. Job Description: Assist with the serving of meals and ensuring that the meals arrives to floor on time. Ensures sanitation is completed in the department, to meet Regulatory standards. Works in the dish room ensuring that all dish ware is properly cleaned and sanitized. Clean all food truck, ensuring that all food debris is removed. Job Requirements: High school diploma, GED or applicable previous experience; Must have the ability to read, write and speak English (or other languages as necessary); Follow written and verbal instructions. Experience in health care environment desirable, but not required. Link to apply: https://careers.trinitasrmc.org/jobsearch/job-details/foodserviceworker/4029/1 [careers.trinitasrmc.org]. Submitting Representative’s: Taryn Miller, Human Resources – Recruiter. Trinitas Regional Medical Center, 18 South Broad Street, Elizabeth, New Jersey, 07207. Tel.: 908-994-5334 Fax: 908-994-8280. Email: tmmiller@trinitas.org

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) 889-8288 x 301 or visit www.ucvts.tec.nj.us for more information. We nurture your aspiration to find a career that’s right for you!

UPS - Package Handler. UPS is hiring individuals to work as part-time Package Handlers. This is a physical, fast-paced position that involves continual lifting, lowering and sliding packages that typically weigh 25 - 35 lbs. and may weigh up to 70 lbs. **Salary Range:** $16.00 per hour. **Submitting Representative’s Name:** William Guevara-Hernandez. **Job location:** 1 Clover Place, Edison, New Jersey 08837. Apply at https://www.jobs-ups.com/ E-mail: wguevarahernandez@ups.com Tel.: (732) 417-3454

WORRALL MEDIA - Account Executive. Friendly, personable, reliable, good work ethic. Enter the exciting career of advertising sales. Work with local businesses to develop relationships to create and design ads to help them grow. No closing or aggressive hard selling. No experience necessary, we will train capable candidates. Must have reliable car. **Job address:** 1291 Stuyvesant Ave. Union, New Jersey 07083. **Submitting Representative’s:** Joe Farina. jfarina@thelocalsource.com Tel.: (908) 686-7700. **No. of positions:** 2-3.

YMCA (The Gateway Family) - Part-time Activities Assistant. The WISE Adult Day Services Program is seeking a dedicated, flexible, responsible, and energetic team player to assist with our activities programming Monday through Friday between the hours of 1PM – 6PM and substituting for other shifts as needed. Applicant must have a High School diploma and at least 2 years activities or health care experience working with elderly/disabled/cognitively-impaired adults. Bilingual Spanish/English is a plus. Will consider applicants who can only work some of the days of the week. **Submitting Representative’s:** Susan Butler. **Job address:** 2095 Berwyn St., Union, New Jersey 07083. Send resume to: sbutler@tgfymca.org Tel.: (908) 687-2995

YMCA (The Gateway Family) - WISE Adult Day Services: Part-time Activities Assistant. Applicant must have a High School diploma and at least 2 years activities or health care experience working with elderly/disabled/cognitively-impaired adults. Bilingual Spanish/English is a plus. Will consider applicants who can only work some of the days of the week. The WISE Adult Day Services Program is seeking a dedicated, flexible, responsible, and energetic team player to assist with our activities programming Monday through Friday between the hours of 1PM – 6PM and substituting for other shifts as needed.

YMCA (THE GATEWAY FAMILY) - Social Service Assistant-Men’s Housing. **Service Skills:** Appropriate appearance required. Greet residents and guests. Show interest in resident’s concerns. Know residents’ names and use them in their presence. Refer member’s questions, concerns, or suggestions to appropriate department head/supervisor. Carry out other duties as assigned by your supervisor. Be courteous in all communication/correspondence within the organization. Be alert to safety factors and refer all potential hazards to appropriate department supervisor. Always look for ways to improve
Reliability and having a keen eye for detail is the first step to this job. The ideal candidate should have experience in performing basic repair work to the facility as necessary, as well as ensuring that the building facilities is tidy and functional. Experience using hands and electrical tools. Must have own transportation. Experience in maintenance work in accordance with Program guidelines. Completion of intake packet for residents entering the program. Using completed assessments, develop a Success Plan for each resident on assigned caseload. Ensure timely Intake screenings and revisions of Success Plans. Assist in the development of community resources. Document clear and concise notes that describe services in progress notes. Submit timely reports according to designated schedules. Provide guidance to residents on personal, family, financial, employment, educational, behavioral, crisis and substance abuse matters. Participate in weekly case management meetings and monthly program meetings. Conduct wellness checks. Ensure the safety of staff and residents in the program. Provide supervision and surveillance of the residents and visitors as needed. Ensure that found contraband is properly disposed. Conduct urine monitoring (if applicable). Monitor entry and egress of all residents. Handle emergencies in accordance with established policies and procedures. Ensure city, county and federal compliance is maintained in all relevant duties. Perform other functions as directed. Effect on end results: This position ensures that the residents in the YMCA stabilize their life and functions at maximum efficiency and courtesy to fully support the resident’s objectives of the YMCA. To help client clarify their goals and objectives. To significantly improve each resident’s ability to obtain and maintain permanent housing. To increase the client’s motivation to remain employed and long-term satisfaction with their work environment. The achievement of established program outcomes. The achievement of quality and timely promotional and communications materials accurate and timely submission of reports and documents to Director of Social Services. Submitting Representative's: Laura Margeotes. E-mail: Lmargeotes@tgfymca.org Tel.: (908) 355-9622. Job Location: 135 Madison Ave. Elizabeth, New Jersey 07201. Salary Range: $10-$12 per hour. No. of positions: 4. Send resume to: tmccoy@tgfymca.org

Senior Housing Director

YMCA – Maintenance. Job Objective/Summary: The Five Points YMCA is currently looking for a skilled Maintenance/Housekeeping worker to perform upkeep tasks such as repairs and cleaning. You will be responsible for performing basic repair work to the facility as necessary, as well as ensuring that the building facilities is tidy and functional. Reliability and having a keen eye for detail is the first step to this job. The ideal candidate should have experience in maintenance and possess the physical stamina to complete all duties. Requirements: Must live in close proximity to branches. Effective written and oral communication skills/Bilingual a plus. Physically capable of lifting 50 pounds unassisted. Ability to stand/walk through the full duration of shift. Basic knowledge of HVAC, plumbing, and electrical systems. Experience using hands and electrical tools. Must have own transportation. Experience in maintenance work to prioritize tasks and follow specified procedure. Responsibilities: Maintain facility clean and tidy. Keep restrooms/locker rooms stocked and clean. Keep outside grounds clean and clear or any garbage/debris. Replace damaged bulbs/Ceiling Tiles. Minor sheetrock/wall repair. Minor plumbing/electrical repairs Move/transport furniture when necessary. Assist management when needed. Send your resume to Rene Santiago: rsantiago@tgfymca.org. Tel.: (908) 688-9622. Job Location: 201 Tucker Avenue, Union NJ.

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