

MAY 17, 2021 – MAY 21, 2021

HIGHLIGHTS

Employers, please review the Constant Contact email for the links for submitting job postings. Please submit jobs through the JotForm link. Jobs are included in this listing for two weeks. If you want to list longer, please resubmit or send an email requesting more time. All fields should be completed before submitting. Questions about this? Email katrina.james-pellam@ucc.edu. Job Submissions link is right here also: <https://form.jotform.com/IBlatUCC/job-submissions>

Job seekers, please forward this to a friend in need. To sign up to receive this in your email, submit your [info here](#).

Caseworkers, employers, others, please scroll to last page of this newsletter to link to sign up to receive this newsletter via email.

UNION COUNTY AMERICAN JOB CENTER

Job seekers in Union County can use the new “Union County Works” website at ucajc.org to find job openings, job training and education opportunities, help creating resumes, and more. It is the first county-based “virtual one-stop” employment service in New Jersey. Union County Works is a project of Union County’s American Job Center. The launch of the new online platform makes the American Job Center the first local workforce area in the state of New Jersey to offer a virtual one stop to its residents.” Visit this link to access the portal: <https://www.ucajc.org/vosnet/Default.aspx>

UNION COUNTY COLLEGE CENTER FOR ECONOMIC AND WORKFORCE DEVELOPMENT

Occupational Training Programs at the Center for Economic and Workforce Development this winter include the following for individuals who meet the eligibility requirements.

Fundamentals of Supply Chain Management- Certifications in four areas: Supply Chain Management Principles, Inventory Management, Transportation Operations, Customer Service.

IC3-Digital Literacy – Certiport Certification.

Accounting Technician – Certification in QuickBooks, MS Excel, includes essential accounting principles.

See your Career Counselor at the American Job Center for more information and to determine your eligibility for these training programs. Flyers with additional details are downloadable from the links on the email.

HERE ARE SOME RESOURCES FOR YOUR PERSONAL JOB SEARCH EFFORT.

In addition to job boards **Indeed, LinkedIn and Zip recruiter**, add these to your job search toolbox:
Facebook Job Search Groups:

Northern NJ Jobs: <https://www.facebook.com/groups/432657580269807>

NJ Jobs: <https://www.facebook.com/NJ.comJobs>

Jobs in NJ: <https://www.facebook.com/groups/902605226459921>

North Jersey Jobs: <https://www.facebook.com/groups/NorthJerseyJobs>

New Jersey Department of Labor Resources: <https://careerconnections.nj.gov/>

State of New Jersey COVID-19 Jobs and Hiring Portal:

<https://jobs.covid19.nj.gov/?Facets.filterbox.filter0=%5B%5D&Facets.filterbox.filter1=%5B%5D>

NJ COVID-19 Information Hub: Contact Tracer Interest Registration page:

<https://covid19.nj.gov/forms/tracer>

National Labor Exchange NLx: <https://usnlx.com/>

State of New Jersey Department of Labor and Workforce Development Job Fair Information:

<http://lwd.state.nj.us/WorkForceDirectory/jobfair.jsp>

Top 100 Employers Hiring NOW: 1,120,000+ Open Jobs:

<https://job-hunt.org/coronavirus/covid19-top-employers.shtml>

STAFFING AGENCIES:

ALL STAFFING WAREHOUSING – Located in Highland Park, NJ is looking for a Roaming Warehouse Supervisor for our sites. We have been in existence over 13 years and our business is growing.

Experience required: We are looking for someone with Warehouse experience who could check on sites daily and be the Representative between the Sales Office and the warehouse facilities.

Experience with Container Unloading a must and experience working with Warehouse Temps.

General requirements: Must have a valid driver's license. Must have valid car insurance.

Must have a good driving record. The hours for this position would be Monday to Friday; 7am to

4pm. Hours may vary depending on the needs of our customers. **Please call or text Steve at 732-689-**

1805. Please submit a resume to: Steve.D@aswlogistics.net. Come in and apply Monday to Friday

8am to 4pm. Walk ins are welcome. All Staffing Warehousing, 311 Raritan Ave., 2nd Floor, Highland

Park, NJ 08904. <https://www.warehousestaffinglumperservice.com/>

Salary is \$600 to \$700 per week.

COUNCIL FOR AIRPORT OPPORTUNITY - Various Job Opportunities available:

Cargo Warehouse Agents, Cooks, Electrical Maintenance Technicians, Material Handlers, Package

Handlers, Security Guards, Food Production Associates, General Maintainer (plumbing, carpentry,

electrical skills required). **Description of Skills/Experience Required/Desired (Minimum):** Some of the

positions require a valid driver's license and some require a SORA. HS/GED Technical. **Pay Rate:** Minimum \$16.20 per hour. **Apply to:** www.caonynj.com or email resume to career@caony.com.

LINDEN FIRST EMPLOYMENT & TRAINING CENTER

Seeking employment opportunities? Let us assist you at the Linden First Employment & Training Center. Intake and Mandatory Orientation, Training Sessions are held on Wednesdays at 11 AM & 3 PM via conference call. Must register at cic-nj.org/cicevents to receive call in information. Questions? Please email LindenFirstNJ@gmail.com. This is a free service for Linden residents and other Union County municipalities. No sessions on City Holidays.

ROSELLE FIRST WORKFORCE CENTER: Seeking employment opportunities? Let us assist you at The Roselle First Workforce Center. Intake and Mandatory Orientation, Training Sessions are held on Wednesdays at 11 AM & 3 PM via conference call. Must register at cic-nj.org/cicevents to receive call in information. Questions? Please email RoselleFirstJobs@gmail.com. This is a free service for Roselle residents. No sessions on City Holidays.

EMPLOYMENT OPPORTUNITIES

Law Office of Lawrence M. Centanni, P.C., Elizabeth, NJ: Legal Assistant

Small law office in Elizabeth that concentrates in the area of real estate, landlord tenant, commercial transactions, and commercial litigation which is need of a legal assistant. The candidate must be very self-motivated, possess strong computer skills, effective communication skills, and organizational skills. The candidate must be willing to work independently. **Salary:** Hourly. **Apply to:** Lawrence Centanni at email address lmc@centannilaw.com.

Ports America, Newark, NJ: Superintendent-Marine

The Marine Superintendent is responsible for ensuring vessel gang labor performs efficiently, safely, and timely. Of paramount importance in the role of the Marine Superintendent is a core skill set consisting of initiative, ability to work in team environment, and a pro-active self-starter mentality allowing the candidate to anticipate potential issues before they happen. Our Port Terminal Operations are 24/7, so we look for: Individuals who can work four days a week and a 12 hour shift (including weekends); Willingness to work the day shift for 3 months then rotate on to the night shift for 3 months then back every 3 months; Willingness to be responsive for calls when not at the port; Willingness to work outside in a fast paced environment. **Essential Duties:** Supervises advance-planning activities prior to the ship coming into port. Checks berth conditions for docking, work areas for safe operation of stevedores and checkers, and that all labor has been assembled for adequate and efficient operations; Maintains good working relationships with labor and union officials and that labor policies and contracts are adhered to. Ensures that each gang is organized, that each person knows what to do and when to do it, so that productivity levels are high; Responsible for balancing workload between labor gangs ensuring vessels sail at the earliest time possible; Ensures that the load and discharge is performed accurately and timely. Coordinates these activities through the ILA foremen on the assigned shift; Instruct labor in safe working practices; Instructs labor in proper,

standard operating procedures; Holds regular meetings with labor, giving them current company information, emphasizing good safety practices for the terminal; Counsels labor, up to and including discipline & termination recommendations; Follows company management policies and procedures, collective bargaining agreement, and local practices in the application of supervising subordinates; Identifies and solves problems and issues on a daily basis, usually of a routine or moderately complex nature; Reports problems and issues to the appropriate Manager, as needed, especially issues of complexity or great impact on the operation; Acts as a focal point for any stevedoring issues that may arise with an assigned vessel; Accurate and timely completion of all necessary and required documentation associated with the operations. **Salary:** 60,000 Annually. **Benefits:** Full Benefits and Targeted Annual Bonus and other performance bonuses. **Apply to:**

<https://recruiting2.ultipro.com/POR1005PORTS/JobBoard/435f7931-29fc-4e63-a398-dc076acca0ac/OpportunityDetail?opportunityId=d49f3218-1338-4036-aed5-d0809b223d43>.

Our House Inc., New Providence, NJ: Direct Support Professional 5 Openings Full-Time/Part-Time

Description of Responsibilities: Our House Inc is looking for responsible and dedicated individuals to work as Direct Support Professionals (DSP) in our group homes in multiple cities in NJ with our residents, who are individuals with developmental or intellectual disabilities. DSPs train and supervise residents in the development/enhancement of independent living skills in major areas including: personal hygiene (i.e. bathing, toileting, changing diapers), nutrition, household skills, clothing maintenance, recreational and social skills, travel training, and other areas. DSPs provide supervision, monitors, and updates resident progress towards IHP/ISP goals and documents progress in the Electronic Client Record by completing accurate and detailed Goal Tracking Sheets. DSPs must be able to transport and accompany and supervise residents on medical appointments, community activities, shopping, recreational events, and advocate/support them in a community setting. Subject to physical encounters with individuals served. This includes but is not limited to hitting, kicking, biting, and pushing. **Requirements:** Must be at least 21 years of age. High school diploma or equivalent. College background with related courses and related work experience preferred. Must have valid driver's license with good driving record. Upon employment must pass all mandatory Division of Developmental Disabilities trainings and maintain current certification in First Aid and CPR, Handle with Care, and other trainings as required by Our House, Inc., the Department of Developmental Disabilities, and Medicaid. **Salary:** \$13-\$14.50/HR. **Apply to:** hrdepartment@ourhousenj.org

Two Maids & A Mop, Westfield, NJ: Professional House Cleaner 10 Openings

Why you should be part of our Team: Two Maids & A Mop was recently recognized by Inc. Magazine as the nation's fastest growing cleaning company! We provide residential cleaning services that range from routine weekly maintenance to deep cleanings of a home from top to bottom. We recognize and reward top performers through our one of a kind Pay for Performance Plan, and we are passionate about our partnership with Cleaning for A Reason where we provide free cleanings to women undergoing cancer treatment. Our growth and success allow us to provide opportunities to individuals who want to be a part of something bigger and find satisfaction in a career as a Professional House Cleaner! No Nights, No Weekends, No Holidays! We reward for performance over seniority. Employer sponsored benefits – health, dental, vision, 401k, Mileage reimbursement & weekly bonus opportunity for driving. **Who will make a great Team Member:** Are you 18 years of age or older? Are you able to work Monday-Friday 7:30 am – 5 pm? **MANDATORY:** Do you have your own insured

vehicle & driver's license? Do you dislike working behind a desk? Do you have a good work ethic and enjoy talking to people? Do you take pride in your work and pay attention to details? Are you a reliable team player? If you answered yes to these questions, we would love to meet you!!

Compensation: \$1100-\$1400 biweekly. Apply to: <https://two-maids-amp-a-mop---westfield.careerplug.com/account>.

Worldwide Flight Services, Newark International Airport: NOW HIRING! Full and Part-time

Passenger Service Agent \$16.20/HR, Ramp Service Agent \$16.20/HR and Ramp Service Supervisor.

Requirements: Must have a valid ID, be able to work day/night/weekends/holidays, pass a drug screen, a 10 year background check, pre-employment verification check, High School Diploma or GED preferred. **Benefits:** Competitive Compensation and free parking, great sign-on bonus. Please call 973 804.2825 for an appointment or email EWR.Hiring@wfs.aero or apply online <https://www.wfs.aero/careers/>. Must bring the following to appointments: original government issued identification-driver's license, social security card, and birth certificate, US passport.

Seasons 52, Whippany /Parsippany/Hanover NJ: NOW HIRING! Bartender, Host server, Line Cook, Prep Cook, Dishwasher/Steward

Season 52 is a comfortably stylish fresh grill and wine bar offering seasonal menus featuring 100% fresh whole produce, oak-fire grilling and 52 wines by the glass. We offer great benefits, including 401K, competitive pay, anniversary pay and much more. Apply online at Season52.com/Careers

Service Team of Professionals, Edison NJ: Restoration Technicians 2 Openings

Part-time job. Willing to train. **Description of Responsibilities** of this job include: Working with restoration/remediation equipment - Air Movers, Dehumidifiers, Air Scrubbers, Fans, Shop-Vac, Water Extraction machine, Moisture meter, perform mold remediation, water extraction, Cleaning/Sanitizing and restoration, Remove carpeting and/or drywall. **Salary:** \$17-\$22/HR. **Apply to:** Peter Abene at pabene@stoprestoration.com

Fit-Rite Uniform Inc., Union, NJ: Sales Associates 3 Openings

Responsibilities: Process accurate and efficient sales transactions, Deliver exceptional customer service, Understand and utilize basic selling skills to properly engage our customers, create an inviting environment for customers by maintaining a neat and clean store, Perform front end responsibilities such as cashier, writing custom orders, and taking phone orders. Adhere to all company policies, procedures, and safety standards. Able to multitask on assorted merchandising and sales responsibilities. Able to work in a fast paced environment. Perform other related duties as assigned.

Qualifications: Knowledge of customers service, Creative driven mindset, with a "roll up your sleeves and get it done" attitude, Organization and planning skills, Strong problem-solving skills, Team-building skills, and Ability to communicate clearly and concisely, both orally and in writing. **Salary:** \$15-20/HR. **Apply to:** sales@fitriteuniform.com

Playhouse Child Development Center, Plainfield NJ: Lead Teacher and Assistant Teacher The Toddler Teacher/Caregiver is responsible for the care, supervision and management of a class of no more than twelve infants utilizing the Primary Caregiver Model and implementing and utilizing the HighScope Infant Toddler Curriculum; as well as upholding the mission, vision, policies and procedures of

Playhouse Child Development. The Toddler teacher will also use developmentally appropriate practices, maintain the security and well-being of the children, and build responsive relationships with children and families. **Responsibilities:** Ensure the safety of each child enrolled in the class whether in the classroom, on the playground or in common areas; Create an open, friendly, and cooperative atmosphere in which children and families feel comfortable and secure; Meet the physical, emotional, and developmental needs of each child; Supervise the children at all times by sight and by sound; Maintain a clean, safe, healthy and stimulating learning environment; Implement and ensure family style dining is practiced daily, Document each child's development through observation (anecdotal notes); Maintain a portfolio for each child; Maintain attendance records, and comply with Child and Adult Care Food Program Regulations as it pertains to Point of Service, and all other record keeping; Respect the civil rights of all children and staff; Complete weekly lesson plans, and a monthly newsletter for families; Plan and implement developmentally appropriate classroom practices that will include the areas of physical, social-emotional, cognitive needs of the children; and Communicate with families daily about their child's experiences and development. **Required:** Must have CDA **Salary:** \$12-\$15/HR. **Apply to:** playhouse908@yahoo.com

Catholic Charities of Newark: 2 Positions. Apply to: Rose Howard at rhoward1@ccannj.org

Job Coach, Union City, NJ:

Responsibilities: Perform intake interview and assessment of individuals seeking employment services. Provide pre-placement services, perform job search and development activities and provide job coaching and assessment of participant's job skills and abilities. Provide follow along services after placement, if necessary. Complete all required reports for the New Jersey Division of Vocational Rehabilitation Services and maintain a case file on each individual. Attend area job fairs. Train individuals on basic computer skills needed to qualify for various types of employment. Travel training clients in preparation for employment; Assist in developing client resumes **Required Skills:** High School Diploma or GED issued by a state DOE approved testing center, Valid driver's license and 1 year experience in the field of social services. 1-2 years of job coaching/job development related experience is preferred but not required. Must be Bi-lingual (English/Spanish) Must have experience with Microsoft Word, Excel, and PowerPoint. Degree in Human Services related field preferred. Experience working with people with developmental disabilities preferred. Candidates should also possess the ability to work with prospective employers as well as program participants and their families. **Salary:** \$30K Annually. **Benefits:** Full benefits included.

Custodian, Newark, NJ

Description of Responsibilities: Complete janitorial tasks for assigned sites. Supervise clients in the Janitorial training program including monitoring of work assignments; conduct time studies as needed; training and inspection of products/services ensuring specifications are met. Supervision may include off site contractual locations and other outside agencies. **Required Skills:** High School Diploma or GED issued by a state DOE approved testing center; 2-3 years of related experience. **Salary:** \$12.00/HR. **Benefits:** Full benefits included

Jetro Restaurant Depot, Multiple locations, Multiple Counties: Jetro Restaurant Depot Restaurant Depot is one of the largest wholesale distributors of food, equipment and supplies to restaurant owners with over 100 stores across the U.S.

General Management Trainee

Description of Responsibilities: responsible for learning the key components and operations at store level. Through your training, you will begin to learn management responsibilities in each area of the store and act as lead supervisor, inventory controller, receiver, department manager, and warehouse clerk. You will be expected to increase your impact in the warehouse throughout your activities and the activities of the people you manage. You will also spend time leading and serving on teams and committees in an effort to better understand the business. This career path will ultimately lead you to become a store manager which benefits you. **Essential Duties:** • Assist each department manager and rotate through job roles to learn the intricacies of the warehouse. • On hand interaction with personnel in our 24 sub departments across the warehouse to understand daily operations. • Manage and coordinate responsibilities to employees in the store. • Gather, measure, and interpret data critical to improving the process within the warehouse. • Cross functionally work with departments to understand product movement and the impact it has on internal partners. • Merchandise items to create the most opportunity for sales growth. • Perform and evaluate daily, seasonal, and fiscal reports. • Work on specific projects that drive performance in key areas within the warehouse. • Assist in product growth through vendor product demonstrations. • Participate in daily communications with purchasing, other warehouses, and logistics to enhance knowledge of the processes. **Knowledge, Skills & Abilities:** • Bachelor's Degree in Business Administration • Excellent verbal and communication skills. • Strong leadership, planning, and organizational skills. • Demonstrate aptitude for budget development and business analysis • Proficient in MS Office (Word, Excel and Access). • Experience in the food industry is beneficial, but not necessary. **Benefits:** Included for full-time workers. **Apply to:** Please visit our career page found on our company site to learn more about the available branch and corporate open positions, restaurantdepotcareers.com. Resume can be sent to Samantha Longo at slongo@jetrord.com

COMMUNITY ACCESS UNLIMITED: 3 Positions Submit resumes to Lbaigorrea@caunj.org or jdouglas@caunj.org

Social Service Compliance Director

Description of Responsibilities: Manage the day-to-day compliance of a Social Service Agency working with individuals with developmental disabilities and youth. **Qualifications:** The ideal candidate for this position has a Bachelor's degree (BA/BS), at least 3 years or more of experience working with individuals with developmental disabilities and youth. He or she must have a valid driver's license, car for work purposes, knowledge of DDD (Division of Developmental Disabilities) standards, CARF (Commission on Accreditation of Rehabilitation Facilities) policies and Medicaid standards required. EOE. **Benefits:** Full Time positions include a comprehensive benefits package! Dental Insurance, Life Insurance, Long-term Disability Insurance, Medical Insurance, Short-term Disability Insurance, Employee Assistance Plan (EAP), 401(K), Project Assistance Loans/Grants, Staff

Recruitment Incentive, Bereavement Days, Paid Time Off (PTO), Staff Training, Paid Sick Leave, Tuition Assistance, Legal Services, and Longevity/Anniversary Recognition.

Non-Profit Rep Payee Accounting Coordinator

Qualified supervisor needed to oversee the finances of Community Access Unlimited Inc. members.

Description of Responsibilities: include coordinate efforts of department staff and assist in performing all functions required for the efficient operation of the accounting department, with particular attention given to maintaining a high level of quality and to complete assignments on a timely basis. **Required Skills:** The ideal candidate for this position is a highly organized self-starter with a related degree, previous supervisory and Rep Payee experience preferred. He or she must be detail-oriented and must have strong computer skills, especially Microsoft Office Suite. Experience with AccuFund accounting software is a plus. Bachelor's degree and three years in related experience preferred. A valid driver's license and reliable transportation are required. **Benefits:** All Full Time positions include a comprehensive benefits package. We provide you with Personal Protective Equipment (PPE). EOE.

Landscaper-Full Time

Union County social service agency seeks a self-motivated in-house Landscaper for program facilities to perform grounds keeping and building maintenance duties. **Responsibilities include:** lawn mowing, leaf removal, flower planting, shrubbery trimming and snow removal. Requirements: HS Diploma/GED, driver's license & car required. **Benefits:** Full Time positions include a comprehensive and competitive benefits package!

Remarkable Foods, Union County, NJ: 6 Openings Driver Lead

Remarkable Foods is a fast-growing food tech start-up currently in stealth mode, looking to disrupt the food industry. Food brings us together and we hope it will do the same for you. **Responsibilities:** Marketplace Driver Leads will have a key role in extending our brand by delivering delicious meals from local restaurants to our customers. In this role, you are the connection point to our customer and quite literally, the "face" of our business. You will be counted on to convey our core values to everyone with whom you interact by being friendly, professional, respectful, and efficient. **Salary Range:** \$12.00 to \$14.00 Per Hour. **Apply to:** Dave Pelisson at davep@remarkablefoods.com

END OF LISTINGS

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.

UNION COUNTY COLLEGE *Transforming Our Community... One Student at a Time*



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A Service of the Union County
Board of County Commissioners

