

## JUNE 21, 2021 – JUNE 25, 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](mailto: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](http://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 – NEW!!!!**

**Driver Helpers.** Kosher foods company based in Edison, NJ. Must be comfortable with lifting more than 50lbs. Deliveries made to sites in New York. Start time is 4:45am prompt. If employees are late the driver leaves. \$14 per hour. Monday to Friday. Potential for 10-15 hours of Overtime weekly. This is a TEMP to HIRE opportunity.

**Productions Workers.** Linen Supply Company in Neptune, NJ. Folding linens. Stand for long periods of time. Monday to Friday; 6am to 2:30pm or 2:30pm to 10:30pm. Overtime sometimes required. \$12 per hour. This is a TEMP to HIRE opportunity.

**Reach Operators/Shipping & Receiving**-Leading supplier of temperature-controlled products in Edison, NJ. Seeking experienced Reach Operators who could also do Shipping/Receiving. Monday to Friday. 8am to 5pm. \$18 per hour.

**Warehouse Associates:** The Client is the world's leading ship and offshore supplier of provisions, located in New Providence, NJ. Warehouse associates needed to pick parts and palletize as soon as possible. **Requirements:** Must be able to lift between 50 to 100lbs, and must have reliable transportation. Sit down forklift operators are a plus. **Shift:** Monday-Friday 8am-5pm **Salary:** \$15/HR. Dress code; Jeans and steel toed shoes. Our company is always recruiting and looking for hard working reliable people. Please check out our website at:

<https://www.facebook.com/pages/category/Employment-Agency/All-Staffing-Warehousing-LLCNJ->

[104858228252306/](http://104858228252306/). Please contact our Recruiter, Sulia Mason. Call or text 215-932-7404. Or [Sulia.m@aswlogistics.net](mailto:Sulia.m@aswlogistics.net). Applications available Monday to Friday 8am to 3:30pm. All Staffing Warehousing. 311 Raritan Avenue, 2<sup>nd</sup> Floor, Highland Park, NJ 08904  
ASW's client in New Providence, NJ is

**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](http://www.caonynj.com) or email resume to [career@caony.com](mailto: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](http://cic-nj.org/cicevents) to receive call in information. Questions? Please email [LindenFirstNJ@gmail.com](mailto: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](http://cic-nj.org/cicevents) to receive call in information. Questions? Please email [RoselleFirstJobs@gmail.com](mailto:RoselleFirstJobs@gmail.com). This is a free service for Roselle residents. No sessions on City Holidays.

## **EMPLOYMENT OPPORTUNITIES**

#### **Superkids, Summit, NJ: Four Positions Teacher Assistant**

We are looking for an assistant teacher who is reliable, dependable, and responsible. We expect the assistant teacher to take initiative and follow the instructions of the lead teacher and other team members within the classroom. Among other duties the assistant teacher will lovingly and actively engage children in developmentally appropriate activities at all times They will assure the safety of children as a priority, assist parents at drop off and pick up time, follow clean up procedures, be able to lift at least 25 pounds and work cooperatively and cohesively with coworkers. Monday-Friday 9 a.m. to 6 p.m. **Requirements:** Class A driver's license **Salary Range:** \$12.00 - \$13.00/HR. **Send resumes** to the attention of Michelle Payne at [michelle@superkidsnj.com](mailto:michelle@superkidsnj.com)

#### **WONDER, Union County, NJ: Multiple Openings: Culinary Delivery**

**About the role:** As a Chef on the Road (COR), you'll play a key role in preparing, packaging, and then delivering exceptional meals to our customers in assigned delivery zones. In this role, you are the connection point to our customer and bringing our brand to life. Order fulfillment, including food

preparation, packaging, and delivery to our customers within the committed time. Door delivery, including interacting with customers, ensuring orders are accurate and customers are satisfied through attention to detail and superior service. Sharing information with customers about the company, app, menu, order, ingredients, etc. You'll be fully trained with a talented team to lean on.

**Role details:** Edison, NJ, Flexible Schedules Available, Culinary + Hospitality + Driving training  
Career advancement opportunities, and Vehicle provided (Mercedes Benz Sprinter Van).

**Requirements:** Class A driver's license. **Salary:** \$18.00. **Benefits:** Included

Minimal experience necessary! How do I know if I'm the right fit for this role? Our Chef on the Road (COR) role is a unique opportunity to learn the food world while receiving training and plenty of support from your team—minimal experience in the culinary or hospitality industry is required.

Do any of these feels like you? If so, apply to <https://jobs.wonder.com/chefsontheroad>

We'd love to meet you.

- Experience working in retail, driving for a delivery \*Service, or any other customer-facing role
- Experience working in the "front of house" at a restaurant (serving, bartending, hosting, etc.)
- Thrives working in a face-paced environment
- Looking for more than the standard compensation package that comes with a delivery or ride-share job
- Looking for a fresh start with the opportunity to learn, grow, and advance
- Loves food and always looking to try new recipes from a variety of cuisines

#### **Parker Interior Plantscape, Province, NJ: Two Full Time Openings** Delivery & Installation Tech

We are looking for a candidate to help with the Installations of our designs in NYC, Philadelphia, New Jersey, and the surrounding areas. All candidates would be working out of our Plainfield facility. No experience necessary, willing to train the right candidate. **REQUIREMENTS:** Must have valid driver's license, must pass DOT physical and pre-employment drug screen, must be able to drive all vehicles up to and including a 26 ft straight box truck in and around NYC, Philadelphia, and New Jersey. No CDL required, MVR must be within policy guidelines and must pass road driving test, full-time positions must have flexible hours. Night and Weekend work may be mandatory during peak season.

**Physical/environmental elements for this position:** Must be able to walk and/or stand for 85% of the shift, must be able to ride in vehicle for extended periods of time, climb stairs, ladders, etc., bend, kneel, reach, squat, stretch as needed, lift up to 50 Lbs. repeatedly. The work environment will vary for each job, IE subject to weather conditions (cold or hot temperatures), loud noises, etc. **Salary:** \$14.00 - \$15.00/HR. **Send resumes to:** gregs@parkerplants.com

#### **Bontoux, Inc., Cranford, NJ: Regulatory and Compliance Administrator**

**JOB DESCRIPTION:** Responsible for ensuring customer requests for documentation are fulfilled, our policies and procedures comply with regulatory and ethical standards, as well as implementing company systems. Within the scope of this position is maintaining our third-party certifications as well as ensuring our operation is in full compliance with these certifications. Ensure technical documentation for all products remains current, accurate, and complete; Liaise with HQ regarding documentation requirements; Coordinate document changes; Request/manage documents from 3rd-party suppliers; Coordinate and fulfill customer document requests; Send, collect, and validate supplier questionnaires; Maintain food-safety plans, 3rd-party certs, DEA licensure, coordinate

inspections, and Maintain files for non-compliances, organize and perform internal audits. .

**REQUIREMENTS:** High School diploma. **Salary:** \$ \$35,000 - \$50,000 Annually. **Send resumes** to the attention of Jennifer Romano at [jennifer.romano@bontoux.com](mailto:jennifer.romano@bontoux.com).

**Union County Rape Crisis Center, Union County NJ: TWO POSITIONS FULL TIME  
Counselor/Social Worker**

**JOB DESCRIPTION :**Under direction, performs office and field work involved in assisting survivors of sexual violence with coping and healing through the effects of sexual trauma and helps expand the Union County Rape Crisis Center's (UCRCC's) community outreach program; does related work as required. **EXAMPLES OF WORK:** Conducts intakes, performs clinical assessments, and develops and maintains clinical treatment plans, case records, as well as relevant correspondence when working with other disciplines. Provides short term counseling for primary and secondary survivors of sexual trauma on an individual and/or group basis in both English and Spanish (preferably). Consults with other disciplines and provides institutional advocacy with law enforcement, social services, and healthcare systems to ensure comprehensive and coordinated service delivery. Makes referrals to therapeutic, legal, medical, educational, and other social services, as necessary. Provides crisis intervention in person and/or via a 24-hour telephone hotline to survivors of sexual violence. Ensures that survivors are informed regarding all procedures, options, and resources including rape care services, medical attention, and the reporting/criminal justice process. Accompanies victims through medical and legal proceedings, as requested. Serves as Consultant to Confidential Sexual Violence Advocates (CSVAs) at the Union County Rape Crisis Center regarding hotline calls or accompaniments. With bilingual staff, helps redevelop the UCRCC's LEP (Limited English Proficient) program. Acts as a coordinator between community groups in developing and/or expanding the Union County Rape Crisis Center's community outreach program. Helps evaluate Memorandums of Understanding (MOUs) contracted with target sites to ensure adherence to outlined mutually agreed upon stipulations. Conducts training at target implementation sites.

**Counselor/Outreach Coordinator**

**JOB DESCRIPTION:** Conducts intakes, performs clinical assessments, and develops and maintains clinical treatment plans, case records, as well as relevant correspondence when working with other disciplines. Provides face to face short term counseling for primary and secondary survivors of sexual trauma on an individual and/or group basis in both English and Spanish (preferably). Consults with other disciplines and provides institutional advocacy with law enforcement, social services, and healthcare systems to ensure comprehensive and coordinated service delivery. Makes referrals to therapeutic, legal, medical, educational, and other social services, as necessary. Provides crisis intervention in person and/or via a 24-hour telephone hotline to survivors of sexual violence. Ensures that survivors are informed regarding all procedures, options, and resources including rape care services, medical attention, and the reporting/criminal justice process. Accompanies victims through medical and legal proceedings, as requested. Serves as Consultant to Confidential Sexual Violence Advocates (CSVAs) at the Union County Rape Crisis Center regarding hotline calls or accompaniments. **EXAMPLES OF WORK (OUTREACH COORDINATOR):** With bilingual staff, helps redevelop the UCRCC's LEP (Limited English Proficient) program. Acts as a coordinator between community groups in developing and/or expanding the Union



County Rape Crisis Center's community outreach program. Helps evaluate Memorandums of Understanding (MOUs) contracted with target sites to ensure adherence to outlined mutually agreed upon stipulations. Conducts training at target implementation sites.

**REQUIRED CREDENTIALS FOR POSITIONS:** Master's Degree in Counseling or Social Work from an accredited college. One year of counseling experience, minimum. Knowledge/experience working with victims of sexual violence. Professional Counseling License from the State of New Jersey (LAC, LPC, LSW, LCSW) Completion of state mandated Confidential Sexual Violence Advocate (CSVA) training with the Union County Rape Crisis Center. Bilingual, Spanish speaking (fluent). able to read/write in Spanish also. **Salary Range:** \$48,000-\$58,000. **Benefits:** Health, Vision, Dental, Pension Plan **Send resumes** to the attention of Tamara Aldeman at [tadelman@ucnj.org](mailto:tadelman@ucnj.org) Bilingual

**A&C Catalysts, Inc., Linden, NJ: Maintenance Mechanic**

**JOB DESCRIPTION:** Assist in maintaining and installing equipment in support of the needs of Manufacturing, R&D and Administration. Must be able to apply knowledge of electrical, pneumatic, and mechanical principles in determining equipment malfunctions and apply skills in restoring equipment to full operation. High level troubleshooting and innovative problem-solving skills are critical to the success of this position. Help troubleshoot machinery to determine the problem root cause, and implement remedies as required. Assist to enhance process to increase equipment performance, operator performance and assist in and evaluate/improve process control and capability. Help with fabricating, modifying, and testing hardware from schematics, rough sketches, and/or verbal instructions. Perform set-ups, repair, and troubleshooting. Participate on Special Projects to improve and upgrade plant and auxiliary equipment. Help implement PM programs on plant and auxiliary equipment. **Required Skills:** Experience with mechanical, pneumatics and electrical troubleshooting. Demonstrate safe work habits and familiarity with PPE, SHE and Arc Flash safety. Ability to perform general metal working carpentry, plumbing and electrical related repair. Ability to lift and move objects up to 50 lbs. Ability to use MS Office Word and Excel to help create work instructions. Ability to read, write and communicate in English. Welding and machining a plus. Forklift repair experience is a plus. Salary, vacation, Sick Time, Health Insurance, Dental Insurance, Vision Insurance, Profit Sharing, 401K, Training. Apply to: [careers@ac-catalysts.com](mailto:careers@ac-catalysts.com)

**East Coast Warehouse and Distribution Corp, Elizabeth, and Jersey City: Three Openings**

**Inventory Specialist – Jersey City, NJ**– This position is responsible for tasks relating to inventory control. He/She will be completing daily assigned cycle counts and maintaining inventory records by documenting count results and making system adjustments. This position will assist the warehouse operations team with reports and reconciliation of customer inventory. Follow all Safety and SQF policies and procedures. Performs cycle counts and physical inventory verifications, adjusts and communicates to Customer Service Rep when adjustments are made. Coordinates with Operations team to track inbound/outbound overages/shortages and missing inventory. Maintains the system of placing inventory on hold and releasing from hold as needed or as requested by the customers. Conducts audits on selectors and receivers Reports on building capacity and conducts space analysis. Works with other inventory team members to conduct annual physical inventories for customers

**Warehouse Supervisor – 1<sup>ST</sup> Shift Elizabeth, NJ, 2<sup>ND</sup> Shift Jersey City, NJ**

This position is responsible for providing leadership and supervising associates assigned to warehouse functions: receiving, putaway, picking, shipping, and inventory control. The operations supervisor ensures that daily operational goals are met while achieving established objectives in safety, service, quality, and cost. The position may perform other related duties as assigned. Primary functions: Follow and enforce all Safety and SQF policies and procedures. Supervise all associates reporting to the position so to effectively recruit, train, evaluate, motivate, delegate, and monitor their activities, performance, and safety. Monitor and coach associates on productivity pace and methods. Provide timely and ongoing feedback on performance-related matters to encourage good performance and safe work methods. Evaluate costs, track all supplies, and maintain inventories. Facilitate improvements to workflow by evaluating current systems interactions and adherence to established Standard Operating Procedures. Plan and prioritize daily workload, achieve established productivity standards, and meet service goals. Establish and maintain effective relationships with associates, peers, and managers within the organization. Maintain compliance in the areas of payroll, accident/injury reporting, recognition programs and performance reviews. **REQUIREMENTS & QUALIFICATIONS:** 2-year degree preferred or equivalent combination of education and experience. PC skills - Microsoft Office. Ability to read, comprehend, analyze, and interpret general business information. Ability to work in a fast-paced environment and multi-task on a regular basis. Strong sense of urgency and time management to meet deadlines. **PHYSICAL DEMANDS & WORK ENVIRONMENT:** This job requires occasional standing, sitting, and walking. Must be able to lift and/or move up to 30 pounds. The noise level in the work environment is usually moderate. Temperature can range in the warehouse is between 30-65 degrees Fahrenheit. Send Resumes to Kate Szabo at [Kszabo@eastcoastwarehouse.com](mailto:Kszabo@eastcoastwarehouse.com)

**Kemper Life, Clifton ,NJ: Multiple Agent Positions**

Agents are each signed a territory with an established book of in-force business. Day to day activities include conducting interviews, recommending products, closing sales, and using our Family Security Selling System. Continuously prospecting for sales opportunities. Collecting premiums from policyholders, based on a pre-arranged schedule. Responding promptly to policyholder service request such as beneficiary changes, claims, loans, etc. Keeping records, accounting for money collecting, and processing paperwork. During your first 26 weeks new agents complete a basic development program that includes self-study, classroom time, role-play, and extensive fieldwork. **Requirement:** Work with integrity and a goal-oriented mindset without close supervision, increase the agency size each year, express yourself effectively to build good working relationships with customers, be available to work 40 – 50 hours per week minimum, be available to work after 5pm, acquire a state-issued insurance license, and commit to ongoing development of knowledge and skills. Competitive salary, and paid training. Benefits include group life insurance, major medical & dental coverage, short-term and long-term disability benefits, and 401(k) savings plans. Send resume to Ronald Small at [rsmall@kemper.com](mailto:rsmall@kemper.com).

**AmeriCare Physical Therapy, Mountainside, NJ: Aide**

**Description of Responsibilities:** Patient care coordination - scheduling, data entry, maintain and upkeep clinic inventory, liaise between clinicians and patients, maintain a clean work environment, general front desk duties. Must be Goal oriented, friendly, excellent communication skills. **Job Type:**

Full-time with benefits and part time available. **Pay:** \$13.00 - \$14.00 per hour. Please email your resume to [susan@AmeriCarePT.com](mailto:susan@AmeriCarePT.com)

**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](mailto: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.

**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](mailto:sales@fitriteuniform.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](http://www.ucnj.org).

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



**UNION COUNTY**  
*We're Connected to You!*



A Service of the Union County  
Board of County Commissioners

