

September 28 – October 4, 2020

HIGHLIGHTS

The College is open for select in-person services. For help, visit campus or ucc.edu/fall.
For reminders if you will be on campus, the College's restart plan, and other info, please visit ucc.edu/coronavirus

UNION COUNTY COLLEGE 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

Here are some resources for your own personal job search.

In addition to job boards **Indeed, LinkedIn and Zip recruiter**, add these to your job search tool box:
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>

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 - 8.6.2020

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

Now Hiring: Mobile Inspection Assistant

How to apply: Interested persons should send a resume, brief cover letter, and contact information to:
Info@TridentBuildingInspections.com

Mobile Inspection Assistant wanted. Professional home and building inspection company based in Somerset county is seeking an assistant. This is a temporary position, to criss-cross New Jersey (and beyond) with the owner and senior inspector, assisting by inputting data, writing and formatting reports in a fast-paced environment. The ideal candidate is someone who: has related experience or has interest in houses and buildings, in addition to real estate buying and selling, is comfortable with Android and Windows based operating systems, is a detail-oriented, technical issues problem solver, among other things, maintains a valid New Jersey driver's license, as well as an insured vehicle, and who navigates the roads well, is able to work on computer screens while riding in a car without feeling sick or tired, as drive time allows for inspection reports to be completed. You will assist with the writing and formatting of these reports for delivery, has the ability to maintain a high level of professionalism during client interactions.

Staffing Agency:

CODA STAFFING - Customer Service Supervisor. Job Description: Customer Service Supervisor will be responsible for managing the activities of the customer service representatives. This includes managing their day-to-day responsibilities, keeping track of their performance metrics and ensuring customer needs are met. They are responsible for ensuring that customers receive a superior level of support or help with their placing orders, resolving issues or any questions they may have. This role requires a minimum of 1 to 3 years of supervisory experience, managing a team of customer service or sales support staff. They must be able to communicate effectively, as the people they will be supervising will all be working remote. **Hourly Pay Rate:** \$18 to \$20 per hour, 40-hour work week and Guaranteed Overtime at time and a half. Assignment length is 1 year plus, with opportunity to be converted to a permanent position. **Please send resume to:** Matt Alcalde.

Email: Matt@codastaffing.com

Tel.: 201-331-3265

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

AIDI: Warehouse Associate – Job Description: Architectural Iron Designs, Inc. is a nationwide supplier of quality architectural metals and decorative iron components for various applications including railings, driveway gates, garden gates, fences, window guards, furniture and anything you can imagine! We offer a complete range of products in various materials including steel, cast iron, brass, bronze and aluminum. To complement the projects, we also have a full range of finishes for metalwork and gate hardware. In addition to our catalog we have 3 websites showing the full range of our product offering: archirondesign.com, locks4gates.com and duragates.com. We are currently seeking Warehouse Associates to fulfil customer orders, receive incoming products and for general warehouse tasks. This is a great opportunity for someone interested in joining a small but growing company in the construction industry. Candidates will have the opportunity learn more aspects of the business for advancement within the company. The qualified candidate must be a dynamic individual, with a positive attitude, and someone ready to join our team as we continue to grow. **Description of skills and experience:** Good verbal and written communication skills. Basic math and computer skills. Ability to work physically for picking and packing orders. Previous warehouse experience preferred but not required. Forklift experience a plus but not necessary. Construction industry related experience a plus. Knowledge of UPS WorldShip or FedEx shipping software a plus. Able to multitask in a small company environment. Good work attitude and be able to work in a group. **Description of Responsibilities:** Pull, pack and ship orders in an accurate manner. Schedule and prepare LTL orders. Organize stock and maintain inventories. Inspect goods for defects, damages and discrepancies. Organize space in the warehouse and perform cleaning duties. Handle walk-in customers. **Submissive representative:** Jay Shah. **Tel.:** (908) 757-2323. **Job Location:** 950 S 2nd Street, Plainfield, NJ 07063. Please send resume to: jay@archirondesign.com
Salary range: \$14 to \$16 per hour.

A&F Services: A & F Services is currently hiring for the following positions: Forklift Drivers - Days and Nights. 24 Straight Truck Drivers. Class A Drivers. Data Entry. Please send resume to Frank Zampini at fzampini@dispatchewr.com
Tel.: (201)538-3401. **Job Location:** 333 First Street, Elizabeth, N.J. 07206.

COMMUNITY ACCESS UNLIMITED: Youth Residential Director. Job Description. Community Access Unlimited is currently seeking a qualified individual to provide administrative oversight for our community-based residential programs for youth at-risk. Programs are located in Union County. The salary for the Youth Assistant Director starts at \$36,818 and is increased to \$38,923 after successful completion of the required orientation period and training, an increase of \$41,006 after successful one year of service. This position requires on-call responsibilities, which includes evenings, weekends, and holidays. The ideal candidate for this position has a Bachelor's degree (BA/BS), at least two years of experience working with youth at-risk, and previous supervisory or management experience. He or she must have a genuine desire to work with individuals with adolescents, a valid

driver's license, knowledge of Division of Child Protection and Permanency regulations, and strong leadership skills. EOE. Submit resumes to Lbaigorrea@caunj.org or jdouglas@caunj.org. Full Time positions include awesome benefits package: Medical, Vision, Dental, 401K, Paid Time Off, Life Insurance, Paid Training and more! We provide you with Personal Protective Equipment (PPE).

COMMUNITY ACCESS UNLIMITED: BCBA Full-Time. Job Description: Social Service agency is currently seeking a BCBA (or BCBA candidate) to work with individuals with developmental disabilities and autism, oversee RBTs, run groups and trainings, and create plans. The 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. 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. Please submit resumes to Lbaigorrea@caunj.org or jdouglas@caunj.org. Full Time positions include a comprehensive and competitive benefits package! Positions are located in Union County. EOE. Email resumes to Lbaigorrea@caunj.org or jdouglas@caunj.org

COMMUNITY ACCESS UNLIMITED: Awake Overnight. Job Description: Social Service agency is currently seeking Essential Workers for Full Time Awake Overnight position. In this essential position, you will be providing overnight supervision in a residential setting for individuals with developmental disabilities. Responsibilities include: Ensuring safety of members on the overnight shift. Administer and document medications and/or changes in medical status. Assisting with ADLs including: showering, bathing, etc.... Transporting members to and from work or day program, a medical appointment, etc.... Documentation. Hours are 11:00PM - 9:00AM, and days will vary depending on the program. One week of PAID orientation is required prior to the start of your assignment. Ongoing PAID training outside of normal work hours is also required. The ideal candidate for this position has a high school diploma or GED, a valid driver's license, reliable transportation, and a genuine desire to work with individuals with developmental disabilities. Positions are located in Union County. We are continuing the \$3 bonus increase for hours worked and provide you with Personal Protective Equipment (PPE). **Submit resumes to Lbaigorrea@caunj.org or jdouglas@caunj.org.** Full Time Positions include awesome benefits package!

COMMUNITY ACCESS UNLIMITED: Direct Support Professional Part-Time. Job description: Social Service agency is currently seeking Essential Workers for Part Time Weekend positions to join our team to make a difference in someone's life! The role of a Direct Support Professional is to assist in the daily care of people with disabilities in a residential setting and provide onsite supervision and support 24 hours per day, 7 days per week. Your vital job functions are essential to members' health, safety and welfare. **Part-Time Weekend** hours are typically **7:00 AM - 3:00 PM or 3:00 PM - 11:00 PM** Saturday and Sunday. Pays \$11.53 / hr. One week of paid orientation is required prior to the start of your assignment. Ongoing on the job paid training outside of normal work hours is also required. The ideal candidate for this position has a high school diploma or GED, a valid driver's license, reliable transportation, and a genuine desire to work with individuals with developmental disabilities.

Positions are located in Union County. EOE. Email resumes to Lbaigorrea@caunj.org or jdouglas@caunj.org

COMMUNITY ACCESS UNLIMITED: Direct Support Professional Full-Time 3-11pm

Job Description: Social Service agency is currently seeking Full Time 3pm-11pm. **Direct Support Professionals** to join our team to make a difference in someone's life! The role of a DSP is to assist in the daily care of people with disabilities and provide onsite supervision and support 24 hours per day, 7 days per week. Your vital job functions are essential to members' health, safety and welfare. **Full-Time hours are 3:00 PM -11:00 PM** and includes weekends, days will vary depending on the program. One week of paid orientation is required prior to the start of your assignment. Ongoing paid training outside of normal work hours is also required. Position pays \$12.93 / hr. Full Time positions include awesome benefits package! The ideal candidate for this position has a high school diploma or GED, a valid driver's license, reliable transportation, and a genuine desire to work with individuals with developmental disabilities. Positions are located in Union County. EOE. Submit resumes to Lbaigorrea@caunj.org or jdouglas@caunj.org

COMMUNITY ACCESS UNLIMITED: Registered Behavior Technician (RBT) Full-Time

Job Description: Community Access Unlimited is currently seeking an **RBT** candidate to work with individuals with developmental disabilities, implement individualized behavior analytical procedure (i.e. teaching, measurement, behavior-reduction) under the guidance of a BCBA. Assist in the creation of individualized curriculum, utilizing data collection methodology, logging detailed session notes, reviewing and implementing procedural changes referenced in BCBA protocols. Candidates for this position should have their high school diploma with 3 years of experience in Applied Behavior Analysis or bachelor's degree in psychology, special education, social worker or a related field and 1 year of Applied Behavior Analysis. Candidate 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. One week of paid orientation is required prior to the start of your assignment. Ongoing paid training outside of normal work hours is also required. Position pays \$15.78 / hr. Full Time position includes a comprehensive benefits package! Submit resumes to Lbaigorrea@caunj.org or jdouglas@caunj.org

Responsibilities: Follow treatment/teaching plans as per BCBA. Ensures that required documentation is complete and is in compliance with regulations and standards. Complete all graphing as designed by BCBA supervisor. Develops an effective counseling/support relationship. Ensures compliance with all applicable federal and state laws and all company policies. Implement individualized behavior analytic procedures. Assist in the creation of curriculum. Performs other duties as required.

Qualifications: Bachelor's degree with 1 year of ABA experience or High School Diploma with 3 years of ABA experience. Previous experience working with individuals with developmental disabilities. Excellent computer and Microsoft Office skills, especially Excel. Excellent communication skills, verbal and written. Car to use for work purposes. Valid driver's license.

COMMUNITY ACCESS UNLIMITED: Youth Assistant Support Counselor Full-Time

Job description: Social Service agency is currently seeking Youth Counselors to join our team to make a difference in someone's life! The **Assistant Support Counselor** supervises youth ages 13-17 in a residential program setting. Responsibilities for an ASC include assisting youth with daily living skills,

supportive counseling, attending recreation trips, administering medications, planning menus, food shopping, documentation, transporting youth to and from school and medical appointments. Full Time hours are 4:00PM - 12:00AM and includes working Saturday and Sunday. Residential programs are located in Union County. Position pays \$12.93 / hr. One week of PAID orientation is required prior to the start of your assignment. Ongoing PAID training outside of normal work hours is also required. The ideal candidate for this position has a high school diploma or GED, a valid driver's license, reliable transportation, and a genuine desire to work with youth. EOE. Full Time positions include a comprehensive benefits package! Submit resumes to Lbaigorrea@caunj.org or jdouglas@caunj.org

COMMUNITY ACCESS UNLIMITED: Residential Director for Disability Services.

Job Description: We are currently seeking a qualified individual to provide administrative oversight for our supervised apartment programs for individuals with disabilities and to supervise the quality of support services provided. This position requires on-call responsibilities, which includes evenings, weekends, and holidays. The ideal candidate for this position has minimum of three years' experience working with people with disabilities, two years supervisory experience, BA/BS degree in special education, psychology, social work, or related field required. He or she must have a genuine desire to work with individuals with developmental disabilities, a valid driver's license, a car for work purposes, knowledge of DDD regulations, and strong leadership skills. Please email resumes to

Lbaigorrea@caunj.org or jdouglas@caunj.org

Responsibilities: Helps establish and maintain standards and procedures that ensure the health and safety of everyone. Recruits, hires, and oversees the appropriate levels of staff to meet member and program needs. Ensures the facility, grounds, and equipment are maintained in a clean, sanitary, and safe condition. Helps prepare, oversee, and monitor the annual budget. Helps resolve member and family concerns. Ensures that required documentation is complete and is in compliance with Agency and DDD regulations and standards. Performs other duties as required. Facilitate interdisciplinary meetings. Oversee contractual obligations; contract outcomes, reports, fiscal analysis, licensing inspections/program audits. Supervise the day-to-day activities of front-line supervisors.

COMMUNITY ACCESS UNLIMITED: Director for Youth Services

Job Description: Social Service agency is currently seeking a qualified individual to provide administrative oversight for our community-based residential programs for youth at-risk and to supervise the quality of support services provided. The ideal candidate for this position has minimum of three years' experience working with youth, two years supervisory experience, BA/BS degree in special education, psychology, social work, or related field required. This position requires on-call responsibilities, which includes evenings, weekends, and holidays. A valid driver's license, a car for work purposes, knowledge of DCP&P regulations, and strong leadership skills. **Responsibilities:**

Supervise the day-to-day activities of front-line supervisors. Helps establish and maintain standards and procedures that ensure the health and safety of everyone. Recruits, hires, and oversees the appropriate levels of staff to meet member and program needs. Ensures the facility, grounds, and equipment are maintained in a clean, sanitary, and safe condition. Helps prepare, oversee, and monitor the annual budget. Helps resolve member and family concerns. Facilitate interdisciplinary meetings. Oversee contractual obligations; contract outcomes, reports, fiscal analysis, licensing

inspections/program audits. Ensures that required documentation is complete and is in compliance with Agency and DCP&P regulations and standards. Performs other duties as required

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.

FEDEX GROUND: PT & FT Package Handlers. Interested candidates must be at least 18 years of age and must be able to load, unload and sort packages, as well as perform other related duties. FedEx Ground is hiring part-time and full-time individuals to load and unload packages in our fast-paced warehouse environment. Part-time employees typically work a 3-5 hour shift per day. Full-time employees work approximately two shifts per day of varying lengths. Package Handlers are responsible for warehouse duties including: the physical loading, unloading and/or sorting of packages of varying sizes and weights by hand, including lifting, pushing, pulling, carrying, scanning, placing packages, as well as physical bending, twisting, kneeling and etc. in a safe and efficient manner. Shifts may vary depending on warehouse package volume and business needs. We offer competitive hourly rates, multiple raises in the first year, and a tuition reimbursement program. Package Handlers are eligible for medical, dental and vision benefits as well as paid time off and paid holidays, after completion of an eligibility period. **Representative:** Kathy Dalcourt
Job Location: 25 Talmadge Road, Edison, NJ 08817. **Email address:** kathleen.dalcourt@fedex.com
Tel.: (732) 287-7886. **Pay rate:** Up to \$18/hour. **To apply:** <https://Groundwarehousejobs.fedex.com>

FM - Finishing Staff Member. Responsible for satisfactory performance of assigned tasks from management. These tasks include but are not limited to ticketing, sewing, stickering, pad print, decal applications, folding, prepacking, boxing, and pallet building. **Essential Duties and Responsibilities:** Maintains adequate supplies, trains others to QC, maintains cleanliness of work area and equipment. Complete given tasks as scheduled and meets company standards. **Supervisory Responsibilities:** This job has no supervisory responsibilities. Carries out conduct and leadership responsibilities in accordance with company policies, procedures, safety, and applicable laws. **Qualifications.** Education and/or Experience: High school diploma or general education degree (GED); or one to three years related experience and/or training; or equivalent combination of education and experience. **Language Skills:** Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information to one-on-one and small group situations to other employees of the organization. Bilingualism in English and Spanish is a plus, but not a requirement. **Mathematical Skills:** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. **Reasoning**

Ability: Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standard situations. **Physical Demands:** While performing the duties of this job, the employee is regularly required to stand, walk, use hands to finger, handle or feel, reach with hands and arms, talk, and hear. The employee is occasionally required to sit, stoop, kneel, or crouch. The employee must regularly lift/or move up to 10 pounds and occasionally lift and/or move 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, and ability to adjust focus. **Work Environment:** While performing the duties of this job, the employee is regularly exposed to humid conditions, fumes, toxic chemicals, and heat. The noise level in the work environment is usually moderate to loud. Some independent travel may be required. **Job Location:** Secaucus, NJ.

Send resumes to: ifranco@fmexpressions.com

Tel.: (201) 252-1183

HACKENSACK MERIDIAN HEALTH is looking for **NJ Registered Dietitian** Team Members. Full/Part-Time and Per Diem Shifts Available! This position is located at Jersey Shore University Medical Center. Apply today for Immediate Consideration! Welcome a part of the team that is changing healthcare at the speed of life! How have you impacted someone's life today? At Hackensack Meridian Health our teams are focused on changing the lives of our patients by providing the highest level of care each and every day. From our hospitals, rehab centers and occupational health teams to our long-term care centers and at-home care capabilities, our complete spectrum of services will allow you to apply your skills in multiple settings while building your career all within New Jersey's premier health-care system. If you want to be a part of our culture that is "Compassionate, Creative, Collaborative and Courageous", apply to be considered today!

2020-82408	Per Diem Registered Dietitian	Per Diem	Varying day shift; Every fourth (4th) weekend & Holidays as needed; No-call required	Jersey Shore Univ Medical Center
2020-81728	Registered Dietitian	Part-time with Benefits	Varying day shift; Every fourth (4th) weekend & Holidays as needed; No-call required	Jersey Shore Univ Medical Center
2020-81015	Per Diem Registered Dietitian	Per Diem	Varying day shift; Every fourth (4th) weekend & Holidays as needed; No-call required	Jersey Shore Univ Medical Center
2020-80764	Per Diem Registered Dietitian	Per Diem	Varying day shift; Weekend & Holidays as needed; No-call required	Jersey Shore Univ Medical Center

The Registered Dietitian develops, implements and promotes quality, evidence-based nutrition care to meet the needs of the patients in the acute care setting and in the out-patient setting as assigned. Supports facility and department initiatives to maintain quality of care for in-patients and out-patients. Supports community events to promote health and improve the nutrition status of the communities served by Hackensack Meridian Health. A day in the life of a Registered Dietitian at Hackensack Meridian Health includes: Utilizes the Nutrition Care Process (NCP) to develop,

implement, and monitor evidence based medical nutrition therapy interventions for patients as assigned. Obtains appropriate data, analyzes and interprets data utilizing evidence-based guidelines, develops and implements evidence-based nutrition interventions and care plans, and monitors the progress of nutrition interventions by evaluating patient outcomes. Provides nutrition education and/or counseling as appropriate. Actively participates as a member of the health care team caring for the patient. Adheres to HMH Organizational competencies and standards of behavior.

Qualifications: Bachelor of Science in Nutrition or related field required. Credentialed Professional (Registered Dietitian) through the Commission on Dietetic Registration (CDR) within 60 days of hire required. Three (3) years as a Registered Dietitian in acute care or similar experience required. Additional Requirements: Research skills. Detail oriented. Planning skills. Customer/client orientation. Interpersonal skills. Oral and written communication skills. Leadership skills. Base pay rate varies based on years of experience. Additional pay components may apply for shift differential and per diem differential pay based on each candidate's experience, qualifications and shift/position offered. All job offers are contingent upon meeting minimum job qualifications and successfully passing a physical and background investigation. **Locations:** Jersey Shore University Medical Center - 1945 NJ-33, Neptune City, NJ 07753. If you feel that the above description speaks directly to your strengths and capabilities, then please apply today! **To apply go to:**

<https://jobs.hackensackmeridianhealth.org/>. Enter the Job ID number in the keyword search box

HACKENSACK MERIDIAN HEALTH is looking for **Environmental Services & Food/Nutrition** Team Members. Full/Part-Time and Per Diem Shifts Available! This position is located at JFK Medical Center, Raritan Bay Medical Center – Perth Amboy & Old Bridge. Apply today for Immediate Consideration! Become a part of the team that is changing healthcare at the speed of life! How have you impacted someone's life today? At Hackensack Meridian Health our teams are focused on changing the lives of our patients by providing the highest level of care each and every day. From our hospitals, rehab centers and occupational health teams to our long-term care centers and at-home care capabilities, our complete spectrum of services will allow you to apply your skills in multiple settings while building your career all within New Jersey's premier health-care system. If you want to be a part of our culture that is "Compassionate, Creative, Collaborative and Courageous", apply to be considered today! The Environmental Services Aide (ES Aide I) & EVS Specialist Tech is responsible for cleaning and sanitizing room and furnishings in assigned work area, following established policies and procedures to maintain high standards of cleanliness and sanitation throughout the hospital. Daily floor care procedure is performed consistently. Sweeping and mopping patients' rooms. Delivering linen and removing trash from assigned areas. Other duties as assigned which are according to hospital policies & procedures.

The **Linen Cart Aide** is responsible for receiving linen from the laundry in an orderly manner. Weighs linen hampers and records correct weight in the proper manner. Prepare linen carts for nursing units and departments according to par level assignment sheets. Fills carts with linen according to established levels. Prepares disposable surgical pack carts for surgical units at both divisions. Receives, unpacks and stores disposable surgical pack products, adult diapers and disposable pads. Responsible for other departmental tasks as assigned. Perform specific tasks and other duties as assigned by Supervisor. **Qualifications:** Previous Environmental Service or Housekeeping experience preferred

but willing to train. High School Diploma or General Equivalency Diploma (GED) strongly preferred. Good communication and Customer Service skills required. Must be able to lift, bend and stand for long periods of time. Must be flexible with working various days including alternating weekends and holidays. The ability to learn quickly and adapt to changing patient needs, a strong sense of accountability for improving the lives of our patients and their caregivers, an exceptional focus on teamwork, dedication to ongoing education and the ability and passion to deliver the highest quality of care based on a strong sense of patient focus are all required.

The Kitchen Helper/Utility Worker position will require performing various tasks in the kitchen such as cleaning, ware & pot washing and sanitation so as to maintain the department according to HACCP Standards. Transfer supplies and equipment within and between storage and work areas such as pantry and dish room. Attend all allergy and foodborne illness in-service training. Comply with all company safety and risk management policies and procedures. Participate in regular safety meetings, safety training and hazard assessments. Attends training programs (classroom and virtual) as designated. Assist in various areas as needed for the operation of the department.

Qualifications: High School Diploma or GED required. Ability to understand written and verbal instructions in English. Experience in a healthcare facility a plus. Customer service skills a must. Must be able to stand on your feet for long periods of time, bend and lift up to 35-40 pounds.

The Food Service Associate will prepare and deliver patient meals within strict deadlines. Must maintain highest level of patient satisfaction for food and nutrition in the Meridian Hospital system. Can be responsible for any of the following: prepare/assembly of meals, assist with dishwashing and utility work, and/or handling register.

The Food Service Worker performs a variety of food service functions under the direction of the food service supervisor. Can be responsible for any of the following: prepare/assembly of meals, assist with dishwashing and utility work, and/or handling register. The major service areas include patient, catering, cafeteria and meals on wheels. Will be required to work every other weekend.

The Food Service Host will prepare and deliver patient meals within strict deadlines. Must maintain highest level of patient satisfaction for food and nutrition in the Meridian Hospital system. The Host is the main customer service representative from the Food Services Department to the patient. The Host is responsible for tray delivery and service as well as assisting patients to communicate with the Food Service Department. The Host orients patients to room service, assesses the level of participation in room service, and helps to guide the patient through the menu selection process.

Qualifications: High School Diploma or GED strongly preferred. Some experience in Food service preferred. Good communication and Customer Service skills required. Must be able to stand and walk for long periods of time. Must be able to lift up to 25 lbs. Will be required to work every other weekend. Must be able to work a flexible schedule including weekends and holidays when needed. The ability to learn quickly and adapt to changing patient needs, a strong sense of accountability for improving the lives of our patients and their caregivers, an exceptional focus on teamwork, dedication to ongoing education and the ability and passion to deliver the highest quality of care based on a strong sense of patient focus are all required.

The Dietary Aide assists in the service of meals for patients across the lifespan, as well as visitors and staff. A day in the life of a **Dietary Aide** at Hackensack Meridian Health includes: Prepare, pour, or portion some hot or cold items for service. Maintain proper food handling, safety and sanitation standards while preparing food, serving food, and clean-up. Clean work station, including refrigerators, toaster, urns, ice cream freezer, or other equipment as assigned with designated cleaning and/or sanitizing solution. Wash pots, dishes, silverware, and other utensils used in the kitchen or uses the dish machine or pot machine and stores items in designated areas. Dispose of garbage in appropriate dumpster or compactor. Mop and/or sweep all floor areas in the department. Exposed to extremes of temperature (freezer to steam table). Adhere to the standards identified in the Medical Center's Organizational Competencies. Education, Knowledge, Skills and Abilities Required. High School Diploma or GED strongly preferred. To work every weekend. To work five (5) out of six (6) holidays. To work rotating schedule/shifts based on needs. Ability to read, write, and speak English. Education, Knowledge, Skills and Abilities Preferred: Previous experience with or knowledge of nutrition/dietetics. Excellent customer service skills. Works well independently and as part of a team. **Hourly pay rate: \$15.** If you feel that the above description speaks directly to your strengths and capabilities, then please apply today! **Locations:** JFK Medical Center – 65 James Street, Edison, NJ 08820. Raritan Bay Medical Center - 530 New Brunswick Ave, Perth Amboy, NJ 08861. Raritan Bay Medical Center - 1 Hospital Plaza, Old Bridge, NJ 08857. **Apply:** <https://jobs.hackensackmeridianhealth.org/>. Enter the Job ID number in the keyword search box **Our Network:** As a courtesy to assist you in your job search, we would like to send your resume to other areas of our Hackensack Meridian Health network who may have current (openings that fit your skills and experience.

HERITAGE HOME SERVICE: All Around Crew Member. Desire to learn and must be reliable. General construction and home improvement company has 2 openings available. General laborer \$15 \$18/hr. and Mid-level technician \$18-25/hr. Will train the right person. The company provides a motivated individual an excellent opportunity for growth. Must be able to work M-F and a driver's license is a plus. Desire to learn and must be reliable. General construction and home improvement company has 2 openings available. General laborer \$15 - \$18/hr. and Mid-level technician \$18-25/hr. Will train the right person. The company provides a motivated individual an excellent opportunity for growth. Must be able to work M-F and a driver's license is a plus. **Job Location:** 1253 Springfield Ave. Suite 343, New Providence New Jersey 07974. **Representative:** Robert Mehalik **Send resume to:** heritagehomeservicesllc@gmail.com **Tel.:** (973) 879-6473

THE JORDAN REAL ESTATE GROUP - Now hiring. Bookkeeper/Accounting/Title Disbursement Agent Quality Title & Abstract Agency/The Jordan Real Estate Group. How to apply: Please send resume to opportunity@thejordangroup.net **Contact:** Kathy Ciacciarelli, 3415 Sunset Ave, Ocean, NJ 07712. **Phone:** 732-460-1920. **Email:** Opportunity@thejordangroup.net . **Position:** Closing Coordinator/Title Insurance/Paralegal Salary Range: \$20.00 per hour. **Job Type:** Full-time – Monday- Friday 8:30- 5:30. Quality Title & Abstract Agency and The Jordan Real Estate Group, provide multi-state title insurance and real estate appraisal services with an office located in Ocean, New Jersey (Monmouth County). We are seeking a dynamic member for our disbursement/funding team. Must have experience in bookkeeping,

accounting or have related skills. Job duties include the preparation of closing statements for real estate transactions, balancing ledgers, invoice preparation, cutting checks and disbursements off escrow funds. Salary \$20 per hour. Great opportunity for advancement. Full time benefits include participation in medical insurance, life insurance, 401K, paid time off.

MARGARITA'S WAREHOUSE: Warehouse Hand / Day Laborer. Apply in person. **Salary: \$15**per hour. **Job Location:** 1201 E. Linden Avenue, Linden NJ 07036. **Principal:** Peter Salm. **Email:** wcnynj@aol.com
Tel.: (718) 688-6000. Heavy lifting required.

M&M HOME INVESTORS: Administrative Assistant. Spanish is mandatory. Serves customers by selling products and meeting customer needs. Services existing accounts, obtains orders, and establishes new accounts by planning and organizing daily work schedule to call on existing or potential sales outlets and other trade factors. Effective communication. Teamwork. Responsibility Problem-solving. Responsible for selling a company's products by identifying leads, educating prospects on products through calls, trainings, and presentations, and providing existing customers with exceptional support. Additionally, make calls, organize files, create correspondence, prepare reports and documents, manage calendars to schedule appointments, sort mail, prepare invoices and offer general staff support. **Job Location:** 169 Somerset Street, North Plainfield New Jersey, 07060. **Send resumes to:** Miguel Gomez. **Email:** mgomez@mmhomeinvestors.com
Tel.: (973) 519 - 0266

NEW JERSEY WATERJET INC. : Machine Operator. Busy Waterjet Machine Shop. Air-Conditioned Shop. Looking to fill full time position. Overtime Available. Willing to train the right candidate. Opportunity galore!! Must be strong, have valid driver's license and own car. Waterjet Machine Operator. Shipping & Receiving. Machine Maintenance. **Submitting Representative's:** Larry Price. **Tel.:** (732) 910-1602. **Email:** larry@newjerseywaterjet.com
Job Location: 725 Lehigh Ave, Suite 4, Union NJ 07083. **Salary range:** \$ 18.00 to \$25.00 per hour.

PARKER INTERIOR PLANTSCAPE: Warehouse Associate. Must have strong work ethic, be detail oriented and have a positive attitude. Ability to follow instructions. Ability to handle physical workload including bending, squatting, walking, stretching, climbing a ladder, reaching, lifting up to 50 lbs. and able to push or pull cartons weighing up to 100 lbs. Must be able to stand for the entire shift. General hours are: 07:00 AM - 3:30 PM. Hours may vary so you need be flexible. Nights and weekends are mandatory during our peak season. Ability to drive trucks preferred but not required. Bilingual Spanish/English preferred but not required. This position will pick and pack shipments, shrink wrap décor, box materials, load and unload trucks, and assist with a facility move. In addition to any other tasks assigned. **Benefits:** Medical, Dental, Vision, 401K, PTO. **Submitting Representative's:** Karen Downey. **Tel.:** (908) 564-0141. **Email:** hr@parkerplants.com
Job Location: North Ave. ,Plainfield, NJ 07060. **Send resumes to:** steffi@parkerplants.com

PROFESSIONAL HOUSE CLEANER/BUSINESS INTERN: This position requires one to be a team player with a positive attitude. They also need to be motivated, dependable, and willing to learn within a Fast-paced environment. This is a wonderful opportunity to gain experience running a business with guidance from the owners themselves. This position allows one to learn about the ins/outs of the business world, accounting, and marketing strategies. They would also learn in the field training and customer service skills. This is a great opportunity for a college student who is majoring in Business and/or Marketing, Human Resources, Accounting, Administration. **Submitting representative:** Layla Halterman. **Send resumes to:** westfieldhelp@ineedamaid.com

Job Location: Westfield, NJ 07090 **Tel.:** (908) 873-6799

ROYAL PACKAGING LLC – Description of skills: Warehousing, transportation, Inventory Control, Customer Service, Problem solving, and good people skills. **Submitting Representative's:** Chuck Marcell. Send resumes to: cmarcell@theroyalorg.com

Job Location: 50 Maltese Drive, Totowa NJ 07512. **Tel.:** (973) 837 – 1066. **Benefits:** Yes. **No. of positions:** 2.

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

SCOMAGE - IT Support Technician / Customer Service -- Scomage primarily provides software, systems and hosting services. We also support PCs and networks which is where we are looking for additional staff. During the pandemic, much of the job will be providing help remotely. There will be some need to visit customer sites, but keeping you safe is a top priority. Long term there will be a mixture of remote and on-site (in NJ and occasionally NYC), so a car is required. **Submitting Representative's Name:** Steve Flood. **E-mail:** steveflood@scomage.com
Phone Number: (908) 458- 9200. **Job Address:** 6 Kevin Rd, Scotch Plains, New Jersey, 07076. **Salary Range:** \$30,000 per year. **Benefits:** Vacations and sick time. No health.

SHUPPER-BRICKLE EQUIPMENT CO - Full Charge Bookkeeper. Full-time, On-site. Shupper-Brickle Equipment, a small industrial business located in Clarksburg, NJ (Millstone Township), seeks an experienced bookkeeper for a full-time, permanent position. This is an on-site position that may qualify for pandemic-related remote work after a training period. **Key Tasks:** Creating invoices and entering customer payments. Processing customer credit card payments. Entering Vendor bills and paying bills as directed Making inventory adjustments & matching vendor bills to inventory receipts Receivable Collections by phone or email. Monthly Account Reconciliations & statement coding Sales Tax Reporting & Filing. Specialty Invoicing, including AIA billing and other contractor documents. Troubleshooting or investigating bookkeeping questions. Backing up administrators to answer phones and assist sales. Other bookkeeping projects and administrative work as needed. **Soft Skills:** Able to prioritize tasks and work independently. Able to learn new software. Willing to contribute to team efforts and support office admins. Able to work with discretion and confidentiality as needed. **Requirements:** Minimum Associates Degree or certificate in a related field of study . Minimum 3 years office experience (more preferred). Residing within 30 miles of our Clarksburg, NJ location. **Benefits:** Hourly pay from \$23/hour and up (based on experience) for a typical 40-hour work week. Medical Benefits – immediate eligibility for company-subsidized options

Paid Time Off Package includes personal days, vacation day & paid office holidays. 401K retirement plan with company match. Outstanding support to learn, grow, and become a valuable member of our team. Shupper-Brickle Equipment was opened in 1969, and our operations continue to grow. Our office environment is casual, friendly, and focused on customer service and team effort. We're seeking a long-term employee to fill this critical support role. **How to apply:** Submit your resume to: Email: hr@sbomh.com. US Mail: PO Box 728, Clarksburg, NJ 08510.

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.

UNITED WINDOW & DOOR - Temp Junior Application Developer. Description of Skills/Experience Required/Desired: Temp Junior Application Developer. Program Overview: The selected candidate(s) will work on desktop and web applications/services. We are seeking candidates that have a strong foundation in programming, with a bachelor's degree in Computer Science or related study/field, excellent oral and written communication skills. This is a temporary position that may be converted into a long-term permanent position. **Candidate Profile:** Information Systems, Computer Science, Availability to work full-time. Immediate start date. Able to pass an extensive background (if selected). Recent college graduates with a bachelor's degree are encouraged to apply. **Essential Duties:** Participate in the full project life cycle including gathering requirements, system design, implementation, testing, deployment, and support of applications. Follow standard methodologies and Agile practices to produce high quality applications in an efficient manner. Other duties and/or projects as assigned. **Qualifications:** Bachelor's or Master's degree in Computer Science. Solid understanding of Object-Oriented Design and Programming. Solid understanding of web application development processes, from the layout/user interface to relational database structures. Understanding the full life-cycle of a software product. Ability to work within an Agile team environment. Legally authorized to work in the US (no sponsorship now or in the future). A problem solver with a keen eye for detail. Able to engage yourself in a project and enjoy the challenges and processes involved. Eager, ambitious, and adaptable to change. **General Skills:** Excellent written and verbal English communication skills. Organizational and problem-solving skills. Ability to manage multiple priorities concurrently. Willingness to learning new technologies and models. Team player. Self-starter with the ability to independently resolve issues and deliver results. A strong aptitude in IT and the interest and drive to expand your IT skill set. EEO. **Job Type:** Temporary. **Pay:** Up to \$38.00 per hour. **Submitting Representative:** Leigh Cuccio. **Tel.:** (973) 912 – 0600. **To apply send resume to:** lcuccio@unitedwindowmfg.com **Job Address:** 24-36 Fadem Road, Springfield, NJ 07081. **Salary:** Up to \$38.00 per hour. **Position report to:** Mike Zaragoza. **Position type:** Temp.

UPS – Package Handler. Description of Skills/Experience Required/Desired: Today, UPS is customer first, people led, innovation driven. It's powered by more than 495,000 employees connecting more than 220 nations and territories across roads, rails, air, and ocean. Tomorrow, UPS will continue to lead the industry and connect the world, with a commitment to quality service and environmental sustainability. Our mission here at UPS is to inspire our people and business partners to do their best, offering opportunities for personal development and success. **Job Details:** In this fast-paced

warehouse job, you'll lift, lower and slide packages up to 70 lbs. You'll typically work 5-hour shifts, approximately 25 hours per week in this part-time role. As part of the UPS team, you'll receive a competitive hourly rate and an attractive benefits package. Take the next step on your career journey as a Package Handler/Warehouse Worker at UPS. Shift: Sunrise (4:00 AM - 9:00 AM)
Days: Tuesday-Saturday. Medical/Dental/Vision/Prescription--Tuition based assistance for college students. **Submitting Representative's Name:** Michael Perlamuter. **E-mail:** mperlamuter@ups.com
Phone Number: (908) 839-5177. **Job Address:** 100 Middlesex Center Boulevard, Monroe Township New Jersey, 08831. **Salary Range:** \$14.00 per hour. **Apply to:** <https://www.jobs-ups.com/>

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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>

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