

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

Job Connection

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

Nov. 2– Nov. 8, 2015

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



ARE YOU SUDDENLY THE HEAD OF YOUR HOUSEHOLD?

FUNDING FOR TRAINING IS AVAILABLE!



Union County College's Center for Economic and Workforce Development (CEWD) provides services to displaced homemakers to assist them to transition into the workforce.

A "displaced homemaker" is defined as an individual who has worked in the home and through...

Death of a spouse, or disablement of a spouse, or divorce
...find themselves as the primary source of household income.

Trainings for eligible participants include:

- Basic Computer • Job Search & Maintenance • ESL • Medical Coding & Billing • Office Skills

FOR MORE INFORMATION, CALL (908) 965-6087 AND ASK FOR DEPARTMENT ASSISTANT ERICA ARNOLD!

AHOLD, a major company is hiring 100 positions in Jersey City!!

All interested candidates must attend one of the mandatory information sessions prior to the interview. Info Sessions will be held on **Monday November 2nd, 10:00am & 2:00pm.** Interviews to be held at the **Workforce Innovation Business Center.** Here are positions that need to be filled: **Drivers:** *Full Time Position, Benefits available after 90 Day period*Must have a Driver's License with Clean record*Must be at least 21 years old*Ability to lift 60 lbs.*Must have High School Degree or GED*Pass a background check and Drug Test*Good Customer Service Skills*11/hr. starting salary (salary negotiable depending on experience) Plenty of overtime. **Shoppers:** *Full Time Position, Benefits available after 90 Day period*Must be at least 18 years old*Ability to lift 50lbs.*Good Customer Service Skills*Must have High School Degree or GED*Pass background check and drug test*10/hr. starting salary (salary negotiable depending on experience) Plenty of overtime. **For consideration please email your resumes to Isaias.rivera@ucc.edu and call 908-355-4444 to reserve a spot.**

Connections Personnel Open House

Every Tuesday and Thursday from 10am-2pm - Will be recruiting Pickers/ Packers, Warehouse Workers, Forklift Drivers, Shipping & Receiving Clerks, Machine Operators, Assemblers, and General Laborers. **Every Wednesdays from 10:00am to**

2:00pm - Will be recruiting Clerical, Customer Service, Administrative Assistants, Accounting Clerks, and Data Entry

Please stop by our office at: 764 Easton Ave. Somerset, NJ 08873

Call to register and for directions: 732-745-9955

Please bring 2 copies of your resume (if you have one) and two photo IDS! We have many available positions for immediate starts.

Pay ranges are from \$9.00 per hour to \$15.00 per hour. Stop by this week for immediate consideration.

Thursday November 12: Aviation/Community Job Fair Expo 2015

Newark Liberty International Airport Terminal B Level 1

The event is from 10 AM – 3 PM

Bring copies of your resume. Professional attire is a must. For more Information:

Council For Airport Opportunity. 17 Academy Street, 5th Floor. Newark, New Jersey

www.caonynj.com or (973) 622-4537

Sponsored by:



THE PORT AUTHORITY OF NY & NJ

Among this week's events...

Friday November 6: Fellowship Senior Living Fellowship

Will take place 9:00 a.m. to 4:00 p.m. at 8000 Fellowship Road, Basking Ridge 07920 (conveniently located off I-287 and I-78). Housekeepers & Porters (Full Time), Security with SORA (Part Time), Certified Nursing Assistants (Part Time), Nurses Part Time. All Shifts! **For more information, visit our website at www.fellowshipseniorliving.org. Phone: 908-580-9727. Fax: 908-580-3830. Equal Opportunity Employer.**

**Few Positive Recruitments coming up at the Union County One-Stop in Elizabeth.
921 Elizabeth Ave, Elizabeth, NJ**

Machine Operators, Quality Control Inspectors - Cosmopolitan Staffing on Monday November 2nd, 11am-1pm. Job located in Rahway. \$12 - \$18 hr. 1st and 2nd shifts available. Must have experience in Machine Operation and Quality Control. Perform incoming and final inspection

and document results per procedure. Ensure product is inspected in a timely manner. Flexible 40 hour week.

Warehouse Workers - Abacus on **Wednesday's November 4th & 18th**, 1pm-3pm. **Warehouse Worker** - Job located in Carteret. Pay \$10-\$11 hr. Long term, temp-perm positions. Full time positions, 1st, 2nd and 3rd shifts available. Experience in pick/pack, electric pallet jack and RF scanner. Must have reliable means of transportation.

Warehouse Workers – Remedy Staffing on **Thursday November 5th** for a Group Session at 1pm. There will also be a Group Session on Friday November 20th at 9am. Company located on the Elizabeth/Newark border. Pay is \$11hr. 12 hour shifts that rotate back & forth between 3 and 4 shifts per week. Seasonal positions though many employees will be able to stay after the season is over. Must pass 7 year background check and drug test.

Shuttle Bus Drivers – Golden Touch Transportation on **Friday November 6th, 9am-11am**. There are thirty (30) shuttle bus driver openings near Newark airport. Transport passengers from parking lots to airport. Full or part time. Varied shifts 5:30am-2pm, 1:30pm-10pm and 9:30pm-6am H.S. diploma or GED is needed. Class A or B with passenger endorsement is required. Health benefits and 401k will be available for full time workers. Pay rate is \$11.50 per hour.

CHHA, CNA, RN, LPN – A Giving Heart will on **Monday November 9th, 1pm-3pm**. Seeking compassionate people to provide patient care to people when they need it most. Openings in Middlesex, Union, Monmouth and Ocean Counties. Registered Nurses - \$27.00 - \$29.00 per hr Provide client assessments, create plan of care and respond to client emergencies. Insure proper documentation to insure state and local regulations. LPN'S - \$25-\$28.00 per hr Provide skilled nursing shift work available. Excellent communication skills, Microsoft office and time management skills. Certified Home Health Aides & Certified Nursing Assistants - \$10-\$12.00 per hr. Provide support with daily living tasks. Current CHHA or CNA certification, copy of physical, TB test results, chest x-ray. Flexible and reliable.

CHHA's – Premier Home Health Services on **Thursday November 12th, 10am – 11:30am**. Must be a Certified Home Health Aide, Prior Home Health Care experience a plus. Bilinguals welcome. Full time and Part time, hourly and live-in shifts available in Union and Middlesex counties. Candidates must have reliable transportation, must be caring, compassionate, and have a can do attitude. Applicants should have a High School Diploma/GED. Competitive rates. Vacation pay. Refer a friend bonus. Direct deposit/total pay card. 401k program.

**Few Positive Recruitments coming up at the Union County One-Stop in Plainfield.
200 West Second St – Floor 2, Plainfield, NJ 07060**

Several Openings in Healthcare Services - GIVING HEART HOME HEALTH CARE SERVICES, INC. on **Thursday, November 5th, 2015, 9am – 12pm**. The company is seeking compassionate people to provide patient care to people when they need it most. Openings in Middlesex, Union, Monmouth and Ocean Counties. Positions include: **Registered Nurses** - \$27.00 - \$29.00 per hr Provide client assessments, create plan of care and respond to client emergencies. Insure proper documentation to insure state and local regulations. NJ1050106. **LPN'S** - \$25-\$28.00 per hr Provide skilled nursing shift work available. Excellent communication skills, Microsoft office and time management skills. NJ1050178. **Certified Home Health Aides & Certified Nursing Assistants** - \$10-\$12.00 per hr. Provide support with daily living tasks. Current CHHA or CNA certification, copy of physical, TB test results, chest x-ray. Flexible and reliable. NJ1050181

Every Monday: Open House at Community Access Unlimited In Elizabeth

Community Access Unlimited is an expanding social service agency that wants you to apply to become part of a dynamic team leading the way to assisting people with disabilities or at-risk youth reach their goals! We have direct care positions available assisting individuals with developmental disabilities that live independently in the community. All positions require: valid driver's license; vehicle to use while working; original HS Diploma/GED. Prior experience working with individuals with developmental disabilities preferred. To apply for a position please attend an **Open House** held on **Mondays, 4 pm – 6 pm at 80 West Grand St, Elizabeth. To make an appointment for an Open House, call an HR rep at 908-354-3040 ext. 203. If you can't attend an open house, fax your resume to 908-354-0283 or email to rwright@caunj.org. To learn more about the agency visit our website at www.caunj.org. Be prepared to fill out an application. Make sure you bring a resume! EOE.**

Every Monday: Cavalry Staffing is Hosting an Open House

Calvary Staffing is a drug and alcohol-free workplace and is one of the fastest growing staffing firms in the country. We partner with industry leading clients in Transportation. We are seeking **DRIVERS AND CAR DETAILERS** to work with us at major car rental facilities in **NEWARK LIBERTY INTERNATIONAL AIRPORT**. Drivers help us to transport rental cars throughout several facilities. Car detailers are responsible for cleaning and preparing vehicles to be rented again by a new customer. A valid NJ driver's license (no probationary or provisional license), no DUI/DWI and no more than 1 moving violations or at-fault accident in the last 3 years with at least 1 full year of driving history is required for ALL positions. Able to work on your feet and/or drive in various weather conditions for 10-12 hours. Starting pay is \$8.38/hour. We offer flexible scheduling, part weekly pay with electronic pay cards, and offer medical insurance to ALL employees starting at date of hire. **Interested in scheduling an interview, please contact Theodora Tribie at 862-234-2822 or respond via to ttribie@cavalrystaffing.com. We are holding an Open House MONDAY**

between 10am- 3pm Cavalry Staffing 24 Commerce St. Suite 1725 - 17th Floor Newark, NJ
07102

EMPLOYMENT OPPORTUNITIES

A+ PERSONNEL – is hiring Filing Clerk in Newark. **Responsibilities:** Data entry, archiving files, placing files into folders, and cataloguing file box content. **Requirements:** Must know MSWord and Excel, must be detail oriented, must be dependable, and must be able to follow instructions. At this time this position will be 20 – 25 hours per week temp position, but has the potential to become a full time position with the client. **If qualified and interested, please forward your resume as a Word.doc attachment to: JillR@AplusPersonnel.com**

ACELERO LEARNING - We are looking for the right candidates to join our team and you might know of them! Here is the list of opportunities: **Feel free to visit our website at www.accelero.net to see more information!**

AIRSERVE – is hiring CDL Drivers. Employee is responsible for operating an assigned shuttle bus on a designated transportation route. Employee is further responsible for the safe transportation, loading and unloading of passengers. **Essential Duties:** Provide daily transportation services to passengers at designated pick-up and drop-off locations. Perform pre-inspection and post-inspection activities to ensure proper operating conditions, adherence to prescribed Department of Transportation standards, and compliance with proper safety standards. Maintain and enforce bus evacuation plan and coordinate bus evacuation activities as appropriate. Maintain safe driver designation and applicable physical and dexterity standards. Ensure the safe loading and unloading of passengers, including the safe operation and handling of specialized equipment for unloading passengers with special needs (i.e. wheel chair lifts and tie-downs). Performs routine cleaning and bus maintenance activities. Ability to conduct re-fueling activities, to include maintaining assigned fuel use logs. Establish and maintain effective communication and working relationships with passengers, co-workers, shift coordinators, supervisors, managers, etc. Comply with all safety, security, compliance and quality standards and procedures established by the Company, Clients, and regulatory authorities. Perform other duties as assigned. *Job duties may be modified at any time. **Minimum Requirements:** Must be able to work weekends and holidays. Must have a high school diploma or GED. Two years previous customer service experience required. Must be 18 years of age or older. Must submit to and pass a drug screen. Must possess a valid commercial driver's license, class "B," with passenger endorsements. Must comply with safe driver program standards. Must be Air Brake certified. Must provide updated DOT medical and corporate certifications. Annual re-certification is required in order to maintain employment in the classification. Must meet all requirements to receive required airport SIDA badge, including successful completion of a background check. Individual must also provide driver's license information so that the Company may conduct a motor vehicle history check. **For immediate consideration. Please contact Henri J Baptiste 908-355-4444. baptiste@ucc.edu**

ALTERNATIVE INC –New Jersey-based non-profit organization is committed to providing services and support to individuals with special needs. The agency is growing rapidly and is in need of qualified candidates! To provide individuals with comprehensive support services, they strive for candidates to make the right choice in choosing Alternatives, Inc. as their prospective employer. This agency offers generous benefit packages for employees, as well as rewards for performance and years of service. Operating in a competitive industry, Alternatives continues to be a leader with salaries, technology and services. They promote lifelong education and personal development within their company. **To apply: Visit www.alternativesinc.org**

ARC OF UNION – is hiring for several positions. **Please apply at <http://www.arcunion.org/careers/opportunities.php>.** Use the Job Code when submitting your resume. **Submit your information to: The Arc of Union County Human Resources. The location is 70 Diamond Road Springfield, NJ 07081 Fax: (973) 315-0008 careers@arcunion.org**

BROOK HEALTH CARE, LLC - Immediate opening for **CHHAs/CNAs**, non-medical home health care agency seeking dedicated and serious CHHAs and CNAs to join our team and work in Middlesex County. Must have recent home care experience 12+ months, updated PPD, clean criminal background check and driving record. NO EXCEPTIONS. Duties will include, but not be limited to bathing, dressing, med reminders, assist with ambulation, meal prep, shopping, errands, transportation, light housekeeping. Must have reliable transportation at all times. Must have the ability to adhere to a schedule. Ideal candidate will have a positive attitude and love what they do. You will be working for a well-established home care agency who is interested in providing our clients with ONLY the best and most reliable caregivers. Seeking Bilingual applicants; English, Spanish, Polish, Russian. **To apply, please go to: www.brookhc.com and click on "Employees, NJ Job Application"**

CABLEVISION – is hiring bill collectors, customer service, and sales. **For more information, please go to <http://jobs.cablevision.com/>**

CATHOLIC CHARITIES OF THE ARCHDIOCESE OF NEWARK - CCAN is currently seeking a Director of Development. The Director of Development reports directly to CCAN's Chief Executive Officer and is responsible for, among other things, planning and directing all fund raising initiatives; researching and identifying major gift prospects; soliciting major gifts; enlisting honorees, donors, and chairpersons for the annual gala; and ensuring that the annual fundraising goals set by the CEO are met. The Director of Development develops and implements fundraising strategies to meet established targets, raise income, and coordinate CCAN's fundraising and reporting, and manages strong strategic relations with donors, including bringing new, major donors on board. The Director takes the lead in, among other things, developing new income sources, increasing CCAN's profile and enhancing its reputation within the donor community, managing CCAN's presence on social media, leading and organizing fundraising events, and bearing responsibility for the fundraising budget. **Minimal qualifications for the position include:** Bachelor's degree, preferably in a related area. Five years of non-profit fund raising experience. Demonstrated ability to solicit major gift prospects (individuals, corporations and foundations) through personal visits. Demonstrated ability to build and maintain relationships with board members and other prospects. Experience managing capital campaigns. Familiarity with basic development concepts in prospect research, database management, and gift processing. Working knowledge of development software. Excellent written and verbal communication skills. CCAN offers a competitive compensation and a comprehensive benefits package. **Please submit a cover letter, with salary requirements, and a resume or CV to humanresources@ccannj.org. Applications submitted without a cover letter with salary requirements will not be reviewed.**

COLLEGE CENTRAL NETWORK – Go to www.collegecentralnetwork.com to gain access to a variety of employment opportunities. Check out CCN's Job Search Kit for tools to build your job search résumé. Find resources to: create concise and effective résumés; market yourself with professional cover letters; and prepare yourself for interviews. With formats, guides and samples, CCN's Job Search Kit provides the basics to get you started if you are a student, as well as a refresher course if you have already graduated.

COLLEGE NANNIES –. **Full Time and Part Time Nannies in Morristown, Maplewood, Chatham, South and West Orange.** As a nanny, there are various positions available to you, whether full-time, part-time or on-call nanny positions for infants to school aged children. These positions are available to start with immediate hire, upon completing hiring and/or placement process. Nannies will be placed based on skill set, experience and availability. We offer flexible scheduling, ongoing support, and a variety of positions to fit your skills and preferences. Nanny positions may be full-time, part-time, hourly babysitting, summer only and/or after school. All applicants must meet following requirements: Must have reliable form of transportation and ability to travel distance, Be very reliable, mature, honest, and have genuine love of children, Have previous child care experience and valid reference (note: reference not allowed to be family members), CPR and First Aid training (not required before interview). Must be a role model for children at all times, Must have the ability to keep up with interactive play, depending on child(ren) age group. **Apply to the Livingston Center today! Interested candidates should fill out and submit their applications at: <http://www.collegenannies.com/livingstonnj>. Click on the "Join the Team" tab at the top of the page and then select the "Apply Now" link to start work at College Nannies and Tutors, Livingston Placement Center.**

THE COUNCIL FOR AIRPORT OPPORTUNITY 17 Academy St. Newark is recruiting Customer Service Representatives for Newark Liberty Airport. Part-time on-call \$14.56 per hour, must be flexible. www.caonj.com Mon-Fri 9am-2p bring social security card and valid photo ID 973 622-4537.

DELTA - T GROUP - is a national behavioral education referral agency with over 20 years of experience in referral services. Seeking Bus Aides. Must be willing to obtain education fingerprints. Schedule: Monday - Friday 7:30 AM - 9:30 AM AND 1:30 PM - 3:30 PM. Compensation \$10/hr. **For more information please contact: Mrs. Kissy Narvaez. Email a resume in a word doc. to: knarvaez@deltatg.com or fax: 732.636.8024 to my attention.**

ST. ELIZABETH'S EPISCOPAL CHURCH – Elizabeth, NJ - We are seeking a part-time Organist/Director of Music. The Organist/Director of Music should be an energetic, good-natured individual whose musical talent and leadership skills can nourish the congregation, as well as others from the community who attend services, with a meaningful experience. **Under the leadership of the Rector, responsibilities include:** Ability to select both contemporary and traditional music which is complementary to the style of worship. Recruiting, directing and motivating a youth choir and an adult choir. Plans music activities for Christmas Eve, Good Friday, Easter Services, etc. Meets with the Rector, as necessary, to plan for worship and music selections. Arranges for a competent substitute in the case of illness or unavoidable absence. **The successful candidate will possess the following skills:** The ability to play proficiently various styles of music on organ and piano; previous experience in choral conducting; strong people skills, good communication and teamwork skills; and solid planning and organizational skills. A degree or certificate in music from a recognized school or academy is preferred. Safe Church Training. The Episcopal Church in New Jersey resolved that all Church Personnel be certified in Safe Church Training, which includes: 3 Hours of Child Abuse Prevention and training (Recertification every 5 years). 3 Hours of Adult Sexual Harassment Prevention Education (Recertification every 5 years). **Required Experience:** Ability to play an organ and piano. **Required Education:** A degree or Certificate in Music. **Contact: stelizabethschurch@verizon.net. Phone 908 289 0681**

EXPRESS EMPLOYMENT PROFESSIONALS - has nearly 700 franchise locations that provide a full range of employment solutions that include full-time, temporary, and part-time employment in a wide range of positions, including professional, commercial, and administrative. There are several positions, such as Administrative Assistant, Marketing Specialist, CDL Driver, Warehouse Shipping Clerk, and many more. **For more information and to apply, go to <http://www.expresspros.com/Job-Seekers/Default.aspx>**

THE GATEWAY FAMILY YMCA – WELLNESS CENTER BRANCH - WISE Adult Day Services Program JOB OPENING Part-time Transportation Assistant Monday through Friday. Approximate shift times: 740AM – 940AM; 3PM – 5PM The WISE Adult Day Services Program is seeking a dedicated, flexible, responsible, and energetic team player to assist WISE Center participants to and from their homes; on and off the transportation van; and to supervise participants while they are being transported. Applicant must have a High School diploma and experience in customer service. Must have experience in working with the elderly and/or disabled. Bilingual Spanish/English is a plus. This position requires working outside in different weather conditions and may involve heavy lifting. Potential applicants do not have to be available for all shifts. **Please contact Susan Butler, WISE Center Director, Resumes and inquiries can be e-mailed to: sbutler@tgfymca.org**

THE GATEWAY FAMILY YMCA- Rahway Branch has the following positions open: Part-time Lifeguard: We are looking for motivated and hardworking people to join our lifeguarding team! A YMCA lifeguard monitors pool activities and ensures member safety. Lifeguards need to possess knowledge of rescue procedures and emergency medical procedures. To help prevent incidents, lifeguards must enforce all safety guidelines as outlined by the YMCA. We currently have opening (5:30am), mid-day, and weekend shifts open. **Part-time Swim Instructor** The primary responsibility of this position is to instruct others on how to be safe in, and around water. Swim instructors lead group, private and semi-private swim lessons to all ages and ability levels. Instructors create a fun and inviting learning environment to ensure a positive member experience. Builds strong relationships with participants and continually recommends classes based on skill levels. Flexible scheduling; weeknights and Saturday mornings. Required experience: 1 year **Part-time Water Fitness Instructor** Teach Water Aerobics classes of varying intensities at The Gateway Family YMCA- Rahway Branch. Provide high quality instruction and excellent communication with participants. Required experience: 1 year. **Please contact our Aquatics**

Director, Jaimie Hinshelwood at 732 388 0057 or by email (Jhinshelwood@tgfymca.org) to apply today! All hourly wages are competitive and based off of experience.

HILLSIDE PUBLIC SCHOOLS – is hiring a 10 month Secretarial/Clerical-Secretary. **QUALIFICATIONS and RESPONSIBILITIES:** Associates degree, 60 College credits or business school experience preferred. Ability to keep a complete set of books under minimal supervision and possess all necessary knowledge and skills involved in the hand bookkeeping process. Secretarial and bookkeeping experience. Ability to meet and work effectively with the public. Ability to maintain effective working relationships with all employees. Knowledge of office procedures. Functional literacy. Satisfactory completion of a bookkeeping course. **All interested qualified personnel may apply on line: applitrack.com/hillsidek12/onlineApp.**

HOME INSTEAD HOMECARE STATEN ISLAND - is currently seeking a part-time Marketing and Networking Coordinator in Staten Island, NY. The Marketing and Networking Coordinator is expected to effectively perform a variety of duties in the marketing of our organization by successfully generating community awareness, promoting our services within the professional community, aggressively pursuing new referral sources and maintaining existing referral sources according to our standards and policies. We are looking for a highly energetic, passionate relationship builder to educate the Staten Island community on our outstanding services and programs. Car needed! **Job responsibilities include, but are not limited to:** Researching and identifying sources for client referrals. Making contact with existing and new sources according to established goals. Conducting in-service training sessions to educate and inform sources on our available services. Researching, scheduling, and successfully executing regular community marketing events. Providing manager with weekly networking activities/progress reports. Assisting in the development of a marketing plan to most effectively inform potential referral sources of the services. Maintaining complete and current database of referral providers and networking activities. Conducting in-home client and employee assessments. **Qualifications:** Strong communication, planning, organizational and computer skills a must. Persistence and determination to maintain continuous flow of client referrals. Ability to learn company marketing and educational programs and utilize in networking efforts. Helpful, approachable personality. Motivated, creative self-starter who is willing to take initiative. Entrepreneurial mindset. Eldercare, healthcare (social work, nursing, case manager), or medical-related sales background preferred. Must enjoy being visible, reaching out to a variety of people in the community. Applicants must have a working vehicle and valid driver's license. Only applicants that submit resumes will be considered! **To apply, please go to <https://statenilandny.in-home-care-jobs.com/x/detail/a2lva5tw5ko4/aac>**

HORIZON BLUE CROSS/BLUE SHIELD – is hiring for several positions in the Business Process Improvement, Government, administrative, and Finance department. **To find out about positions and apply, please go to <https://jobs.horizonblue.com/joblist.html?pageto-next=2&ERFormID=newjoblist&ERFormCode=7.566500203653064>**

IDEALIST FOR ANYONE INTERESTED IN NON-PROFIT – If you are seeking employment or volunteer opportunities in non-profit, please visit www.idealist.org for more information.

INSTITUTE OF CULINARY EDUCATION (ICE) - has an exciting Part Time opportunity to work in our Special Events Division. Our Chef Assistants represent the backbone of this division and you will be responsible for assisting our illustrious Chef Instructor(s) during our private culinary events. This part-time position will provide an opportunity to aid in instructing guests on prep, cooking, and other miscellaneous techniques and tips. Schedule should allow flexibility to ebb and flow with ICE's needs. **SPECIFIC JOB RESPONSIBILITIES:** Assist and lead guests in the preparation and cooking of a specific menu as per chosen by the group, for groups up to 90 people. Provide room set up for each private event including equipment, place settings, knives, cutting boards, etc. Answer guest questions regarding equipment use, food preparation and cooking techniques. Follow instruction regarding obtaining the pulls from Stewarding. Continually maintain the cleanliness and organization of the kitchen and/or classroom. Perform other duties as assigned by Manager or Chef Instructor. Our new 72,000-square-foot facility is located at 225 Liberty Street and is open 355 days and nights a year. **For more information about ICE, please visit our website at ice.edu.**

JOE'S CRABSHACK – is hiring for several positions in Newark, such as Host, Dishwasher, and Server. **For more information, please go to <http://www.joescrabshack.com/careers>.**

MARRIOTT – Marriott International is consistently recognized as an employer of choice around the globe by FORTUNE and Working Mother magazines, Diversity Inc, Great Places to Work Institute, and the CRF institute among others. Benefits may include medical, dental, vision, 401(k) profit sharing, paid time off, tuition reimbursement, career advancement, hotel room discounts and more. **To begin your journey, go to www.marriott.com/careers.** Marriott International is an equal opportunity employer committed to hiring a diverse workforce and sustaining an inclusive culture. Marriott International does not discriminate on the basis of disability, veteran status or any other basis protected under federal, state, or local laws.

MERCK – Career opportunities at <http://www.merck.com/careers/home.html>.

NJ TRANSIT – NJ TRANSIT is recruiting for some exciting opportunities: NJ Transit is accepting applications and resumes for various positions listed on our website, njtransit.com. Please specify what position you are applying for on the 2nd page of the application and how you heard of the position. In addition, please visit our website to obtain information regarding open houses and various job fairs. **Please fax applications/resumes to 973-665-7575 or email to njtsr@njtransit.com.** **Note that applications are good for one year from date applied, NJ Transit is not considering applications / resumes for non-vacant positions. The State of NJ has a residency law. E.O.E M/F.** The company is, also, recruiting for Part-Time Employment Opportunity. **All resumes can be sent to chrmllo@njtransit.com.**

PREMIER HOME HEALTHCARE SERVICES – Immediately hiring Home Health Aides for hourly and live-in shifts. **Benefits:** Competitive rates, hourly and live-in shifts available, vacation pay, refer a friend bonus, Direct deposit/total pay card, 401K program. **Requirements:** NJ state HHA certification, Caring-Compassionate-can do attitude, must have a reliable transportation, prior home care experience a plus, bilinguals welcome. **Apply in person, Monday through Friday, 9am to 4pm. 1801 East 2nd st. Scotch Plains, NJ. 908 – 322-8883**

PROJECT READY is a free 6 week job readiness and computer skills training class designed for adults who are actively looking for work. Volunteer tutors help students identify skills, write resumes, practice interviewing, and search for jobs. Basic computer skills, including Microsoft Word and Excel, are also taught. The program runs Tuesday through Friday from 9:30 am until 2:30 pm. **The next session begins January 05, 2016 and ends on February 11, 2016. For more information, please call us at (908) 353-1045, Ext 8, or email Projectreadyprg@yahoo.com. We are located at The Saint Joseph Social Service Center – Church Building 118 Division Street Elizabeth New Jersey 07201. Seats are limited.**

PRUDENTIAL is hiring for several professional positions in several departments, such as Finance, Actuarial, Human Resources, Business Ethics department. **To find out more information and apply, please go to https://pru.taleo.net/careersection/external_actuary/jobdetail.ftl?job=258637&src=JB-10500**

RAYMOUR & FLANIGAN FURNITURE- Please resume (no cover letter needed to) Clayton Cardoza email: ccardoza@raymourflanigan.com is hiring for: **Interior Design Professional In Training / Design Consultant: Full Time, Retail Sales Associate / Design Consultant: Retail Showroom Sales Manager In Training: Full Time** At Raymour & Flanigan, we recognize and appreciate all of our team members' hard work and dedication. We pride ourselves on being a long term, privately held company that takes care of its associates by recognizing each individual's potential and investing in their future success! **Raymour & Flanigan provides a full range of comprehensive benefit programs to help you achieve your wellness and financial goals which include:** Health Insurance (Up to 80% of premium paid) and Prescription Drug Coverage, Dental and Vision Coverage, Company paid Life Insurance, Company paid Short-term Disability, 401(k) Retirement Plan w/ Company Match & Profit Sharing, Voluntary Life and Long-term Disability Insurance, Flexible Spending Account, Employee Assistance Program. **Other Great Benefits:** Weekly Pay, Paid Vacation and Holidays, Training and Development, Tuition Reimbursement Program, Generous Merchandise Discount Raymour & Flanigan proudly supports a drug free and smoke free work environment. Raymour & Flanigan is an Equal Employment Opportunity employer that does not discriminate against any associate or applicant on the basis of race, creed, color, religion, sex (including pregnancy), age, national origin, physical or mental disability, sexual orientation, marital or familial status, genetic information or other basis protected by law.

REMEDY STAFFING is now hiring production associates for a large on line printing company located in Newark on the Elizabeth border. Climate controlled work area, fun corporate culture, and rewarding team work are the perks of working in this print facility. Start date is as soon as possible. **Responsibilities:** Responsible for completing printed finishing services. Could involve binding, cutting, folding, gathering, stapling, stitching, trimming. Thorough communication with management and team members. Ensure adherence to all documented processes and procedures. Packers will prepare printed gift items for shipping. **Experience and Qualifications:** Experience in a printing environment is a huge plus. Must be able to work under deadlines and pressure to meet goals. Good communication and comprehension skills – including written and verbal. Must be dependable and committed to work schedule. Facility runs 24/7 for the next several weeks. Ability to bend, stoop, and stand. Attention to detail for quality checks. Computer and or scanning skills required. Machine operators and visual quality control. Two 12-hour shifts, 7 am – 7pm and 7pm – 7am. Rotating 3 -4 day work week. One week-end day included. Schedules will be posted in advance, OT will be asked of you. Working Friday Nov 27th! This is the peak season. Temporary workers may be considered for hire by client. Full benefits package if hired. Pay: \$11.00 per hour. **Call us for an interview appointment after you complete the on line application www.RemedyStaffNow.com. Interviews will not be scheduled without application. Remedy Staffing Cranford NJ 07016 908.325.6095. Refer to “Print Job” when calling.**

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

SNELLING – SUMMIT - Great Opportunity for an Entry Level College Graduate \$12.00 per hour. Temp to Hire Data Entry professional with fast paced key strokes needed. This is a fast paced job, requiring good MS Excel and reading and responding to e-mails efficiently and accurately. Documents come via e-mail, must be able to handle import information regarding security filings, print and reply to docs and sending out thank you notes round out your busy days. Clear legible handwriting. Read, write and speak English clearly. Must have your own transportation. **Apply: Send resume to Debra Flowers dfresumes@snellingsummit.com or Call (908) 273-6500 Ext. 627**

STARBUCKS – is hiring for several positions in Union and Warren, NJ. **Please apply at www.starbucks.com/careers and select the Union and Warren NJ stores as their preferred locations.**

SUNBURST – is hiring Preschool and recreational coaches to help expand our program! Candidates must have a positive coaching style and be flexible and willing to be part of a coaching team. Full and Part time positions are available. **Requirements for Recreational coaches:** Experience in gymnastics or teaching children is preferred *but will train, if the right fit*. Previous experience and success with structuring and supervising a recreational gymnastics program is a plus. Applicants should be energetic and team players. Recreation coaches need simple understanding of gymnastics. If you want to be a part of the fastest growing and largest gym in Union, New Jersey – apply today! Become part of our winning team! *Like working with kids? Have a good, positive attitude? Contact us today!* **565 Rahway Avenue. Union, New Jersey 07083 908-810-1300 info@sunburstnj.com www.sunburstnj.com**

TURING PHARMACEUTICALS – is hiring an Executive Administrative Assistant. **MAJOR ACTIVITIES AND RESPONSIBILITIES:** Coordinate both internal and external meeting logistics (hotel, catering, etc.). Create and modify worksheets in Microsoft Excel, Word, and PowerPoint. Ordering and organization of office supplies. Answer phone calls and screen appropriately, register and greet visitors. Data entry, filing, and maintaining company files. Plan, modify, and prepare travel arrangements and expense reports for team members and consultants. **BACKGROUND REQUIREMENTS:** Four year college graduate preferred. 7-10 years of previous related experience preferred. Previously supporting a clinical group preferred. **SKILLS REQUIRED:** Ability to work in a multi-functional position and take on multiple tasks under pressure. Ability to quickly learn and retain new information. Ability to maintain confidentiality a must. Strong internet, Concur, and Microsoft Office skills (i.e. Outlook, Word, & Excel) Especially strong skills in Excel. Attention to detail, high level of organization, and ability to follow instructions. Should have impressive telephone etiquette. Strong ability to learn new computer programs in a timely manner. Organizational skills to be able to balance all these tasks at once. **To apply, please go to <http://turingpharma.applicantstack.com/x/detail/a2wu5695kbpp/aaac>**

UNION COUNTY COLLEGE – Campuses in Cranford, Elizabeth, Plainfield, and Rahway. **For job descriptions and to apply, please visit <https://ucc.peopleadmin.com/>. EOE/Affirmative Action Employer committed to diversity.**

UNION COUNTY VOCATIONAL-TECHNICAL SCHOOLS (UCVTS) located on Raritan Road in Scotch Plains, is now accepting applications for its Adult Full-Time and Post-Secondary Continuing Education Programs. UCVTS offers a wide range of vocational programs for persons interested in retraining, career advancement, continuing education, or personal improvement. Our philosophy is to provide high quality, low cost training to individuals interested in a vocational career. Our purpose is to develop responsible graduates who are academically, technically, and vocationally competent and prepared for the workplace and future success. Our Adult Full-Time classes run from September to June and accept students four times a year. The vocational courses offered include: Automotive Technology, HVAC/ Plumbing, Cosmetology, and Electrical Technology. UCVTS also offers continuing education and apprenticeship coursework in the evening three times a year. **Please call the UCVTS Admissions Office at (908) 889-8288x301 or visit www.ucvts.tec.nj.us for more information. We nurture your aspiration to find a career that's right for you!**

USPS - Earn \$25,000 towards your college education! UPS is hiring individuals to work as part-time Package Handlers. This is a physical, fast-paced position that involves continual lifting, lowering and sliding packages that typically weigh 25 - 35 lbs. and may weigh up to 70 lbs. Part-time employees usually work 3 ½ - 4 hours each weekday (Monday through Friday) and typically do not work on weekends or selected holidays. Package Handlers receive a competitive hourly rate and also an attractive benefits package. Please note that these opportunities are part-time only working approximately 17 1/2 - 20 hours per week. Employees can expect to take home between \$140.00 and \$170.00 each week after deductions have been taken for taxes, etc. UPS provides an excellent employment opportunity for students. Through the UPS Earn and Learn program, our student employees receive all the paid benefits of a great part-time job with UPS, plus outstanding education assistance of up to \$2,625 per semester / \$5,250 per year with a maximum lifetime benefit of \$25,000. This assistance can be used for tuition, books and fees as long as you are attending an approved college, university, trade or technical school. You will be eligible for the Earn and Learn program on your first day of work. **For more information or to schedule a tour and interview, please call (732) 417-3453 or visit our website at: <http://www.upsjobs.com>. The Edison Facility is located at: 1 Clover Place, Edison, NJ, 08837**

VNA HEALTH GROUP – is currently looking for an HR Generalist to join our team. The position would be responsible for providing full range of human resource services to VNAHG business sites at Essex and Englewood location with a heavy emphasis on recruitment and retention. **Responsibilities:** Supports organization's mission by striving for excellence in all aspects of their job with a focus on positive interpersonal relationship with co-workers. Provides full life-cycle recruiting based on management needs and works with hiring managers to ensure compliance with all federal, state laws and regulations including Affirmative Action compliance. Assists in implementation and administration of HR policies and procedures and trains managers on various policies and practices. Maintains compliant and accurate employee files. Handles employee and labor relation issues for the sites and provides counsel to employees as well as be the primary point of contact for disciplinary recommendations. Collaborates with staff development to offer training opportunities and monitors compliance with mandatory and recommended trainings. Provides salaried and hourly wage administration including offers for new hires and promotions. Provides benefit administration including claims resolution and communicating benefits information to employees. Adheres to the organization's policy in regards to absenteeism and appearance. Omission of specific duties does not exclude them from this position if the work is similar, related or a logical assignment for this position. **Qualifications:** Bachelor's degree in Human Resources or related field. PHR or SHRM-CP certification preferred. 3-5 years of experience in Human Resources. Strong analytical and computer skills. Excellent verbal and written communication skills. Excellent customer service and organizational skills. Knowledge of standard concepts, practices and procedures within HR. Strong knowledge of federal, state and local employee laws and regulations. Working Conditions/Physical Demand: Business Office Environment with phone and computer use. **To apply, please go to <https://careers-vnahg.icims.com/jobs/intro>**

WESTFIELD ARE Y has P/T openings in Childcare/Education/Event Staff/ Pre-school/ Physical Programs. Please refer to our website for more detailed information. www.westfieldnj.org/about-us/job-opportunities or email a resume to humanresources@westfieldnj.org

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

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