



The Job Connection

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

Week of November 11, 2013

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

Meet company reps this week at these events...

MONDAY: OPEN HOUSE AT COMMUNITY ACCESS UNLIMITED IN ELIZABETH

Community Access Unlimited is opening new programs in Union County and is now accepting applications for the following positions: **ASSISTANT DIRECTOR** – \$37K to start. BA/BS preferred, supervisory experience in field required. Other positions include: **OVERNIGHT COUNSELOR** – \$10.25/hr. Experience with direct care strongly preferred, weekend hours available. **ASSISTANT SUPPORT COUNSELOR** – \$11.50/hr. Experience with direct care or at-risk youth required, evening hours. All positions require a minimum of a High School Diploma / GED, driver's license and car. We offer a comprehensive benefits package for full-time employees including a non-contributory medical and dental plan option, Paid time off, matching percentage for 401k, Life insurance, etc. Open House Monday, November 11, 4pm to 6pm at Community Access Unlimited, 80 West Grand Street in Elizabeth. Walk-in's welcome, or schedule an appointment at 908-354-3040 extension 203; fax resume to 908-354-0283 or email to recruit@caunj.org. EOE.

TUESDAY: NEWARK JOB FAIR – ADMIN, RETAIL, MORE!

Newark Job Fair on Tuesday, November 12th, from 11:00 am to 2:00 pm at the Ramada Plaza, 160 Frontage Rd, Newark 07114. Positions in **ADMIN, RETAIL, SALES & MORE!** Meet Dozens of Recruiters Face-to-Face and Fill Out Applications. Dress Professionally. Bring your Resumes and a Positive Attitude! Register Online at: http://twjobfairs.com/job_fairs/details/NJ/Newark/November/12/2013/. This event is FREE to All Job Seekers. Sponsored By: TalentWorks. Event Contact is Kevin McCrea: kevin@kmjfairs.com or (508) 981-6995. Website: <http://tinyurl.com/q8ulqx9>.

TUESDAY: RECRUITMENT FOR GENERAL WAREHOUSE POSITIONS

Remedy Intelligent Staffing (Edison office) is having a recruitment at the Middlesex County One Stop Career Center, 550 Jersey Avenue, New Brunswick, on Tuesday, November 12th, from 10 AM to 1 PM. Recruitment for **General Warehouse** positions in Avenel, Edison and Dayton/Monroe. First, second and third shift positions available. Bring two forms of ID and your resume. **Before the event, please apply online at www.remedystaffingnj.com**. Remedy Intelligent Staffing: we offer benefits, Direct Deposit, Money Network card, Weekly pay check, Great team environment! Please be sure to bring a copy of your resume! Middlesex County is an EOE with equal opportunity programs. Auxiliary aids and services are available to all individuals with disabilities.

JOB SEARCH REMINDER - When responding to job leads from this or any source, do not send / accept money or share confidential personal information such as your social security number or credit card number, etc. Check out the company's website in advance of placing an application or attending a recruiting event.

The Job Connection is updated on the first business day of each week on the UCC website:

<http://www.ucc.edu/Community/CEWD/Weeklyjobs.aspx> and on the County of Union website home page at www.ucnj.org.

WEDNESDAY: RENEWAL BY ANDERSEN RECRUITMENT AT PLAINFIELD 1-STOP



Recruitment for: **CANVASSERS/MARKETING REPS** – \$10 - \$12 + bonus. Door-Door marketing to schedule appointments for Sales Reps P/T. **SALES EVENTS/LEAD GENERATORS** – \$15.00 per hr. + commission. P/T work at events to generate leads. **CALL CENTER REPRESENTATIVES** – taking and making inbound and outbound calls inside office positions \$12-\$13 per hr. **WAREHOUSE WORKER** – Offload truck shipments, forklift experience is a plus. Clean driving record. Verify shipments. Material ordering. Lift 70lbs \$10 - 11.00 per hr. **SALES REPRESENTATIVES** – Experienced in sales. Paid Professional training. Commission & bonus program. Potential to earn \$150 - 200K. Positive Recruitment on Wednesday, November 13th, 9am - 12:00pm at the Plainfield One Stop Career Center, 200 W 2nd Street, Plainfield, Located in the Business Resource Center.

WEDNESDAY: SORTATION/ORDER SELECTORS, SEASONAL SHIFT SUPERVISORS

Abacus Recruitment on Wednesday, November 13th, from 9:00 am to 1:00 pm at 550 Jersey Avenue, New Brunswick, 08901. Bring a Resume and I.D. Seeking **Sortation / Order Selectors and Seasonal Shift Supervisors**. Event sponsored by Workforce Development. Event Contact: LaToya Perry at (732) 745-4588 or LaToya.Perry@dol.state.nj.us.

THURSDAY: SHARPENED IMAGE SEEKS 50 SNOW SHOVELERS

Sharpened Image will be at the Elizabeth One-Stop, 921 Elizabeth Ave, Elizabeth, on Thursday, November 14th recruiting for **50 Snow Shovelers**. Work November – February during Super Bowl activities. \$15.00/hr. NJ0882032. **Must be able to pass an FBI background check for all positions**. There will be a 10:00 am sharp session and an 11:00 am sharp session! No one will be admitted after 10:00 am or 11:00 am when sessions start. Limited space available so be early!

THURSDAY: THIRD ANNUAL VETERANS JOB FAIR

Veterans Job Fair: Your Best Bet – Hire a Vet. Thursday, November 14th, from 9:30 am to 2:00 pm at the West Orange National Guard Armory, 1315 Pleasant Valley Way, West Orange 07520. Dress appropriately and bring at least 25 - 30 resumes. Event Details: This event is for Veterans only. There is ample on-site parking (free). Between 40-50 employers will be present from the **Financial, Transportation/Logistics, Technology, Healthcare, Retail, Hospitality, Manufacturing, Construction and Life Sciences** fields. WAVE Bus Transportation will be available from the East Orange One-Stop Center - located at 50 S. Clinton Street, East Orange. Registration will be on-site. Bring a copy of your DD-214 or Veterans ID Card. Sponsored By: NJ Department of Labor; NJ Department of Military and Veterans Affairs and Essex County. Event Contact is Joseph Siegel: Joseph.Siegel@dol.state.nj.us, (973) 395-3215.

THURSDAY: PARTNERS PHARMACY OPEN HOUSE – PHARMACY TECHNICIANS

Partners Pharmacy is seeking **Pharmacy Technicians** to work in our growing pharmacy located in Cranford. If you are looking to join a growing pharmacy with lots of opportunities, then come to our Open House to interview for one of our vacant Full-time Pharmacy Technicians for 2nd shift or overnight. When: Thursday November 14th, from 9am-5pm. Where: 70 Jackson Drive, Cranford, 07016. Feel free to walk in to meet with one of our HR Representatives, Pharmacists, and other staff. You can come in to meet with these folks and possibly take a tour of our facility to see the environment you can potentially be working in. If you have questions, please call Daniela Xavier at 908-931-9111 x 2455 or Drew Schwemer at 908-931-7003 for more information. We are looking forward to meeting you!! Partners Pharmacy is an EOE. EEO-AA-M-F-D-V.

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FRIDAY: RECRUITMENT FOR SORTATION / ORDER SELECTORS

Abacus Staffing will be at the Elizabeth One-Stop Career Center, 921 Elizabeth Ave., Elizabeth, on Friday, November 15th from 9am – 12noon recruiting for **Sortation/Order Selectors**. Job located in Avenel and will be working for Amazon.com. Pay is \$10.00 hr. Hours and days vary. Full-time, 8 - 12 hour shifts. Sort packages by zip code. Pallet building experience helpful. Mandatory overtime is required. High School Diploma/GED preferred. Six months experience preferred. Benefits available. NJ0883436.

More events this month include...

November 18th : Last Edison Evening Job Fair for 2013

Last Edison Evening Job Fair for 2013 on Monday, November 18th, from 5:00 pm to 7:00 pm at the Crowne Plaza Hotel, 2055 Lincoln Highway, Edison, 08817. Dress Professionally Bring at least 15 copies of your resume. Be ready to network with other candidates. Event Details: **You Should Pre-Register** for the event(s) you plan to attend, hiring managers will have access to your resume. This will increase your chances of connecting with the hiring companies. Please click or post the link below into your browser <http://careershowcase.com/calendar-page?eventID=168> to pre-register. Company presentations begin at 5:00 pm. Be on time for this informative session. Each company will present themselves to you in a theatre like environment so that you can familiarize yourself with what the company does and what they are hiring for. After the presentations, you will have the opportunity to meet with the companies that interest you most. Sponsored By: Career Showcase LLC. Event Contact is Brad Edwards, at brad@careershowcase.com or (732) 424-2532. Website: <http://www.careershowcase.com>.

November 21st: Recruiting Certified Home Health Aides & Residential Counselors

Heart-to-Heart Home Care will be at the Elizabeth One-Stop at 921 Elizabeth Ave, Elizabeth, on Thursday, November 21st, from 10am-12pm. Recruitment for **Certified Home Health Aides & Residential Counselors**. **Certified Home Health Aides:** Full time and Part time positions starting at \$8.60/hr. At least 1 month to 2 years' experience needed. Must be a Certified Home Health Aide. **Direct Care Caregivers/Residential Counselors:** Full time and Part time positions starting at \$12.00/hr. Need at least 6 months experience. Must be Certified in Overview of Developmental Disabilities, Preventing Abuse and Neglect, Medication Training, and CPR/First Aide. Please go to the Elizabeth One-Stop for a referral card. **Must be dressed properly for an interview.**

November 21st: Transition Expo – Parents, Students, Former Grads, Professionals



Union-Essex County Partnership for Transition Expo for Parents / Students / Former Grads / Professionals. Not Sure What To Do After High School? Thursday, November 21, 6:30 to 8:30 PM at Westlake School, 1571 Lamberts Mill Road, Westfield. Representatives of Educational and Adult Services, Division of Vocational Rehabilitation Services, Division of Developmental Disabilities, County Colleges, Vocational Schools, Community Based Agencies (OCUC, ARC), Branches of Armed Forces. For more information, call: Solo Okonkwo, DVRS, (973) 648-3494; Leila Hosseini, DVRS, (908) 965-3940; Iris Slomovitz, ISS Transition Services, (908) 337-5488; Garrett Harvest, DVRS, (973) 648-3494.

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If you would like to add your email address to the Job Connection distribution list or remove your name from it, please send an email to cewd-jobdev@ucc.edu and put "Add" or "Delete" on the Subject line.



EMPLOYMENT OPPORTUNITIES



ACCOUNTANT / TAX PREPARER – Growing Union County CPA firm seeks accountant with a minimum of five years recent experience with a small CPA firm. Responsibilities will be to perform write up, preparation of compilation and review financial statements, preparation of personal and business tax returns. Knowledge of QuickBooks, MS Office and MS Excel is required. Must work efficiently and timely on projects and be a self-starter. Excellent benefits. E-mail resume with salary history and requirements to smcpa@hotmail.com. Resumes without salary history and requirements will not be considered.

ACCOUNTING CLERK – Full-time. Community Access Unlimited an expanding social service agency is seeking a clerk to assist within a busy Accounting office. Responsibilities include: accounts payable and payroll. Qualified candidate must be an organized self-starter with excellent Excel skills. A/P & Payroll experience, High School Diploma or equivalent, car and valid driver's license required. EOE. To apply for a position please email your resume to recruit@caunj.org or fax to 908-354-0283.

CUSTOMER CARE REPRESENTATIVE – full-time days at Summit Medical Group. Job Description: Responsible for scheduling patient appointments in an efficient and timely manner, adhering to the call center schedule. Handle patient calls courteously and expeditiously. Perform patient account updates. Daily extensive computer and telephone use. Department: Call Center. Location(s): Business Office, 150 Floral Avenue, New Providence. Benefits Eligible: Yes. Summit Medical Group offers outstanding employment opportunities. We look for employees who are motivated to contribute their expertise and positive approach to enhance patient care and our organization as a whole. To apply: Send your resumé and a cover letter to hr@smgnj.com. Specify the job for which you are applying. Call 908-277-8791 if you have questions. To search all opportunities at SMG, go to: <http://www.summitmedicalgroup.com/careers/>.

CHILDREN'S SPECIALIZED HOSPITAL – with Union County locations in Fanwood, Mountainside and Roselle, and in other locations throughout the state. Explore career opportunities with CSH at <http://www.childrens-specialized.org/Careers.aspx>.

CLERK (FAMILY HEALTH CENTER) – temporary assignment at Newark Beth Israel Hospital. Responsible for scheduling appointments for outpatient services. Work experience as telephone representative, operator and/or receptionist in a medical environment is preferred. Knowledgeable of medical/dental terminology as well as data entry experience preferred. Able to speak and read English and Spanish language preferred. Barnabas Health is an Equal Opportunity Employer. For complete details and to apply: <http://jobs.nj.com/jobs/clerk-family-health-center-temporary-assignment-newark-nj-60074165-d>.

COLLEGE CENTRAL NETWORK – Showcase your talents to over one million registered employers at College Central Network! Create, upload and update your résumé, portfolio, cover letter, and more. Submit them to recruiters seeking qualified job candidates like you. www.collegecentralnetwork.com. CCN: where job seekers, employers and opportunities meet!

COLLEGE NANNIES: IMMEDIATE HIRE AVAILABLE – Looking for a rewarding, fulfilling work experience? College Nannies Livingston Placement center is now accepting applications for various positions including: part-time, full-time, and on call Nannies for infants to school age children. If you are highly motivated, energetic, patient and would like to be a role model for children through interactive and social activities apply now to Livingston Center for this great opportunity! Immediate hire available! 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.

CONSTRUCTION; RETAIL SUPPORT; AUTO SERVICES; WASTE AND RECYCLING; MORE – Labor Ready in Elizabeth offers new temporary jobs every day, along with temp to hire opportunities. Please visit the Labor Ready at 917 Elizabeth Ave in Elizabeth, 07201 in person between the hours of 10 am- 4 pm. Please be sure to bring your resume. You can also call the Branch, 908-282-1445, between 10 am & 4 PM and ask to speak to the Branch Manager (Rachelle Pitre) to schedule an interview. Labor Ready is an EOE and encourages diverse candidates to apply for employment. We put people to work in industries that include: **CONSTRUCTION; MANUFACTURING; LOGISTICS / WAREHOUSING; RETAIL SUPPORT; AUTO SERVICES; WASTE AND RECYCLING; HOSPITALITY; EVENTS; RESTORATION; AND MORE!** We take pride in quickly matching the right worker with the right job. Labor Ready New Jersey - Putting people to work and changing lives every day. To apply please visit Labor Ready in Elizabeth, in person or call 908-282-1445 & get back to work with Labor Ready!

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DRIVERS: MOTOR COACH – North Jersey-based operation Megabus, A Coach USA Company, a leading public transportation company, is now hiring. Requires a valid CDL with passenger and airbrakes endorsements. No moving violations in the last three years and a clean criminal background check. Must have at least one year bus driving experience. Earn \$20.80 per hour after you have completed all of your classroom and behind-the-wheel training. Apply in person at 349 First St., Elizabeth, 07206. We are an equal opportunity employer committed to employing a diverse workforce, as well as a Veteran-Friendly Employer.

FINANCIAL ADVISORS – We are looking to hire Financial Services Professionals, who will market and sell our full line of financial products and services to individual families and small business owners. New York Life will sponsor and pay for all of the professional licenses necessary, provide a 3 year comprehensive training program and provide a full line of benefits including Health, Life & Dental Insurance, 401(k) and Pension. We also have many management opportunities for those that qualify. To apply: please send resumes to Michael Frake at mwfrake@ft.newyorklife.com.

GENERAL LABORERS / WAREHOUSE WORKERS – Facility located in Avenel is in need approximately 300 workers for full-time/ part-time and seasonal positions! Positions are temp-to-hire as well as seasonal! We are in need of general laborer positions within new 500,000 square foot facility. Will operate multiple shifts and will be a very fast paced environment - candidates with at least 1-2 years' experience in a warehouse environment is a key requirement for this position. These positions will require moving, locating, relocating, stacking, and counting merchandise. Schedules will vary from 4 days a week 10 hour shifts or 5 days a week. Starts times will be as early as 11AM and as late as 11:00 PM. If you are only available for weekends, you are also encouraged to apply! Applicants will consent to a 10 year background check and drug testing if accepted for the positions. General Warehouse Laborers are responsible for: Ensuring outbound shipments are accurate and free of damage. Reporting quality variances to supervisor. Sorting, scanning and preparing shipments, ensuring that the exact number of product is loaded and shipped. Perform sorting duties in an efficient manner that meets customer service standards. Moving and staging product and materials using a hand pallet jack or other equipment. Act as back-up during times of absence and vacation If you have an interest in applying, please come in and register and meet with us for interviews as soon as possible. -- No need to set up an appointment! We only ask before coming to our office, you will need visit our website and fill out the application online located under "JOB SEEKERS". Our website address is: www.remedystaffnj.com. Walk-ins welcome Monday thru Thursday from 9:00 AM to 2:00 PM at 65 Campus Drive, Edison. \$10.00/hr. We can provide transportation coming from Newark Penn Station to get to the job!

HEAD CLERK – at Rutgers University College Avenue Campus in New Brunswick. Department: Financial Aid – University. State funded position, 35 hours per week, non-exempt. Job Description: Under administrative direction, performs diversified clerical duties. Organizes assigned clerical work. Maintains department files and databases. Resolves filing and recording issues. Compiles reports. Opens, sorts, and routes mail. Responds to inquiries. May lead and oversee clerical operations. Requires high school / vocational school education or equivalent plus four years of any equivalent combination of: clerical experience, secretarial experience, advanced secretarial or business training, or college-level study. Requires ability to record and maintain data in computerized and non-computerized formats. Must be able to communicate effectively. Must have effective client service skills. May require ability to group lead. Special Conditions: Knowledge and experience in using Microsoft Word, Excel, PowerPoint, Internet/email and social media platforms; must have ability to work well with students, parents, and other university and community personnel in a high-pressured atmosphere; must be able to work during peak processing times to include first week of fall and spring classes and a week or two during the summer; at least one year of financial aid experience preferred. Position # 13-003010. For more details/apply: http://uhrapps.rutgers.edu/jobs/JobDetail.aspx?pst_num=13-003010.

MANUFACTURING; LOGISTICS / WAREHOUSING; MORE – Labor Ready, 205 Park Ave, Plainfield. Labor Ready offers new temporary jobs every day, along with temp to hire opportunities. Please visit the Labor Ready in Plainfield in person or call and get started by speaking with a staffing specialist who will help match up the best job opportunity with your skills and abilities. Labor Ready is an EOE and encourages diverse candidates to apply for employment. We put people to work in industries that include: **Retail Support; Hospitality; Events; Construction; Manufacturing; Logistics / Warehousing; Restoration; Auto Services; And More!** We take pride in quickly matching the right worker with the right job. Labor Ready New Jersey - Putting people to work and changing lives every day. To apply please visit the Labor Ready in Plainfield in person or call 908-756-6188 and get back to work with Labor Ready!

MERCHANDISE ASSOCIATES – multiple part-time openings at area HomeGoods, Marshall's and TJ Maxx stores. Please apply in store, or get details and apply online at www.tjxjobs.com.

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MARRIOTT – Marriott International is consistently recognized as an employer of choice around the globe by FORTUNE and Working Mother magazines, DiversityInc, 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. Just some of the many employment / career opportunities with area Marriott as of 11/9/13 are:

- Agent - At Your Service
- Attendant - Aisle
- Attendant - Catering Service
- Attendant - Gatehouse
- Attendant - Laundry
- Attendant - Lobby
- Clerk - Front Desk
- Concierge
- Cook - Banquet
- Cook - Hot Side Line PM
- Dishwasher/Utility
- Driver - Limousine/Van
- Driver - Shuttle Bus
- Engineer I - Building Preventive Maint.
- Engineer I - Maintenance Mechanic
- Guest Service Rep - PM
- Guest Service Representative
- Host/Hostess
- Housekeeper
- Housekeeper - General Clean/PM
- Housekeeping Aide
- Housekeeping Aide - PM
- Maintenance - Technician I
- Night Auditor
- Rest Serv/Cook - Bistro - Ref Bus PM
- Rest Server - Bistro - Refresh Bus AM
- Rest Server - Bistro - Refresh Bus PM
- Server
- Server - Banquets
- Station Attendant
- Supervisor – Housekeeping
- Supervisor - Kitchen

To begin your journey, go to www.marriott.com/careers. Marriott International. EOE, committed to hiring a diverse workforce and sustaining an inclusive culture. Network online with us at: www.facebook.com/marriottjobsandcareers.

NJ TRANSIT IS HIRING FOR PART-TIME BUS OPERATORS AND BUS GARAGE FOREMAN IIs – NJ Transit is accepting applications and resumes for these positions in addition to positions listed at www.njtransit.com. NJ Transit is not considering applications / resumes for non-vacant positions. Fax application to either 201-649-1932 or 201-708-8726 and mention The Job Connection on the 2nd page of the application. Please note that applications are good for one year from date of applied and that The State of NJ has a residency law. E.O.E M/F.

PROPERTY AND CASUALTY INSURANCE AGENT – Optimum Financial Services in Elizabeth is looking to hire a full time property and casualty insurance agent. The Candidate must be licensed and have the ability to speak English and Spanish. Three years' experience is preferred and speaking Creole is a plus. The position is full time, \$15/hour plus commission. All interested candidates must submit their resumes to Isaias Rivera at Isaias.rivera@ucc.edu.

QUICKCHEK – Is proud to be one of NJ's Best Places to Work! With over 3,500 team members in over 130 stores, we strive to create a positive experience and fun environment where core values are nurtured, hard work is rewarded and leadership is cultivated. Become a part of our award-winning team and find out why QuickChek is one of the best places to work! Web: http://www.quick-chek.com/job_preview.asp.

RESEARCH ASSISTANT – full-time at Children's Specialized Hospital, Fanwood. Job Description: Meets with research families to review consent, administers screening measures, scores measures, data entry, works with community partner agencies to coordinate research schedules, and assists research families to complete research measures. Maintains high level of communication and record keeping to critical and sensitive information. Excellent attention to detail and organizational skills. Desired criteria: College degree. Must be bilingual (English-Spanish). Experience with clinical research desired. Minimum 1 year relevant experience interviewing adults to gather information strongly preferred. Excellent written and oral communication skills. For more details and apply: <http://www.childrens-specialized.org/Careers/Job-Listings.aspx>. Job Requisition ID: JH11375.

STUDENT SERVICES ADVISOR ASSISTANT – full-time position at Union County College Elizabeth Campus. Reports directly to unit supervisor. Responsible for advising and guiding participants to sustain successful participation in UCC-CEWD Programs. Guide and counsel participants in UCC-CEWD programs. Orient students into assigned program. Design employability plans with participant. Aide participants in implementation of employability plan. Develop and implement motivational workshops designed for employment support and retention. Identify client supportive service needs and to perform liaison duties with cooperative agencies and programs to eliminate needs (i.e. child care, housing, etc.). Participate in intake process. Initiate and conduct placement follow-up and placement confirmation. Respond to all program requests. Accept all other assignments which help CEWD realize contractual goals. Other duties as assigned by unit supervisor and CEWD administration. Education: Associated Degree's preferred. Preferred: Prior experience with underserved populations a plus. Bi-lingual preferred (Spanish). Competencies and Skills: Strong computer (MS Word, Excel, etc.), typing, interpersonal and organizational skills. Ability to work harmoniously with persons of varied education, experience, social and economic backgrounds. Ability to multi-task in a busy environment. Flexibility of schedule. Valid driver's license and reliable vehicle. For complete details and to apply: <https://ucc.peopleadmin.com/postings/813>. Union County College is committed to Equal Employment Opportunity and to maintaining an academic and work environment for students, faculty and staff which is conducive to the achievement of educational and career goals on the basis of ability and performance, and which is free of discrimination on the basis of race, sex, color, age, national origin, disability, sexual orientation, religion, or marital status.

SWITCHBOARD OPERATOR / TELECOMMUNICATIONS – full-time evenings at St. Barnabas Hospital in Livingston. Primary responsibility is to provide related assistance and information during specific shift. Respond promptly and politely to all callers in a timely manner. Answers all incoming calls to the Medical Center's main telephone number and other types of inbound telephone services as directed. Respond to emergency codes in an expedient manner. Respond to console alarms and reports equipment malfunctions to Telecommunications Manager. Notifies appropriate telecommunications staff of changes needed in directory when such information comes to their attention. Keep abreast of hospital events that may generate calls and inquiries from those outside the Medical Center. High school diploma and two (2) years' experience as telephone operator in a busy multi-position environment preferred; will also consider customer service experience. Good knowledge of PBX consoles a must. Must be able to communicate clearly, have good diction, pleasant speaking voice, and be clearly understood over the telephone. Personable and customer service oriented required. You must be patient with difficult callers. Barnabas Health is an EOE. For more details / apply: <http://jobs.nj.com/jobs/switchboard-operator-telecommunications-ft-evenings-livingston-nj-59678121-d>.

TD BANK – at TD Bank we're looking for talented, motivated people with a passion for excellence, a focus on the customer and the drive to Build The Better Bank. If you have what it takes to be a part of something legendary – we have an opportunity for you! Come grow with us! Whether you have years of banking experience and are looking for a different kind of bank, or if you're beginning your career in financial services, we have opportunities for you. With award-winning career training programs, competitive salaries and incentives, full and part-time schedule choices, and a complete range of benefits, this is the place to be! To explore career opportunities at TD Bank, visit <http://www.tdbank.com/careers/careers.html>.

UNION COUNTY COLLEGE – with campuses in Cranford, Elizabeth, Plainfield and Scotch Plains. Positions posted on the UCC website as of 11/7/13 include:

- o Academic Testing Proctors
- o Biology Adjunct Faculty - Spring 2014
- o Computer Information Systems Adjunct Faculty - Spring 2014
- o Computer Science Adjunct Faculty - Spring
- o Continuing Education - Youth Program Instructors
- o Continuing Education Instructors
- o Custodian (P/T)
- o Department Assistant – MIS Clerk
- o Developmental English Adjunct Faculty - Spring 2014
- o Economics/Government/History Adjunct Faculty - Spring 2014
- o Educational Support Coordinator
- o EMT Instructors (3) (P/T)
- o EMT Instructors Intern (3) (P/T)
- o English Adjunct Faculty - Spring 2014
- o ESL Adjunct Faculty - Spring 2014
- o ESL Instructors (2) - Grant Funded (P/T)
- o Evening/Saturday Supervisor (P/T)
- o Facilities Manager – Cranford Campus
- o Fine Arts: Dance, Drama, Music, Photography and Visual Arts Adjunct Faculty - Spring 2014
- o GED Instructors (3) - Grant Funded (P/T)
- o Industry-Business Institute (IBI) Instructors
- o Instructors(Basic Skills) Grant Funded (P/T)
- o Job Developers (3) - Grant Funded (P/T)
- o Keyboarding/Administrative Support Adjunct Faculty - Spring 2014
- o Manager of LINCS (TAACCCT Grant)
- o Mathematics Adjunct Faculty - Spring 2014
- o Modern Languages Adjunct Faculty - Spring
- o Philosophy Adjunct Faculty - Spring 2014
- o Practical Nursing Adjunct Faculty – Spring
- o Professional Tutor (P/T)
- o Psychology/Sociology Adjunct Faculty - Spring 2014
- o Public Speaking Adjunct Faculty (English) - Spring 2014
- o Skill Instructors (2) (P/T)
- o Student Service Advisor Assistants (2) - Grant Funded Position (P/T)
- o Student Services Advisor Assistant
- o Support Staff - Grant Funded Position (P/T)
- o UCC 101/College Success Adjunct Faculty - Spring 2014
- o Vice President of Student Development

To view complete details of all employment opportunities and apply, please visit <https://ucc.peopleadmin.com/>. Union County College is an EOE / Affirmative Action Employer committed to diversity.



UPS IS HIRING TRACTOR TRAILER DRIVERS – The Big Brown Machine is now hiring Tractor Trailer Drivers. \$29.50 per hour. Candidates must meet the following requirements: 21 years or older; Pass UPS road test; pas D.O.T. physical; able to lift up to 70 lbs.; attend driver training class; meet UPS appearance guidelines; able to drive standard (manual) transmission); have valid CDL Class A driver license in state of employment (neighboring state may be acceptable); more. For more information or to schedule an interview, visit our website: <http://www.upsjobs.com>. UPS Edison facility located at 1 Clover Pl, Edison 08837. P: (732) 417-3453. UPS is an Equal Opportunity Employer.

WEEKDAY NANNIES – College Nannies and Tutors seeks nannies with a minimum of two to three weekdays available, between 8:00am to 6:00pm. Nanny must be willing to travel, be reliable, mature, and display honesty. If you love children, have previous child care experience, are CPR and first aid certified, then this may be the job for you. These jobs are frequent and steady but you must be able to be contacted on short notice in early morning through late evening. Travel distance may vary but may also include transportation costs when possible. Extensive background check will be done and references are a must. Immediate hire available! Interested candidates should fill out/submit 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.

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