

Your link to information on jobs and hiring events throughout the greater Union County area



The Job Connection

November 23 – 29, 2009

*Happy
Thanksgiving*

Presented as a joint venture of Union County College and the Union County Board of Chosen Freeholders

Sign up for Work Readiness Skills Classes for Careers in the Transportation / Logistics / Distribution (TLD) Industry for native English speakers and **ESL**...details on page 8

Elizabeth Residents: see page 2 for information on a resume writing seminar and employment opportunities available through the Retail Skills Center

FREE JOB TRAINING IN CUSTOMER SERVICE & SALES!

Attention NJ Residents: Come to the Retail Skills Center at The Jersey Gardens Mall in Elizabeth. We are offering **FREE** job training classes in Customer Service & Sales from December 7, 2009 thru January 15, 2010 (note: there are no classes December 19th through January 3rd). Total 120 hours of training over four weeks. Classes are held Monday to Friday from 9:00am to 3:30pm. Gain new skills! A new career! A fresh start! A new outlook! Prepare yourself for sales and customer service-related positions. You will identify your personal skills, set career goals, and improve your resume writing! Earn a Union County College Certificate! Boost your self-esteem! Empower yourself! Find job opportunities! To learn more, come to an Information Session on December 2nd at 11:00 am or 2:00 pm. Address: Retail Skills Center at the Jersey Gardens Mall, 651 Kapkowski Road, Elizabeth, NJ 07201. Location: Lower Level, Entrance D, by the Concierge Desk. Contact: Vanessa Torres or Joe Oliver. Phone: (908) 355-4444. Transportation: Coach USA Bus #24. For schedules: www.coachusa.com. Funded by: U.S. Dept. of Labor Employment & Training Administration through the WIRED Initiative and North Jersey Partners.

Meet company representatives at these “Apply in Person” events...

ACCUFLEET LAVATORY SERVICE DRIVERS

Get your career off the ground!! Join the AccuFleet Team! Lavatory Service Drivers needed to Service Aircraft in the Newark International Airport. Starting Pay \$9.50. Applications Accepted Monday – Friday, 9:00am - 3:00pm, 50 South First St., Elizabeth, NJ 07206. Call (866) 959-4623. Requirements: Must Have Clean Criminal Record. Qualified applicants must be at least 18 and have a clean driving record. Pass a drug screen and provide ten (10) years of employment/background history. Must be able to Speak / Understand English. Must be able to work weekends and holidays. Bring your valid photo state issued driver's license and social security card with you when applying. EEOE

WORKERS NEEDED FOR THANKSGIVING WEEKEND RETAIL EVENT

No experience required—all skill levels needed. Personal protective equipment and general safety training provided. Get good work experience and same-day pay. Bring valid I.D. and apply in person. Must wear black or brown pants (no jeans). Must be clean cut. Job duties include: Customer service; Loading and unloading; Setup and tear down; Fixturing and merchandising; Clean up; General labor - and more. Apply in person at Labor Ready, 917 Elizabeth Ave, Elizabeth, NJ 07206. www.LaborReady.com 908-282-1445.

BANQUET SERVERS AT EXCLUSIVE PRIVATE GOLF CLUB

Exclusive Private Golf Club has immediate opening for FT Servers, 6 Months minimum experience necessary. Competitive pay, full benefits. Motivated, energetic and professional individuals wanted. Starting \$12+per hour commensurate with experience. Benefits include medical / dental / vision / 401k. EOE. Apply in person, no calls please. 201 Shunpike Road, Springfield, NJ, hiring.golfclub@yahoo.com, Fax 973-921-3721. Published in The Suburban News/The Independent Press.

Also this week...

JOB RECRUITMENT FOR CRESTRON ELECTRONICS

Tuesday, November 24 at Bergen County One Stop Career Center, 60 State St., Hackensack, NJ. 10:00 a.m. till 2:00p.m. Jobs Available: Line Leads: Pay Scale \$9-11.00; Packers: Pay Scale \$9-11.00; Receiving Clerks: Pay Scale \$9-11.00; Shipping Clerks: Pay Scale \$9-11.00; Mechanical Assemblers: Pay Scale \$9-11.00; Testers: Pay Scale \$9-12.00; Tester Technicians: Pay Scale \$14-18.00; Quality Control Inspector-Second Shift: Pay Scale \$9-15.00. Job Order #NJ0760197; NJ0760198; NJ0760199; NJ0760200; NJ0760201; NJ0760202; NJ0760203; NJ0760204; NJ0760205; NJ0760206. Requirements: High School Diploma or equivalent. Previous productions experience preferred. Technicians 1-3 years in the field. Candidate must possess both English writing and speaking skills.

And mark your calendar for these upcoming events...

EXCLUSIVE LAST EVENING JOB FAIR OF YEAR

Tuesday, December 1, 2009, 5:00 P.M. Through 8:30 P.M. Location: Crowne Plaza Hotel (formerly Clarion), 2055 Lincoln Highway, Edison, NJ 08817. Free Admission / Free Parking. What to Bring: Plenty of Resumes. Meet face-to-face with Recruiters and Hiring Managers from local, regional, and national companies. Sponsored By: Career Showcase. Contact Information: E-mail jobfairrecruiter@aol.com Phone: 732-424-2532. Visit our website for more details and directions: www.careershowcase.com.

NEW JERSEY COLLEGIATE CAREER DAY

Thursday, January 7, 2010, 9:30 a.m. – 3:30 p.m. at Rutgers University, New Brunswick, NJ. Up to 150 employers with full-time jobs & internships; Open to any college student or graduate; enter your resume for free into the electronic database; for liberal arts, business, and science & technical majors. On-line resume submittal: Details, directions/parking & list of employers at <http://careerservices.rutgers.edu> beginning December 1, 2009. Career Services, Rutgers University – New Brunswick.

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

ATTENTION: ELIZABETH RESIDENTS!

MAJOR RETAILER HIRING FOR OVERNIGHT POSITIONS

A major retailer is seeking people to work overnight in stock, loading/unloading and cashiering. If you are interested, please call the Retail Skills Center to set-up an appointment for Tues. Dec. 1 at (908) 355-4444.

MAJOR BANK SEEKING TELLERS

A major bank in Elizabeth is seeking candidates for their teller positions. Cash-handling experience and great customer service skills are required. If you are interested, please call the Retail Skills Center to set-up an appointment for Wed. Dec. 2 at (908) 355-4444.

FREE RESUME-WRITING WORKSHOPS

On Dec. 9th and 10th from 10am-1pm, the Retail Skills Center will be hosting free resume writing workshops to assist Elizabeth residents with their job search. Interviewing skills will also be covered. If you would like to register, please call (908) 355-4444.

ADMINISTRATIVE ASSISTANT - Exciting opportunity for experienced, efficient, self-directed individual for Emergency Medicine Residency Program at Newark Hospital. Must be focused and able to interact effectively within a professional environment Exceptional skills in MS Word, Excel, PP, Outlook are required. Prior Medical education experience or grant writing a plus. Competitive salary and benefits. Fax resume and salary requirements to 732-212-0704 or email to malcott@pnet.com . Web Id: 09617.

ACCOUNTANT 1 - GoodTemps is currently reviewing resumes for an Accountant 1 position in Asbury Park, NJ 07712. Will work 4 -5 days per month (could be one day a week or two days every other week). Duties: Previous experience is STRONGLY preferred. Make Payroll (Bi-Weekly) and Benefit Journal entries (Monthly). Reconcile Bank Accounts (four) automated function in Ten Mast/WinTen. Process Capital funding entries. Process Funding entries. Close monthly system (Ten Mast/WinTen system generated functions, post depreciation, capital entries, etc.). Run monthly financial reports. Reconcile payroll to external vendor (quarterly wage detail report). Tasks to Include: (Must be able to communicate and train existing staff to do the above functions after 6-9 months). Skills: software: WinTen/Ten Mast, Some knowledge of HUD rules and Housing industry and ability to work with Excel and do allocations. Education: High School Degree or Equivalent. Must pass a Criminal Background Check. Please fax or e-mail resumes for review @ gfisher@goodwillny.org or Fax (973) 481-2350.

ACCOUNTANT / TAX – part-time in Clark. Prepare Individual partnership & corporate fed and state tax returns. Req's Bach in acctg & 3 yrs exp. Proficiency in QuickBooks, La Certe, Word & Excel. Email resume to: mail1cpa@yahoo.com Web Id: 09200.

ACCOUNTING COORDINATOR - New Job listing from WOR Radio. WOR Radio seeks organized person who directly reports to Corp Controller. Job responsibilities include but not limited to Accounts Payable, data entry, month-end reconciliations, oversees and provides support to AP department. Create and process payroll, 1099 payments, remittance of contributions to pension plans and commissions for various departments. Process and reconcile ad-hoc reports. Oversee Accounts Receivables, collections reconciliations and proper G/L allocations. Prepare daily cash flow reports. Full Time. Date Posted: 11/19/2009. Closing Date: 12/19/2009. City: New York – 10006. www.wor710.com Experience: Experience with ADP Pay expert, Marketron Software, Wicks, Deltaflex and Arbitron is helpful, but not required. Bachelors' degree in Accounting, with 1 to 2 years relevant work experience preferred. Requirements: Solid written/ verbal skills, Knowledge of Microsoft Office (advanced Excel Skills a plus.) Applicant should be deadline oriented, comfortable working in a fast-paced environment, must be proactive, able to effectively communicate with multiple departments and personnel, multiple task and work well under pressure. Please forward a cover letter & your resume to personnel@wor710.com or WOR Radio, 111 Broadway, NY, NY 10006. Attn: Personnel. No phone calls. Fax 212-398-5516. F/M EOE

ADMINISTRATIVE ASSISTANT - F/T Real Estate Developer seeking individual with strong communication, organizational and analytical skills. Must be proficient in Microsoft Word/Excel. Some accounts payable experience a plus. Fax resume with salary requirements to 732-750-7951 Attn: Controller Web Id: 10096.

ADMINISTRATIVE ASSISTANT – new position in East Hanover. Responsibilities: Administrative Assistant needed to support one or more mid to senior-level managers in the Northeast Operations Sales department. Duties: Works in a diverse and more complex environment; and includes some customer and executive contact; Performs more complex administrative activities including heavy expense reporting using Concur and Ariba; Heavy calendar management; travel arrangements; Composing letters and reports; Preparing/editing presentations, etc; Possesses strong written and verbal communication skills. Skills: Lotus Notes experience preferred to limit training time; has intermediate to advanced computer skills including: word processing spreadsheet, and basic presentation or database applications; may train others. Education: College degree preferred but not required. Job Order# 10699. E-mail: resumes@primetimepersonnel.com.

ADMINISTRATIVE ASSISTANT - w/ experience in light computer work, filing, assisting dispatcher when needed and running errands in company car. Must be bilingual (English & Spanish). Call Leticia (908) 510-1302 or email resume to leticiajrs@aol.com

ASSISTANT MANAGERS - immediate openings full time at Duty Free Store, Newark International Airport. Requires: Minimum of 3 years retail experience; management of 10+ people; knowledge of closeout, inventory & customer service procedures. Excellent communications skills, well groomed, positive attitude & ability to motivate/train staff. Fax resume and salary requirements to (973) 218-8095. Attention: HR Web Id: 08498.

BARISTAS AT STARBUCK'S - Attention Elizabeth City Residents: Starbucks Job Opportunity! Starbucks is seeking baristas for their location in the Jersey Gardens Mall. The position is part-time and requires an upbeat, spirited personality. Job duties include: Making coffee & specialty drinks, preparing variety of foods, stock and clean up. If you fit the description, please call the Retail Skills Center at (908) 355-4444 for an appointment.

BILLING CLERK - Discover Rx NJ, an affiliate of Saint Barnabas Healthcare System, has an immediate opening for a Billing Clerk in its South Plainfield office. This position will be responsible for processing claims to all commercial, Medicare and Medicaid companies. Responsible for making collections calls on assigned accounts to help reduce A/R every month. Must possess the ability to use a personal computer, calculator and other business machines; Numerical ability and accurate clerical perception; Good communication and interpersonal skills; Knowledge of medical terminology and third party reimbursement procedures Experience working Accounts Receivable, and knowledge of Medicare/Medicaid procedures. High School graduate or equivalent Minimum of two years experience in a physician's office, medical billing company, infusion company or insurance company. To apply, please submit your resume and salary requirements through our homepage at www.saintbarnabas.hodesiq.com/apply_online_1.asp?jobid=1754035

CERTIFIED NURSING ASSISTANTS (CNAs) – Plainfield area. For more information please call Genesis Healthcare at 1-877-403-JOBS (5627).

CERTIFIED TEACHERS - Rocket Learning is Now Hiring. Salary: \$45.00 per hour. Deliver after-school Literacy and/or Math instruction to students in small groups (average of 7 students per group). Obtain student placement data and help create students learning plans. Conduct regular student assessments, and communicate regularly with parents. All interested candidates must: have a Bachelor's Degree; Have One (1) year teaching and/or tutoring experience; Pass Background check; must be registered with The One Stop Career Center. Please contact Shakira Chance at 973.424.4195.

CHHA's, CNA's/CMA - PT positions. Fax resume to 908-789-0451 or apply in person 295 South Ave, Fanwood. EOE. Web Id: 08763.

CLEAN HARBORS ENVIRONMENTAL SERVICES - Industrial Maintenance Supervisors, Foremen, Environmental Laborers and Class A and B Drivers Seeking Experienced Industrial Maintenance Supervisors, Foremen and Environmental Laborers for tank cleaning, high pressure water blasting and emergency response as well as Class A and B Drivers with X endorsements for our Edison NJ location. Drivers must have a minimum of one year of experience with a clean driving record. All positions require occasional travel. We also have an opening for an Environmental Business Development Specialist A full benefit package is available. Please e-mail your resume to barretts@cleanharbors.com, fax it to 732-248-4414. You can also call 732-248-1997 for additional information. EOE/AA. Visit us at: www.cleanharbors.com.

CUSTOMER SERVICE / INSIDE SALESPERSON - Small, established electronics manufacturing company seeks a detail-oriented, multi-task customer service/inside salesperson to work in a fast paced Sales Department. Responsibilities include preparing quotations, taking and entering orders, coordinating samples with manufacturing, and sample/quote follow-up. Position requires occasional travel to trade shows and to customers. Qualified candidates should have several years of customer service/inside sales experience. Selling technical products at the component level a plus. Excellent written and verbal communication ability required. Send or fax (732/969-3311) resume to: Human Resources Fujipoly, PO Box 119, Carteret, NJ 07008-0119 jdevries@fujipoly.com EOE M/F/D/V Web Id: 10315.

CUSTOMER SERVICE SALES REPRESENTATIVES - Atlantic Coast Media Group (ACMG) is one of the fastest growing skin care and health supplement direct marketers, marketing through TV, Radio, Magazines and Internet. Some of our brands include: Hydroxatone Anti-wrinkle Cream, Neurostin Memory Complex, Hydrolyze Under Eye Treatment, Arctic Essentials, Omega 3, Celtrixa Stretch Mark Lotion. We are currently hiring for Inbound Customer Service Sales Representatives. 100+person call center located in Hoboken New Jersey. This position works to retain existing customers and identify new opportunities with customers on how to use our product line. Base salary of \$15/hr+ commission, Target earning can reach \$60K. We offer Horizon Blue Cross Medical/Dental, matched 401K & paid vacation after one year. Requirements: Energy, Passion and a Proactive Personality; Excellent and Professional Telephone Manner/Sales Skills; Strong Written, Typing and Verbal Communication Skills; Ability to Multi-task and prioritize work in a fast –paced environment; Ability to work well and advocate a Positive Team environment; 3 Years previous experience in Customer Service/Sales environment a Must; Call Center experiences a Plus! If you are interested in a Career please send your resume in MS Word format to: recruiter@atlanticcoastmedia.com. In subject line please write CSR/Sales.

DELI - Hiring for: Experienced Deli Help, Line Cook & Drivers. Call 973-379-3738 between 7am-11am. Web Id: 07582.

DRIVER / CHAUFFER - for busy Limo Co. located across from Newark Airport. FT/PT, evening & wkends. Clean driving record mandatory. Contact Joe or Rich 973-242-5126.

DRIVER HELPERS - (seasonal/temporary). Availability in your local area. Full time hours. Must be available Monday-Friday 8am-8pm. Physical, fast-paced, outdoor position. Must comply with UPS appearance guidelines. Typically 6-8 weeks in duration. Apply online at: www.upsjobs.com. UPS is an Equal Opportunity Employer.

ELECTRICIAN'S HELPER – experienced. Driver's license required, full time steady work (908) 688-1443 Web Id: 07743.

ENROLLMENT AIDES - Rocket Learning is now hiring. Compensation, potential to earn between \$10.00- \$18.00 (\$ 8.00 hour base pay + \$5 per student enrolled). Seasonal, Part-time. Hours vary between 10-20 hrs/week. Start Date: August-Mid October. All interested candidates must: Be 18yrs or Older; Have High School Diploma or GED equivalent; Have Previous experience working with school age children; Have Excellent Communication Skills, Spanish and Haitian Creole speakers are encouraged to apply; Must be registered with The One Stop Career Center. Please contact Shakira Chance at 973.424.4195.

ENVIRONMENTAL LABORERS – see today's ad for Clean Harbors Environmental Services.

FOOD SERVICE / FISH CUTTER - experienced fish cutter/warehouse worker in Linden NJ, night hours. Experience needed. 908-486-0331 Web Id: 09973

FIELD INTERVIEWERS - Employment opportunities are available for candidates interested in conducting in-home interviews in the Newark, NJ area to work on the Health and Retirement study. Candidates will be trained on conducting interviews in households with adults and some phone interviewing. The university is interested in English speaking and Bi-lingual applicants. Spanish/English bilingual candidates receive an additional \$2.00/hr. Pay rate for the Newark, NJ area is \$15.00/hr. and Interviewers are compensated for mileage and expenses. Higher starting rates for applicants with prior data collection experience may be available. No college degree required. For a full description of the project and to apply, please visit our website at: <https://recruit.isr.umich.edu> 1-877-712-7284. The University of Michigan is an affirmative action/equal opportunity employer. Web Id: 08774.

GENERAL MANAGER - New Job listing from Clear Channel Radio Tri-State. Category: Management. Details: Clear Channel Radio seeks experienced management professionals to assume the role of VP/Market Manager. The ideal candidate should have previous market manager experience and a proven track record of ratings and revenue success. Full Time. Date Posted: 11/13/2009. Closing Date: 12/13/2009. City: Franklin, 07416. Experience: The ideal candidate should have previous market manager experience and a proven track record of ratings and revenue success. Send cover letter/resume to: melissaburns@clearchannel.com No phone calls please! EOE. No phone calls please!

HEAD CASHIER – and Various Duties. Full-time. Call Linda 908-464-3370 x 11 Published in The Suburban News/The Independent Press.

INVENTORY COUNTERS - P/T positions avail 1-4 days per week, early morning Van pool from W. Orange, **Union**, Lodi or Sayreville. \$8.75 per hr. to start exp. A+ Call Mon. 9pm -1pm only 908-688-2269.

LINE COOK – see today's ad for Deli.

MANAGEMENT POSITIONS - Expanding Union County social service Agency seeks motivated individuals for supervisory positions. Responsibilities include overseeing program administration for community - based programs for people w/ DD. You will have a min of 2 yrs exp w/ DDD licensing & staff Supervision, BS/BA pref. Excellent computer skills, car & valid driver's lic. req'd. We offer a competitive salary w/ an excellent benefits package. Please apply at www.caunj.org. EOE.

NJ TRANSIT BUS OPERATORS – part-time positions. Criteria: age 21 years or older. Possess 3 years driving experience with a valid NJ Driver's License, NJ Commercial Driver's License or NY or PA Commercial Driver's License with unrestricted airbrake and passenger endorsements. Be able to obtain a validated NJ Commercial Driver's License permit that has been stamped indicating passing written tests for passenger, airbrake and general knowledge endorsements. Expiration date on permit must be valid for at least 14 days beyond first day of scheduled training program. Safe driver with a good driving record and have less than 5 accumulated points. Present a driver's abstract certified by the Division of Motor Vehicles at time of interview that is less than 90 days (3 months) old. Available to participate in structured training program for 18 to 22 business days, Monday to Friday from 8:00 a.m. to 4:30 p.m. Perfect attendance is required throughout training period. Commitment to work schedule as needed during one or both peak commuter rush hour periods; either 5:00 a.m. to 9:00 a.m. and/or 2:00 p.m. to 8:00 p.m. Read, write and speak English language. Pass all phases of written test. Pass interview and physical examination, which consists of a drug and alcohol screen and tuberculosis test. Accept current rate of \$15.07 per hour at completion of training or after 30 calendar days of employment, whichever comes first. To obtain a validated NJ Commercial driver's license permit, consult your local Division of Motor Vehicles (DMV) for specific requirements. Commercial Drivers License Manual may be obtained on Internet. Only a certified driver's abstract from DMV will be accepted for interview. Please consult DMV website, or Blue section of your Yellow Pages for more information about Division hours and phone numbers. The abstract must be presented at the time of the interview. Abstracts may be obtained in some of the following locations: Wayne, East Orange (Central Ave.), Eatontown, City Line (Kennedy Blvd), Jersey City/Bayonne Boarder, Trenton, Newark. Check your local DMV for hours and services available. NJ abstract fee is \$15.00 and a driver's license is required. To send your request by mail, include a \$15.00 check or money order with your name and copy of your driver's license and mail to: Division of Motor Vehicles, Service Data Output Abstract Section, CN 142, Trenton, NJ 08666. If you are interested in this position, you may visit our website at www.njtransit.com/careers.

PRODUCTION ASSOCIATE - Our Employment Services Department seeks a Warehouse/Production/Truck Driver to ensure the efficient production and quality assurance for all contract work. Requires 3 yrs experience in production oversight, warehousing, shipping and receiving. Must possess a valid NJ driver's license, be able to drive a 24 ft box truck and manage production deadlines. Experience working with adults with developmental disabilities desirable. Rate is \$18-\$20/hr. Please send resume to: The Arc of Union County, HR Department, 52 Fadem Road, Springfield, NJ 07081. Fax: 973-315-0002. Email: hresources@arcunion.org. EOE. Web Id: 09949.

MARRIOTT EMPLOYMENT OPPORTUNITIES AT LOCAL HOTELS

Apply online at <https://greatjobs.marriott.com> or <http://trabajos.marriott.com> Be prepared to spend at least 30 minutes to complete entire application. The Home Page will ask for you to click on either city or enter zip code. A list of the hotels in your region will be displayed, click on view open positions for the property of interest and then on department. 'Apply Now' will take you to the application form; there is also an option to save a password and restart to complete the application within a 24-hour time period.

Bridgewater - Somerset Marriott, 700 Commons Way, Bridgewater, NJ 08807 - 908/927-9300578158 - Restaurant Supervisor; 572108 & 572106 - Servers-Banquets; 575833 - Loss Prevention Officer.

Newark Airport Renaissance (9674C), 1000 Spring Street, Elizabeth, NJ 07201 - 573303 - Engineer (Maintenance Tech); 570918 - Housekeepers; 574049 - Attendant-Concierge; 575549 - Housekeeper-Sr; 570910 - Front Desk Clerks.

Newark Elizabeth Courtyard (311EC), 87 Glimcher Realty Way, Elizabeth, NJ 07201 - 570767 - Gourmet Coffee Attendants (3); 578686 - Housekeeping Aide; 578684 - Housekeeper; 570679 - Limousine/Van Driver.

Newark Elizabeth Airport Residence Inn, 83 Glimcher Realty Way, Elizabeth, NJ 07201 - 572673 - no current openings.

Newark Liberty Int'l Airport Courtyard (311F6), 600 Routes 1&9 South, Newark, NJ 07114 - 570368 - 570368 - Housekeeper; 573919 - Guest Service Rep/Front Desk Clerk; 576087 - Housekeeping Aide.

Newark Liberty Int'l Airport Marriott (337E5), 1 Hotel Road, Newark, NJ 07114 - 572576 - 577304 - Server-Banquets; 577341 - Supervisor-Front Office-PM; 577812 - Server-Room Service; 571074 - Guest Service Representative/Front Desk; 570835 - Guest Service Aide; 577336 - Agent-At Your Service.

NJ TRANSIT POLICE OFFICERS - The NJ Transit Police Department's mission is to ensure a safe and orderly environment within the transit system, promoting the confidence of the riding public and enhancing the maximum use of the transit system. The fundamental duty of the department is to safeguard lives and property; protect against deception, intimidation and violence; and to uphold, without prejudice, the Constitutional rights of all people. Minimum Requirements: Candidates must be at least 21 years on the date of the written examination, and not have attained their 35th birthday at the time of appointment to the Police Academy Program. All candidates must have 60 college credits, (No exceptions). Failure to provide proof at the time of the testing will result in disqualification. Candidates must be citizens of the United States at the time of the written examination. Candidates must have a good driving record and valid driver's license on the date of the written examination and thereafter. Salary: \$53,788.80 Non-Certified *(Attending Police Academy); \$62,025.60 NJ PTC Certified. Schedule: 4 on 3 off schedule 10 hr days. **Note: Candidates do not have to be residents of the State of New Jersey. Candidates must be able to travel throughout the state. Candidates who do not report their complete background record may be disqualified. We anticipate an exam winter 2010. Mail or Fax Application and Resume: NJ Transit-Strategic Staffing Department (Gloria Vrabel), 180 Boyden Ave, Maplewood, NJ 07040. gvrabel@njtransit.com. Fax- 201-328-3356. *Updated 05-21-2009. NJ Transit is an EOE.

PHARMACY CLERK - We are an Independent Retail Pharmacy in South Plainfield. The ideal candidate is going to be positive, energetic, enthusiastic, organized, able to multi-task and computer savvy. FT/PT, Sales/Customer Service position. Please Email: twincityrx@aol.com or Call 908-755-7696 - Ask for Sandy. Web Id: 07910.

RECEPTIONIST - FT / PT front desk recept. for friendly oral surgery practice. Insurance knowledge a plus. Willing to train. Fax resume 908-232-4662 Web Id: 07033.

RECEPTIONIST - Hours 9-6 Monday thru Friday. Responsibility - Phones, Coffee, Light Office Work, etc. Contact Ramya - jobs@perisoftware.com 973-735-9500 ext 5221 Fax 973-352-6111.

REGISTERED NURSES (RNs) - Plainfield area. For more info please call Genesis Healthcare at 1-877-403-JOBS (5627).

RETAIL SALES REP - Full Time, Part Time Currently seeking an experienced Retail Sales Rep for a F/T or P/T position in Cranford, NJ. Email resume to upsstore_4521@yahoo.com or fax it to 908-931-0044 Published in The Suburban News/The Independent Press.

SALES - part-time at Alphagraphics Union commercial printing franchise located in Mountainside. Pay is \$10 per hour plus 10% commission. Process involves primarily calling on old and new customers for printing services and making deliveries to customers. We print the full range from books to brochures, menus, posters, business cards etc. Please call 908-233-5553 or email ebankole@alphagraphics.com if interested.

OFFICE HELP - Busy Medical Office seeking F/T Office help for various tasks Bi-lingual Spanish is a must. Please call 732-548-2000 or Fax 732-548-2008. Web Id: 09406.

SALES AND MARKETERS - experienced sales and marketing people in commercial cleaning to work in Union, Essex and Morris County. Please fax or email resume to ivanalmeida@comcast.net fax# 908-325-6447 Web Id: 08394.

SALES PERSON - International freight forwarder in Union County seeks an aggressive motivated person to make outside sales presentations and manage accounts. Must have prior sales experience with knowledge of wines/spirits a big plus. Salary of \$45-\$50,000 per year with generous benefits. This is a dynamic growing organization. Email resumes in MS Word to KartlinPersonnel@aol.com or fax to 732-574-1424.

SALES PERSON - Printing: Exp. Salesperson with following & Exp. in commercial printing for growing 40" full service company. Benefit package email jobs@ajimages.com Web Id: 10123.

SALES REPRESENTATIVE - Professional Sales Rep positions available for several T-Mobile locations in North Plainfield, Newark and Montclair, NJ. Salary plus commission. E-mail resumes to Tmobilelimitedexpress@gmail.com Web Id: 06680.

SCHEDULING / BILLING CLERK - Employee will be responsible for arranging and coordinating Attorney's Daily schedule including Court Appearances, Deposition, Client Meeting s, Etc. Employee will enter Daily time into computer, Open and diary mail, coordinate and send out invoices. Previous Experience Helpful. Candidate must have good phone and computer skills. Excellent Benefits Package. Resumes without salary requirements will not be considered. Email resume to: bpandos@durandpandos.com Web Id: 09374.

SECURITY GUARD - Full Time. NEMF, a major northeast regional LTL carrier, seeks a F/T Security Guard. Freight/Transportation exp a plus! Valid NJ Drivers license & clean criminal record req'd. Must be willing to work different shifts/weekends & some holidays. Drug test is req'd. We offer an excellent wage/benefit package include medical, dental, life, 401K vacation and more. Mail/fax/e-mail resume to: New England Motor Freight, 1-71 North Ave East, Elizabeth, NJ 07201. Fax: 908-351-0153, Attn: Joe Domizio, Corp. Security Mgr., E-mail: JDomizio@nemf.com , www.nemf.com EOE Web Id: 07424.

SUPERINTENDENT - Needed for apt complex in Edison. Must have experience, driver's license and tools. Work week 5.5 days, apt + salary. Fax resume to 732-548-1167 Web Id: 09341.

TELEPHONE SALES - A leading catalog company's new telephone sales division is expanding. No cold calling – Our customers call us! Sales experience necessary. Salary plus commission and an excellent benefit package including 401k plan, employee discounts, paid training and F/T or P/T positions. Walk-ins welcome. Apply between 2:30pm and 7:00pm at: Carol Wright Gifts, 2147 Route 27 Edison, NJ 08817, suite 103, 1st floor. Or call 732-287-7960 ext. 5250 for an appointment.

TJ MAXX, HOME GOODS, MARSHALL'S – information on a variety of positions in several locations at www.tjxjobs.com.
TOYS "R" US - needs part-time seasonal help in Union, Jersey City, Watchung, Secaucus, Livingston, Hazlet, Raritan, Woodbridge. Candidates can apply on-line at www.ruscareers.com and select Opportunities.

UNION COUNTY COLLEGE – for a complete list of employment opportunities go to www.ucc.edu; select *Community and Business* on the home page, then select *Jobs at UCC* from the drop down menu. To access a printable application go to our Employment Forms page. Email all correspondence in reference to jobs to HRJobs@ucc.edu.

WAREHOUSE - (2 Openings) - New Brunswick. \$9 during intro then huge increase once invited into the union. Shipping / Receiving experience required. Leadership skills, Quality Assurance - Word, Excel +Warehouse. Prior Quality Assurance experience. Must be able to work in manufacturing environment. Call (856) 505-8605 or Fax resumes to: (856) 505-8607. Web Id: 07834.

WAREHOUSE - Company in Cranford. Warehouse and truck duties. Regional driving (NJ, NY, CT, PA), non CDL OK. Variable work week, must be available to work on Saturday and Sunday, especially in spring and fall. For each day worked a day off during the week. \$13 per hour plus benefits. Bilingual Polish a plus. Email info.job.nj@gmail.com Web Id: 09046.

YOUTH ASSISTANT SUPPORT COUNSELOR – NJ Central. Responsible to work with at-risk adolescents in a residential setting and providing direct supervision to adolescents including assistance with daily living skills & supportive counseling. The hours vary but include evening and weekend hours. Position requires a HS diploma/GED and 1 year experience working with adolescents from the ages of 13-18. Car and driver's license required. EOE. **Position type:** Full-time. **Salary:** \$11.00. Community Access in Elizabeth. Please apply at www.caunj.org.

Job Seekers:

Learn valuable new job skills in the growing
Transportation / Logistics / Distribution (TLD) Industry!



Sign up for TLD Ready or ESL for TLD Classes

Choose the program that's right for you...

TLD Ready: Work Readiness Skills for Careers in the
Transportation/Logistics/Distribution Industry

or

ESL for TLD Workers: English Language Skills for the
Transportation/Logistics/Distribution Industry

Schedule of Classes

Day	Time	Location
Monday 11/30/09	9:00 AM – 2:30 PM	Union County College Kellogg Building 40 West Jersey Street Elizabeth, NJ 07201 4th Floor – Room 436
Tuesday 12/01/09	9:00 AM – 2:30 PM	
Wednesday 12/02/09	9:00 AM – 2:30 PM	
Thursday 12/03/09	9:00 AM – 2:30 PM	
Monday 12/07/09	9:00 AM – 2:30 PM	
Tuesday 12/08/09	9:00 AM – 2:30 PM	

To register for TLD Ready or ESL for TLD classes
and other classes that might be offered in January, please contact:

Joe Oliver at 908 355-4444 or Oliver@ucc.edu

(Monday through Friday, 9:00 AM – 5:00 PM)

The RSC is located at the Jersey Gardens Mall, 651 Kapkowski Road,
Elizabeth, NJ 07201 on the Lower Level by Mall Entrance D.

Se Habla Español