F8307 Radio Sales Account Executive, Townsquare Media: Ewing, NJ; As part of an on-going recruitment campaign for our radio and digital advertising sales team, we are looking for a Sales Account Executive (Townsquare Media – NJ 101.5 FM, Trenton, NJ) who has the ability and desire to make a lot of calls to business, create relationships with current and potential clients and create on-going advertising campaigns. Candidates must demonstrate dependability, passion, strong communication and problem-solving skills. Business acumen, open-mindedness and a sense of what it takes to win are essential. Previous broadcast/digital sales experience a plus.

Job duties: promote and sell radio advertising, digital products, events and promotional programs to existing clients on your account list, develop additional accounts by consistently cold-calling and creating relationships with new advertising customers, the majority of your time will be spent on the street meeting, inquiring and crafting advertising programs for your clients, both new and existing, prepares advertising schedules, promotional plans, sales literature, proposals and sales contracts, responsible to accurately project revenues, meet and exceed monthly budgets for all product lines and overachieve annual budgets, enters new customer data and other sales contract details for station clients into computer database, follow accountabilities set forth by our Sales Manager to help guide you to success, and investigates and resolves client issues. Resumes can be mailed to Russ DelCore at russ.delcore@townsquaremedia.com or fax them to 609-359-5301.

F8308 OPT/CPT- Pegasys Information Technologies, Inc; Pegasys is a Global professional IT Services Company providing CRM Services, eCommerce Solutions, Virtual Assistant Services, Customized Software Development, Staff Augmentation Solutions and Engineering Services to business organizations Worldwide. Founded in 2002, Pegasys is a global services provider delivering technology-driven business solutions that meet the strategic objectives of our clients. We welcome Graduates with a valid work permit of OPT/CPT to come on board to take up a challenging position to work on Application side Project in our clients place. Our Requirements: We are looking for candidates with Bachelors, Master Degree branch of science and Engineering like Computers / MIS etc. Talented and enthusiastic candidates who want to grow and make career with the company are most welcome. Compensative High Salary & Benefits like - H1B Sponsorship. Free Training and accommodation. If interested, please send resume to Farahn@pegasyssoft.com or contact 248-918-2228.

F8309 Financial Representative - First Investors; First Investors Corporation is a Wall Street-based financial services firm, established in 1930. We are proud of our long history of helping clients with their financial needs including college funding, tax savings and preparing for retirement. Our extensive training program and state-of-the-art learning system is designed to prepare you so you are both business savvy and confident when working with your clients. You will enjoy a professional office environment with all the support and tools you need to be successful. New Representatives start out earning wages and commissions, so while you take care of your clients, we take care of you. Applicants should possess strong communication and marketing skills, ability to plan your day and achieve goals, interest in developing financial strategies, and an entrepreneurial work ethic. If interested, please send resume to Rhia Tolentino at rhia.tolentino@firstinvestors.com.
F8310 Associate, Brokerage Services: Cassidy Turley; Somerset, N.J.; Cassidy Turley is a leading commercial real estate services provider with more than 3,500 professionals in more than 60 offices nationwide. Cassidy Turley serves owners, investors and tenants with a full spectrum of integrated commercial real estate services—including capital markets, tenant representation, corporate services, project leasing, property management, project and development services, and research and consulting. Job duties: examine client needs and customize strategic real estate plans, coordinate direct marketing efforts for properties and tenant representation services, prepare packages, show properties, and perform various duties as assigned, participate in various research and development opportunities, develop and maintain accounts while successfully working in a team environment, work collaboratively with decision makers to provide solutions based on clients’ real estate needs, make cold calls to develop and bring on new clients, and build sales pipelines successfully with prospective clients. Job requires a Bachelors Degree, minimum 1 year sales experience preferred, must be willing to obtain a New Jersey Real Estate License, detail oriented, and able to handle multiple projects simultaneously. Contact Person: Kelsey Nakamura at (Kelsey.nakamura@cassidyturley.com)

F8311 Corporate Recruiter: Kaztronix, LLC; Iselin, NJ; looking for strongly competitive, ambitious, friendly and business savvy professionals seeking an entry-level position that will lead to a long term career. Our employees must have magnetic personalities and a very strong work ethic and the desire to make money and find success at the onset of their career. Position Details: responsible for sourcing resumes using on-line job boards, professional associations, referrals and various other sources; interview prospective candidates and evaluate candidates for employment factors such as job experience, education and training, knowledge, skills and abilities, organizational culture considerations, and other data pertinent to the job; negotiation of pay rates; develop candidate summary and present candidate resume to Account Manager for submission to hiring manager; aid in scheduling of candidate interviews; gather Candidate feedback from interview team and facilitate selection process and final offer; manage the data associated with the recruitment process to ensure all relevant data on applicants, the process and the final hiring decision is properly handled in a timely manner; provide Human Resources with candidate offer package information; maintain constant communication with Kaztronix staff, team members and managers on candidates and open jobs. Resumes should be sent to Jessica Frey at jaf@kaztronix.com.

F8312 Marketing / Sales Assistant: Insurance agency in Marlboro, NJ; looking for a recent Marketing graduate or soon to be Marketing graduate to work directly with Director of Marketing. Duties include marketing strategies, advertising, social media marketing, sales and relationship building. Ideal candidates will possess leadership qualities, be creative, a self-starter, have excellent communication skills, work well within a team, be organized and have above average computer skills. Please contact Nikki Giancola at 732-761-0380 or send your resume to Nikki.giancola@allstate.com

F8313 Caseworker: Fragomen Global LLP; Matawan, N.J.; seeks to employ a Document Services Coordinator to work with the firm’s clients and Fragomen colleagues to insure that document procurement and authentication matters are processed in the most efficient manner. The Coordinator is frequently in contact with Embassies, Consulates and other government representatives, to obtain up to date and accurate legal information and status information on applications, thus ensuring the client’s needs are being met. Primary Responsibilities are to serve as initial point of contact and caseworker for clients in gathering and preparing critical support documentation associated with requests originating in the US for document procurement and authentication support. Case Work duties: perform intake of cases once assigned, respond to document procurement and authentication requests (email/telephone); serve as point of contact for clients, local advisors and colleagues in relation to document procurement and/or authentication of documentation, provide clients with clear, concise instructions and list of required documentation in order to procure, verify, legalize and/or apostille various types of record; follow-up with client/client employees regarding pending or outstanding documentation, draft and edit authorization letters, application forms, and cover letters; research, gather, prepare, authenticate, legalize and/or Apostille supporting documentation associated with immigration proceedings by communicating with federal, state, and local government agencies, monitor case progress, identify potential issues/problems, and provide potential solutions, as necessary and appropriate; coordinate delivery and pick-up of document procurement and authentication matters by outside messenger service; coordinate translation services, where necessary; maintain a professional
relationship with embassies, consulates, agencies, organizations and government authorities; collaborate with local advisors and/or vendors regarding document processing, guidelines, timeframes and invoices; conduct and/or participate in meetings/conference calls regarding potential, past or current issues and/or status updates and timing estimates regarding document procurement matters; assist with complex inquiries; assist with development and maintenance of content for Global Knowledge Library as required. Client Support duties: maintain client contact information and provide simple status updates. Administrative Support duties: file documents in proper order, make clear and complete photocopies, extract data in accurate manner, update case management system, create invoices for billable work, format content and review for accuracy, prepare reports, manage petty cash and monitor box, as necessary. Distribute and calculate monies, organize procurement of money orders, compile receipts and replenish, as necessary, generate reports and record all money orders for Finance Department, as necessary. Requirements: Case Work, learns procedural and processing requirements for various types of document procurement services, builds knowledge of Firm and client processes, demonstrates attention to detail, drafts and assembles document procurement requests and applications, achieves high level of productivity, multitasks in a fast-paced environment with competing demands, conducts casework in accordance with established SLAs and protocols, and a Bachelor’s Degree. Contact Leslie Wyche at lwyche@fragomen.com

F8314 Science Teacher (Middle School): Eastampton Community School; Eastampton, N.J.; Qualifications: must hold either a NJ Standard Certificate or NJ certificate of Eligibility with Advanced Standing in Science; must be certified (or eligible to become certified) through Project Lead the Way foundation to teach Design & Modeling, Automation & Robotics, and Flight & Space; must have strong science and technology background; must provide proof of New Jersey residency; minimum experience as determined by the Board of Education; required criminal history background check and proof of U.S. citizenship or legal resident alien status; such other qualifications as the board may find appropriate and acceptable. Submit letter of interest, resume, credentials, and transcripts to: Robert A. Krastek, Ed.D. Superintendent’s Office, Eastampton Community School; Eastampton, N.J.; email to scunningham@eastampton.k12.nj.us

F8315 Sales Manager: West Marine; Brick, N.J.; under limited supervision, assists in achieving the sales goal of the business unit. These operations include: Training and reinforcing sales techniques to store Associates, ensuring excellent customer service, achieving thorough sales and product training, and meeting and exceeding the business unit’s annual sales goal. They will perform related supervisory and professional work as required. This position reports to the General Manager. Specific duties and responsibilities: Directs sales initiatives; ensures the business unit meets or exceeds West Marine training standards for Associate development; floor Management: Communicate and train store Associates on important information about products, selling techniques, and other sales-related issues; assist with hiring, coaching and training store Associates; reinforce sales techniques and selling skills to store Associates, assisting Associates with executing the plan of meeting or exceed the store’s annual sales goal; implement EUFA (Engage Customers, Understand the Customers, Fulfill Customers’ needs completely, Add Value by adding on); leading by example, greet customers, engage them in conversation to determine their boating needs, provide product knowledge to customers and suggestively sell items and additional services that they may not have anticipated; acknowledge and greet customers that are within a close (ten-foot) radius or ten seconds of arriving where the Associate is working; work with Associates to achieve a high mystery shop score through excellent customer service, product knowledge and follow through, know what products are currently on sale or in promotion and have them displayed properly for sale by the start date; complete assigned tasks in Daily Checklist, Weekly Checklist, Monthly Checklist and Master Checklist; log in to the online Store Bulletin each day worked to read and complete assigned action items, One-on-Ones to occur every two weeks to ensure communication between direct reports; participates in and directs store opening and store closing duties; ensure the store is neat, clean and organized throughout each business day; correctly handle all register transactions; answer the telephone within three rings; have the ability to wear and communicate through a headset; help receive and display product shipments on store retail shelves within twenty-four hours of delivery.
Requirements: One to two years supervisory experience or the equivalent combination of training and experience, excellent communication skills, familiarity with MS Office products helpful, must be able to work a standard workday as set by West Marine, must be able to lift forty pounds to shoulder height unassisted, must have a flexible schedule and be able to work, evenings, weekends and holidays; Boating experience helpful. Contact Bryan Hoffman at bryanh@westmarine.com

F8316 Entry Level Marketing: Global Fundraising Inc.; GFI is currently hiring ambitious and career-minded individuals to join our management team. All team members must first complete our fast paced 6-10 month, 3 phase management training program. The training program provides in depth training in sales and marketing campaign management. Your primary role will start off as business to business sales and will progress into campaign management role within the first year. Our ideal management trainee is charismatic, assertive and possesses excellent interpersonal skills. To be successful in this position you need to be able to learn quickly, have an attention to detail, and an ability to resolve issues quickly. If you are looking for an opportunity to make an impact on company results every day, this is the role for you. You must also be forward thinking, continually looking for ways to improve processes from our company’s and clients’ perspectives. Benefits: Earn competitive pay, and benefit from training and development and advancement opportunities; Pay $30,000 - $40,000; Hours: Mon – Fri 8:30 – 5:30; Travel: 25%. College degree required. Send resume to: HR@GlobalFundraisingInc.com

F8317 QA/QC and Regulatory Affairs Technician: Immunostics Inc; Ocean, NJ; Job Description: Quality Control, Quality Assurance and Regulatory Affairs person sought to work with the Director of QC, QA and Regulatory Affairs. Duties include the monitoring of production to insure that QA/QC standards are adhered to, plus assisting the Director of the aforementioned department with SOP maintenance and revisions, plus FDA and ISO audits. We are seeking a candidate who has a degree in Science, Chemistry or a related field. Work Hours and Days: 8 AM to 4:30 PM Monday thru Thursday, and 8 AM to 4 PM on Fridays. Salary: $45,000 to $50,000. Benefits: Medical, Vacation and Sick/Personal Days. Contact Person & Title: Bill Fitzgerald, Chief Operating Officer; Phone: 732-918-0770; Fax: 732-918-0618; Email: bfitzgerald@immunostics.com

F8318 Construction Manager, Project/Operations Manager, Volunteer Coordinator: Habitat for Humanity of Northeast Monmouth County. If you are interested, please go to our website WWW.HABITATNEMC.ORG and click on EMPLOYMENT OPPORTUNITIES to see Job Descriptions and an application for employment. Please send your resume and Job Application to: Habitat for Humanity of Northeast Monmouth County, PO Box 416, Little Silver, NJ 07739.

F8319 Junior Financial Analyst: Careerfinders; Holmdel, N.J.; Duties: Ad Hoc business analysis, reporting and projects, including: business segment profitability analysis, customer profitability studies, cost savings project decision support; Preparation and analysis of Key Performance Indicator reports; Preparation of monthly operations/financial summary for executive management and ownership; Analysis of customer and product sales, margins and profitability in support of reported results and strategies; Preparation of 30/60/90 day sales and earnings estimates; Preparation of key financial reports and analysis of results on location, department and consolidated basis; Assistance in preparation of department level annual budgets and periodic forecasts. Desired minimum qualifications: Bachelor’s degree in Accounting or Finance, MBA desirable; 1-3 years of financial analysis experience at corporate level of multi-plant manufacturing environment; Demonstrated strength in financial analysis, in-depth knowledge of financial statements and budgets; Strong experience and technical competence in budget analysis, variance analysis, and financial forecasting; Expertise in complex Excel functions and financial data manipulation. Contact Ellen Kuznick at ellen@thecareerfinders.com

F8320 Registered Investment Advisor: The Faragi Group; Ocean County, N.J.; Duties: responsible for business development and client service. Brokers with series 65 are preferred, but we will sponsor the right candidate. Compensation: 45% of the net fees generated. Contact Joseph Faragi, CEO The Faragi Group, at (646) 512-5691.

F8321 Associate Recruiter: Vision Recruiters; Morristown N.J.; Vision Recruiters is an Executive Recruiting firm that specializes in placing senior level professionals into positions in industries such as Healthcare and Technology. The Associate Recruiter will utilize the phone on a daily basis to present career opportunities to
prospective candidates. Job Responsibilities: entry level position; excellent ground floor opportunity to start a career in an exciting field; work with Sr. Recruiter to develop recruiting plans and strategies for search assignments; present career opportunities via the phone to candidates and attain resumes for consideration; evaluate and qualify candidates skill-sets to match job assignments; use Professional Networking sites to prospect and search for candidates; maintain relationships with candidates to gain industry knowledge, referrals and leads; become proficient with our Database; ongoing training will be provided. Job Requirements: excellent follow up and communications skills (verbal and written); reliable, goal oriented, persistent and can meet deadlines; skilled in Outlook, Excel, Word, PPT; personable and professional demeanor. Submit resume to: careers@visrec.com

F8322 Manager of Development & Corporate Partnerships: Move For Hunger; This position will be responsible for the creation and execution of the organization’s development plan to include: small and major gifts; corporate and foundation grants; marketing and PR support; and special events. Emphasis will be placed on expanding the organization’s donor base, including major gift donations, while supporting the Events team in the recruitment of brand-aligning corporate sponsorships. We are looking for someone who is creative, driven, and passionate about fundraising. Our ideal candidate is someone who has a proven track record in fundraising, and will come with new ideas - ready to go. We are looking for someone to grow with our organization, and help us continue to build a new, sustainable solution to hunger. Email resumes and cover letters to info@moveforhunger.org

F8323 Technical Support Staff, Linode: We are currently looking for technical support staff to keep up with our ever-growing customer base and offerings. Candidate must have the intuition to accurately identify and anticipate a customer’s needs. As a rapidly growing company, we’re always adding new features and services. Primary Responsibilities: interact with Linode customers via support tickets, e-mail, IRC, and phone; troubleshoot customer issues and provide accurate and timely responses; identify and escalate recurring issues to system developers; interact with worldwide datacenter NOCs; handle abuse complaints. Requirements: must be willing to relocate to within commuting distance of Galloway, NJ; 2+ years Linux System Administration experience; familiarity with common Linux server applications such as Apache2, Nginx, Postfix, MySQL, BIND, etc.; ability to identify and troubleshoot TCP/IP issues, other networking issues (packet loss, connections timing out / refused); ability to troubleshoot firewall issues, identifying problematic / misconfigured iptables rules; ability to troubleshoot DNS issues (using dig, etc).
Preferred Qualifications: B.S. in Computer Science or related area of study; Network+ or higher certification; familiarity with Linux Kernel; experience scripting in Perl, Python, Bash, etc. for system automation and/or database transactions; experience with website development and web development frameworks. To apply, please visit: http://www.linode.com/jobs

F8324 Guest Services Representative/Front Desk: Staybridge Suites Hotel; Eatontown, N.J.; The Guest Services Representative is responsible for handling telephone calls, processing reservations and guest registration/departure and handling payments for guest rooms. As a Front Desk team member, this position is responsible for promoting hospitality at all times, providing efficient and friendly services, and maintaining a professional appearance in a fast paced environment. Requirements: Customer service experience for at least 1 year; hotel Front Desk experience preferred; excellent verbal communication skills strong organizational skills; ability to handle and process cash & credit card payments and balance daily ledger accounts; positive attitude and outgoing personality; ability to handle stressful situations and juggle multiple tasks; working knowledge of computers and office equipment; knowledge and experience with Opera & Holidex preferred; ability to demonstrate a commitment to customer satisfaction; ability to work a flexible schedule including days/nights/weekends/holidays. Contact Christina Mercado at cmercadostaybridge-eatontown.com

F8325 Sales Representative: Trugreen Lawn Care; looking for a sales representatives for multiple full time positions, which offers a competitive weekly base salary + commission, as well as benefits. If interested, please call 732-835-4083 and ask for Jason Trent.

F8326 Junior Copywriter: Looking for a Junior Copywriter to join the e-commerce team of a major retailer; candidate will contribute to the online copy process. Person must have a BA in English, Journalism,
Communications, Marketing or Advertising, and a minimum of 1 year product copywriting experience with a Retail company. Position is located in Northern NJ. Please have anyone who is interested and fits the requirement email Richard Roy at rroy@careers4retail.com

**F8327 Inside Sales Representative (Entry level):** Real Works Residential Brokerage; Colts Neck, N.J.; The Inside Sales representative will work together with our sales team to build and maintain relationships with new clients and existing clients. Through strategic cold calling, e-mails, and other marketing techniques, you will play an integral role in building our business. Job duties: perform outbound sales calls/e-mails to prospective and existing clients; follow up on leads and maintain an active pipeline daily, extremely strong closing ability; meet and exceed assigned sales targets; and collaborate with real estate sales teams. Requirements: outstanding interpersonal skills, excellent verbal and written communications skills, sales experience (Telemarketing experience preferred), and NJ Real estate license is required. (**For a limited time, if you do not hold a NJ Real Estate License, we will finance the cost of your license fees**). Hourly compensation + commissions, and bonuses. Contact: Lisa Lildhar, Phone number: 732-577-9100, E-mail address: lisa@realworksres.com

**F8328 Community Living Specialists:** Enable, Inc.; is seeking full and part time Community Living Specialists for our group homes in Mercer, Monmouth and Somerset Counties to join our team providing services and support to adults with developmental disabilities. This position ensures the safety and health of residences through personal care, household management, and inclusive community activities. Qualified candidates should have previous DDD and care giving experience; along with a valid driver’s license. Please email resume to hr@enablenj.org or fax to (609) 987-2790.

**F8329 Broker Assistant, Opus Group:** Boutique Investment Bank and Brokerage firm in search of a highly motivated individual to train alongside firm’s owner. Position to focus on cultivating relationships with ultra-high net worth investors and corporate executives. Please contact Monica Thompson at 732-544-8024.

**F8330 Performance Engineer (Entry Level):** Dominion Technology Services Corporation (DTSC); NY/NJ; is hiring for IT Engineers with some development background that can become good Performance Engineers (not Performance Testers). Requirements: knowledge of databases (DB2, SQL Server, Oracle); knowledge of languageCRM packages (Java, c#), Oracle Financial, People Soft); some knowledge of Application servers (WebSphere Application Server, Weblogic); Some knowledge of hardware, CPU and Memory (HEAP) utilization works in a distributed architecture. Any DTSC Will Sponsor H1B Visa for Qualified Candidates. Salary: $50,000 + Benefits. If you are available and comfortable for this role, please send a copy of your updated resume so that we shall discuss it further. Kindly note these are fulltime / permanent positions and DTSC would be able to sponsor the H1B Visa for the qualified applicants. Please send your updated resume rchauhan@dtscinc.com OR call us at 804-859-7510.

**F8331 Packaging Engineer (Associate/Entry Level):** Axiom Consulting; Cincinnati, Ohio; Axiom Consulting is seeking to fill Associate/Entry Level Packaging Engineering positions. The position is full time, permanent, direct-hire offering full benefits. This position is focused on flexible packaging and will plan and design new packaging, new packaging systems as well as redesign existing packages. Candidates must have a BS degree in Packaging Engineering, Mechanical Engineering, Plastics or related science; Must have minimum of 6 months of co-op experience if flexible. Interested candidates seeking immediate consideration may email resume to: p.mccarthy@emresourcegroup.com

**F8332 Market Research Assistant:** National Research Inc.; an opinion research firm located in Holmdel, is seeking to hire a smart, motivated and exceptional recent or upcoming graduate for a full time position. Ideal fields of study for this position include Business, Marketing, P.R., Statistics or Political Science. Primary duties include assisting with questionnaire development, data processing, and office administration. Must be proficient in Microsoft Word, Excel and PowerPoint; SPSS a plus. Email resume and cover letter to Jennifer Munro - jennifer@nationalresearchinc.com
F8333 INTERNS/SUMMER INTERNS: Law Office of Leschak & Assoc.; Our Freehold, NJ office is a small, busy firm that focuses on several practice areas including Immigration and Criminal matters. We offer a great learning environment for students interested in pursuing a career in law or related fields. Part time & full time position includes interacting with clients, phones, and a variety of law office clerical duties; Bilingual, Spanish a plus. Mature and professional demeanor and computer skills a must. Please email cover letter and resume to Karen@justice4nj.com.

F8334 LAW CLERKS: Law Office of Leschak & Assoc.; Our Freehold, NJ office is a small, busy firm that focuses on several practice areas including Immigration and Criminal matters. Position is ideal for law students and recent grads. Knowledge of Rocket Matter case management software or legal research databases a plus. Excellent written, computer skills a must. Please email cover letter and resume to Karen@justice4nj.com.

F8335 Sales Associate: Bronze Couture Tan and Spa; Tinton Falls, NJ; we are accepting applications for a reliable, honest, outgoing, hard-working individual who has a positive attitude. You must possess aggressive sales techniques, always keeping in mind that completely satisfying the customer is our top priority. You must be a fast learner and computer literate. You must also be comfortable with cleaning responsibilities. This position has hourly pay plus commission. If interested, please send resume and contact information to Lorraine Giordano at bronzecourture@aol.com or call 732-542-0012.

F8336 Banquet Event Assistant: Trump National Golf Club; Colts Neck, NJ; The Club is seeking a Banquet Event Assistant who directly reports to the Director of Sales & Catering and will be working alongside a dedicated team of experienced professionals within the Banquet Department. This person is responsible for assisting in the day-to-day Banquet operations including; banquet operations, golf outings and member social events. The Club is seeking an energetic, detail oriented individual to work full-time annual (including weekends and holidays). This candidate must possess excellent communication skills, both oral and written and is interested in pursuing a career in Private Club Management. Prior experience in private clubs and Jonas POS Systems is a plus. Salary is commensurate with experience and qualifications. An excellent benefit package is available including full health benefits with dental and a 401(K) plan. Bachelor’s degree preferred. Hospitality focus is a plus but not necessary. Please provide your resume and cover letter to: Carolyn Gleason, Director, Sales & Catering at cgleason@trumpnational.com.

F8337 Banquet Wait Staff and Bartenders: Trump National Golf Club; Colts Neck; is now accepting applications for part-time and full-time banquet wait staff and bartenders. Weekdays, weekends and holiday shifts are a must. Prior experience in private clubs and wine knowledge is a plus, but not necessary. This is an excellent opportunity for hardworking, motivated, and friendly individuals interested in working in an upscale club. Candidates must be able to work in a team environment and have a strong background in serving. We are focused on delivering luxury and service for which the Trump brand is renowned. Pay is based on experience. If this position seems like the perfect fit for you, please send resumes to Carolyn Gleason, Director, Sales & Catering at cgleason@trumpnational.com.

F8338 Swim lessons Instructor: Sparkling Pool Services, Inc.; is currently hiring Swim Lesson Instructors for our 2013 summer and fall seasons. Duties include teaching swim lessons from preschool, youth, teen and adult participants while ensuring safety and student satisfaction. In addition to regularly scheduled shifts, all aquatics staff will be required to attend any in-service meetings and must be available for pre-summer training. Applicants should demonstrate strong swimming skills, a caring attitude and the ability to be a team player. Swim Lesson Instructors must be at least 16 years of age, and obtain a Swim Lesson University Instructor Certification. Applicants are also responsible for maintaining a current Red Cross lifeguard certification. If you are interested please email Dawn Marciani, DMarciani@sparklingpooldesign.com with your name, phone number, and where you are from. She will then provide you with more detailed information.
**F8339 Recruiter (Entry Level):** Insight Global; Duties for this position include: source, interview and place technical consultant and contractor candidates with clients; manage candidates through interview process and contract period; develop and maintain network of technical candidate prospects using company’s staffing database; prepare and communicate the job offer to selected consultants and contractors; consult with Account Managers to identify clients’ technical skills needs and implement effective sourcing strategies to successfully place candidates; utilize a willingness and ability to communicate and form relationships with all support departments in the mutual achievement of goals; IT and Recruiting experience are not required, as-necessary training is provided on the job. Insight Global is also seeking an Account Manager Position. Duties include: develop new business relationships and actively maintain network of clients from Fortune 1000 companies; entertain clients over lunch, dinner, sporting events, games, concerts, etc.; present Insight Global to technical hiring managers as a resource for their staffing needs; utilize relationship-based sales approach to build lasting business; work closely with Recruiters and clients on candidate skill sets, recruiting process and placements; attend annual training classes in our Professional Development Center in Atlanta for career development. Insight Global is seeking qualified college graduates. The best candidates for our company have gained leadership experience through internships or organizations on campus, held positions in sales/marketing, have a competitive drive, and love working with people. Candidates must have strong communication and time management skills, and be able to work well with a team. This opportunity is best for people who thrive in a results-oriented, competitive, social and fast-paced environment. A four-year college degree is required. Apply on line at [www.igicareers.com](http://www.igicareers.com).

**F8340 Buyer Assistant:** Porky Products Inc.; Carteret, NJ; This employee will perform entry-level purchasing functions and assist other purchasing personnel in the procurement of meat and other related products. Duties include but are not limited to: learning the SAP software currently deployed by the company; assisting the Buyer in maintaining procurement documents, communicating with company sales personnel and vendors; expediting deliveries with regional offices; soliciting written and telephone quotations, assisting in tabulating bids; performing other procurement and administrative duties as assigned. Qualifications: Degree in business administration or closely related field, good clerical skills including computing skills and a moderate proficiency in the Microsoft Office applications, must be reliable and be available to work early morning schedules, and one year of clerical experience in a purchasing or business-related environment. Contact: Jevon Ewig at [resumes@porky.com](mailto:resumes@porky.com)

**F8341 Vendor Relations Analyst:** RiverRoad Waste Solutions, Inc.; Red Bank, NJ; The Vendor Relations Analyst will continue to develop and maintain a specific geographic territory to ensure RiverRoad is maximizing our approved vendor service offerings and service cost within specific marketplaces. Job duties include: manage a specific RiverRoad approved vendor portfolio assigned to you by the Vendor Relations Manager; execute procurement negotiations within your approved vendor portfolio specific to each client’s spec line and strategic approach; execute procurement negotiations within your approved vendor portfolio specific to each client’s spec line and strategic approach; Expand the operational strength, service offering and coverage of the vendor network through the addition of new vendors and new market service offerings; Recommend & Implement benchmarks for measuring the financial and operating performance of your assigned vendor portfolio; work in partnership with the RiverRoad business development, operational and financial departments, to establish and implement operational and financial improvement objectives; prepare quarterly and annual management reports specific to your assigned vendor portfolio in order to measure and drive strategic relationships from economics to market service offerings; assist with staff development and industry training of RiverRoad associates; support the sales cycle of the national business development team by “selling” the company’s approved vendor network strength and RiverRoad’s management value; travel as needed to maintain and enhance RiverRoad’s approved vendor database. Requirements: Experience in waste and recycling industry; Experience in managing vendor contracts, selection process and developing performance indicators for vendors; 1-3 yrs. expertise in vendor management; ability to develop & present proposals; proficient in Microsoft Excel; past experience managing a regional or national territory. Please email resume and salary requirements to [careers@riverroadwaste.com](mailto:careers@riverroadwaste.com).
F8342 Public Health Associate Program: The Centers for Disease Control and Prevention’s (CDC’s) Office for State, Tribal, Local and Territorial Support is looking for prospective associates for the Public Health Associate Program (PHAP). PHAP is a competitive, two-year, paid CDC fellowship for recent baccalaureate college graduates (BA/BS) who wish to begin a career in public health. Each PHAP associate is assigned to a state, tribal, local, or territorial public health agency and works alongside local public health professionals. After completing the program, PHAP graduates will be qualified for future jobs with federal, state, tribal, local, and territorial public health agencies, and will be uniquely prepared to pursue an advanced degree in public health. The associate application period opens in February 1, 2013; visit the PHAP website (www.cdc.gov/phap) for more information about this exciting opportunity to gain frontline public health experience and when and how to apply.

- F8344 Research Assistant – Meridian Capital Group LLC seeks candidates in the central NJ area for research assistant in their Iselin/Woodbridge, NJ office. Meridian Capital Group is a commercial mortgage brokerage firm with offices located in several major metropolitan areas. Headquartered in New York, and with offices in New Jersey, Pennsylvania, Maryland, Florida, Illinois and California, Meridian has generated financing in excess of $17 Billion of loan origination in the past twelve months. Meridian’s focus is to provide financing for Multi-family and mixed-use properties, co-ops, office buildings, large and small shopping centers, retail strip centers, hotels, lofts, industrial properties, and health related facilities. Meridian Capital has close relationships with banks, insurance companies and major institutional lenders at the highest echelon. The Meridian Capital philosophy is to build a close working relationship with each client. Meridian has established itself as the premier broker in the commercial lending marketplace, by staying focused on the clientele. A research associate utilizes data sources relevant to commercial real estate properties, analyzes this data, and then compiles this information in a succinct form for senior brokers. They work directly with senior research analyst as well as interact with brokers to provide reliable data. Candidate must be a disciplined and very organized self-starter able to set goals and priorities while working in a fast-paced team setting. Experience as a research assistant is preferred; comparable coursework is also accepted Proficiency in Excel and Word are a must. Contact Romulus Avram at ravram@meridiancapital.com

Join the official Monmouth University Career Services LinkedIn Group!! Go to http://tinyurl.com/MUCareerServicesLinkedIn.

For more information on any position listed, call MU Career Services at 732-571-3471. Office hours are Monday-Friday from 8:45am-5:00 p.m.

The next issue of this job newsletter will be sent on or about February 8, 2013.

Attention alumni: To unsubscribe from this list, please reply to this email with the word “unsubscribe” in the subject line and your name will be removed from out mailing list.

MU Career Services are open to all students and alumni. For more details about our office visit our website at: http://www.monmouth.edu/academics/CSS/career_services/default.asp

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