Fall Career Day
Wednesday, November 20th
The MAC – 12:30PM to 4:00PM
For complete details go to:
www.monmouth.edu/careerservices

******* Over 90 employers now registered! *******

**F9366 Temporary Social Worker II/ Professional- The Children’s Home Society of New Jersey;** Trenton, NJ: We are seeking a candidate to work from November 27- August 1, 2014. The program assigned to the candidate would be the Birth Counseling Program. The candidate should have a master’s degree from an accredited school of social work, a Licensed Social Worker, Licensed Professional Counselor, or a Licensed Clinical Social Worker. The candidate should also have a minimum 3-5 years’ experience working in an accredited social service agency; adoption experience is recommended. Some duties include: provide Recruitment and establish relationships for Birth Parent Referrals; attend agency and community meetings related to pregnancy/adoption resources; pick up and transport newborn babies to foster homes; arrange and monitor visits between babies and birth parents; and maintain limited contact with birth parents after an infant returns to birth parent to ensure infant’s safety and resource connections. Salary: $25.27/hour. If interested, contact Jo Ann Fechter at 609-695-6274 x142.

**F9367 Inside Sales Account Manager- CDW;** Eatontown or Voorhees, NJ: Inside Sales Account Managers create and build consultative, long-term relationships with their customers nationwide in order to create tailored, cost effective technology solutions that impact their bottom line. Some responsibilities include: outbound calling to potential and established customers on a daily basis; the ability to establish and expand relationships with key executives and decision makers within each customer and territory; demonstrate ability to close sales and overcome customer objections; and the ability to position CDW’s solutions as a strategic advantage to our customers’ long term needs. Salary: $25,000/ year + uncapped commission. If interested, contact Felicia McKinney at ur@cdw.com.

**F9368 Client Acquisition Specialist- iCIMS;** Matawan, NJ: for more information and how to apply, go to https://jobs-inhouse.icims.com/jobs/2343/client-acquisition-specialist-%28icimsnow%29/job.
**F9369 Senior Web Developer- Vantage Productions;** Red Bank/ Holmdel, NJ: we are seeking a highly technical Sr. Web Developer to work in a full time capacity in our product development team in the creation of SaaS CRM and Marketing Automation applications that serve the mortgage industry. Applicants should be experienced in software design and programming in .Net with clean, easy-to-understand code. This is an excellent opportunity for the right candidate; however, you must be self-motivated and ready to take initiative in a fast-paced, frequently-changing environment. We offer a competitive salary + benefits. Interested candidates meeting these qualifications should send a resume and cover letter with subject line “Sr. Web Developer” to HumanResources@VantageProduction.com.

**F9370 Web Production Designer- Vantage Productions;** Red Bank/ Holmdel, NJ: as a member of the Editorial and Production team, you will be responsible for creating, delivering and updating site content through multi-media, desktop publishing and in-house administrative tools. The best candidate will be able to handle Front End-Web Coding, Graphic Design production work and marketing collateral, and Multi-Media Post Production work for a variety of content releases. Some requirements include: Bachelor’s degree and 4+ years’ experience related to graphic design and web development; some experience in print design is preferred (1-2 years); and strong technical understanding of internet technologies and the operations of B2B and B2C Web sites. We offer a competitive salary + benefits. To apply for this position, please send a resume and cover letter along with your salary requirements and work samples or a link to your portfolio of work to: humanresources@vantageproduction.com. Subject: Web Production Designer. We are only able to respond to those applicants invited to interview.

**F9371 Staff II Auditor- Prudential;** Multiple Locations: seeking an experienced audit professional within our Internal Audit Department. The successful candidate will have the opportunity to work in a fast-paced, highly diversified financial environment to assess risk, and plan and execute audits of Prudential’s Annuities and Retirement businesses. The Staff II Auditor position participates in all aspects of the audit including the planning, control analysis, testing, issue development and reporting phases. This individual will be expected to engage in dialogue with business unit management and various control partners to identify and assess risks and controls. The ideal candidate should have 1 - 3 years of audit and/or annuities, retirement or investment experience. A Bachelor's degree, or higher, is required, in a business major preferably accounting, and an MBA is a plus. Big 4 public accounting experience and a CPA is preferred, but not required. The candidate should possess a basic understanding of the financial, regulatory, operational and/or accounting aspects of investment and/or insurance related products, and the ability to converse with management in order to participate in risk assessment, scope definition, and development of the most effective audit approach. This position can be based in Newark, NJ, Shelton, CT or Fort Washington, PA. Audit fieldwork will require some travel to Pennsylvania and Connecticut, as well as a few other domestic locations, which can be 5%-25%, based upon audits assigned. To apply, contact Mike Maher at Michael.Maher@prudential.com.

**F9372 Senior Auditor- Prudential;** Multiple Locations: The Senior Auditor position participates in all aspects of the audit including the planning, risk assessment, control analysis, testing, issue development and reporting phases. This individual will be expected to engage in dialogue with business unit management and various control partners to identify and assess risks and controls, develop issues and partner on control recommendations. This position can be based in Newark, NJ, Shelton, CT or Fort Washington, PA. Audit fieldwork will require some travel to Pennsylvania and Connectict, as well as a few other domestic locations, which can be 5%-25%, based upon audits assigned. Qualifications: The
ideal candidates should have 3 - 7 years of audit, accounting, information technology or actuarial experience; financial services experience is a plus but not required. A Bachelor's degree, or higher, in Accounting, Finance, Computer Sciences, Information Systems or Actuarial Sciences is preferred, and an MBA is a plus. Some "Big 4" public accounting experience and CPA, CISA or ASA designation is preferred, but not required. To apply, contact Mike Maher at Michael.Maher@prudential.com.

F9373 Senior Audit Manager- Actuarial- Prudential; Multiple Locations: The successful candidate will have the opportunity to work in a fast-paced, highly diversified financial environment to assess risk, plan and execute actuarial-related audits of Prudential’s Annuities and Retirement businesses and will be expected to participate in all aspects of the audit including the planning, control analysis, testing, issue development and reporting phases. This individual is expected to assess actuarial processes related to valuation, pricing, hedging and modeling and review business models, methodologies, calculations, and assumptions for accuracy, reasonableness and consistency. The ideal candidate should be an FSA with at least 6 years of actuarial experience and possess a working knowledge of the investment, annuities and/or retirement industries. A Bachelor’s degree in Actuarial Science or Math is preferred. Other certifications including a CFA, CPA or CIA are a plus but not required. To apply, contact Mike Maher at Michael.Maher@prudential.com.

F9374 Account Executive Sales- Yelp NYC; New York, NY: for more information and how to apply, go to http://www.yelp.com/careers?jvi=owD1XfwRJob.

F9375 Commercial PAR (Patient Account Receivable Representative) - MedAssets; Oceanport, NJ: for more information and how to apply, go to http://www.medassetscareers.com/career/27457/Commercial-Par-Oceanport-Nj-Oceanport.

F9376 Court Services Officer- New Jersey Courts; Trenton, NJ: for more information and how to apply, go to http://www.judiciary.state.nj.us/jobs/2013/j131106c.pdf.

F9377 Court Executive 2B- Superior Court of New Jersey; Bridgeton, NJ: for more information and how to apply, go to http://www.judiciary.state.nj.us/jobs/2013/j131106b.pdf.

F9378 Court Executive 1B- New Jersey Courts; Paterson, NJ: for more information and how to apply, go to http://www.judiciary.state.nj.us/jobs/2013/j131108a.pdf.

F9379 Information Technology Specialist0 New Jersey Department of Transportation; Ewing, NJ: for more information and how to apply, go to http://info.csc.state.nj.us/jobspec/53261.htm.

F9380 Various Positions- AmerisourceBergen; Multiple Locations: for more information and how to apply, go to http://www.amerisourcebergen.com/abc/Careers/index.jsp.

F9381 Social Worker- SocialWorkprn; Mendham, NJ: seeking a CSW or LSW. The candidate must have MDS 3.0 experience. This is a 1 month assignment; needed about 2 days per week for Mendham Nursing Home (also may consider someone who has evenings and weekends). Contact Linda@socialworkprn.com for Immediate interview – no phone calls. Send resume along with your name and contact information.
F9382 Network Administrator- CCSI Group; Union, NJ: CCSI Group is looking for a Network Administrator that will provide technical support to users; administer day-to-day operation of networks and servers both remotely and on-site. The Network Admin will implement LAN/WAN maintenance and management procedures; communicate effectively in both oral and written form; explain technical concepts in non-technical terms to clients and staff; prepare proper records of maintenance using CRM tools (Connectwise, Kaseya); read, interpret and apply technical instructions; research technical manuals and guides to respond to user questions; prioritize requests, organize, schedule, and coordinate a variety of activities and projects; learn new software and hardware packages; adapt to changes in technology; work independently and as a team member; establish and maintain cooperative working relationships with all those contacted during the course of work. The Network Administrator candidate should have a general knowledge of Internet browsing, e-mail, system security (virus removal and prevention), standard operating systems, software packages like Office, and software utilities like Angry IP. It is important the candidate has an earnest interest in computers and a strong willingness to learn. Any Cisco or other relevant certifications are a plus. Salary: $15-20/hour. To apply, contact Dave Kugele at Jobs@ccsigroup.com.

F9383 Behavioral Assistant/ Mentor- PGP Strengths Development Program; Matawan, NJ: Seeking passionate, energetic Behavioral Assistants/Mentors and Parent Mentors to work with children and families, to help support their goals and increase daily function through positive behavioral interventions. Mentors will work with children and families, assisting them to address behavioral challenges such as anger management, low self-esteem, lack of confidence, increased socialization, communication, interpersonal relationships and familial issues. We are seeking team players and effective communicators that are mature, responsible and are able to work within a team in a “strengths based approach.” Bachelor's level courses in a related field or Bachelor’s degree preferred; must be 21 years of age with comparable experience working with children and families. Clear driving and criminal background is required, and must have reliable transportation. This position has flexible hours. If interested, contact Gina Long at gina@papaganache.com.

F9384 Marketing Assistant- First Atlantic Credit Union; Eatontown, NJ: for more information and how to apply, go to http://www.firstatlanticcu.com/home/emp/cu/cor and look for Job code: MKT13.


F9386 Financial Representatives - Northwestern Mutual Life Insurance Company: Shrewsbury, NJ; This position will provide expert guidance and innovative solutions for individuals and businesses to help meet their financial goals and objectives at every life stage. Supported by training programs and mentoring opportunities, representatives work in collaboration with our Network of Specialists to provide complimentary financial solutions for each of their clients. Other office location: Staten Island, NY. If interested, contact Nina Millan at 732-544-2823 or by e-mail: nina.millan@nmfn.com.

F9387 Assistant to Financial Advisor: Petersen Investments; looking for motivated individual who is interested in a career opportunity as a financial advisor. This is an opportunity to work with executive
vice president with potential for advancement. Applicant must be comfortable talking to people on the phone with good communication skills. Overall responsibility is to provide a variety of tasks for financial advisors including qualifying prospective clients to ascertain financials and investment experience as well as current investments and risk tolerance. Qualifications include a Series 7 licensed, previous experience as Registered Sales assistant, ability to interact on the phone and in person with prospective and existing clients including handling basic inquiries and providing quotes. Interested students should contact Mark D’Annunzio at mark@peterseninvestments.com or call (732)528-0880.

**F9388 Project Assistant-ForeFront**; Fair Haven, NJ: ForeFront is a fast-growing business & technology consulting firm. Our focus is integrating cloud apps with Enterprise systems such as SalesForce.com and other cloud CRM’s with ERP’s (SAP, Oracle EBS, PeopleSoft, JD Edwards, Infor/Lawson). Most recently, IBM awarded us their prestigious “WebSphere Solution Provider of the Year” award. The Project Assistant will manage a hectic calendar and need to be extremely well organized. It will require you to anticipate the needs of our Managing Partner and project teams to help them stay focused on client engagements by resolving operational and administrative issues before they arise. We are looking for someone with a can-do attitude and a desire to learn the business from a project standpoint. A technical background or a bachelor’s degree in Software Engineering, Computer Science, MIS, Business or equivalent is required. Interested candidates should contact Jessica Cooper at jcooper@forefrontcorp.com.

**F389 Sr. Business Analyst-ForeFront**; Fair Haven, NJ: We are looking for business analysts to deliver world-class Cloud. The Sr. Business Analyst (BA) will be responsible for providing solutions to our Client Delivery team on components of specific projects and will be a liaison between client users and our development group. The ideal candidate would have an array of skills including gathering requirements, reviewing them, and creating technical documents; identify and implement application solutions and enhancements; UAT test cases; MS Visio. Any previous experience with CRM systems (Salesforce.com, NetSuite) or legacy systems (Oracle, SAP) would be a big plus. Excellent communication and time management skills are a must and a bachelor’s degree in Software Engineering, Computer Science, Business or equivalent is required. Interested candidates should contact Jessica Cooper at jcooper@forefrontcorp.com.

**F9390 Mid-Sr. Software Developer-ForeFront**; Fair Haven, NJ: Our focus is integrating cloud apps with Enterprise systems such as SalesForce.com and other cloud CRM’s with ERP’s (SAP, Oracle EBS, PeopleSoft, JD Edwards, Infor/Lawson). The Developer will be responsible for designing and implementing custom applications, mainly on the Force.com platform. Must be able to work independently with minimal direction and supervision – ability to be proactive, prioritize work and handle multiple assignments simultaneously. The ideal candidate would have an array of skills including Java, and/or C#, and ASP.Net. Plus two or more of the following: JavaScript, HTML, CSS, SQL, PHP, JQuery, or exposure to ETL tools. Any previous experience with CRM systems (Salesforce.com, NetSuite...
or legacy systems (Oracle, SAP) would be a big plus. A Bachelor’s degree in Software Engineering, Computer Science or equivalent is required. Interested candidates should contact Jessica Cooper at jcooper@forefrontcorp.com.

**F9391 Counselor- IAC Center;** Pennington, NJ: seeking a counselor to work with adopted children and teens in individual, family, and group counseling. Requirements: MSW or Psychology degree. If interested, send resume with cover letter to Joni Mantell, MSW, at JMantellmsw@iaccenter.com.

**F9392 Sales Engineer: Avalue Technology, Inc.;** Marlboro, NJ; main responsibilities are to utilize cold call and other sales marketing efforts to promote Avalue products, develop new accounts and vertical markets; provide pre-sales support by answering phone and email questions about products, applications, pricing, availability and lead times; help customers understand our products and services offerings; assist our sales representatives and distributor sales in reviewing customer requests and propose the best solution; assist project manager in customer engagement and project support; complete lead tracking, sales analysis and other related reports as required and other related tasks as assigned; Technical college degree preferred; fresh graduates are welcome to apply; 1+ years sales experience, computer hardware experience a plus. Interested candidates should email a resume to Vira Hsu at career@avaluusa.com.


**F9394 Community Director- Steve and Kate’s Camp;** Multiple Locations: for more information and how to apply, go to [http://steveandkatescamp.com/jobs/year-round-jobs/job-listing-community-director/](http://steveandkatescamp.com/jobs/year-round-jobs/job-listing-community-director/).

**F9395 Fund Accountant- Apex Fund Services;** Red Bank, NJ: Apex Fund Services delivers global fund administration solutions to investment managers investing in traditional and alternative assets. We are looking for Fund Accountants to join our team in Red Bank, NJ producing valuations and assisting with the accounting functions for our group of clients which include Hedge Funds, Private Equity Funds and other Alternative Investments. Some duties include: to maintain the accounting records of a portfolio of clients (trades, expenses, accruals, etc.); to produce a daily, weekly, or monthly net asset value for each client in an accurate and timely manner; and to develop a professional and productive relationship with clients and coworkers. Some requirements: minimum one year fund accounting experience, in a daily or monthly valuation environment; pursuing or possessing a degree in accounting or financial services; and familiarity with hedge funds, private equity and other alternative strategies. If interested, send your resume and a cover e-mail to info@apexfunds.us with the subject line “Fund Accountant NJ”. Resumes without cover letters will not be considered. Salary range is $40k - $50k dependent on experience and we offer a very competitive benefits package.

**F9396 Court Services Supervisor 2- New Jersey Courts;** Middlesex Vicinage- Probation: for more information and how to apply, go to [http://www.judiciary.state.nj.us/jobs/2013/j131106a.pdf](http://www.judiciary.state.nj.us/jobs/2013/j131106a.pdf).
F9397 Court Executive 1b - New Jersey Courts; Camden, NJ: for more information and how to apply, go to http://www.judiciary.state.nj.us/jobs/2013/j131107d.pdf.

F9398 Probation Officer - New Jersey Courts; Middlesex Vicinage- Probation: for more information and how to apply, go to http://www.judiciary.state.nj.us/jobs/2013/j131106d.pdf.

F9399 Program Recruiter/ Corporate Intern/ Co-Op Program; Iselin, NJ: Via Atrium Staffing employment agency; this is a temporary recruiting position designed to support a corporate Internship/Co-Op Program, the estimated timeline for the program is December through July 2014. This is a diversified position requiring time management, attention to detail and the ability to work in a fast-paced, deadline-oriented environment. Some responsibilities include selection, matching, on-boarding and maintenance activities related to the management and development of the Program. Candidates must be professional self-starters who are able to work independently, as well as collaborate with internal team, external client and students. Excellent written and oral communication skills are required, along with a positive, friendly attitude considering the role is grounded in on-going Client and Student interface. A Bachelor’s degree is required, as well as previous recruiting experience. If interested, contact Nicole Kaplan at nkaplan@atriumstaff.com.

F9400 Management/ Sales Training Program; Central Illinois Area: for more information and how to apply, go to http://careers.sherwin-williams.com/careers/opportunities/mtp/. For further questions, contact Heather Siegler at heather.a.siegler@sherwin.com.

F9401 Various Positions- SocialWorkprn; Multiple Locations: LCSW in Toms River- Clinical Director Position for Inpatient Detox Unit. LCSW in Fair Lawn - Clinical Director position for Outpatient Counseling. Both jobs pay $60,000 annual Salary with potential for growth. For immediate interview, send resume along with name and contact info to Linda Blank at linda@socialworkprn.com.

F9402 Business Analyst- Enterprise Engineering: New York, NY: Enterprise Engineering, Inc. is looking for recent college graduates who are interested in being trained for business analysis skill. This requires onsite training at the client site in Pennington, NJ. This is a right to hire position. The pay rate for this job is $35/hour. Required skills: recent college graduate with Computer Science major ONLY and prior internship experience as an Analyst in a brokerage or investment bank. If interested, contact Min Zou at mzou@joineei.com.

F9403 Entry Level Management Trainee- Blinds To Go: Multiple Locations: The candidate will go through a trainee program where they will learn the business; learn how to train, mentor, and develop employees; and service customers. Requirements: must have a Bachelor’s degree, and a leadership attitude. Interested candidates should send resumes to careers@blindstogo.com.

F9404 District Sales/ Marketing Manager- RCI Corp.; Egg Harbor Township, NJ: RCI Corp is the “leader” in school supplies and computer software. All interviews will be conducted by appointment only in Atlantic City, NJ. Preference will be given to applicants with experience. Starting salary $40K (negotiable) benefits, bonuses, and a $1,000 sign on bonus after probation. Some duties include: working in the field hiring, training, and supervising a workforce selling school supplies and computer software to high
schools, colleges, U.S. Military, retailers etc.; performing basic accounting, payroll, and bookkeeping duties; and achieving daily, weekly, monthly team goals. For more information or to schedule an interview, call RCI Corp at 347-702-1839.

**F9405 Human Resources Supervisor- John Brooks Recovery Center:** Atlantic City, NJ: Under the direction of the COO/ CFO, the Human Resource Supervisor organizes the functions of Human Resources to include all hiring and termination, benefits administration, insurance and training functions. Some responsibilities include: organizing staffing requirements; coordinate job posting and employment advertising; instrumental in the implementation of personnel policies; and responsible for maintain department records. Qualification: Bachelor’s degree required. If interested, contact Linda Reaves at reaves.linda@jbrcnj.org.

**F9406 Account Manager- CBIZ;** Manasquan, NJ: CBIZ Employee Services provides employee benefits consulting and brokerage services to mid-size employers. Our areas of focus include health benefits, retirement, payroll, FSA/COBRA administration, HRIS/benefit enrollment, property and casualty insurance, risk management, life insurance, executive search, compensation and HR consulting. CBIZ Account Manager is responsible for the day to day execution of client services administration for an assigned block of clients. In this important role, the Account Manager is the “face” of CBIZ to our clients, solving complex customer service problems, maintaining data integrity and quality, preparing RFPs and taking the lead on renewals. Account Managers serve as the client’s point of contact for all issues and services related to the account. Some qualifications: Bachelor’s degree preferred, and strong communicational skills. If interested, contact James O’Connor at joconnor@eabenefits.com.

**F9407 Client Services Specialist- RiverRoad Waste Solutions Inc.;** Tinton Falls, NJ: RiverRoad Waste Solutions Inc. is the nation’s leading specialist in waste and recycling solutions. The Client Services Specialist ensures that clients are receiving consistently excellent service on a daily basis. This primarily involves promptly and thoroughly addressing service issues or requests for additional service. The Client Services Specialist is the face of RiverRoad at the client location level and is instrumental in establishing and maintaining customer loyalty. Some responsibilities include: provide enthusiastic Customer Service to clients at all times; receive and log in operating system inbound service issue and additional service request phone calls, emails, or work orders; and work with internal and external stakeholders to promptly resolve service issues and schedule additional services. Bachelor’s degree preferred. Salary: commensurate with experience + medical and dental benefits, 401k. If interested, contact Christine Hunt at Christine.Hunt@riverroadwaste.com.

**F9408 F9151 Sales/ Salon Account Manager- Salon professional Division of Proctor & Gamble;** New Jersey: For more information, go to www.experiencepg.com, click on search jobs, and key in the job # CBD00013831. The instructions and description to submit your application is listed.

**F9409 Computer Programmer/ Analyst- HCS (Healthcare Software Inc.);** Wall Township, NJ: this is an entry level position responsible for designing, developing, testing, implementing, and maintaining application systems and programs. Knowledge of JavaScript, iseries platform, RPG, HTML, and jQuery a
plus. There is a paid training period of 6 weeks before the initial start of job. Requirements: Bachelor’s degree in Computer Science, Computer Engineering, Math, or related technical field; no prior work experience necessary. Salary/ benefits: competitive starting salary, rapid pay scale advancement rewarded based on job performance, 401k, and health benefits. If interested, please submit resume and cover letter to recruiting@hcsinteractant.com.

F9410 Membership and Subscription Sales - ISMG (Information Security Media group); Princeton, NJ: The candidates would be responsible for selling ISMG’s Individual and Corporate Annual Memberships for BankInfoSecurity.com, Govinfosecurity.com and HealthcareInfoSecurity.com. Some duties include: cold calling on prospects to promote educational offering and solicit annual memberships; networking with prospects to find other relevant contacts; and introducing webinar offerings and topics to prospects. This is a base salary and commissioned sales position; total package is around $75-85K. Benefits include: medical coverage, and retirement options. If interested, contact Samantha Murphy at smurphy@ismgcorp.com.

F9411 Licensed Social Worker- Compassionate Care of NJ; Fair Haven, NJ: seeking a full time Licensed Social Worker to join the office staff. CCNJ provides care to the elderly who wish to stay at their home but need support with the essentials of daily living. The role of the LSW is to identify the needs and requirements of each patient by creating individual care plans; establishing rapport with the caregivers and patients; providing psychological support to the patients and family; maintaining professional and technical knowledge of the health care industry through educational workshops, publications, etc. Skills/Qualifications: Clinical skills, Multi-tasking, Listening, Verbal Communication; must present certification/license. For consideration please email resume and cover Letter to: Stephanie Flynn at sflynn@cc-nj.com.

F9412 Court Services Supervisor 2- Superior Court of New Jersey; Belvidere, NJ: for more information, go to http://www.judiciary.state.nj.us/jobs/2013/j131112a.pdf.

F9413 Administrative/ Marketing Assistant- Real Works Residential Brokerage; Colts Neck, NJ: RealWorks Residential Brokerage, one of Monmouth’s County leading real estate brokerage is seeking an Administrative/Marketing Assistant to work closely with the Broker of Record in their Colts Neck office. Candidate must have a strong interest in Marketing and Business. Duties include: Provide day-to-day administrative support and management activities; Perform information management tasks including organization, filing and retrieval of data/documents in both soft and hard copy formats; Assist Broker with all planning, marketing and advertising strategies; Manage Social Media program; Assist with Marketing Email program; Promote company’s listings and advertisements daily on various websites; Manage incoming phone calls and logistics of scheduling showings; Responsible for creating, tracking and updating reports, budgets, and spreadsheets when needed. Requirements: solid interpersonal skills; Exceptional organization skills and attention to detail, combined with accuracy and thoroughness in executing projects, procedures, and work; ability to work: Monday-Fridays 9AM-4PM. Salary/hourly wage: Hourly/TBD. To schedule interview, call 732-577-9100 or email us at lisa@realworksres.com.
**F9414 Entry Level Campaign Staff - New Jersey Environmental Federation;** Long Branch, NJ: NJEF is currently hiring entry-level campaign staff to organize strong grassroots campaigns to protect the health, economy, environment and livelihood of New Jersey communities. Ideal candidates possess strong communication skills and a genuine commitment to the environment, to nature, progressive politics and the vision of a just society in which the voices of everyday citizens overpower that of the multinational corporation. Hours: Monday through Friday, 2:00 p.m. to 10:00 p.m. Salary: $360-625/week base salary plus bonuses, contingent upon scheduling, fundraising and leadership responsibilities. If interested, Benjamin Davies at bdavies@cleanwater.org.

**F9415 Court Executive 3b - New Jersey Courts;** Trenton, NJ: for more information go to [http://www.judiciary.state.nj.us/jobs/2013/j131023d.pdf](http://www.judiciary.state.nj.us/jobs/2013/j131023d.pdf).


**F9418 Court Services Officer 1 - New Jersey Courts;** Toms River, NJ: for more information go to [http://www.judiciary.state.nj.us/jobs/2013/j131114a.pdf](http://www.judiciary.state.nj.us/jobs/2013/j131114a.pdf).

**F9419 Social Worker - SocialWorkprn;** Asbury and Eatontown, NJ: looking for BSW ONLY to provide coverage in a residential setting in Monmouth County; must have at least 1 year of Residential Experience and forensics Background is a plus. Coverage is needed for the following dates: Thursday Nov. 28, Monday Dec. 23, Tues. Dec. 24, and Wed. Dec 25. There will be additional coverage needed throughout the year, as well. Send resume along with name and contact information for immediate consideration to Linda@socialworkprn.com.

**F9420 Entry Level Position - The Kislak Company;** Woodbridge, NJ: KBA Lease Services and Visual Lease are seeking two entry level Sales and Marketing associates for positions in fall 2013. These hires will report to the Sales and Marketing Management Team. The associates will be expected to perform the following tasks related to sales on a regular basis: market research, client interaction, database management, data mining, generate content for marketing, and social networking. If interested, Nicole Cervino at ncervino@kislakrealty.com.

**F9421 Office Manager - Concorde Specialty Gases Company;** Eatontown, NJ: Concorde Specialty Gases seeks a Business MBA student or a person that holds a Bachelor’s in Business Administration to fill our available position as full-time Office Manager. Some job duties include: heavy QuickBooks entries (we will provide training); logistics arrangements (import and export); clerical office duties such as HR, accounts receivable payable, banking; and handle ISO 9001:2008 documentation, internal and external audits. We offer competitive salary and benefits. Please send your resume to Roberto Bassotto at rbassotto@concordegas.com.
F9422 Entry Level Staff Accountant- Untracht Early LLC; Florham Park, NJ: Untracht Early LLC offers a full range of accounting, tax, auditing and consulting services. The firm specializes in serving a diverse clientele that includes investment partnerships, closely held and entrepreneurial businesses and provides family office and business support services to meet the needs of high net worth individuals and their families. Some duties include: perform detailed work on accounting and audit engagements; prepare tax returns under supervision from more experienced staff; and interact and communicate with clients. Some Qualifications: Masters or Bachelor’s degree in Accounting and graduating no later than summer 2014; minimum GPA of 3.0; excellent verbal and written skills; and excellent research techniques. We offer a competitive salary and benefits. If interested, contact Kelly Fantasia at kfantasia@untracht.com.

F9423 Associate Recruiter- Vision Recruiters; Morristown, NJ: Vision Recruiters is an Executive Recruiting firm which offers services to help clients meet urgent staffing needs through the search and placement of qualified candidates. We fill positions nationally in the cutting edge fields of Technology and Healthcare. This is an entry level position that will support the Principal / Sr. Recruiter with candidate generation, completing first level screening of candidates, maintaining applicant data in our database, and coordinating interview schedules. We offer a competitive base salary, uncapped commissions and the opportunity for growth and advancement within the organization. If interested, submit resume to: careers@visrec.com.

F9424 Cashier- Sickles market; Little Silver, NJ: Candidates with some retail, culinary, or gardening preferred. Great job for someone going to school in the evening. Position requires cash handling skills, customer service, attention to details, and physical labor. This includes the ability to lift 25 or more pounds occasionally. This position also requires standing for extended periods of time. Please send resume to: hr@sicklesmarket.com or come in person to fill out an application to Sickles Market 1 Harrison Ave. off, Rumson Rd in Little Silver.

F9425 Production Night Baker- Sickles Market; Little Silver, NJ: Gourmet Baking Department seeking production night baker to join our team. 7 PM – 3:30 AM 5 days a week, including weekends. Must be dependable and reliable – references required. Previous baking experience needed and/or recent Baking Grad – willing to train the right person. Must be able to work independently and lift 30 lbs.; must be a passionate team player. Please send resume to: hr@sicklesmarket.com or come in person to fill out an application to Sickles Market 1 Harrison Ave. off, Rumson Rd in Little Silver.

F9426 Bakery Manager- Sickles Market; Little Silver, NJ: Minimum 5 years of related experience, including at least 2 years managerial. Education: Minimum Assoc. Degree, Culinary Pastry Degree preferred, Serve Safe Certificate. Flexible schedule must be able to work weekends, holidays and lift up to 50lbs occasionally. Responsibilities include: Supervision of sales and department personnel (including hiring and dismissing staff), maintain appropriate inventory levels and vendor purchases, monitors costs and sales, ensure proper stocking of inventory purchasing duties and building relationships with vendors, looks continuously to improve service and product quality; assure proper food handling procedures and sanitation requirements are followed; handling personnel issues, equipment problems, product concerns, vendors and customers; and have a general food knowledge and appreciation. Please
send resume to: hr@sicklesmarket.com or come in person to fill out an application to Sickles Market 1 Harrison Ave. off, Rumson Rd in Little Silver.

**F9427 Guest Service Ambassadors - The Berkeley Oceanfront Hotel;** Asbury Park, NJ: We are looking for Guest Service Ambassadors. Your duties will include assisting guests at the door, and working with the team to ensure that our guests have a positive experience. We have both full and part time positions, but either way you must be available on weekends (Fri, Sat, and Sun). Schedules can range from 7am - 3pm, 3pm – 11pm, and varied mid-shifts when necessary. The perfect candidate will have a great, outgoing personality, be reliable, willing to go above and beyond to make a guest happy. Some sort of customer service or hotel experience would be helpful. Some knowledge of the local area is helpful. You must have reliable transportation to and from work; valid driver’s license is helpful but not necessary. This is a tipped position, which pays $8.50 an hour, plus tips. If you are interested please forward a resume, or an email describing your experience to John Caruso, Hotel Manager, at jcaruso@berkeleyhotelnj.com.


**F9429 Research Project Assistant- Rutgers School of Arts and Sciences, Division of Life Sciences, Genetics Department;** New Brunswick, NJ: for more information and how to apply, go to http://uhrapps.rutgers.edu/jobs/JobDetail.aspx?pst_num=13-003038.


**F9431 Business Development and Secondary Institutional Representative- Steinway & Sons;** Westport, CT: seeking a candidate to be responsible for sales through a combination of actively prospecting and selling Steinway product to secondary institutions and customers who would not normally visit Steinway Piano Gallery, Westport. Some duties include: Meet and exceed sales objectives and goals as agreed upon with the showroom Manager; Develop and implement a sales strategy for secondary institutions and the Pro-Active defined area to prospect generate, cultivate and sell pianos; and actively maximize product penetration to high-end customers in the Pro-Active defined area including and not limited to physicians and investment bankers. Qualifications: College degree and or equivalent experience and 3 – 5 years successful, growth oriented field sales and customer service experience in a high-end consumer products industry. If interested, contact Katherine Dejuri at kdejuri@steinway.com.

**F9432 Business Development and Secondary Institutional Representative- Steinway & Sons;** Steinway Hall, NYC: seeking a candidate to be responsible for sales through a combination of actively prospecting and selling Steinway product to secondary institutions and customers who would not normally visit Steinway Piano Gallery, Westport. Some duties include: Meet and exceed sales objectives and goals as agreed upon with the showroom Manager; Develop and implement a sales strategy for secondary institutions and the Pro-Active defined area to prospect generate, cultivate and sell pianos; and actively
maximize product penetration to high-end customers in the Pro-Active defined area including and not limited to physicians and investment bankers. Qualifications: College degree and or equivalent experience and 3 – 5 years successful, growth oriented field sales and customer service experience in a high-end consumer products industry. If interested, contact Katherine Dejuri at kdejuri@steinway.com.

**F9433 Business Development and Chinese Community Sales Representative- Steinway & Sons;**
Steinway hall, NYC: seeking a candidate to be responsible for sales through a combination of actively generating, cultivating and selling Steinway & Steinway-designed pianos to the Chinese community in New Jersey, New York, and Connecticut. Some duties include: Meet and exceed sales objectives and goals as agreed upon with Sr. Director, Retail Sales; Develop and implement a sales strategy specifically for the Chinese community; and Attend and develop off-site promotional and prospecting events in high traffic areas such as mall placements, local shopping centers, home shows, trade shows, designer conventions, etc. Qualifications: Associate’s or Bachelor’s degree in Music, Dance, or Theatre; Customer service and/or sales experience; and administrative experience. If interested, contact Katherine Dejuri at kdejuri@steinway.com.

**F9434 Customer Service Representative- First Investors;**
Edison, NJ; , First Investors is a financial services firm with administrative and operations offices located in Edison, NJ and on Wall Street and regional sales offices located nationwide. The candidate is responsible for answering telephone inquiries regarding accounts received from clients and representatives in a timely and professional manner from 11 am to 7 pm, Monday through Friday. FINRA licensing may be a requirement. The candidate may be subject to periodic telephone evaluations. Some requirements: High School diploma; college degree preferred. If interested, send resumes to HR@firstinvestors.com.

Join the official Monmouth University Career Services LinkedIn Group!! Go to [http://tinyurl.com/MUCareerServicesLinkedIn](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 8:45a.m.-5:00 p.m.

**The next issue of this job newsletter will be sent on or about December 2, 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](http://www.monmouth.edu/academics/CSS/career_services/default.asp)

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campus employment by requesting from each other references or any additional information needed to establish qualifications and credentials so as to ensure an overall fit between employer and applicant. In general, any potential employer who requests that you are asked to cash, transfer, mail, wire, or in any other way handle large sums of cash are to be considered suspect and you should immediately contact the Monmouth University Police Department. If you have any questions, please contact William Hill in Career Services at hill@monmouth.edu or by phone at 732-571-3580 or the Monmouth University Police Department at 732-571-4444. All job listings are posted at the discretion of Career Services. Career Services will not post jobs that appear to discriminate against applicants on the basis of race, color, religion, creed, age, national origin, disabled or veteran status, sexual orientation, disability, gender or other legally protected classes. Career Services also reserves the right to refuse to post jobs that do not support the mission or interests of the University. The information contained in this newsletter is intended solely for the use of Monmouth University alumni, students and other members of the University at the discretion of MU Career Services. Distribution of this information to others without the express written permission of MU Career Services is a violation of policy. Those found in violation may have continued access to this information restricted or discontinued.