## Spring 2015 Career Fair | Registered Employers

Last updated 3/17/15

<table>
<thead>
<tr>
<th>Name of Company/Organization</th>
<th>Web Address</th>
<th>Open Positions</th>
</tr>
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<tbody>
<tr>
<td>AFLAC New York</td>
<td><a href="http://www.aflac.com">www.aflac.com</a></td>
<td>Benefits Consultant</td>
</tr>
<tr>
<td>AHRCNYC</td>
<td><a href="http://www.ahrcnyc.org/">http://www.ahrcnyc.org/</a></td>
<td>Multiple Positions</td>
</tr>
<tr>
<td>Ann Taylor Loft</td>
<td><a href="http://www.anncareers.com">www.anncareers.com</a></td>
<td>Part Time Sales Associate</td>
</tr>
<tr>
<td>Asphalt Green-Recess Enhancement Program</td>
<td><a href="https://www.asphaltgreen.org/ues">https://www.asphaltgreen.org/ues</a></td>
<td>Play Coach</td>
</tr>
<tr>
<td>Association to Benefit Children</td>
<td><a href="http://www.a-b-c.org">www.a-b-c.org</a></td>
<td>Multiple Internships</td>
</tr>
<tr>
<td>Battery Park City Authority</td>
<td><a href="http://www.BPCA.ny.gov">www.BPCA.ny.gov</a></td>
<td>Multiple Positions</td>
</tr>
<tr>
<td>BMCC Library and NYPL</td>
<td><a href="http://lib1.bmcc.cuny.edu/">http://lib1.bmcc.cuny.edu/</a></td>
<td>Multiple Positions</td>
</tr>
<tr>
<td>BOARD OF ELECTIONS CITY OF NEW YORK</td>
<td><a href="http://www.vote.nyc.ny.us">www.vote.nyc.ny.us</a></td>
<td>Multiple Positions</td>
</tr>
<tr>
<td>Boricua College</td>
<td><a href="http://www.boricuacollege.edu">www.boricuacollege.edu</a></td>
<td>Full-Time Positions</td>
</tr>
<tr>
<td>Boys Town</td>
<td>boystown.org/careers</td>
<td>Direct Care Positions</td>
</tr>
<tr>
<td>Bright Horizons Family Solutions</td>
<td><a href="http://www.brighthorizons.com">www.brighthorizons.com</a></td>
<td>Multiple Internships</td>
</tr>
<tr>
<td>Brooklyn Workforce Innovations</td>
<td><a href="http://www.bwiny.org">http://www.bwiny.org</a></td>
<td>Multiple Positions</td>
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<tr>
<td>Century 21 Department Stores</td>
<td><a href="http://www.c21stores.com">http://www.c21stores.com</a></td>
<td>Sales Cashier</td>
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<td>Choice Logistics</td>
<td><a href="http://www">http://www</a> choiselogistics.com</td>
<td>Multiple Positions</td>
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<tr>
<td>Citibank</td>
<td><a href="http://jobs.citi.com">http://jobs.citi.com</a></td>
<td>Multiple Positions</td>
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<tr>
<td>CUNY 311</td>
<td><a href="http://www.cuny.edu/employment/student-jobs/jobs/311-proj.html">http://www.cuny.edu/employment/student-jobs/jobs/311-proj.html</a></td>
<td>CUNY 311 Call Taker</td>
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<tr>
<td>CUNY IT Specialists Internship Program</td>
<td><a href="http://www.cunyinterns.org">www.cunyinterns.org</a></td>
<td>Multiple Positions</td>
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<tr>
<td>Company Name</td>
<td>Website (if applicable)</td>
<td>Positions Available</td>
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<td>--------------------------------------------------------</td>
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<tr>
<td>CUNY Service Corps</td>
<td><a href="http://www.cuny.edu/servicecorps">www.cuny.edu/servicecorps</a></td>
<td>Multiple Internships</td>
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<td>CVS Health</td>
<td><a href="http://www.cvshealth.com/">http://www.cvshealth.com/</a></td>
<td>Store Management Trainee</td>
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<td>Duane Reade</td>
<td><a href="http://www.duanereade.com">www.duanereade.com</a></td>
<td>Sale Associates</td>
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<tr>
<td>EDCSPIN</td>
<td><a href="http://www.edcspin.org">www.edcspin.org</a></td>
<td>Full-Time Positions</td>
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<tr>
<td>G4S Secure Solutions (USA) Inc.</td>
<td><a href="http://www.g4s.com">www.g4s.com</a></td>
<td>Multiple Positions</td>
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<tr>
<td>General Human Outreach in the Community, Inc.</td>
<td><a href="http://www.ghoinc.org">http://www.ghoinc.org</a></td>
<td>Multiple Positions</td>
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<tr>
<td>Good Shepherd Services</td>
<td><a href="http://www.goodshepherd.org">http://www.goodshepherd.org</a></td>
<td>Multiple Positions</td>
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<tr>
<td>Horticultural Creations Inc.</td>
<td>hcinc.org</td>
<td>Multiple Positions</td>
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<tr>
<td>Job Path</td>
<td><a href="http://www.jobpathnyc.org">www.jobpathnyc.org</a></td>
<td>Multiple Positions</td>
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<td>Jozii LLC</td>
<td><a href="http://www.jozii.com/">http://www.jozii.com/</a></td>
<td>Multiple Positions</td>
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<td>Juice Generation</td>
<td><a href="http://juicegeneration.com/">http://juicegeneration.com/</a></td>
<td>Multiple Positions</td>
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<tr>
<td>Junk A Car Nationwide</td>
<td><a href="http://www.junkacar.com">www.junkacar.com</a></td>
<td>Sales Representatives</td>
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<tr>
<td>Liberty Tax Services</td>
<td>nytaxinc.com</td>
<td>Multiple Positions</td>
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<tr>
<td>Logan Business Concepts, Inc.</td>
<td><a href="http://lbcinc.net/">http://lbcinc.net/</a></td>
<td>Multiple Positions</td>
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<tr>
<td>New York &amp; Company</td>
<td><a href="http://www.nyandcompany.com">www.nyandcompany.com</a></td>
<td>Sales Associates</td>
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<tr>
<td>New York City Police Department</td>
<td>NYPDRecruit.com</td>
<td>Full-Time Positions</td>
</tr>
<tr>
<td>New York Life Insurance Company</td>
<td><a href="http://www.newyorklife.com">www.newyorklife.com</a></td>
<td>Financial Services Professional</td>
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<tr>
<td>New York State Department of Civil Service</td>
<td><a href="http://www.cs.ny.gov/">http://www.cs.ny.gov/</a></td>
<td>Full-Time Positions</td>
</tr>
<tr>
<td>New York State Police</td>
<td><a href="http://troopers.ny.gov">http://troopers.ny.gov</a></td>
<td>Multiple Positions</td>
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<tr>
<td>New York State Unified Court System</td>
<td><a href="http://www.nycourts.gov">www.nycourts.gov</a></td>
<td>Multiple Positions</td>
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<td>NIA Community Services Network, Inc.</td>
<td><a href="http://www.niabklyn.org">www.niabklyn.org</a></td>
<td>Multiple Positions</td>
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<tr>
<td>Northwestern Mutual</td>
<td><a href="http://hufinancialgroup.nmfn.com/">http://hufinancialgroup.nmfn.com/</a></td>
<td>Multiple Positions</td>
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<tr>
<td>NYC Parks</td>
<td><a href="http://www.nycgovparks.org">www.nycgovparks.org</a></td>
<td>Multiple Positions</td>
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<tr>
<td>Office of the District Attorney, Bronx County</td>
<td><a href="http://www.bronxda.nyc.gov">www.bronxda.nyc.gov</a></td>
<td>Full-Time Positions</td>
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<tr>
<td>OnForce Solar</td>
<td><a href="http://www.onforcesolar.com">www.onforcesolar.com</a></td>
<td>Multiple Positions</td>
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<tr>
<td>Pennsylvania State Police</td>
<td><a href="http://www.patrooper.com">www.patrooper.com</a></td>
<td>Full-Time Positions</td>
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<td>Prudential</td>
<td><a href="http://www.prudential.com/financial-advisors/ny/brooklyn/george-anagnostou">www.prudential.com/financial-advisors/ny/brooklyn/george-anagnostou</a></td>
<td>Full-Time Positions</td>
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<tr>
<td>Public Health Solutions</td>
<td><a href="http://www.healthsolutions.org">http://www.healthsolutions.org</a></td>
<td>Multiple Positions</td>
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<tr>
<td>Rapid Realty Sunset Park Inc.</td>
<td>rapidnyc.com</td>
<td>Real Estate Rental Agent</td>
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<tr>
<td>Company</td>
<td>Website</td>
<td>Position</td>
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<tr>
<td>---------------------------------------------------</td>
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<td>Renewal Care Partners</td>
<td><a href="http://www.renewalcare.org">www.renewalcare.org</a></td>
<td>Multiple Positions</td>
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<tr>
<td>RiteAid Pharmacy</td>
<td><a href="http://www.riteaid.com/careers">www.riteaid.com/careers</a></td>
<td>The Wellness Ambassador</td>
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<tr>
<td>Santander Bank N.A</td>
<td><a href="https://www.santanderbank.com/us/about/careers">https://www.santanderbank.com/us/about/careers</a></td>
<td>Teller</td>
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<tr>
<td>Services for the UnderServed</td>
<td><a href="http://www.sus.org">www.sus.org</a></td>
<td>Direct Care Professionals</td>
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<tr>
<td>Staples Copy and Print</td>
<td><a href="http://www.staples.com">www.staples.com</a></td>
<td>Account Managers</td>
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<tr>
<td>Starbucks Coffee Company</td>
<td>Starbucks.com/careers</td>
<td>Multiple Positions</td>
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<tr>
<td>Student Conservation Association</td>
<td><a href="http://www.thesca.org">www.thesca.org</a></td>
<td>Multiple Positions</td>
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<tr>
<td>Suffolk County Police Department</td>
<td>joinscpd.com</td>
<td>Police Officer</td>
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<tr>
<td>Sunglass Hut/Luxottica Retail</td>
<td>sunglasshut.com</td>
<td>Part-Time Positions</td>
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<tr>
<td>Super Soccer Stars</td>
<td><a href="http://www.supersoccerstars.com">www.supersoccerstars.com</a></td>
<td>Multiple Positions</td>
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<tr>
<td>Team Alex Mazza</td>
<td><a href="http://www.teamalexmazza.com/">http://www.teamalexmazza.com/</a></td>
<td>Health Coaches</td>
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<tr>
<td>The Youth Channel</td>
<td><a href="http://mnn.org/videos/youth">http://mnn.org/videos/youth</a></td>
<td>Video Journalist Intern</td>
</tr>
<tr>
<td>Upper Manhattan Workforce1</td>
<td><a href="http://www.nyc.gov/workforce1">www.nyc.gov/workforce1</a></td>
<td>Multiple Positions</td>
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<tr>
<td>U.S. Secret Service</td>
<td>www秘密service.gov</td>
<td>Multiple Positions</td>
</tr>
<tr>
<td>Universal Processing, LLC</td>
<td><a href="http://www.uprocessing.com">www.uprocessing.com</a></td>
<td>Merchant Consultant</td>
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<td>Victorian Gardens</td>
<td><a href="http://www.victoriangardensnyc.com">www.victoriangardensnyc.com</a></td>
<td>Multiple Positions</td>
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<td>VISIONS Services for the Blind and Visually</td>
<td><a href="http://www.visionsvcb.org">www.visionsvcb.org</a></td>
<td>Multiple Positions</td>
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<tr>
<td>Impaired</td>
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<tr>
<td>WorldNet International</td>
<td><a href="http://www.worldnet-intl.nyc">www.worldnet-intl.nyc</a></td>
<td>Multiple Positions</td>
</tr>
<tr>
<td>Young Adult Borough Center @ Medgar Evers College</td>
<td></td>
<td>Internships</td>
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</table>

**AFLAC New York | Financial Services**

More than 50 million people worldwide have chosen Aflac insurance because of the confidence they get from knowing they will have financial assistance when an illness or serious accident occurs. Now that’s something to quack about!

**QUACK FACTS**

Aflac is a Fortune 500 company.
Aflac’s assets at year-end 2012 totaled more than $118 billion with annual revenues of more than $25.4 billion.
Aflac is the number one insurance company in terms of individual insurance policies in force in Japan, insuring approximately one out of every four Japanese households.
Aflac has a presence in all 50 United States, and in Puerto Rico and the Virgin Islands.
Aflac Incorporated, its employees, and its independent sales associates have contributed more than $79 million to the Aflac Cancer and Blood Disorder Center of Children's Healthcare of Atlanta. Aflac is committed to a healthy environment and sustainable business practices.

Open Positions

**Benefits Consultant**
As a Benefits Consultant you would be responsible for assisting various companies and employees with signing up for our supplemental health, accident, and life insurance benefits. This position is sales oriented.

Your job functions would include the following:

- Scheduling meetings
- Reviewing product information and details with clients
- Signing clients up for our insurance benefits
- Following up with clients
- Making sure claims are being handled in a timely manner
- Offering overall customer service to clients

Job Qualifications:

- Must be 18 or older
- Must be a current US Citizen or Permanent Resident (Should have a Valid Social Security number and require NO Visa sponsorship)
- Must pass a background check (no Felonies)
- Must be able to commute to our NYC office daily
- Must be Hardworking
- Must be a team player and work well with others
- Must be a quick learner
- Must be friendly and comfortable talking on the phone

What can Aflac offer you?

- Full and Part time opportunities
- Flexible schedule and work hours
• Extensive and ongoing training and mentoring with Aflac’s Top Associates
• Plenty of growth opportunities into Management and Executive positions
• Professional training and certification on the latest sales and marketing technologies
• Competitive compensation structure including Advanced Commissions, Stocks, Bonuses, and lifetime Renewals- you could continue making money even AFTER your career with Aflac.
• Long Term residual income
• Special rates on all Aflac Products
• Great perks, prizes, and company paid trips
• A rewarding career that allows you to impact your community while working in a field that puts no limits on your success.

AHRCNYC | Health Services

A family governed organization committed to finding ways for people with intellectual and other developmental disabilities to build full lives as defined by each person and supported by dedicated families, staff and community partners.

Open Positions

(1) Direct Support Professional (DSP) is responsible for meeting the needs of the Individuals in each agency or residence to which the DSP is assigned

(2) Provides one to one services to individuals with intellectual and developmental disabilities in the areas of Skills Training Development, Socialization, Recreation and Leisure Activities, and Utilization of Community Resources.

(3) Under the direction of the Program Supervisor, the Community Support Professional (CSP) will support individuals with disabilities in leading self-directed lives. CSP will collaborate with individuals and others to plan and implement supports that build upon individual strengths, choices and capabilities. CSP will also develop and expand meaningful community opportunities. Community Support Professional will work with the supervisor on developing and implementing an effective plan, and will ensure compliance with OMRDD regulations, agency policies, and agency values.
Ann Taylor Loft | Retail

By joining LOFT, you will be contributing to our mission of creating an undeniably feminine, incredibly optimistic, and effortlessly stylish casual brand. If you can combine a love of all things fashion, the desire to be a trusted advisor and client confidenté, and an eye for the latest and greatest, you could have a bright future as a LOFT Store Associate!

Open Positions

Part Time Sales Associate

Asphalt Green - Recess Enhancement Program | Recreational

Asphalt Green is a non-profit sports and fitness complex on the Upper East Side of Manhattan. We are currently looking for energetic, positive, and experienced coaches for our Recess Enhancement Program (REP) for the 2015-2016 school year. REP is a unique community program currently implemented during recess time in 61 NYC public elementary schools across Manhattan, Brooklyn, the Bronx, and Queens.

Open Positions

Play Coach

Earn money and have fun while making a difference! Apply to become a Play Coach for Asphalt Green! $15/hr

Asphalt Green is a non-profit sports and fitness complex on the Upper East Side of Manhattan. We are currently looking for friendly experienced coaches for our Recess Enhancement Program (REP) for the 2015-2016 school year. REP is a unique community program currently implemented during recess time in 61 NYC public elementary schools across Manhattan, Brooklyn, the Bronx, and Queens.

Play Coach Duties:
- Lead recess at elementary schools and teach kids new games!
- Help children resolve conflicts in positive ways.
- Attend weekly meetings to share strategies, learn and play new games.

Job Requirements:
● Must be 18 years old
● Must be available to work Monday through Friday, 2-4 hours per day (between 10:00am-2:00pm), Sept 2015 – June 2016.
● Willing to travel up to an hour to your assigned schools.

Competitive candidates must be/have:
- Energetic, positive, dynamic and reliable!
- Experience working with youth in an athletic/large group setting.
- Enjoy playing sports and games!
- Leadership skills, independence and a passion for working with children.
- Willing and able to travel to schools in the Bronx, Manhattan, Brooklyn, and Queens.
- Experience in NYC public schools or work with at-risk youth is a plus.

● After an extensive interview process, candidates must be fingerprinted by the New York City Department of Education (NYC DOE). Payment for fingerprinting will be provided by Asphalt Green.
● Final employment offers are contingent upon clearance from the New York City Department of Education’s (NYC DOE) Personnel Eligibility Tracking System (PETS) - This verification must be made prior to your work with students in a New York City Department of Education (NYC DOE) school and/or NYC DOE affiliated location.

How to Apply:
If you think you have what it takes to be a dedicated 2015-2016 REP Play Coach, please send a cover letter and resume to rep@asphaltgreen.org

Please note: We will be conducting demonstration group interviews from May through August 2015 that consist of teaching a recess game to other candidates. You will be selected for this group interview based on your cover letter and resume.

Association to Benefit Children | Education

Association to Benefit Children (ABC) is dedicated to bringing joy and warmth to disadvantaged children and their families through compassionate, sustainable, comprehensive and integrated services, designed to permanently break the cycles of abuse, neglect, sickness and homelessness.
ABC’s humane and innovative programs today include early childhood education for infants, toddlers and preschoolers, educational advocacy, housing assistance, mental health services, family support and preservation, crisis intervention, therapeutic out-of-school and summer day camp programs, youth leadership development and mentoring.

Open Positions

*Education-related Internship:*
Provide classroom support to after-school program for youth ages 5-21. Responsibilities may include: homework help, tutoring, assisting with classroom and lesson preparation, facilitating STEM-related lessons, meal preparation and delivery.

*Administrative internship:*
Assist office of after-school program for youth ages 5-21. Responsibilities may include: filing, making copies, creating parent letters and fliers, ensuring student and staff files are kept up-to-date and within compliance standards, assist with curriculum design and implementation, school outreach, etc.

**Battery Park City Authority | Government**

BPCA is a NY State public benefit corporation whose mission is to plan, create, coordinate and sustain a balanced community of commercial, residential, retail parks and open space within the 92 acres. Battery Park City Parks Conservancy is a not for profit affiliate of BPCA. It manages, maintains, operate, repair, preserve and program activities to a world class standard for the residential parks, open space, other public structures located in BPC.

Open Positions

*Temporary/Seasonal Position* (job description not available)

**BMCC Library and NYPL | Education**

The BMCC and NYPL Libraries provide information to CUNY students and New York residents. Both offer resources to explore careers and seek employment. The BMCC Library hires many workstudy students each semester and also has college assistant positions available occasionally. NYPL offers career "opportunities in a wide range of areas including: public service, collections, programming and outreach, digital strategy, facilities operations, human resources, finance, communications and fundraising, just to name a few."
Open Positions

Various Positions available. For BMCC Library work-study positions, contact Guerda Baucicaut (gbaucicaut@bmcc.cuny.edu) in the Library. For NYPL, visit https://jobs-nypl.icims.com/jobs/intro

BOARD OF ELECTIONS CITY OF NEW YORK | Other

Board of elections city of New York. Prepare for all elections throughout the five boroughs in NYC on Election Day.

Open Positions

Election Day Inspectors
- Prepare the poll-site for voters
- Assist voters during the voting process, close the poll-site, Canvass, tally and report election results
- Assist other poll workers as needed

Interpreter
- Assist non-English speaking voters by translating voting information into covered language

Door Clerk
- The poll-worker who ensures that the alternate accessible entrance to a poll site is accessible through the day
- The door Clerk may perform other duties to assist voters with disabilities, if needed

Information Clerk
- Uses the Street finder and Poll site list to direct voter to their correct ED/AD and poll site

Boys Town | Education

Boys Town is one of the largest child and family service organizations in the United States; Boys Town offers a broad spectrum of services through our integrated Continuum of care. As a company Boys Town youth, family, community and health care programs touch the lives of more than 2 million people across the country every year.

Open Positions
**Direct Care Positions:** (Youth Care Worker, assistant Family Teacher and The Overnight Shift)
In order to apply for any positions you must have a passion for kids, be 21 years old or older, have a valid driver’s license, be able to pass a physical and background check, have a clean MVR record and attend a 2 week paid training. (Experience is a plus) Some positions consist of having a BA Degree.

**Boricua College | Education**

Boricua College is an independent, private, liberal arts and science, professional not-for-profit college. With four locations in:

- Manhattan at Audubon Terrace
- Bronx Campus at Melrose Commons
- Brooklyn Campus at Northside
- Brooklyn Campus at Graham

**Open Positions**

Recruits, interviews, tests and processes new and transfer applicants.  
Develops and maintains correspondence with potential applicants and groups.  
Collects and maintains all relevant student forms and records i.e., admissions application, immunization record, high school diploma, transcripts, letters of recommendations, etc.  
Enters student information into an academic management database system and maintains spreadsheets continuing student data.  
Composes reports and memo’s regarding recruitment efforts and statistics.  
Required to study and understand the College’s educational model and majors in order to provide information to applicants about the available programs.  
Required to understand and explain admission requirements, policies and student transfer credit policies to a wide range of groups and /or individuals.  
Required to understand financial aid procedures and eligibility requirements in order to assist students with financial aid documents.  
Maintains records of all recruitment activities.  
Counsels students having problems related to admissions or directs them to the professionally trained admissions counseling staff and /or faculty.  
Participates in or conducts student recruitment programs with members of faculty and staff as assigned by the director.  
Travel to, and attends, various recruitment activities and/or conferences throughout the year.  
Other duties as assigned.
Bright Horizons Family Solutions | Education

Bright Horizons manages child care centers for many of the world’s leading corporations, hospitals, universities, and government agencies. All of our child care centers are designed to meet the standards of excellence set by the National Association for the Education of Young Children (NAEYC). We are proud to help children worldwide develop the skills they need to prepare for academic excellence and success in life, while we partner with employers to support their employees as they strive to balance the demands of work and family.

In addition, we provide back-up care solutions for children and elders, college counseling services, and an array of other work/life solutions for working families.

Open Positions

Full-Time, Part-Time, Internships (job description not available)

Brooklyn Workforce Innovations | Non-profit/Philanthropy

Brooklyn Workforce Innovations (BWI), 501(c)(3) is one of New York City’s most effective workforce development organizations, operating sector-based job training programs that serve more than 300 individuals each year. BWI’s mission is to empower low- and moderate-income people by creating living-wage employment opportunities and access to career paths. All BWI training programs are HRA approved. We have Job Training/Job Placement programs that offer a person with the chance to earn their Class D license if they never had a license before. Our other job training programs involve training for the CDL B license, cable installation, woodworking, and production assistant. Our graduation rate is 90% and more, and we help graduates find jobs after they go through our training instantly.

Open Positions

We have Job Training programs that people can go through if they are interested in working for Production Assistant, CDL B driver, Wood Working, and Cable Installation. All programs are free to get in if they pass the interview stage. Programs run monthly for most of our programs. If a student is going to school part time or just about to graduate, and may not know what they want to do yet these job training programs are here if they would like to start some where. No one is guaranteed a spot just because they come sign up, everything is determined from the interview of each program.
Century 21 Department Store  |  Retail

Century 21 Department Store is a legendary New York City retailer where you can find top designer merchandise at incredibly low prices. For over 50 years, Century 21 has made high fashion affordable and attainable every day. We want our customers to not only look great, but also feel fantastic knowing they got the best deal they possibly could. We have continued our online outreach with the relaunch of c21stores.com in the fall of 2012.

Open Positions

Sales Cashier
Open Date: IMMEDIATELY
Reports to: GUEST EXPERIENCE MANAGER
Based: New York (Downtown Manhattan)

POSITION OVERVIEW:
Responsibilities include greeting guests at point of sale, handling cash and credit card transactions, exchanges, promoting company credit cards and gift cards. Sales Cashiers also play a key role in helping to fill in and maintain our sales floor for ease of customer shopping.
To provide each and every guest with a Fast, Fun and Friendly purchase experience by; processing purchases as accurately and quickly as possible, consistently performing the Non Negotiable Service Standards and inviting the customer to come back and shop with us again.
- Responsible for the development of their own, and their peers’ sales and service skills, in order to maintain a culture of Fast, Fun, and Friendly guest service, while protecting the Century 21 Department Stores' Brand.
- Proactively refers outstanding to people to come apply to be a part of the Century 21 Department Stores team.
- Consistently wears his or her position and company hat.
- Maintains a clean POS area and assists with sorting merchandise, when not serving a guest, in order to return the product to the floor as quickly as possible.
- Sorts hangers and hard tags after each purchase.
- Maintains a high level of Loss Prevention awareness regarding all areas of risk.
- Fully performs the execution of all five, Non Negotiable Service Standards with every guest.
- Completes each transaction in a Fast, Fun, and Friendly manner.
- Maintains a high awareness regarding the length of purchase lines and immediately notifies the RCS of a need to open additional registers.
- Consistently makes additional merchandise suggestions in order to maximize each sales opportunity and ensure that the guest leaves with everything he or she needs.
- Consistently offers each guest the opportunity to make sure that they are fully aware of the Century 21 Credit Card program and to immediately complete a credit application, if they so choose.
- Consistently offers guests, using a foreign credit card, to have their purchase processed in their home currency, by taking advantage of the Dynamic Currency Conversion Program.

**Choice Logistics | Other**

For more than 50 years, Choice has helped the world's leading companies better manage their global supply-chains. We offer enterprise-grade warehouse, inventory, and transportation management solutions through our global footprint of 400 stocking locations, regional distribution centers, and transportation hubs in more than 80 countries. Beyond 3PL solutions, Choice offers parts planning, field engineering, HW/SW configuration, depot repair, and asset recovery support. Companies turn to Choice to compress time-to-market, provide differentiation in the market place, and remove costs.

**Open Positions**

- *Customer Service Representatives*
- *Inventory Control Coordinator*
- *Warehouse Coordinator*

**Citibank | Financial Services**

Citibank delivers a wide array of banking, lending and investment services to individual consumers, as well as to small businesses. Our U.S. Branch Network is comprised of over 1000 branches across 13 states complemented by 24-7 access to customer service through a network of fee-free ATMs, CitiPhone Banking®, Citibank Online and Citi Mobile. Citibank's products and services cover a wide range of client banking needs including basic banking (checking and savings accounts, investment products), mortgages, small business, commercial banking, investment advisory services, and financial needs and analysis tools to enable Citibank to bring tailored solutions to every client.

**Open Positions**

*Personal Banker*
The Personal Banker creates and manages a sales plan delineating optimal methods for achieving sales goals through interaction with clients, prospects, internal partners, and other external contacts and through engaging in events and other marketing activities.

Position Responsibilities:
- Leverage Citi’s customer leads and other lead generation techniques (e.g., referrals, community outreach) to identify new prospects and cross-selling opportunities with current clients.
- Conduct discussions with prospects to understand background and identify needs; clearly communicate potential solutions.
- Conduct outbound sales activities (e.g., phone out-reach, community events, meetings with local businesses) to establish visibility in the community and drive business to the branch.
- Execute integrated sales, relationship, and credit strategies that are aligned with the branch’s business plan.
- Cultivate partnerships with segment partners (e.g., Commercial and Small Business, Home Lending, Financial Advisors, Citigold) to obtain and provide appropriately qualified referrals; meet periodically with segment partners to review goals, discuss strategies, and solicit feedback and coaching.
- Take ownership of the client experience including on-boarding and resolve service issues as appropriate through follow-up from self and other Citi resources following client transactions.
- Schedule periodic meetings and check-points with clients to provide value-added services.
- Assist in execution of branch events; invite clients and prospects to events; actively engage with attendees and follow-up to develop a network and grow branch business.
- Understand and consistently adhere to all operational controls to ensure the safety and security of client and bank assets; complete required regulatory/compliance training.
- Provide Tellers and other branch staff with coaching and guidance on products and special programs, identifying client needs, and providing appropriate referrals.

The information listed within this description summary is intended to indicate the general nature and level of work. It is not designed to contain or be interpreted as a comprehensive account of all the responsibilities, and/or minimum qualifications required of an employee assigned to this position. NOTE: You may be required to take a timed online assessment once you complete an online profile. If you need to take the assessment, you will either be directed to do so immediately or you will receive an email with instructions on how to access the assessment within the next few days. Please ensure that your email address is accurate on our system, and please note that the assessment invitation may go into your spam folder rather than to your inbox. The assessment will require 45-60 minutes of uninterrupted time to complete. Qualifications:
- Bachelor's degree preferred
- 3-5 years banking, retail other related sales and service experience
- Demonstrated ability to develop and execute a sales plan
- Demonstrated ability to engage in outbound sales activities and acquire new business
- Demonstrated ability to successfully deepen and retain client relationships
- Product/service knowledge; expertise in articulating product/service information to clients
• Demonstrated strong financial/business acumen
• Basic computer skills - ability to interact with clients using banking technology
• Results-oriented; self-starter
• Strong client service orientation
• Excellent verbal and written communication skills
• Ability to engage with and influence others • Ability to think creatively to solve problems
• Organized; ability to manage time effectively and to multi-task

This position requires the employee to register as a mortgage loan originator with the Nationwide Mortgage Licensing System and Registry (“Registry”) and obtain a unique identifier from the Registry before engaging in mortgage loan originator activities, to maintain and renew that registration on an annual basis, to update registration information with the Registry on a timely basis, and to provide that unique identifier to consumers as required by applicable SAFE Act regulations and Citi policies and procedures.

Teller Position: The Teller, a critical member of the branch team, helps the branch achieve its sales and service goals. The Teller creates and develops a positive relationship with Citi’s clients and delivers solutions by identifying referral opportunities for new products and services based on the customer’s financial goals. The Teller performs efficient and accurate banking transactions while:
• Communicating clearly with clients
• Making clients feel appreciated
• Making it easy to do business with the bank.

Position Responsibilities:
• Engages the Citi client by welcoming them with a warm friendly smile, pleasant demeanor, using the client name, whenever possible, and thanking them for doing business with Citi
• Executes financial transactions in accordance with bank policies and procedures while maintaining an acceptable record in daily drawer balancing
• Listens carefully to the client and be willing to assist with any client questions or problems
• Makes sure all needs are met before concluding the transaction, making the client feel his/her time is being valued without being rushed
• Shows initiative, empathy and proactively to prevent and handle problems
• Executes effectively all service and referral routines to deepen client relationships
• Adheres to operational controls, including legal, corporate, and regulatory procedures to ensure the safety and security of customer and bank assets
• Proactively educates clients on utilizing available access channels (ex: ATM, Online and Telephone Banking)
• Continuously learns new and existing products through sales aids (features, benefits, fees, etc.)
• Is knowledgeable about the client’s accounts and business with the bank

The information listed within this description summary is intended to indicate the general nature and level of work. It is not designed to contain or be interpreted as a comprehensive account of all the responsibilities, and/or minimum qualifications required of an employee assigned to this position. NOTE: You may be required to take a timed online assessment once you complete an online profile. If you need to
take the assessment, you will either be directed to do immediately or you will receive an email with instructions on how to access the assessment within the next few days. Please ensure that your email address is accurate on our system, and please note that the assessment invitation may go into your spam folder rather than to your inbox. The assessment will require 45-60 minutes of uninterrupted time to complete.

Qualifications: Education: High school diploma, GED or equivalent relevant experience (12 months cumulative work experience in a role of similar scope and responsibility) required. Experience/Skills:
• Open, animated nature, client service orientation and desire to help customers is required
• Retail/sales experience preferred
• Sales, cashier or other money-handling experience desired
• Excellent verbal and written communication skills
• Analytical and problem solving skills
• Basic computer skills

The CUNY/311 Project | Other

The CUNY/311 Project, is a collaboration between the NYC Department of Information Technology and Telecommunications (DoITT) and the City University of New York, provides qualified CUNY students with the opportunity to work as part-time Call Center Representatives within New York City’s Customer Service Center.

311 provides New Yorkers with one easy-to-remember number to access all City agencies and services. The CUNY 311 Project provides human resource support for CUNY students referred from CUNY campuses. CUNY 311 Project support staff recruits and hire students, monitor on-site performance, and administer payroll.

Open Positions

CUNY 311 Call Takers
• Answer incoming calls within the 24-hour/7-day/week operation in a professional and courteous manner
• Maintain customer satisfaction
• Identify customers' needs and assist accordingly
• Enter call data into a computerized tracking system
• Collaborate with DoITT and CUNY Program staff as needed
The City University of New York (CUNY), in partnership with various New York City government agencies, offers students with computing skills the opportunity to gain hands-on experience working at a New York City agency or New York City public school. The CUNY IT Specialists Internship Program is designed to provide City agencies and schools with high-quality IT interns from CUNY colleges, and in turn provide CUNY students with valuable paid work experience in their field of study. To be eligible for the program, students must be pursuing a degree – associate’s, bachelor’s, master’s, or doctoral – in a computing field such as computer science, computer engineering, information systems, or a related field like business.

Open Positions

**Application Development**: Programming and implementation; intranet, data model, documentation, and electronic report development; client application development.

**Client Service/Tech Support**: End-user training, technical consulting, and hardware/software troubleshooting; helpdesk/desktop support.

**Database Administration**: Analyzing, coding, designing, integrating, testing, and implementing.

**Geographic Information Systems (GIS)**: Environmental impact analysis, transportation planning, health risk assessment, land use and design, community and economic development.

**IT Business Analysis**: Articulation of business requirements for technological change and/or improvement.

**Network Administration**: Administration, configuration, troubleshooting, updates, and development of client/server applications.

**Project Management**: Planning, scheduling, tracking, analyzing, reporting, and other project coordination functions.

**Systems Analysis and Design**: Determining IT requirements and implementing appropriate system hardware/architecture, hardware testing, PC surveys.

**Web Design and Development**: Managing the design, development, and maintenance of the general web architecture and web applications, including page layout, information display, general graphics, and interactivity, etc.
The CUNY Service Corps mobilizes CUNY students, faculty and staff to work on projects that improve the short and long-term civic, economic and environmental sustainability of New York City and of its residents and communities. The program’s goals are three-fold: for students to make a meaningful difference through service while gaining valuable real-world work experience, earning a wage, and where appropriate, receiving college credit; for faculty members and staff, through their work with students in the program, to have additional opportunities to apply their expertise to addressing many of the city’s key challenges; and for residents, communities, and project sponsors to realize concrete benefits as a result of CUNY Service Corps projects.

By providing on-the-ground support to a wide range of non-profit and civic endeavors, the CUNY Service Corps both increases the availability of valuable services to New Yorkers and enables CUNY students to become more engaged in their communities throughout the city. Service Corps members are part of a University cohort of students practicing service that is aligned with their civic and professional goals. Service placements last twenty-four weeks over two semesters. Participants work 12 hours per week. Corps members are paid $12/hour, and in some instances earn college credit.

Open Positions

Internships (job description not available)

CVS Health | Retail

CVS Health (NYSE: CVS) is a pharmacy innovation company helping people on their path to better health. We are an innovative, fast-growing company guided by values that focus on teamwork, integrity and respect for our colleagues and customers. Through our 7,700 retail pharmacies, more than 900 walk-in medical clinics, a leading pharmacy benefits manager with more than 65 million plan members, and expanding specialty pharmacy services, we enable people, businesses and communities to manage health in more affordable, effective ways. This unique integrated model increases access to quality care, delivers better health outcomes, and lowers overall health care costs.

What are we looking for in our colleagues? We seek fresh ideas, new perspectives, a diversity of experiences, and a dedication to service that will help us better meet the needs of the many people and businesses that rely on us each day. As the nation’s largest pharmacy health care provider, we offer a wide range of exciting and fulfilling career opportunities across our three business units – MinuteClinic, pharmacy benefit management (PBM) and retail pharmacy. Our energetic and service-oriented colleagues work hard every day to make a positive difference in the lives of our customers. Find more information about how CVS Health is shaping the future of health care at www.cvshealth.com.
Open Positions

Store Management Trainee

Store Management staff drives store execution and performance while building consumer loyalty to CVS/pharmacy through a focus on excellent customer service. Successful managers maintain an engaged store team through demonstrating initiative and leading by example. Support for managers comes not only from their individual store teams, but also regional field management, call centers, distribution centers, and Customer Support Center headquarters.

Candidates will begin as a Store Management Trainee completing basic operations and management skills training and learning about key aspects of the business and CVS/pharmacy culture. In addition Store Management Trainees will receive the necessary training to take operational control of the store and manage staff as either an Assistant Store Manager or Store Manager. This phase lasts approximately 12 weeks. Upon successful completion, individuals will be eligible for promotion to an Assistant Store Manager position. Assistant Store Managers and Store Managers continue to participate in development and leadership training to prepare for potential field management or executive roles. Time in the position varies based on the individual. Most candidates will follow the above plan. Select candidates based on experience and market needs may be considered to begin at different points within the plan. All CVS/pharmacy training programs require certification testing as a requirement for successful completion.

Store Management is responsible for the total leadership and strategic operation of a CVS/pharmacy store including:
- Overall store management, supervision, and policy implementation
- Sales and inventory management
- Employee staffing, training, and development
- Financial management
- Customer service leadership

Duane Reade | Retail

At Duane Reade, we’re on a mission to help customers get, stay and live well. To do that, we need team members who value change and excitement, who thrive in a fast-paced environment, and who are ready to learn and try something new every day.
We look for people with the drive to succeed – not only for themselves, but also for their co-workers, the company as a whole and the communities we serve. We all come from different backgrounds and bring valuable diverse ideas, but a common mission unites us. And we’re looking for students and recent graduates who are up to the challenge.

**Open Positions**

**Sale Associates**

**EDCSPIN | Human Services**

EDC-SPIN is a nonprofit Human Services agency dedicated to meeting the needs of a diverse group of individuals and families who are intellectually disabled and have other developmental disabilities. We are a progressive and expanding Brooklyn based agency that provides services to individuals and their families throughout NYC.

**Open Positions**

**Direct Care**

To provide direct care support to developmentally disabled adults residing in our group homes; or participating in our day habilitation programs, providing services in accordance with Residential Habilitation Plans, treatment plans, as well as EDCSPIN and OPWDD guidelines to develop skills required for a more independent lifestyle. Assisting with development of basic living and social skills; with the primary goal of integrating them into the community to the best of their ability. As a DSP, you will coach and encourage residents toward greater levels of independence and self-sufficiency in all identified areas of need and choice.

**G4S Secure Solutions (USA) Inc. | Other**

G4S, the world’s leading private security organization, has immediate career opportunities across the U.S. and internationally for Security Officers! Named by Fortune as one of the 100 most admired companies, we provide security for the United States government, fortune 500 companies, nuclear power plants, oil and gas companies, airport, banks, hospitals, factories, commercial facilities, residential communities and much more. Whether you’re looking for entry level,
management, sales, or executive careers G4S has a career opportunity for you that will offer job security, excellent pay and benefits, and advancement opportunities.

Open Positions

A **Critical Facility Security Officers** protect the critical facilities of a high profile client. These buildings are those whose size, location, associate population, and critical business functions creates a unique threat level that requires a more robust and proactive security awareness.

**Traditional Security Officers** Perform security patrols of designated areas on foot or in vehicle
Watch for irregular or unusual conditions that may create security concerns or safety hazards
Sound alarms or call police or fire department in case of fire or presence of unauthorized persons
Warn violators of rule infractions, such as loitering, smoking or carrying forbidden articles
Permit authorized persons to enter property and monitors entrances and exits
Observe departing personnel to protect against theft of company property and ensure that authorized removal of property is conducted within appropriate client requirements
Investigate and prepare reports on accidents, incidents, and suspicious activities
Provide assistance to customers, employees and visitors in a courteous and professional manner

**General Human Outreach in the Community, Inc.**  |  Non-profit/Philanthropy

Queens –based social services agency serving individuals with intellectual disabilities.

Open Positions

**Community Habilitation Trainers**

Part Time
Hard working individual needed to provide care for consumers in their own homes. Person will assist in providing services in the areas of recreation, ADL skills, and socialization. High school diploma req. Fluency in Cantonese/Mandarin and/or Korean required. Competitive salary and benefits. Positions available in Brooklyn, Queens and Manhattan.

**Direct Care Counselors**

Provide direct care services to individuals living in a residential setting in Queens. Previous related social services experience preferred. High school diploma/GED required. NYS Driver's License required, competitive salary and benefits
**Bilingual Recruitment Specialist**

Full Time
Highly motivated person needed to recruit for vacant agency positions. Devise a strategy to recruit through ad placement, networking and external inquiries. Bachelor’s degree in Marketing or related business field required. Bilingual in English and Chinese required.

If you are interested in joining our team, please send resumes along with a cover letter to: janeli@ghoinc.org or fax resumes to: (718) 261-6698.

**Good Shepherd Services | Non-profit/Philanthropy**

Good Shepherd Services is a leading youth development, education and family service agency with more than 80 programs that serve over 26,000 children, youth and families each year. We give vulnerable youth in New York City the opportunity to take ownership of their future, making a difference today and for the next generation.

Focusing on high-need communities in Brooklyn and the Bronx, we provide a broad array of individual, family and school-based services to prevent youth from becoming disconnected from family, school and society. We also help those who come to us already disengaged find hope and motivation to reconnect with their community. When young people cannot stay in their families, we continue to provide a safety net of superior quality foster care and residential programs, as we have since 1857.

Good Shepherd's programs succeed because of the unique way in which we work:

- We have a profound belief in the strengths inherent in youth and the ability of individuals and families to transform themselves.
- We surround youth and families with the services and supports they need.
- We employ a rigorous business approach that stresses partnerships and makes the very most of both public and private resources.
Open Positions

Part-Time and Temporary/Seasonal Positions (job description not available)

Horticultural Creations Inc. | Business
Horticultural design and service company and holiday decorations designer.

Open Positions

- Horticultural Technician
- Sales Representative

Job Path | Human Services
Job Path supports people with developmental disabilities as they make choices about their lives and play valued roles in their communities. Job Path encourages people to explore what they want out of life and to chart their own journeys. Whether it’s finding a job, making a contribution in a volunteer role, establishing a home, or being part of the community, the goal is to assist the person to lead a full and active life.

Open Positions

Multiple Positions

Apply: http://jobpathnyc.theresumator.com/apply

Jozii LLC | Business
Jozii is an .edu exclusive college job matching platform which connects students and employers. Jozii simplifies job hunting and recruiting by allowing students to bypass the tedious application process through quick apply, showcase their skills via an introduction video, and easily locate employers who are hiring.
Open Positions

Part-Time Positions and Internships in:

- Marketing/PR interns
- Student Ambassadors
- Graphic Design
- Photography
- Mobile Development

Juice Generation | Hotel, Restaurant, Hospitality

Juice Generation was founded in 1999 in Manhattan with one mission: to create a friendly, accessible juice bar where New Yorkers of all lifestyles and ages could experience the energizing effects of fresh, raw juices and smoothies. And it's our passion that spurred a city-wide revolution in conscious eating.

Today, sourcing strong talent is as important to us as sourcing local and organic produce. Fresh perspectives, fresh fruit, fresh & unchartered territory: join us on the journey!

Open Positions

Team Members
Supervisors
Marketing Intern

Junk A Car Nationwide, Inc. | Other

Junk A Car Nationwide, Inc. is a Brooklyn based call center that was founded in 2007. We are the original "cash for cars" company and have been going strong for 7+ years!

We pride ourselves on being the #1 "cash for cars" company in the nation, offering top dollar for our clients’ vehicles.
Here at Junk A Car Nationwide, our work environment is designed to keep our employees happy and motivated because they are the lifeblood to the success of our business.

Open Positions

Sales Representatives

Responsibilities:
- Handle a large volume of inbound and outbound phone calls, emails, and chats.
- Handle a variety of tasks that pertain to our buyers, sellers, affiliates & co-workers.
- Maintain partner accounts by updating account information.
- Follow problems through until a resolution is found.
- Build rapport over the phone and effectively deliver your message
- Answer client questions

Requirements:
- A minimum of 2 years customer service experience required or customer service/sales role in a related field (retail, sales, telemarketing, call center) a plus!
- Keen computer literacy skills; must type a minimum 40 WPM
- Excellent verbal communication and listening skills
- Epic persuasive/customer service skills
- Self-motivated, ability to take initiative to complete tasks
- Excellent organization and follow up skills; Detail oriented
- Team work oriented, committed and flexible
- Ability to adapt quickly and affect a variety of communication styles
- Keen understanding of customer service needs.
- Strong negotiation and problem solving skills.
- Intermediate use of Microsoft Excel/Microsoft Outlook; exposure to SalesForce or five9 CRM databases a plus!

What we offer:
Medical/dental coverage; paid time off; paid training; great perks; base pay + incentives + bonus and commission pay; casual/comfortable environment; Hours: Mon-Fri 9 - 6 pm NO WEEKENDS!
Logan Business Concepts, Inc. | Business

Logan Business Concepts, Inc. is a privately held Marketing and Sales firm. We are located in the bustling area of Long Island City, Queens, right by the 59th St./Queensborough Bridge. As an emerging company, we understand that success lies in the choices we make. We feel the most important choice is who we surround ourselves with.

Our Culture:
A lot of companies hire just to hire. Not us. What makes us different is that we are dedicated to continued growth and progression, and to get there we must ensure the same for all of our associates. Training is the key. We make sure that no matter a persons' background or previous experience, we provide them with the tools for lasting success.

Open Positions

*Entry Level Account Representative:*
Working on Behalf of Verizon Telecom on their Fios program. Upgrading/migrating existing customers service accounts and also working to reacquire past customers that have left. Training program that involves education on Customer Service/Sales Psychology, Operations Management, Business Finance, etc. Advancement to Asst. Mgr and Office Manager positions.

*Administrative Support Personnel (Part time/Intern):*
Work with administrative team on such duties as; HR, active new hire recruiting, applicant tracking, client compliance maintenance, etc.
**M&M’s World | Retail**

Offering a wide range of M&M’S chocolates and merchandise, the M&M’S® World stores reflect the huge popularity of M&M’S®, the world’s most popular confectionery brand. The stores’ merchandise includes apparel, kitchenware, bedding, jewelry, and glassware, as well as seasonal items and specially-designed M&M’S® branded items that reflect the personalities of the cities – Las Vegas, New York City, Orlando, Henderson and London – where the stores are located.

Come join our team in a venue rich in opportunity with fun at the center of it all. For an environment offering the experience of a lifetime, our store provides non-stop “retail-tainment” and allows you to see work in a marvelous, multi-colored new light! We offer a color-filled wall of M&M candies and thousands of M&M’s retail products throughout our fun-filled store.

**Open Positions**

**Part-Time Positions**

We are seeking enthusiastic self-starters whose guest service talent will provide our guests with a memorable shopping experience. The motivated team player will provide an exceptional experience for guests, whether cashiering, replenishing the sales floor, or supporting the team in any way necessary. Consistently sets an example for others to follow in regard to maintaining and believing in organizational vision and standards (guest experience, sense of urgency, responsibility to the team, representing our brand appropriately and responsibly).

**New York & Company | Retail**

**Discover An Opportunity**

Fashion. Passion. Vision. The fast pace is thrilling. The challenges come quickly and the opportunities are limitless. We hire world-class talent with intelligence and a drive for success. We pride ourselves on our collaborative work environment that celebrates diversity in people and ideas. We are looking for associates, who show initiative, are great team players, and who achieve results.

In our stores, we excite customers with new looks and product presentations. Working with us will be eventful and engaging. We are always looking for people who love fashion, have spirited style and who are motivated by ensuring a best-in-class customer experience.
Open Positions

Part-Time, Temporary/Seasonal Positions (Job description not available)

New York City Police Department | Government
Open Positions

Full-Time Positions (job description not available)

New York Life Insurance Company | Financial Services

Fortune magazine’s list of World’s Most Admired Companies is the definitive report card on corporate reputation. For 2014, 11 companies are ranked in the Life and Health sector and New York Life ranked sixth overall—factoring in nine key attributes of reputation - people management; use of corporate assets; financial soundness; quality of management; quality of products/services; innovation; social responsibility; long-term investment; and global competitiveness. A total of 687 companies from 30 countries were surveyed.

Fortune Magazine’s Fortune 500 for 2014

New York Life ranks #88 on the prestigious Fortune 500 list. Each year, Fortune magazine collects revenue data from the largest companies in the United States and publishes the rankings. The published list is considered a “who’s who” of corporate America. New York Life has a stronger position on the Fortune 500 list than other powerful brands including American Express (90), News Corp. (91), Allstate (92), Tyson Foods (93), TIAA-CREF (95), McDonald’s (106), Nike (115) and Kellogg (198).

With 2013 revenue of more than $36 billion, according to Fortune’s proprietary formula, New York Life once again retained its title as the largest mutual life insurance company in the United States.

Open Positions

New York Life Financial Services Professional is an ideal opportunity for individuals who want to build a financial services business with significant income potential, help others achieve financial security, and maintain a flexible schedule. We offer
tremendous guidance, encouragement, and training for those who want to take this path. As a Financial Services Professional it is your responsibility to help individuals plan for their future. Do you have a retirement plan in place? What do you have to do today, to put your children through college? How do you plan on transferring your wealth to heirs?

Description of Activities
As a Financial Services Professional, one will be responsible for scheduling appointments, meeting with clients, analyzing clients’ information, making product recommendations, and providing ongoing service. Performance based compensation with other financial opportunity.

New York State Department of Civil Service  |  Government

As the central personnel agency for Executive Branch directed departments of New York State, the Department of Civil Service provides a variety of human resources services in our effort to build and maintain a vibrant workforce capable of meeting and exceeding the challenges of the future.

Our mission is to provide our State and local government agency partners innovative, cost-efficient human resources solutions for change and diversity based on fitness, merit and equal opportunity. The Department encourages jobseekers to consider joining the State’s team of dedicated public sector employees through the civil service system.

Open Positions

Full-Time Positions

New York State Police  |  Government

Law Enforcement.

Open Positions

Full-Time Positions and Internships
New York State Unified Court System | Government

The courts provide a forum for the peaceful resolution of disputes between people or between citizens and the government. The courts are called upon daily to decide cases in family, business, health, school, work, public safety, environmental matters and more.

Open Positions

Senior Associate Computer Applications Programmer

Chief Clerk I

Senior Court Analyst

Case Manager I

Administrative Secretary (deadline March 18 www.nycourts.gov/careers)

Appellate Messenger (deadline March 18 www.nycourts.gov/careers)

Clerk NS

New York Court Navigator (internship)

http://www.nycourts.gov/COURTS/nyc/housing/rap.shtml

NIA Community Services Network, Inc. | Non-profit/Philanthropy

NIA Community Services Network is a not-for-profit community service organization dedicated to addressing issues that impact youth, families, and seniors. Since 1981, NIA has provided cost-free services to more than 6,000 clients each year, including numerous after-school programs, youth and family counseling services, summer day camps, cultural arts programs, as well as family and senior citizen assistance programs.
NIA's mission, “Building strong children, strong families and strong communities,” is evidenced through our work that directly supports and enriches the lives of children and families throughout the diverse and underserved neighborhoods of New York City. A primary focus of the work we do centers around children and youth with emphasis placed on providing after-school programs that encourage exploration and learning through the arts and sciences, teach new skills, provide opportunities for exercise, and foster positive youth development and healthy lifestyle choices.

Open Positions

Activity Specialist

The Activity Specialist is responsible for planning and leading structured after-school activities. The Activity Specialist is assisted by a Group Leader at all times and must be capable of collaborating effectively. Responsibilities include lesson planning, leading activities, and the management and maintenance of the classroom. Activity Specialists must have an area of expertise and experience teaching and facilitating group activities. Activities may include, but are not limited to: Visual Arts, Drama, Music, Chorus, Dance, Physical Education, Science, Technology, Community Service, Character Education, and Creative Writing.

Pay Rate: Starting at $15-18 per hour (commensurate with experience).
Shift hours vary depending upon location. All positions require availability Monday through Friday, with hours varying between 2:00pm and 6:00pm (Typically 3 hours per day), with training and special events outside of those hours.

Group Leader

The Group Leader is responsible for supervising a group of students in an after-school program and for ensuring their safety at all times. Group Leaders are responsible for actively assisting during all program activities, as well as leading short group activities. Group Leaders are responsible for creating a supportive learning environment for all students. They are expected to act as positive role models at all times and manage group behavior through the use of positive behavior management techniques.

Pay Rate: Starting at $10-12 per hour (commensurate with experience).
Shift hours vary depending upon location. All positions require availability Monday through Friday, with hours varying between 2:00pm and 6:00pm (Typically 3 hours per day), with training and special events outside of those hours.

Job requirements for all positions:

A minimum requirement of a High School Diploma or GED, unless otherwise noted.
Experience in (or proven interest in) youth development, education, arts instruction, coaching, or a related field. The ability to develop and facilitate, actively assist with, and participate in all activities required for position. In addition to fluency with the English language, the ability to speak and/or write Cantonese, Mandarin, Russian, Spanish, Arabic, or Urdu is a definite plus.

All after school program staff must be fingerprinted and proven free of any criminal convictions before being hired. A current physical and TB test are also required, as well as a $25 fee for a mandatory background check.

**Northwestern Mutual | Financial Services**

At Northwestern Mutual, we’re driven by the desire to help clients achieve lifelong financial security, and we believe that a long-term approach is the best path to success. And we believe that by giving back, we can help our community move forward. Together with our clients, we’re working to enrich lives, strengthen businesses and build a brighter future.

**Open Positions**

*Full-Time Positions & Internships* (job description not available)

**NYC Parks | Government**

NYC Parks is a city agency. The Recreation Division specializes in Sports, Fitness, Outdoor Adventures, and the arts.

**Open Positions**

*Temporary/Seasonal Positions* (job description not available)

**Office of the District Attorney, Bronx County | Government**

The District Attorney is responsible for prosecuting crimes within the county’s borders. To do this, the Office of the Bronx District Attorney employs nearly 400 assistant district attorneys and more than 400 support staff, including, but not limited to, clerical personnel, stenographers, interpreters, crime victims’ advocates, video technicians, detective investigators, finance personnel and computer technicians. All office personnel are assigned to the Executive Staff, a prosecutorial department, the Senior Staff, an enforcement unit or a support unit.
Open Positions

Full-Time Positions (job description not available)

OnForce Solar | Other

OnForce Solar is an alternative energy company committed to providing its customers with the most intelligently designed, efficient, and cost effective energy systems available. OnForce Solar installs solar photovoltaic systems for residential, commercial, and utility scale projects and is responsible for the sale, design, financing, and installation of hundreds of solar energy projects.

Open Positions

Energy Sales Consultant

Solar Specialist - Outside Sales

Operations

Customer Service

Commercial Business Development Representative

Engineering

Marketing Communications Intern

Pennsylvania State Police | Government

The Pennsylvania State Police was created by an act of the legislation which was signed into law by Governor Samuel W. Pennypacker on May 2, 1905. It was the first uniformed police organization of its kind in the United States.

Today, the authorized complement of the Pennsylvania State Police is 4,677 sworn members. In addition, over 1,600 civilians serve in a variety of roles throughout the Department.
The Pennsylvania State Police has jurisdiction in all political subdivisions in the Commonwealth. Criminal Investigation and support services occupy approximately one-third of the total on-duty time of the State Police while the remaining time is devoted to traffic enforcement and other public safety services.

**Open Positions**

**Full-Time Positions**

Job duties include providing patrol, criminal investigation, and staff support services. Troopers provide for the regulation of traffic, crime scene response and investigation, and maintaining public order and security. Duties are usually performed independently and require the ability to recognize immediate problem areas. Troopers must make responsible decisions and take the appropriate corrective action without the benefit of close supervision. Troopers operate in situations that are often stressful or dangerous in nature.

**Prudential | Financial Services**

Financial Professional Associate.

**Open Positions**

**Full-Time Positions**

**Public Health Solutions | Non-profit/Philanthropy**

Public Health Solutions is a nonprofit organization that develops, implements, and advocates dynamic solutions to prevent disease and improve community health. We conduct comprehensive research providing insight on public health issues, create and manage community health programs, and provide services to organizations to address public health challenges.

Programs of Public Health Solutions address critical public health needs such as maternal and child health, nutrition, access to health insurance, HIV prevention and care, and smoking cessation. For government agencies, nonprofit organizations and others, Public Health Solutions provides services to enable them to enhance their effectiveness and strengthen their capacity to have an impact and efficiently manage funds.
Open Positions

Full-Time, Part-Time and Internships

Rapid Realty Sunset Park Inc. | Business

ARE YOU INDEPENDENTLY DRIVEN, ENTREPRENEURIAL MINDED AND DETERMINED TO SUCCEED??

LOOKING FOR AN EXCITING CAREER WHERE YOU EARN $$ BASED ON YOUR EFFORT AND HAVE OPPORTUNITY FOR UNLIMITED GROWTH?

Top agents in our office have gone on to make over $100k in a year, while others are now franchise owners!

NO EXPERIENCE IS REQUIRED! We will develop you into a seasoned Real Estate Rental Agent in no time, earn your New York State Real Estate License in just two weeks! If you already have your license we welcome your expertise as well.

We pride ourselves on providing our agents, old and new, with a Comprehensive Training Program Specifically Designed for Individuals Who Have Little or No Real Estate Experience.

This is a great opportunity for students to work without being tied down to a set schedule. Set your own hours!! Recent grads are also welcome! You can earn money, while still having time to intern.

You will learn how to screen clients, arrange appointments, meet with clients, educate your clients on the real estate market, answer questions, and RENT apartments...not just SHOW them. The experience you will gain will strengthen and enhance your skills while allowing you to gain valuable sales, business and real estate skills.

Open Positions

Real Estate Rental Agent

Job Duties:
Screen clients, arrange appointments, meet with clients, educate your clients on the real estate market, answer questions, and RENT apartments...not just SHOW them. The experience you will gain will strengthen and enhance your skills while allowing you to grow valuable sales, business and real estate skills.
Us:
We like to work hard, while maintaining a friendly and welcoming atmosphere. All our agents work to help one another land as many deals as possible. Need help with a catchy ad title? Can’t make it to an appointment? Your Rapid team is always here to assist. Come work at our multi-award-winning office and see what all the hype is all about!

You:
Share our values of integrity, hard work, leadership, and possess a positive attitude. You are motivated and have the discipline to be your own boss, while accepting No experience necessary. We will provide all training, and get you licensed for just a fraction of the cost. Prior sales experience and bilingual Spanish or Chinese is a plus.

Renewal Care Partners | Health Services

Renewal Care is a rapidly-growing social enterprise that provides holistic healthcare services to older adults and people living with chronic health conditions. Our team includes registered nurses, certified home health aides, companions, care managers, and other professionals. Our mission is to bring renewed well-being and freedom to people giving and receiving long-term care.

Open Positions

Full-Time and Part-Time Positions (job description not available)

RiteAid Pharmacy | Other

Rite Aid is one of the nation’s leading drugstore chains with approximately 4,600 stores in 31 states and the District of Columbia. We are the largest drugstore chain on the East Coast and the third largest drugstore chain in the U.S.

Careers at Rite Aid span from store level positions to executive management. Careers can be found in a number of departments and specialties including customer service, retail management, and pharmacy operations.

Open Positions

The Wellness Ambassador
The primary purpose of this position is to serve as a source of information, with the support of the pharmacist, about various products and services as they make purchasing related to their wellbeing (vitamins, OTC, specialty foods etc). The wellness ambassador will utilize specialized knowledge of product categories to provide excellent customer service and achieve or exceed sales targets through customer education and one on one sales.

**Santander Bank N.A | Financial Services**

**Santander in US**
Santander Bank is one of the top retail banks in the United States based on deposits, with principal presence in Connecticut, Delaware, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania and Rhode Island. From our US banking headquarters in Boston, Santander is focused on serving the financial goals of our customers and business clients through our 700 branches, nearly 2,100 ATMs and 9,000 employees.

**Santander Worldwide**
Founded in 1857, the Santander Group is one of the largest banks in the world with 102 million customers, 14,500 branches and 190,000 employees. As a leading bank in the United Kingdom, Latin America and Europe, Santander is geographically and financially diversified. We were recognized in 2012 as Best Global Bank by Euromoney, ranked as a top Greenest Global Bank in 2013 by Bloomberg BusinessWeek and named 2013 Sustainable Global Bank of the Year - Transactions by the Financial Times.

**Open Positions**

**Teller I**
Job Duties
- Efficiently processes both the paying and receiving of customer transactions in a timely manner.
- Demonstrates knowledge and dexterity in using computer equipment and systems.
- Takes responsibility for delivering World Class Customer Service which meets and exceeds the customer’s expectations.
- Accurately completes settlements on a daily basis with a minimum of errors and within time guidelines.
- Processes ATM transactions and assists in settlement.
- Seeks out opportunities to learn about Santander products and services in order to demonstrate basic knowledge of retail products when questioned by customers.
- Understands the teller standards and check cashing guidelines and performs accordingly.
• Understands and complies with all audit, regulatory and security procedures.
• Recognizes sales opportunities and cross-sells bank products by making quality referrals to team members who are responsible for closing the sale.
• Meets teller referral goals.
• Performs other duties and tasks as requested.
• May be required to help at a neighboring branch.

Qualifications
High school diploma or equivalent.
Three months cash handling experience or degree in accounting or finance.
Basic computer knowledge and Windows skills required.
Retail or customer service experience preferred.
Strong interpersonal and organizational skills

Services for the UnderServed | Health Services

SUS is a non-profit organization that provides housing and supportive services to New Yorkers with special needs to live with dignity in the community, direct their own lives and attain personal fulfillment. Founded in 1978, SUS serves over 4,000 of the most vulnerable among us — individuals with special needs due to a developmental, mental or physical disability often compounded by poverty, homelessness, inadequate education, substance abuse or a history of institutionalization.

Open Positions

Full-time and Fart-time Direct Care Professionals to provide individuals with developmental disabilities with skills for independent living in a safe environment throughout New York City.

Our company provides the resources you need to build on your experience amidst our culture of team support. Ongoing training and attention to your development help to ensure your success. Your achievements and leadership are rewarded by advancement opportunities.

Responsibilities:
• Provide habilitation services to each client as prescribed in that client’s service plans (CFA, Individual Service plan, Habilitation plan)
• Assist each client, as needed, in skill development in areas such as activities of daily living, domestic living, recreation and socialization
With appropriate training and supervision, administer medication to clients as assigned and in compliance with management, medical and nursing policies and procedures

- Ensure assigned clients’ nutritional needs are met according to prescribed diet, and assist with feeding as necessary
- Report immediately any observed/known deficiencies or own inability in providing habilitation services to clients, as well as all types of abuse and other facility problems, including physical plant/safety issues to management

Requirements:
- HS Diploma or GED required, Associates Degree preferred
- One year’s experience providing direct services to developmentally disabled persons preferred
- Valid NYS Driver's license
- Preferred Certifications: AMAP, SCIP-R, CPR & First Aid

**Staples Copy and Print | Retail**

As the world’s largest office products company, 3rd largest Internet retailer and a trusted source of office solutions, we’re a recognized name across more than 26 countries. By expanding our product assortment and making shopping and saving easier than ever, we’re helping customers make more happen every day. And it’s our mission to make more happen for associates, local communities and even the planet — through programs, policies and the values we live by.

**Open Positions**

As an *Account Manager* you’ll be responsible for managing, sourcing and targeting small to medium size businesses securing new Staples Copy & Print customers, while developing relationships that lead to additional revenue for Staples and commission for you.

Primary Responsibilities:

- Represent the best of Staples Copy & Print in promoting products, services, and commitment to customer satisfaction to support business retention and expansion
- Establish, build and expand relationships with existing and potential customers at multiple levels in the organization
- Research and prospect small to medium sized businesses and scheduling face-to-face presentations with high level decision makers
Develop new business primarily through prospecting (via, Manta, Jigsaw, Hoovers, Yellow Pages, etc.), in-person contacts, phone follow-up and sales presentations

Use a consultative selling skill, identify customer needs and develop a value added proposition as well as generating complex proposal and pricing development

Implement sales strategy and ensure the company meets revenue and profit objectives through new business development and maintenance and growing of existing accounts

Schedule presentations with customers to communicate new and changing product options and reaffirming the complete range of business benefits as a Staples customer

Increase sales volume of current Staples Copy and Print Shop and Best Copy customers in the store’s trading area

**Starbucks Coffee Company** | Retail

We’re looking for more than employees; we’re looking for partners.

That’s why we call every single person who works at Starbucks. And if you ask partners why they enjoy working here, they’ll probably tell you it’s the opportunity to make meaningful connections and have an impact every day working someplace truly great. Partners enjoy excellence benefits like sharing in our financial success, food benefit and tuition reimbursement.

**Open Positions**

*Barista and Shift Supervisor* (job description not available)

**Student Conservation Association** | Other

Every year we motivate and deploy thousands of young people who care passionately about improving their natural world. We put them to work in our parks and public lands and urban green spaces to make improvements and learn conservation and sustainability practices. We teach them how to plan, enact, and lead, all while making a tangible impact in conservation.

**Open Positions**
Internships, Temporary/Seasonal Positions

Suffolk County Police Department | Government

The Suffolk County Police Department provides all police services for the Suffolk County Police District, comprised of the five western towns of Babylon, Brookhaven, Huntington, Islip, and Smithtown. The department also provides various police services as needed for eight incorporated villages within the five western towns which maintain their own police departments, as well as for the eleven town and village police located in the five eastern towns of the county.

Open Positions

Police Officer (job description not available)

Sunglass Hut/Luxottica Retail | Retail

JOIN the team that brings them to the world!

At SUNGLASS HUT, a member of the Luxottica Retail family, we combine the vision and talents of the best. With over 1,800 locations across the globe, we offer the latest branded products through some of the world's best-known retailers, including Sunglass Hut, LensCrafters, Pearle Vision, Sears Optical, Target Optical, and Ilori.

As a member of our team, you'll not only be part of an organization that is leading the world in fashion and service, but dynamic careers as well!

Open Positions

Part-Time Positions

*Spend 100% of the time on the sales floor.
*Ensure every aspect of The Sunglass Hut Experience is impeccably executed throughout the Store.
*Make simple and fast decisions in the best interest of our customers.
BRAND BUILDING
Be an ambassador for the Sunglass Hut brand.

The ideal candidate will:
* Build the Sunglass Hut brand by consistently executing the brand standard.
* Be adept at knowing the product and staying current on new merchandise and fashion trends.
* Build and develop expertise in delivery of The Sunglass Hut Experience.

RETAIL EXCELLENCE
Demonstrate expertise in every aspect of Store operations; be detail-oriented, and use critical thinking to deliver absolute execution of the operational components of the Store.

The ideal candidate will:
* Consistently execute all visual standards, Store merchandising practices and inventory control activities.
* Impeccably execute all operational policies and procedures, and maintain brand standards.
* Properly execute all promotions, contests and incentives.

QUALIFICATIONS

EDUCATION
* High school diploma or equivalent

EXPERIENCE
* Customer service and/or retail experience is preferred.

Super Soccer Stars | Recreational

At Super Soccer Stars, it is our goal to teach soccer skills in a fun, non-competitive, educational environment. Our philosophy is to use soccer to nurture, to build self-confidence, and to develop teamwork in every class. Our specially designed curricula use positive reinforcement and a low child-to-coach ratio to ensure that each child improves at his or her own rate while having endless fun.

Open Positions
We are the Tri-State areas most-popular early childhood development soccer program and we are looking to add early Childhood Teachers and Soccer Coaches to our classes. Coaches will have the opportunity to work with individuals and groups ages 2-12 throughout multiple locations in New York City.

**Team Alex Mazza | Health Services**

Team Alex Mazza brings health and well-being to the lives of our clients using a variety of tools and strategies which empower them to create change in their lives.

**Open Positions**

*Health Coaches* will be trained and certified. They will be trained to help clients with weight/nutrition, sleep, stress, and exercise issues. Part or full time positions available.

**The Greater New York Life Office | Financial Services**

New York Life Insurance Company, a Fortune 100 company founded in 1845, is the largest mutual life insurance company in the United States and one of the largest life insurers in the world. New York Life has the highest possible financial strength ratings currently awarded to any life insurer from all four of the major credit rating agencies: A.M. Best (A++), Fitch (AAA), Moody's Investors Service (Aaa), Standard & Poor's (AA+).

Headquartered in New York City, New York Life’s family of companies offers life insurance, retirement income, investments and long-term care insurance. New York Life Investments provides institutional asset management and retirement plan services. Other New York Life affiliates provide an array of securities products and services, as well as retail mutual funds.

**Open Positions**

*Full-Time Positions* (job description not available)

**The Youth Channel | Media**
The Youth Channel produced cross-platform social justice media for New York City. Through the YC's Digital Journalism internship students train how to produce critical, timely, journalistic videos that advance social justice for the 21st century.

The Youth Channel is the programming arm of the Youth Media Center located at the MNN El Firehouse Community Media Center.

Open Positions

**Video Journalist Intern** at the YC create short news videos for cablecast on MNN’s channels and for programming on new media platforms. Intern’s videos are part of a weekly 28-minute news show produced by the YC. Every video project has a 2-3 day turn around, allowing interns to construct their schedules on a weekly basis based on the projects they choose. Both YC Staff and interns must attend weekly production meetings to receive or pitch stories. This is an unpaid internship. Interns who excel in this internship are nominated to participate in a Production Intensive class at the Youth Media Center.

**Upper Manhattan Workforce1 | Other**

Workforce development /Career Center

Open Positions

**Full-Time and Part-Time Positions** (job description not available)

**Victorian Gardens | Recreational**

Victorian Gardens is a traditional family amusement park with one-of-a-kind handcrafted rides, brilliantly designed to complement the historic architecture of Central Park.

Open Positions

**Ride/Game Operator**

**Cashiers**
Open Positions

**Special Agent**

**Uniformed Division Officer**

**Volunteer Internship**

**Universal Processing LLC | Financial Services**

Universal Processing LLC is a leading merchant service provider in North America. Located on 5th Avenue Manhattan, U.P. was established in 2003 and has emerged as one of the fastest growing merchant service providers in the country. U.P. quickly becomes a leader in the merchant bankcard processing business by offering a comprehensive line of payment solutions -- credit card, T & E card, debit card, EBT, and check acceptance -- for all types of businesses including retail stores, restaurants, e-commerce websites, mail order and telephone order companies, lodging establishments, petroleum service stations, and more. The company also provides gift & loyalty cards, ATM, POS system, mobile payment system, and cash advance programs to qualified merchants. In 2015, we opened a branch office in Queens where we will expand our business network. We are looking for professionals who can grow with the company together.

Open Positions

*The Merchant Consultant* in Universal Processing helps business owners achieve cost optimization objectives by accessing their current payment processing situations, as well as develops and presents tailored financial plans and service to owners to solve their payment processing problems.

Job Description:

- Generates leads, cold-calls, and prospects potential clients; Conducts in-person meetings to determine customer needs, presents information in the industry, and explains available services from the company
• Markets financial services by assessing clients’ payment processing situations and offers appropriate solutions
• Educates clients with service features, benefits and terms of sale.
• Develops new sales opportunities within the existing client base
• Builds and maintains relationships with affiliates; Networks with referrals
• Creates and develops marketing programs to increase sales

Qualification:
• Strong desire to succeed in a competitive market and self-motivated
• Able to work independently and driven by results
• Good critical thinking and persuasive communication skills
• Previous cold-calling/face-to-face sales experience is a PLUS
• Previous experience in the Merchant Service industry is a PLUS
• Bilingual skills are a PLUS

Compensations:
• Base payment with minimum quota requirement
• Commission per complete account and monthly achievement bonus
• Residual income (accumulated recurring income)
• Promotion opportunities based on quarterly performance review

Please note: This is NOT an investment banking or financial markets position. We provide payment solutions and merchant services to business owners mainly in retail sector. We can provide H1B visa for the year of 2014-2015.

WorldNet International | Business

WorldNet understands that communication is paramount. It is company policy to immediately inform customers of flight delays, or potential challenges, so that you are always aware of what’s happening with your shipments.

Our state-of-the-art communications facility keeps all parties fully informed of your shipment’s status.

The fast track clearance of garments and more unusual commodities is one of our key service strengths. Customs clearance experts are on permanent standby, to rapidly process CITES, Fish & Wildlife permits, hazardous goods and life science products.

Open positions

VISIONS Services for the Blind and Visually Impaired | Non-profit/Philanthropy

VISIONS Center on Blindness (VCB) is a residential vision rehabilitation and training center for people of all ages who are blind or visually impaired. VCB is owned operated by VISIONS/Services for the Blind and Visually Impaired, a nonprofit social service and vision rehabilitation agency serving blind youth, adults, elders and blind children with their parents. Located on 35 tranquil acres in Rockland County, New York, VCB was incorporated in 1926. VCB has grown to be one of the largest and most comprehensive residential rehabilitation and training facilities of its kind in the United States. Each year, VCB serves nearly 600 people of all ages who are blind or visually impaired and their families.

VCB is adapted to meet the needs of people who are blind and people who are independent wheelchair users. VCB’s specially designed facility allows freedom of movement and independence. All walkways at VCB are paved, guide rails border every path and ramps lead to dormitories.

WHAT DOES VCB OFFER?
Vision Rehabilitation, Vocational and Educational Programs: Braille classes, computers with large print and voice output, support groups, discussions, mobility lessons, cooking classes, personal and home management training, large print and Braille books, speakers bureau on topics of interest for people with vision loss, pre-vocational and work experience training.

Special Features: A private five acre lake, a ramped heated outdoor swimming pool, nature trail, gym, library, lounges, children’s playgrounds, adapted computer center, rehabilitation training kitchen, concession stand operated by blind youth, family services.

Open positions

Program Coord./Supervisor/Dining Hall Manager
Supervise dorm and program activities manage meal service. Social work, special education, health, human services, rehabilitation or related experience required. (Masters level students and graduates are encouraged to apply.) Supervisory/management experiences a must. (Must be 24+ yrs)
Salary varies: Program Coordinator $2800, Supervisor $2240, Dining Hall Mgr $1960 for full 7 weeks.

Program Specialist/Artist in Residence
Plan and facilitate program, e.g. Arts (Crafts, Pottery, Music, Dance, etc.), Fitness (Must have Certification), Education (Adaptive Computers, Nature, etc.) Must have program expertise and experience facilitating groups. (Must be 21+ yrs)
Salary negotiable (Full/Part time or Per Diem – range of pay of $300 - $1000/session)
**Professional Staff**
Certified Vision Rehabilitation Therapist (CVRT), Certified Orientation and Mobility Specialist (COMS), Occupational Therapist (OTRL), Teacher of the Visually Impaired (TVI), Early Intervention Specialists (EI), Para Professionals/Teacher’s Aides, etc.
Experience with special populations.
Salary: Full summer negotiable (7-day session = $1,000/Professional; $500/Para Professional)

**Counselor**
Provide assistance with program activities, meal service and in dormitories. Outgoing, warm, committed and interested in working with people of all ages who are blind. Maturity, enthusiasm, creativity and motivation a must. (Must be 18+ yrs)
Salary is $864 for full 4 weeks commitment, or a range of $190 - $463 per session

**Office Assistant**
Assist with office administrative duties, e.g. filing, switchboard, copying, etc. Organized, excellent computer and communication skills, ability to take initiative with administrative duties. Maturity and motivation a must. Ability to speak a second language a plus (Must be 18+ yrs)
Salary is $1424 for full 6 weeks commitment

**Dining Hall Staff**
Serve and clean up for meals, assist with program activities when assigned. Ability to work as part of a team. Demonstrate flexibility. (Must be 18+ yrs).
Salary is $864 for full 4 weeks commitment, or a range of $190 - $463 per session

**Maintenance Assistant/Porter**
Clean dormitories, program areas, and bathrooms; grounds work; carry luggage; assist with program activities when assigned. Some heavy lifting. Must be flexible. (Must be 18+ yrs)
Salary is $1680 for full 6 weeks commitment, or a range of $250 - $585 per session

**Parent Helper**
Provide childcare to staff children. Responsible, energetic, and experience planning activities for children. Childcare experience with young children and motivation a must. Hours are long. Required to start on July 8, 2015. (Must be 18+ yrs)
Salary is $1244 for full 7 weeks commitment, must be able to work full summer.

**Driver/Supervisor Floater**
Drive agency vehicles including 7-passenger van for errands and client escort. Must be 25+ years of age with clean driving record, no tickets! Driving record checked. Experience driving in NYC a plus.
Salary negotiable $1600 for the 4 weeks of the summer.

VISIONS is an equal opportunity employer. Reasonable accommodations are made for people with disabilities.

Full summer commitment is 4 weeks (Wednesday, July 28, 2015 – Saturday August 29, 2015). Includes 3 days off between session 3 and session 4 8/11 to 8/13. ALL POSITIONS INCLUDE TRANSPORTATION (per trip), 3 MEALS A DAY, & ROOM & BOARD.

Young Adult Borough Center @ Medgar Evers College | Education

YABC is an evening program designed to serve older students who are in their fifth year of high school and have a minimum of 17 credits. These students might be considering dropping out because they are behind or have adult responsibilities that make attending school in the daytime difficult.

Open positions

Internships