



JOB OPENINGS

Order Number:

NY1382466

Company Name:

Christopher Stewart Insurance Agency Inc.

Job Title:

Account Representative

Job Description:

Establish customer relationships and follow up with customers, as needed Work with the agent to establish and meet marketing goals. Develop leads, schedule appointments, identify customer needs, and market appropriate products and services. Must have/be able to obtain NYS Personal Lines License please apply on-line at <https://christopherstewart.SFAgentJobs.com/> \$14.50 to \$18/hour depending on experience

Job Location:

Huntington, New York

Pay:

\$14.50 - \$18.00 Hourly

Benefits:

No benefits mentioned.

Hours per Week:

Not specified.

Duration:

Full Time, Regular

Public Transportation:

Information not provided.

Minimum Education Required:

High School Diploma

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer on-line:

Web-site: <https://christopherstewart.SFAgentJobs.com>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1382578

Company Name:

Comco Plastics, Inc.

Job Title:

CNC Programmer

Job Description:

Position Summary: Comco Plastics, Inc is seeking an experienced CNC Programmer for our machine shop. This role is responsible for, but not limited to, creating CNC programs, and setting up jobs in a High Mix, Low Volume environment. Main Responsibilities: Create and develop CNC programs (3 axis VMCs and CNC Lathes) using engineering models, drawings, and specifications. Provide manufacturing with safe, accurate and efficient CNC programs complete with tools, fixturing and set up requirements. Programs must fit the company's capacity profile for set-up and cycle time. We value high turnover of programming over program optimization. Maintain accurate documentation to support CNC shop operations. Perform initial troubleshooting for CNC machining problems including equipment and tooling assessments. Qualifications and experience: Minimum of 5 years as a CNC programmer, minimum 1 year professional experience programming with Master cam or Pro Engineer. Good working knowledge of Auto-CAD, Solidworks, Master-cam, Pro-E CREO. Experience with a variety of CNC controls especially FANUC. Capable of reading and writing in G and M code. Fixture design and building experience preferred. Excellent communication skills can do attitude. Must be familiar with Windows operating system and MS Office software products. Must have strong problem-solving skills relative to machining and CNC processes. Must be involved in prove out of other new technologies as they evolve, first article inspection, and day-to-day programming optimization. Able to interpret drawings and specifications including geometric dimensioning and tolerancing (GD & T practices). Able to analyze engineering models/drawings to define the sequence of machining operations to ensure that the design intent and component quality is achieved. Able to make proper tooling selections, taking into considerations such factors as materials, speeds, type of tools (cutting/drilling), feeds and control systems. Able to work with manufacturing to develop tooling strategies to reduce set-ups and increase efficiency. Able to create standard set-up and in-process-quality check sheets. Able to play an active part in Continuous Improvement initiatives.

Job Location:

Huntington Station, New York

Pay:

\$54,000.00 - \$70,000.00 Yearly

Duration:

Full Time, Regular

Minimum Education Required:

Bachelor's Degree

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: rovenaprifti@comcoplastics.com

Web-site: <https://comcoplastics.com>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1382576

Company Name:

Comco Plastics, Inc.

Job Title:

CNC Machinist

Minimum Experience Required:

3 years

Job Description:

Position Summary: Comco Plastics, Inc. is seeking an experienced CNC Machinists for our machine shop; 1st and 2nd shift, Full time. This role is responsible but not limited to setting up, and operating computer numerical control (CNC) machines. Compensation is based on experience Main Responsibilities: Set up CNC Machine Tools, with the ability to manipulate G and M codes in order to produce first article parts. Maintain accurate documentation to support CNC shop operations. Perform initial troubleshooting for CNC machining problems including equipment and tooling assessments. Qualifications and experience: 3 years as a CNC machining experience preferred. Experience with a variety of CNC controls especially FANUC. Capable of reading and writing in G and M code. Fixture design and building experience preferred. Excellent communication skills can do attitude. Must have strong problem solving skills relative to machining and CNC processes Must be involved in prove out of other new technologies as they evolve first article inspection, and day-to-day programming optimization. Able to interpret drawings and specifications including geometric dimensioning and tolerancing. Able to make proper tooling selections, taking into considerations such factors as materials, speeds, type of tools (cutting/drilling), feeds and control systems. Able to work with manufacturing to develop tooling strategies to reduce set-ups and increase efficiency. Able to create standard set up and in process quality check sheets. Able to play an active part in Continuous Improvement initiatives.

Job Location:

Huntington Station, New York

Benefits:

Health Insurance, Vacation, Sick Leave, Holidays

Duration:

Full Time, Regular

Minimum Education Required:

High School Diploma

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: rovenaprifti@comcoplastics.com

Web-site: <https://comcoplastics.com>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1382485

Company Name:

Europastry

Job Title:

Team Assembler 1

Job Description:

The Team Assembler 1 is responsible for conducting various production functions by setting up bread and roll products, on high labor lines such as Challa, Twist and Double Twist. ESSENTIAL RESPONSIBILITIES & ACCOUNTABILITIES: include the following Must have finger to hands coordination and dexterity to manipulate, twist or mold dough into specific shapes and or sizes including hand tying knots and have the ability to sustain or exceed the set quota required per minute. Performs various jobs in bread process, such as orienting bread prior to entering the blast freezers. Inspects rolls or bread products and places in specified order in preparation for entry into blast freezers. Inspects product for nonconforming product (shape, sizes, weight, color, appearance) or any inconsistencies in finish product. Inspects products for open seams or any inconsistencies in product and removes nonconforming product. Works as a team to help co-workers when necessary. Rotates with other workers at different intervals to maintain uniformity. Alerts Team Leader or Production Supervision of complications and situations that may arise. Maintains clean and orderly work area. Contributes to a continuous improvement culture. Attends company scheduled meetings when applicable (i.e., safety meetings, production meetings, department meetings.) Informs direct supervision of any problems or complications that may arise Participates in special projects and performs other duties as required. In addition to the essential duties and responsibilities listed above, all positions are also responsible for: Meeting company standards pertaining to quantity and quality of work performed on an ongoing basis, performing all work related tasks in a manner that is in compliance with all Company policies and procedures. Adhering to Company policies, procedures, and directives regarding standards of workplace behavior in completing job duties and assignments. Must follow all Company Safety policies, as well as all GMP regulations and all lock-out/tag-out requirements according to OSHA requirements. As an employee at Wenner Bakery, you must also be aware of issues associated with food safety and safe food handling practices that are relevant to your job. Formal training is not required, but in house Food Safety Training conducted by a qualified staff member is mandatory. You must know how to recognize, prevent and alleviate food safety hazards. This position requires good working knowledge of the SQF code.

Job Location:

Bayport, New York

Duration:

Full Time, Regular

Minimum Education Required:

High School Diploma

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: liliana.veras@europastry.com

Web-site: <https://secure4.saashr.com/ta/6165158.careers?CareersSearch>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1382484

Company Name:

Europastry

Job Title:

Packer 1

Job Description:

Packer 1 packages frozen/baked products manually by placing on conveyors or rollers through various stages of processing by performing the following duties. **ESSENTIAL DUTIES AND RESPONSIBILITIES:** Include the following. Other duties may be assigned as a normal practice. Must be active in the company safety program. Must know all company policies. Follows all GMP regulations. Must know all the stop points located on the line. Inspects product for open seams or inconsistency in product. Records information such as weight, time, and date packaged. Palletizes finished product. Fabricates and assembles boxes by inserting through a sealing machine. Obtains, sorts and counts product according to job specifications. Works on different lines as tasks vary according to job requirements or specifications. Weighs product and reports any inconsistencies to lead, or supervisor. Properly labels boxes according to product specifications. Packs special arrangements or selections of product. Alerts supervision of any complications that may arise. Inserts plastic liners in boxes and places on conveyors or rollers. Transports boxes through different stages of packaging by means of conveyor lines or rollers. Rotates with other workers within the department. Inspects product to insure conformance to quality standards and reports any problems to supervision. Must work as a team to help co-workers when needed.

Job Location:

Bayport, New York

Duration:

Full Time, Regular

Public Transportation:

Information not provided.

Minimum Education Required:

High School Diploma

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: liliana.veras@europastry.com

Web-site: <https://secure4.saashr.com/ta/6165158.careers?CareersSearch>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1382483

Company Name:

Europastry

Job Title:

Forklift Operator 1

Minimum Experience Required:

2 years

Job Description:

Drives battery operated industrials truck such as stand up & 3 wheel sit down trucks, and the ride on electric jack equipment with lifting devices such as forklift, fork grapple, clamps, elevating platform, to push, pull, lift, stack, tier, or move products, or materials by performing the following duties. ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned as a normal practice. Follows all safety regulations established by the company. Follows all company policies. Follows all GMP regulations. Moves levers and presses pedals to drive truck and control movement of lifting apparatus. Position forks, lifting platform, or other lifting device under, over, or around loaded pallets, skids, boxes, products, or materials and secures to transport load to designated area. Must supply route drivers, load trailers, and stacks material by raising and lowering lifting device. Transport stock to new freezers by means of drexel. Records and sorts shipments according to Shipping schedule. Loads or unloads materials onto or off of pallets, skids, or lifting device. Recharges batteries, fills tank, and checks equipment before and after use. Observes all safety regulations established by the company, OSHA, or DOT and all applicable laws. Checks equipment and reports any problems to maintenance personnel. Informs supervision of any problems that may arise in the transportation, loading or unloading of materials, or equipment. Must be able to assist other forklift operators Level 1 in loading, unloading or transporting of products or materials. Records all inventory transactions on put away or let down sheets as determined by job function. Records pertinent information on assigned pick slips. Identifies any changes on the pick slips or let down sheet. In addition to the essential duties and responsibilities listed above, all positions are also responsible for: Meeting company standards pertaining to quantity and quality of work performed on an ongoing basis, performing all work related tasks in a manner that is in compliance with all Company policies and procedures. Adhering to Company policies, procedures, and directives regarding standards of workplace behavior in completing job duties and assignments. Must follow all Company Safety policies, as well as all GMP regulations and all lock-out/tag-out requirements according to OSHA requirements. As an employee at Wenner Bakery, you must also be aware of issues associated with food safety and safe food handling practices that are relevant to your job. Formal training is not required, but in house Food Safety Training conducted by a qualified staff member is mandatory. You must know how to recognize, prevent and alleviate food safety hazards. This position requires good working knowledge of the SQF code.

Job Location:

Bayport, New York

Duration:

Full Time, Regular

Minimum Education Required:

High School Diploma

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: liliana.veras@europastry.com

Web-site: <https://secure4.saashr.com/ta/6165158.careers?CareersSearch>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

BUSINESS SERVICES

Gina Romano, Business Services Representative

Order Number:

NY1382479

Company Name:

Europastry

Job Title:

Electronics Mechanic

Minimum Experience Required:

2 years

Job Description:

ESSENTIAL RESPONSIBILITIES & ACCOUNTABILITIES: include the following: Ensures operation of machinery and mechanical equipment by completing preventive maintenance requirements on various machines; following diagrams, machine manuals, manufactures instructions. Troubleshoots malfunction components, systems and apparatus using testing tools and equipment including PLC issues, locating sources of problems by observing mechanical devices in operation, listening for problems; and planning the repairs for issues that occur. Reads and comprehends Maintenance Equipment Manuals, OEM Technical documentation, and mechanical and electrical drawings/schematics. Responsible to use PC for technical information search, completion of required documentation, email for communication. Communicates with OEMs, as needed, to resolve technical issues. Understands and safely works with AC & DC Voltages, 24 480V. Replaces electrical components as needed such as 3 phase motors, VFDs, sensors, motor starters, power supplies and positions sensing devices. Removes defective parts by dismantling devices; using hoists, hand and power tools; examining devices for repair and/or replacement. Adjusts functional parts of devices and control instruments by using hand tools, levels, straight edges, and other tools necessary. Through use of CMMS, completes scheduled and emergency Work Orders to maintain optimum manufacturing line efficiencies. Records data into MP2 as required. Informs supervisors and others in the management team regarding potential hazards and recommends corrective solutions. Keeps abreast of new technology, electrical services, devices and manufacturing processes. Performs all work in accordance to OHSA standards for general industry. Follows blue prints and plans a layout to install electrical wiring, fixtures, and equipment. Attends company scheduled meetings as required (e.g., safety meetings, production meetings, department meetings). Timely informs supervision of any problems or complications that may arise. Participates in special projects and performs other duties as required. In addition to the essential duties and responsibilities listed above, all positions are also responsible for: Meeting company standards pertaining to quantity and quality of work performed on an ongoing basis, performing all work related tasks in a manner that is in compliance with all Company policies and procedures. Adhering to Company policies, procedures, and directives regarding standards of workplace behavior in completing job duties and assignments. Must follow all Company Safety policies, as well as all GMP regulations and all lock out/tag out requirements according to OSHA requirements. As an employee at Wenner Bakery, you must also be aware of issues associated with food safety and safe food handling practices that are relevant to your job. Formal training is not required, but in house Food Safety Training conducted by a qualified staff member is mandatory. You must know how to recognize, prevent and alleviate food safety hazards. This position requires good working knowledge of the SQF code. Ability to add, subtracts, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to measure size and dimension by means of calipers and to interpret bar graphs. Proficient in electrical installations, maintenance and repair in all settings. Excellent communication skills, both written and verbal. Good interpersonal skills. Ability to work independently. Proficient in Microsoft, Word, Excel and Power Point, GMail and MP2. Excellent communication skills, both written and verbal. Must be able to operate industrial forklifts, equipment or tools. Flexible to work overtime including weekends as needed.

Job Location:

Bayport, New York

Duration:

Full Time, Regular

Minimum Education Required:

High School Diploma

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: mayra.miranda@europastry.com

Web-site: <https://secure4.saashr.com/ta/6165158.careers?CareersSearch>



JOB OPENINGS

BUSINESS SERVICES

Gina Romano, Business Services Representative

Order Number:

NY1382486

Company Name:

Europastry

Job Title:

Accounts Payable Clerk

Minimum Experience Required:

1 year

Job Description:

Obtains, sorts, checks and records information pertaining to accounts payable for use in maintaining accounting records. ESSENTIAL RESPONSIBILITIES include (but are not limited to): Checks and approves all vouchers for payment. Prepares invoice deduction notices, as necessary. Audits freight bills against freight manifests. Answers all vendor inquiries. Prepares accounts payable checks. Maintains all accounts payable checks. Prepares analysis of accounts, as required. Responsible for processing all expense reports and posting for payment. Assists in monthly closings. Reviews purchase orders, delivery slips, invoices and checks information for accuracy. Reviews, verifies, and stamps invoices, stubs or purchase orders and files. Collects, retrieves or delivers mail or inter-office memoranda to other departments. Checks computer for delinquent accounts or to trace or locate missing checks or statements. Enters and posts information into the computer such as new ingredient vendors or supplies. Updates vendors information in the computer. Checks, sorts and stuffs envelopes. Confers with other departments to locate missing receipts, or to reclassify information that is not clearly discernible. Answers telephone and takes messages from vendors pertaining to check disbursements or related information. Assists with accounts receivable as necessary. Participates in special projects and performs other duties as required. In addition to the essential duties and responsibilities listed above, all positions are also responsible for: Meeting company standards pertaining to quantity and quality of work performed on an ongoing basis, performing all work related tasks in a manner that is in compliance with all Company policies and procedures. Adhering to Company policies, procedures, and directives regarding standards of workplace behavior in completing job duties and assignments. Must follow all Company Safety policies, as well as all GMP regulations As part of your supervisory responsibility and as a back-up, supervisors must be able to do your work in ways that ensure safe food. You must also be aware of issues associated with food safety and safe food handling practices that are relevant to your job. Formal training is not required, but in house Food Safety Training conducted by a qualified staff member is mandatory. You must know how to recognize, prevent and alleviate food safety hazards. This position requires good working knowledge of the SQF code Requirements 1-2 years of experience in an AP support role. Manufacturing experience a plus. Requires a associates degree or equivalent work experience Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals.

Job Location:

Ronkonkoma, New York

Duration:

Full Time, Regular

Minimum Education Required:

High School Diploma

How to Apply:

To apply, contact the employer on-line:

Web-site: <https://secure4.saashr.com/ta/6165158.careers?CareersSearch>



JOB OPENINGS

BUSINESS SERVICES

Gina Romano, Business Services Representative

Order Number:

NY1382487

Company Name:

Europastry

Job Title:

Financial Sales Analyst

Minimum Experience Required:

4 years

Job Description:

The Sales Analyst is responsible for designing and analyzing sales reports, support the preparation of demand forecasts, work with the Finance, Sales and CS team on implementing price strategy, develop and analyze cost evolution and profit reports, support the sales team on the preparation of promotional and marketing programs. Essential Functions Maintain and design sales, cost, profit reports, and interpret data. Preparation of periodic demand forecasts using spreadsheets. Take active part on the price strategy implementation and maintain and supervise the P&L per customer account/channel/product/SKU. Reviews with management and active part on identifying potential improvements to data warehouse and reporting tools (Tableau). Acts as primary liaison on sales force automation projects/trends. Analysis of the contribution margin broken down per customer account/channel/product/SKU. Support the development of sales operations policies and procedures and monitor their performance. Competencies Analytical and finance skills. Solid background in accounting. Business oriented and strategic thinking Technical capacity Problem solving/Analysis Work Environment The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines. Required Education and Experience Bachelor's degree in Business Administration, Finance, Accounting or related field. Proficient excel skills. Previous experience related with Audit (At least senior position) or Controlling & Finance (At least 4-5 years of experience). Tools Tableau, JD Edwards, Excel.

Job Location:

Ronkonkoma, New York

Duration:

Full Time, Regular

Minimum Education Required:

Bachelor's Degree

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer on-line:

Web-site: <https://secure4.saashr.com/ta/6165158.careers?CareersSearch>



JOB OPENINGS

Order Number:

NY1382478

Company Name:

Europastry

Job Title:

Data Entry Clerk Production

Job Description:

ESSENTIAL RESPONSIBILITIES & ACCOUNTABILITIES: include the following Prepares summary reports related to downtime, quality control, nonconforming reports and scrap programs. Uses computer software to record or access project information. Prepares project reports for management or others. Ensures that all paperwork is completed and directed to the appropriate personnel. Ensures that all completed paperwork is properly filed and archived by direct supervision. Coordinates and plans activities to ensure that all assigned projects are met on schedule. Coordinates and performs data entry for the company mixer bonus program. Ensures that blank production reports are created and replenished in the supervisor's office for plant personnel. Creates or reviews status reports prepared by direct supervision and organizes their schedule as required. Analyzes work related problems and report them to direct supervision. Must be able to identify inaccuracies and deficiencies in reports and inform direct supervision of any problems that may arise prior to data entering them into computer. Confers with supervision to outline projects. Must be knowledgeable in the company Scrap Management Program. Trains personnel in the use of computer software or related computer programs. Contributes to the continuous improvement culture. Attends company scheduled meetings when applicable (i.e., safety meetings, production meetings, department meetings.). Informs supervision of any problems or complications that may arise Participates in special projects and performs other duties as required In addition to the essential duties and responsibilities listed above, all positions are also responsible for: Meeting company standards pertaining to quantity and quality of work performed on an ongoing basis, performing all work related tasks in a manner that is in compliance with all Company policies and procedures. Adhering to Company policies, procedures, and directives regarding standards of workplace behavior in completing job duties and assignments. Must follow all Company Safety policies, as well as all GMP regulations. As part of your supervisory responsibility and as a backup, supervisors must be able to do your work in ways that ensure safe food. You must also be aware of issues associated with food safety and safe food handling practices that are relevant to your job. Formal training is not required, but in house Food Safety Training conducted by a qualified staff member is mandatory. You must know how to recognize, prevent and alleviate food safety hazards. This position requires good working knowledge of the SQF code

Job Location:

Bayport, New York

Duration:

Full Time, Regular

Minimum Education Required:

High School Diploma

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: mayra.miranda@europastry.com

Web-site: <https://secure4.saashr.com/ta/6165158.careers?CareersSearch>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1382514

Company Name:

F & D Supply Co. Inc.

Job Title:

Yard Worker / Driver

Job Description:

Load customers, maintain upkeep of yard. Drive small 3 to 5 yard delivery truck. Must have driver's license operate front loader and forklift to load customers. Maintain equipment must be physically fit and have ability to lift 100lbs. Will have to work in an outdoor environment will train if no experience and other various tasks. 40hrs per week Monday through Saturday.

Job Location:

Copiague, New York

Pay:

\$16.00 - \$20.00 Hourly

Benefits:

Vacation

Hours per Week:

Not specified.

Duration:

Full Time, Regular

Public Transportation:

Information not provided.

Minimum Education Required:

GED

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer by email:

Email: fdsupplyhardware@yahoo.com

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1381438

Company Name:

LI Head Start

Job Title:

Teacher Assistant

Minimum Experience Required:

2 years

Job Description:

Position Title: Teacher Assistant Location: Various Centers Hrs per week: 35

Classification: Nonexempt Position Description: Assist the Teacher in all aspects of the program including planning, implementing activities, and evaluating the progress of the children.

Requirements: Minimum: High School Diploma or equivalent, two years' experience working with children (preferably preschool children in a pre-school setting,) and a Child Development Associate (CDA) Credentialing.

Job Location:

Various Locations, New York

Pay:

Starting pay not specified.

Benefits:

Health Insurance, Dental Insurance, Vacation, Sick Leave, Holidays, Retirement/Pension

Hours per Week:

Not specified.

Duration:

Full Time, Regular

Public Transportation:

Information not provided.

Minimum Education Required:

High School Diploma

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer by email:

Email: humanresources@liheadstart.org

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1381445

Company Name:

LI Head Start

Job Title:

Disabilities Services Consultant

Job Description:

Position Title: EHS-CCP Disabilities Services Consultant (Birth to 2) Location: Central Administration
Hrs per week: TBD Classification: Consultant Position Description: Long Island Head Start is now seeking a skilled, caring, and reliable Disabilities Services consultant to make a difference in the lives of our children. This individual will work at various Early Head Start Childcare Partnership locations to provide Disability services including observation, assessment and written behavior treatment plans as well as follows up. Also, includes meeting with staff and families, when required. This position requires strong communication, interpersonal, and problem solving skills with the ability to interact effectively with a wide range of administrators. Demonstrated critical thinking and leadership skills are essential. Significant local travel to our area facility is required. This is an excellent opportunity to use your knowledge and creativity to help some wonderful children and their families. Requirements: Master's Degree and certification in Birth to 2. Also, must have experience providing Disability services with young children and their families

Job Location:

Patchogue, New York

Benefits:

Health Insurance, Dental Insurance, Vacation, Sick Leave, Holidays, Retirement/Pension

Duration:

Full Time, Regular

Public Transportation:

Information not provided.

Minimum Education Required:

Master's Degree

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: humanresources@liheadstart.org

Web-site: <http://www.liheadstart.org>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1381440

Company Name:

LI Head Start

Job Title:

Teacher Aide

Minimum Experience Required:

1 year

Job Description:

Position Title: Teacher Aide Location: Various Centers Hrs per week: 35 Classification: Non-Exempt
Position Description: As directed by the teacher, assist in providing learning experiences consistent with sound early childhood practices and the Head Start philosophy for fulfilling the requirements of Head Start performance standards. Requirements: High School Diploma or equivalent and one-year experience working with children (preferably preschool children in a pre-school setting) and requirement to obtain Child Development Associate (CDA) Credentialing within two years of employment.

Job Location:

Various Locations, New York

Benefits:

Health Insurance, Dental Insurance, Vacation, Sick Leave, Holidays, Retirement/Pension

Duration:

Full Time, Regular

Public Transportation:

Information not provided.

Minimum Education Required:

High School Diploma

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: humanresources@liheadstart.org

Web-site: <http://www.liheadstart.org>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

BUSINESS SERVICES

Gina Romano, Business Services Representative

Order Number:

NY1381442

Company Name:

LI Head Start

Job Title:

Family Educator-Bilingual

Minimum Experience Required:

4 years

Job Description:

Position Title: Family Educator-Bilingual Location: Patchogue EHS Hrs per week: 35
Classification: Non-Exempt Position Description: Provide support services, information, referrals, and advocacy for Head Start children and their families in accordance with the Head Start philosophy and program requirements. Requirements: Minimum: Associates Degree in Human Services or Early Childhood Development or related field and four (4) years' experience working in an early childhood development program. Must be Bilingual (Spanish preferred).

Job Location:

Patchogue, New York

Benefits:

Health Insurance, Dental Insurance, Vacation, Sick Leave, Holidays, Retirement/Pension

Duration:

Full Time, Regular

Public Transportation:

Information not provided.

Minimum Education Required:

Associates Degree

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: humanresources@liheadstart.org

Web-site: <http://www.liheadstart.org>



JOB OPENINGS

BUSINESS SERVICES

Gina Romano, Business Services Representative

Order Number:

NY1381444

Company Name:

LI Head Start

Job Title:

Teacher I

Minimum Experience Required:

5 years

Job Description:

Position Title: Teacher I Location: Central Brookhaven EHS Hrs per week: 35 Classification: Non-Exempt Position Description: Provide learning experiences consistent with developmentally appropriate early childhood practices and Head Start philosophies, requirements and performance standards. Involve parents in the education process at the Head Start Center. Plan classroom activities and supervise classroom volunteers. Maintain children's progress records and work closely with the Early Childhood Education Specialist. Requirements: Minimum: High School diploma with a current Infant/Toddler Child Development Associate credentialing (CDA) with five (5) years' experience working with infants and toddlers in a child care setting and an approved plan to meet the foregoing preferred requirement. Preferred: A Bachelor's Degree in Early Childhood Education with two (2) years' experience teaching infants and toddlers in a child care setting. Or, an Associate's Degree in Early Child Development with three (3) years teaching infants and toddlers in a child care setting, and an approved plan to meet the foregoing requirement.

Job Location:

Brookhaven, New York

Benefits:

Health Insurance, Dental Insurance, Vacation, Sick Leave, Holidays, Retirement/Pension

Duration:

Full Time, Regular

Minimum Education Required:

High School Diploma

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: humanresources@liheadstart.org

Web-site: <http://www.liheadstart.org>



JOB OPENINGS

Order Number:

NY1381441

Company Name:

LI Head Start

Job Title:

Center Support Aide

Minimum Experience Required:

1 year

Job Description:

Position Title: Center Support Aide Location: Various Centers Hrs per week: 35 Classification: Non-Exempt Position Description: The Temporary Center Support Aide is directed by the Center Manager and aids the Center Manager with all support services in the center while supporting efforts to make the Head Start Program an exemplary agency. Requirements: High School Diploma or equivalent and one year experience working with children (preferably pre-school children in a pre-school setting).

Job Location:

Various locations, New York

Benefits:

Health Insurance, Dental Insurance, Vacation, Sick Leave, Holidays, Retirement/Pension

Hours per Week:

Not specified.

Duration:

Full Time, Temporary

Public Transportation:

Information not provided.

Minimum Education Required:

High School Diploma

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: humanresources@liheadstart.org

Web-site: <http://www.liheadstart.org>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

BUSINESS SERVICES

Gina Romano, Business Services Representative

Order Number:

NY1381447

Company Name:

North Atlantic States Regional Council of Carpenters Local 290

Job Title:

Carpenter Journeyman

Job Description:

Journey-Level Messaging Raise your game: If you are an experienced carpenter, now may be the time to join the Carpenters union. Become the best by working with the best. Earn great wages with health and retirement benefits. Enjoy safer worksites and mutual respect between your crew and company management. If you are a skilled carpenter with experience in the trade, you may have the chance to become a journey level member of our union and take your career to the next level. You can earn great wages and get healthcare and retirement benefits while working for the leading contractors in the industry.

Job Location:

Hauppauge, New York

Pay:

Starting pay not specified.

Duration:

Full Time, Regular

Public Transportation:

Information not provided.

Minimum Education Required:

High School Diploma

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer by email:

Email: local290@nasrcc.org



JOB OPENINGS

Order Number:

NY1381446

Company Name:

Precipart Group, Inc.

Job Title:

Machinists

Minimum Experience Required:

3 years

Job Description:

Machinist (CNC Lathe - CNC Milling - Swiss Turning - Manual - Grinding) Precipart is looking to hire Machinists to join one of our many machining departments and work alongside our talented team of Machinists. As a Machinist, you will set up and operate Multi-axis CNC Turning Center, CNC Milling, Swiss Turning, Grinding or Manual Turning and Milling machines to fabricate precision components. At Precipart, we recognize our machinists as the makers of cutting-edge medical and aerospace components that will impact the lives of many. This is a great opportunity for an individual, who takes pride in the work they do, enjoys working in a dynamic environment and shares our vision of enhancing lives through innovative solutions. Positions available for 1st shift and 2nd shift (2nd shift includes a 10% shift differential) Set up and run up to two machines to fabricate precision parts. Load and unload parts in the machine. Start the machining cycle. Inspect dimensions of finished pieces. Change tooling as needed. Hold tight tolerance of +/- .0002. Meet quality standards and production schedules.

Requirements 3 years of experience setting up and operating Multi-Axis CNC Turning Centers, CNC Milling, Swiss Turning, Omni Turns, Cylindrical Grinding and/or Manual (Bridgeport and Hardinge) machines. In lieu of experience will consider candidates at an Operator level aspiring to learn.

Experience fabricating precision parts.. Experience working to very close tolerances (+/- .0002).

Experience with reading blue prints for mechanical components. Experience inspecting parts and using inspection tools. Good aptitude for shop math. Experience with changing live tooling. Able to work in a fast paced environment and meet production schedule. Maintain a clean, organized and safe work area.

Able to stand for duration of shift and lift up to 40lbs.

Job Location:

Farmingdale, New York

Duration:

Full Time, Regular

Minimum Education Required:

High School Diploma

How to Apply:

To apply, contact the employer on-line:

Web-site: <http://www.precipart.com/careers>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1382683

Company Name:

EAST COAST TRANSMISSION SPECIALISTS

Job Title:

Shop Manager

Job Description:

We are a busy, high volume, well established auto transmission and repair shop in North Lindenhurst. We are looking for a full time shop manager to assist the owner in planning, directing, and overseeing the operations of the shop. The ideal candidate must be able to handle customer complaints and concerns quickly and professionally to maintain professional customer relationships and ensure the return of repeat customers. You MUST have diagnostic abilities, and your salary will be commensurate with your current skill level.

Job Location:

N. Lindenhurst, New York

Pay:

Starting pay not specified.

Benefits:

No benefits mentioned.

Hours per Week:

Not specified.

Duration:

Full Time, Regular

Public Transportation:

Information not provided.

Minimum Education Required:

High School Diploma

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer by email:

Email: eastcoastran@yahoo.com

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1382667

Company Name:

EAST COAST TRANSMISSION SPECIALISTS

Job Title:

Auto and Truck Mechanic

Job Description:

We are seeking a high quality auto and truck mechanic for a high volume well establish auto repair and transmission shop in North Lindenhurst, NY. You must have prior auto repair experience in order to be considered for these positions.

Job Location:

N. Lindenhurst, New York

Pay:

Starting pay not specified.

Benefits:

No benefits mentioned.

Hours per Week:

Not specified.

Duration:

Full Time, Regular

Public Transportation:

Information not provided.

Minimum Education Required:

High School Diploma

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer by email:

Email: eastcoasttran@yahoo.com

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1381429

Company Name:

Internal Revenue Service

Job Title:

Tax Examining Technician

Job Description:

A Tax Examiner responds to taxpayer correspondence and other inquiries regarding a variety of tax returns, related schedules, and other documentation. Tax Examiners analyze and resolve tax processing problems, adjust taxpayer accounts, prepare and issue manual refunds, perform credit transfers, and compute tax, penalties and interest. While working at the IRS, you may choose to explore a career path offering unexpected and exciting opportunities such as analyst positions, jobs in the technical field, management positions or a career as an IRS executive. Where you go is up to you. **MUST BE A U.S. CITIZEN.**

Job Location:

1040 Waverly Avenue
Holtsville, New York

Pay:

\$35,265.00 - \$52,976.00 Yearly

Duration:

Full Time, Regular

Minimum Education Required:

High School Diploma

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: [tara.t.miles@irs.gov](mailto: tara.t.miles@irs.gov)

Web-site: <http://www.jobs.irs.gov/usajobs>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1382497

Company Name:

Internal Revenue Service

Job Title:

Collection & Contact Representative

Job Description:

As a Collections Contact Representative, you will assist taxpayers to ensure the compliance of filing and payment of federal tax. You will assist taxpayers in understanding notices, initiate liens and levies, review financial statements, determine ability to pay and establish payment, arrangements. As a Contact Representative, you will provide over the phone assistance to taxpayers throughout the country, provide status updates of accounts, credit transfers and make adjustments to accounts.

Job Location:

Holtsville, New York

Pay:

\$35,265.00 - \$55,925.00 Yearly

Benefits:

No benefits mentioned.

Hours per Week:

Not specified.

Duration:

Full Time, Regular

Minimum Education Required:

High School Diploma

How to Apply:

To apply, contact the employer, by email, or on-line:

Email: tara.t.miles@irs.gov

Web-site: <http://www.jobs.irs.gov/usajobs>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1381443

Company Name:

Pro Plus of New York

Job Title:

Administrative Assistant (Operations)

Job Description:

Busy service company is seeking an operations administrative assistant to assist the service manager and GM as needed. Heavy call volume and administrative support to the service department. Billing, part ordering, warranty claim submission, technician communication and dispatching, customer service, etc. Responsibilities Include but not limited to... Assisting Service and Finance Departments as needed. Candidate will work closely with Service Department and GM to ensure operation running smoothly and administrative functions being taken care of. Service Department support includes daily work order closeouts, paperwork processing, facilitating part orders, tracking shipments, communication with technicians, etc. Accounts Payable Support Closing out vendor bills, matching bills to purchase orders, vendor communication and reconciliation, obtaining return authorizations for parts. Billing, processing warranty claims, uploading invoices to various customer specific portals Technician HR assistance: Review and monitor GPS for payroll processing, monitor time off calendar, keep weekly time sheets for field technicians. Heavy phone activity General office assistance as needed To be successful in this role, the candidate should possess excellent communication skills and be able to multi-task. This is a fast paced office environment and the nature of our business is emergency service. Candidate must be able to juggle multiple tasks at once and prioritize. Strong candidates should be organized, responsible, customer sensitive and be an effective communicator. Ability to think outside the box and excellent follow up skills are a must. **REQUIRED QUALIFICATIONS** High School diploma or equivalent. Previous experience in a similar office role or service industry experience. Excellent customer service skills. Strong follow up skills. Detail oriented. Ability to multi task and work with different department and customers daily. Strong computer skills...Microsoft Office, Quickbooks, Internet, Smart phones, etc. Excellent written and verbal communication skills.

Job Location:

Plainview, New York

Pay:

\$50,000.00 - \$60,000.00 Yearly

Minimum Education Required:

High School Diploma

How to Apply:

To apply, contact the employer by email:

Email: jessica@proplusny.com

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1382638

Company Name:

Berenstein Textiles

Job Title:

Warehouse

Job Description:

Seeking Warehouse Clerk to assist in receiving and shipping packages. Responsibilities will also include packing and inspecting products as well as loading and unloading trucks. No experience is necessary as we will train candidates. Transportation would be required since we are in the Industrial Park with no public transportation.

Job Location:

Deer Park, New York

Pay:

\$15.00 Hourly

Benefits:

No benefits mentioned.

Hours per Week:

Not specified.

Duration:

Full Time, Regular

Minimum Education Required:

High School Diploma

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer by email:

Email: jay@berensteintextiles.com

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1382664

Company Name:

Handy Pantry

Job Title:

Manager

Job Description:

A lead manager is responsible for overseeing every aspect of the operation. All managers are fully trained on site; training is done with hands on approach. You must have flexible hours including early opening (5am / 6am) as well as night closing (11pm), Weekends, and Holidays. Responsibilities include but are not limited to: Daily Close Out reconciling the days sales against, cash, credit/debit, EBT, and any other forms of payment that the store accepts. Inventory management and ordering, Store merchandising, Receiving and packing out deliveries, Delegating responsibilities amongst staff, All functions of an employee. This is a physically demanding job. Managers, once fully trained, will be able to participate in incentive programs designed both on a per location basis, as well as franchise wide programs. Salary is 16.50 Once fully trained and the operations are entirely under the managers responsibility, you will be eligible to be moved to \$17/hr with up to 10 hours of overtime, per week, as well as enter into the FRANCHISEE TRAINING PROGRAM. This program gives individuals of the right caliber the opportunity to own their own Handy Pantry Location.

Job Location:

Multiple locations, New York

Pay:

\$16.50 Hourly

Duration:

Full Time, Regular

Public Transportation:

Information not provided.

Minimum Education Required:

High School Diploma

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer on-line:

Web-site: <https://www.handypantrystores.com/jobs>

BUSINESS SERVICES

Gina Romano, Business Services Representative



JOB OPENINGS

Order Number:

NY1382660

Company Name:

Handy Pantry

Job Title:

Deli Clerk / Cashier

Job Description:

Responsibilities include greeting customer, preparing cold cuts, preparing breakfast and lunch sandwiches, checking out customers and light cleaning. Looking for a Deli Clerk / Cashier in multiple locations throughout Suffolk: Nesconset 279 Smithtown Blvd Nesconset NY 11767. Ronkonkoma 821 Portion Road Ronkonkoma NY 11779. Mastic Beach 321 Neighborhood Road Mastic Beach NY 11951. Sound Beach 280 Echo Avenue Sound Beach NY 11789. Coram 1879 Route 112 Coram NY 11727. Rocky Point 684 Route 25a Rocky Point NY 11778. Mastic 630 Mastic Road Mastic NY 11951. Manorville 238 Moriches Middle Island Road Manorville NY 11949. Mattituck 12250 Main Road Mattituck NY 11952. Bohemia 876 Church Street Bohemia NY 11717. Holbrook 1202 Grundy Ave Holbrook NY 11741.

Job Location:

Multiple Locations, New York

Duration:

Full Time, Regular

Public Transportation:

Information not provided.

Minimum Education Required:

GED

Driver Licenses, Including Endorsements:

No Driver License requirements specified.

How to Apply:

To apply, contact the employer on-line:

Web-site: <https://www.handypantrystores.com/jobs>

BUSINESS SERVICES

Gina Romano, Business Services Representative