

Saint Barnabas Health Care System in Jersey City is currently looking to hire a full-time Security Officer for the evening hours.

Link to apply: <https://nlx.jobsyn.org/46d8c982bfcc4688bcd5ef4f583b819f159>

JOB DESCRIPTION:

Provides for the safety and security of patients, staff and visitors; protects hospital buildings, assets and premises as assigned.

REQUIREMENTS:

High School Diploma or equivalent, Associate Degree preferred. Must hold a current and active Driver s License. Position may require to work every other weekend depending on department s needs.

RWJBarnabas Health is an Equal Opportunity Employer

6 - Dr. Ghias Moussa, Internal Medicine Specialist in Jersey City is currently looking to hire a Staff Management Assistant.

Link to apply: <https://nlx.jobsyn.org/728091d8763c4225b2a9836bdbd3410b159>

Job Description:

Assist with office operations. Interview, scheduling, hire/fire, and performance evaluations of support staff. Assess and process office needs (insurance, licenses, IT). Order supplies. Banking (deposits preparation and reconciliations). Assist with budget preparation and payroll data. Inventory control.

Instructions :Please mail resume and salary requirements to: Ghias Moussa M.D., P.A., Attn: Mr. Moussa, 30 Greenville Avenue, Suite B, Jersey City, NJ 07305.