

# Parnasah Referrals

לז"נ : חיים דוד יהודה בן ר' מרדכי הכהן ע"ה  
[parnasahreferrals@verizon.net](mailto:parnasahreferrals@verizon.net)

---

## Care Manager

Remote (Must Be Based in NY) | \$50K–\$60K | Full-Time

A healthcare organization is seeking dedicated Care Managers to provide person-centered care coordination and support services for individuals with developmental and healthcare needs.

### Tasks:

- Deliver comprehensive care management services and complete member assessments
- Develop and maintain individualized Life Plans with members, families, and providers
- Coordinate healthcare, behavioral health, and social support services
- Conduct required face-to-face visits based on member needs and regulations
- Assist individuals during care transitions, hospital discharges, and crisis events
- Maintain documentation within Electronic Health Record systems while following HIPAA regulations
- Monitor and assist individuals with maintaining benefits and accessing community resources
- Collaborate with interdisciplinary teams and external providers
- Provide ongoing family support, engagement, and follow-up services
- Report incidents of abuse, neglect, or maltreatment as required

### Qualifications:

- Bachelor's degree with 2 years of relevant experience, OR Registered Nurse license with 2 years of relevant experience, OR Master's degree with 1 year of relevant experience
- Strong interpersonal, communication, and conflict-management skills
- Proficiency with Microsoft Office Suite and computer systems
- Ability to organize, prioritize, and manage time effectively
- Experience coordinating care and working with diverse populations preferred

Send resume via WhatsApp – [+1-514-632-3686](tel:+15146323686) or [dov.smstaffing@gmail.com](mailto:dov.smstaffing@gmail.com)

Thank you to Menachem Fischer

---

## Creative Producer / Video Editor

Lakewood, NJ | \$85K–\$100K/year

Creative Agency seeking a Creative Producer / Video Editor with strong motion and graphic design skills. Must be proficient in Premiere Pro, After Effects (or similar), and able to turn raw footage into polished short-form social media videos, promos, and branded content. Role also includes creating supporting design assets like thumbnails, banners, and social graphics. Must be highly organized, able to manage multiple projects, and comfortable working with Asana or similar tools. AI tools are a plus but are not a replacement for core editing/design skills. Fast-paced, detail-oriented role with high-volume content.

[resumes@careerlyny.com](mailto:resumes@careerlyny.com) | WhatsApp 845-276-3040

Thank you to Menachem Fischer

---

## Mars Commerce United (Publicis Groupe) – Multiple Roles

New York / Chicago / Detroit

Roles available at Mars Commerce United (part of Publicis Groupe):

**Open Positions:**

- Specialist – <https://www.linkedin.com/jobs/view/4402771041/>
- Sr. Manager – <https://www.linkedin.com/jobs/view/4381836841/>

IMPORTANT: If you want a referral, send your CV and the role you are interested in with a small write-up.

**Ethan Zanger | Cell: 516-581-7965 | [EthanZanger@gmail.com](mailto:EthanZanger@gmail.com)**

*Thank you to Menachem Fischer*

---

**Administrative Assistant**

*Cedarhurst, NY | \$50,000–\$65,000 DOE*

Five Towns based law firm is seeking an Administrative Assistant to join our Cedarhurst office. No prior experience is necessary—we provide full training!

**Qualifications:**

- Strong organizational and communication skills
- Willingness to learn and take initiative
- Professional, reliable, and detail-oriented

**We Offer:**

- Comprehensive training and support
- Opportunity to grow within a collaborative legal team

**[admin@jntllp.com](mailto:admin@jntllp.com)**

*Thank you to Menachem Fischer*

---

**Title Coordinator**

*Cedarhurst, NY | Brooklyn, NY | Lakewood, NJ | \$70,000–\$95,000 DOE*

Sophisticated law firm is seeking an experienced Title Coordinator to join our team. The position may be based in our Cedarhurst, Brooklyn, or Lakewood offices.

**Qualifications:**

- Prior experience in title, survey, and zoning review
- Strong organizational, analytical, and communication skills
- Detail-oriented with the ability to manage multiple projects simultaneously

**[admin@jntllp.com](mailto:admin@jntllp.com)**

From: Daniella Blisko – [dblisko@jntllp.com](mailto:dblisko@jntllp.com)

*Thank you to Menachem Fischer*

---

**Accounts Payable**

*Five Towns, NY*

A growing healthcare company has a job opening for an AP person.

**Responsibilities:**

- Generating the payments for vendor invoices
- Navigation of vendor relationships and due diligence on new vendors

**David Sporn, Executive Recruiter | 212-344-5050 | [davsporn@gmail.com](mailto:davsporn@gmail.com)**

*Thank you to Menachem Fischer*

---

## Secretary

Flatbush, NY | Full-Time | Sun 8:45–1:00, Mon–Thu 9:15 AM–5:15 PM

A Flatbush Yeshiva is seeking a secretary for a mostly full-time position, Sunday through Thursday (school schedule: off for Yom Tov, etc. Minimal summer work).

### Responsibilities:

- Answering phones
- Copying
- Dealing with staff and students

Experience is a plus. Salary is dependent on experience.

[Send resume and cover letter to: aschwartz@yeshivaty.com](mailto:aschwartz@yeshivaty.com)

*Thank you to Avrohom Schwartz*

---

The following jobs are available via Jeff Wilks (*Shabbos/Yom Tov friendly work environments*)

---

## BROOKLYN

---

### Payroll Coordinator

Boro Park, NY | \$22–\$29/hr | Entry Level (0–3 years) | Onsite

Come to a healthcare leader experiencing growth and expansion!

### Responsibilities:

- Reviewing timesheets
- Entering payroll information into the system
- Resolving billing issues
- Checking daily reports
- Following up on missing timesheets
- Answering employee questions about paychecks
- Helping keep payroll and billing records accurate and up to date

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

*Thank you to Jeff Wilks*

---

### Director of Nursing

Brooklyn, NY | \$120K–\$160K

Come to a top-tier healthcare organization where you will supervise a team of field nurses and clinical coordinators.

### Responsibilities:

- Assigning new cases
- Managing incident reports
- Training
- Going on visits
- Answering compliance or service questions
- Assisting in audits
- Ensuring exams run smoothly
- Implementing workflows
- Evaluating RN staff

- Troubleshooting issues

**Requirements:**

- LHCSA experience or home care experience is a plus
- 1+ year supervisory experience
- Ideal RN candidates will possess NY license, varied nursing experience (pediatrics, internal medicine, psychiatry); experience with field cases

**Benefits:**

- Medical/Dental/Vision fully paid by the company; 401k

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

*Thank you to Jeff Wilks*

---

## Senior Auditor – Public Accounting Firm

*Brooklyn, NY | \$120K*

Seeking a Senior Auditor with 3+ years of public accounting experience to lead audit and review engagements for clients in the construction, real estate, warehousing, manufacturing, and distribution industries. Ideal candidate has strong technical skills, experience supervising staff, and the ability to manage multiple engagements from planning through completion.

**Benefits:**

- Medical, Dental, Vision

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

*Thank you to Jeff Wilks*

---

## Director of Development / Fundraising

*Brooklyn, NY | \$90K–\$140K*

Jewish Non-Profit organization in Brooklyn is seeking a Director of Development to lead all fundraising and advancement efforts. This role is responsible for designing and executing development strategy to support growth, sustainability, and long-term vision.

**Key Areas:**

- Development & Fundraising Leadership
- Donor & Board Engagement
- Campaigns, Grants & Events
- Operations & Reporting

**Benefits:**

- Medical, Dental, Vision, investment savings plan

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

*Thank you to Jeff Wilks*

---

## Data Maintenance Specialist

*Boro Park, NY | \$25–\$30/hr | Onsite | Mon–Thu flexible, Fri 9 AM–1/2 PM*

Candidate must be detail-oriented, internet-savvy, and strong with follow-through. Job involves maintaining physician profiles and researching topics. Looking for someone with proficiency in standard desktop software and strong communication skills. Benefits include PTO and holiday/vacation pay. Salary is commensurate with experience and hours.

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

Thank you to Jeff Wilks

---

## Medical Information Assistant

Boro Park, NY | \$50,000–\$75,000 | Mon–Thu flexible, Fri 9 AM–1/2 PM

Candidate must be detail-oriented, fast-paced, and comfortable navigating medical concepts. Candidates should be computer-savvy and able to differentiate between various medical terminology, doctors, and hospitals. Looking for someone entry-level or up to 5 years of experience. Benefits include PTO and holiday/vacation pay. Salary is commensurate with experience and hours.

### Responsibilities:

- Research
- Data entry
- Transcribing and digitizing records
- Organizing files
- Updating information in spreadsheets/CRM systems

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

Thank you to Jeff Wilks

---

## MONSEY

---

### Director of Intake – Healthcare

Monsey, NY | Up to \$150K | Onsite

Requires strong people management experience.

### Responsibilities:

- Assign resources
- Review workflows
- Handle escalations
- Conduct trend analysis
- Create policies & procedures

Familiarity with OMIG, Department of Health, CMS, Joint Commission, Department of Labor preferred.

### Benefits:

- Medical/Dental/Vision fully paid by the company; 401k

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

Thank you to Jeff Wilks

---

### Senior Systems Engineer Tier 3 – IT

Monsey, NY | Up to \$130K | Onsite

Cloud-first identity (Tier 3) to own full projects from start to finish. Requires deep experience migrating existing on-premise software to a SaaS model in the cloud for better scalability, cost-efficiency, and flexibility.

### Requirements:

- 7+ years of IT infrastructure experience in cloud-first/SaaS environments

### Benefits:

- Medical, Dental, Vision, 401k

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

Thank you to Jeff Wilks

---

## Recruiter / Onboarding Specialist

Monsey, NY | Up to \$100K | Real Estate | Onsite

Main focus on Recruitment & Onboarding; additional responsibilities include HR Administration & Office Support.

### Benefits:

- Medical, Dental, Vision, 401k

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

Thank you to Jeff Wilks

---

## Corporate Trainer

Monsey, NY | \$110K-\$125K | Real Estate

Corporate Trainer with multifamily property management experience to lead training company-wide. Bilingual (English/Spanish) a plus.

### Benefits:

- Medical, Dental, Vision, 401k

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

Thank you to Jeff Wilks

---

## Asset Manager

Monsey, NY | Up to \$150K | Real Estate

A large real estate company is seeking an Asset Manager to oversee the financial performance and strategic management of a multifamily property portfolio located across the Mid-South and Southeast. This role requires a strong financial and analytical mindset, with the ability to evaluate property performance, identify opportunities for improvement, and work closely with property management teams to maximize asset value.

### Benefits:

- Medical, Dental, Vision, 401k

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

Thank you to Jeff Wilks

---

## IT Technical Support Specialist

Monsey, NY | \$28-\$35/hr | Onsite

Provides day-to-day technology support to corporate staff and remote teams across multiple states. Troubleshooting hardware and software issues, supporting systems, ensuring smooth onboarding of new employees, and maintaining a reliable and secure IT environment for a fast-growing company.

### Benefits:

- Medical, Dental, Vision, 401k

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

Thank you to Jeff Wilks

---

## Regional Area Property Manager

Monsey, NY | Up to \$150K | Real Estate | Onsite

Candidate MUST have experience with multi-family properties OUT of the tri-state area. Properties are in the Southeastern and Mid-Eastern United States, so that would be out of NJ, NY, PA, CT.

### Benefits:

- Medical, Dental, Vision, 401k

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

Thank you to Jeff Wilks

---

## LAKEWOOD

### Human Resources Coordinator

Lakewood, NJ | Up to \$70K | Healthcare | Onsite

Duties include scheduling, open enrollment for benefits, onboarding, handling confidential information. Company has plans to triple in size within the next 5 years; strong track record of promotion from within!

### Benefits:

- Generous PTO; close early Fridays for Erev Shabbos (plus 12 days off for Yom Tov)
- Medical, Dental, Vision
- Investment Savings Plan with a 50% Match!!

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

Thank you to Jeff Wilks

---

### Senior HR Generalist – Healthcare

Lakewood, NJ | Up to \$150K+ | Onsite

Both Operational as well as Strategic! Company has plans to triple in size within the next 5 years; strong track record of promotion from within!

### Duties:

- Employee relations
- HR compliance
- Developing policies & procedures
- Reviewing new laws and regulations
- Collaborating with external vendors for rate analysis

### Benefits:

- Generous PTO; close early Fridays for Erev Shabbos (plus 12 days off for Yom Tov)
- Medical, Dental, Vision
- Investment Savings Plan with a 50% Match!!

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

Thank you to Jeff Wilks

---

### Human Resources Manager

Lakewood, NJ | \$120K–\$140K | Major Kosher Food Manufacturer | Onsite

People Operations, develop Policies/Procedures, employee relations, audits, investigations, oversee recruiting & onboarding, Benefits, employee handbook, etc.

### Benefits:

- Medical/Dental/Vision, 401k with match

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

*Thank you to Jeff Wilks*

---

## Financial Planning & Analysis (FP&A)

*Lakewood, NJ | \$100K–\$110K | Major Kosher Food Manufacturer*

Financial modeling for cost of goods sold, revenue, expenses, cash forecasting, pricing analysis, margin analysis, product profitability, production efficiency and metrics, Excel, pivot tables, formulas, modeling, vlookups, xlookups, Power BI, SQL, etc.

### Benefits:

- Medical/Dental/Vision, 401k with match

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

*Thank you to Jeff Wilks*

---

## Senior Auditor – Public Accounting Firm

*Lakewood, NJ | \$120K*

Seeking a Senior Auditor with 3+ years of public accounting experience to lead audit and review engagements for clients in the construction, real estate, warehousing, manufacturing, and distribution industries. Ideal candidate has strong technical skills, experience supervising staff, and the ability to manage multiple engagements from planning through completion.

### Benefits:

- Medical, Dental, Vision

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

*Thank you to Jeff Wilks*

---

## Audit Manager – CPA Firm

*Lakewood, NJ | \$150K*

### Key Responsibilities:

- Lead audit, review, and compilation engagements
- Manage planning, fieldwork, and reporting processes
- Review job cost schedules, inventory, and revenue recognition
- Supervise and mentor staff accountants
- Identify and communicate audit findings and recommendations
- Build strong client relationships and ensure quality service

### Benefits:

- Medical, Dental, Vision

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

*Thank you to Jeff Wilks*

---

## Maintenance Mechanic / Manufacturing Maintenance Technician

*Lakewood, NJ*

Do you possess experience troubleshooting packaging equipment and processing equipment? Are you well versed with power transmission systems, belts, chains, cams, bearings, hydraulics, pneumatics,

rotating machinery and mechanical assemblies, electrical wiring, panels, motors, high-voltage systems, control circuits, PLCs, robotics, sensors, and automated control systems?

Come to a kosher food manufacturing leader where you will lead improvement projects and support upgrades, process enhancements, and mentor junior technicians.

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

*Thank you to Jeff Wilks*

---

## MANHATTAN

---

### Senior Auditor – Public Accounting Firm

*Manhattan, NY | \$120K*

Seeking a Senior Auditor with 3+ years of public accounting experience to lead audit and review engagements for clients in the construction, real estate, warehousing, manufacturing, and distribution industries. Ideal candidate has strong technical skills, experience supervising staff, and the ability to manage multiple engagements from planning through completion.

**Benefits:**

- Medical, Dental, Vision

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

*Thank you to Jeff Wilks*

---

### Director, Quality Control Audit & Assurance (Professional Standards Group)

*Manhattan, NY / New Jersey | Up to \$250K | Midsize CPA Firm*

**Responsibilities:**

- Consult with partners and staff on technical financial accounting and auditing matters
- Technical review of workpapers and financial statements for compliance with professional and Firm standards, policies, and procedures
- Internal quality control programs including annual monitoring in accordance with peer review standards

**Benefits:**

- Medical, Dental, Vision

[jewishnetworkassociates@gmail.com](mailto:jewishnetworkassociates@gmail.com)

*Thank you to Jeff Wilks*

---

## Avi Schoenbrun

*Parnasah Referrals*

לז"נ : חיים דוד יהודה בן ר' מרדכי הכהן ע"ה

*Please forward all job referrals to [parnasahreferrals@verizon.net](mailto:parnasahreferrals@verizon.net)*

*Thank you to Dovid & Leba Ginsberg for editing!*