

Parnasah Referrals

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

parnasahreferrals@verizon.net

Paralegal – Litigation Department

Cedarhurst, NY | Salary: \$70,000 or commensurate with experience | Full-time

A sophisticated law firm with offices in Long Island, Brooklyn, and New Jersey is seeking a full-time Paralegal to join our Litigation Department in the Cedarhurst office.

The ideal candidate is organized, detail-oriented, and capable of managing multiple priorities in a fast-paced legal environment. This is an excellent opportunity to join a collaborative team and contribute to a dynamic litigation practice.

Responsibilities:

- Summarize cases and prepare reports for attorneys
- Conduct legal research, investigate facts, and assist in developing legal strategies
- Draft legal documents, including pleadings, motions, discovery demands and responses, contracts, and deposition summaries
- Prepare and file documents with courts and administrative agencies
- Organize, maintain, and archive case files and related documentation
- Monitor changes in laws, regulations, and legal procedures, and provide updates as needed
- Assist attorneys with trial preparation and case management

Qualifications:

- Bachelor's degree required
- 1-2 years of experience in an administrative or office support role.
- Proficiency in Microsoft Word, Excel, and Outlook.
- Strong organizational skills with exceptional attention to detail.
- Ability to manage multiple tasks and work effectively in a fast-paced environment

Benefits:

- Health insurance
- 401(k) plan
- Paid time off (PTO)
- Paid holidays
- Supportive and professional work environment

To apply, please submit your resume to atepler@jntllp.com. We look forward to hearing from you.

Thank you to Atar Tepler

Legal Assistant – Litigation Department

Cedarhurst, NY | Salary: \$55,000 or commensurate with experience | Full-time

A sophisticated law firm with offices in Long Island, Brooklyn, and New Jersey is seeking a full-time Legal Assistant to join our Litigation Department in the Cedarhurst office.

Responsibilities:

- Organize, maintain, and archive documents related to both active and closed litigation matters
- Monitor developments in legal regulations and procedures, and provide timely updates regarding relevant changes
- Manage administrative support functions, including attorneys' calendars, handling correspondence, managing emails, and screening phone calls.

- Assist with day-to-day operations of the Litigation Department to ensure efficiency and organization

Qualifications:

- Bachelor's degree required.
- 1-2 years of experience in an administrative or office support role.
- Proficiency in Microsoft Word, Excel, and Outlook.
- Strong organizational skills with exceptional attention to detail.
- Ability to manage multiple tasks and work effectively in a fast-paced environment

Benefits:

- Health Insurance
- 401(k) Plan
- Paid Time Off (PTO)
- Paid Holidays
- Supportive and collaborative work environment

To apply, please submit resume to atepler@jntllp.com. We look forward to hearing from you.

Thank you to Atar Tepler

Lower Elementary Afternoon Teacher

Morristown, NJ | Monday–Thursday, 1:00–4:00 PM

Cheder Lubavitch of Morristown, NJ is looking for a warm and dedicated Lower Elementary Afternoon Teacher to join our school team!

About the Role: Help young learners grow and thrive in a warm, supportive school community. The position focuses on English Language Arts and Math and is a wonderful opportunity for someone who enjoys working with young children and creating a positive, engaging learning environment.

What We're Looking For:

- Enthusiastic approach to working with young students
- Teaching experience is a plus, but training and curriculum support will be provided when needed

Contact: Etty Bogomilsky

ebogomilsky@chedermorristown.com

(917) 749-1813

www.ChederMorristown.com

This is a meaningful opportunity to make a difference in young children's lives. Plus a convenient Monday–Thursday afternoon schedule

Thank you to Gani Goodman

HASC – Multiple Fall Opportunities

HASC, a leader in special education, has the following job opportunities:

MULTIPLE OPPORTUNITIES! FALL POSITIONS. SIGN-ON BONUS FOR KEY POSITIONS! Opportunity for Generous Referral Bonus Award!

At HASC, children and families are seen and treated as unique and special individuals. The staff are constantly challenged to address the needs of their students by using curricula and techniques unique to the field of special education. Innovation, creativity and motivation are the hallmarks of a HASC staff member. We have locations in Boropark, Woodmere and Monsey.

If you want to be part of HASCs dedicated team of professionals we would love to hear from you.

Open Positions:

- Teachers – Brooklyn, Woodmere & Monsey (NYS certification is a preferred or be in a Masters program)
- Teacher Assistants (must have certification) – Woodmere
- Teacher Aides/Shadows (must have high school diploma) – Woodmere
- SEITS – Brooklyn, Staten Island, Woodmere (and Great Neck)
- Bilingual Yiddish SEITS – Monsey
- Bilingual Spanish and Mandarin Evaluation Team – Speech, Psychologist, SEIT
- Education Coordinator – Monsey (full-time)
- Occupational Therapists – Boro-park (part-time)
- Physical Therapists – Monsey (part-time)
- Speech Therapists – Monsey (part-time)
- Vision Teacher – Boro-park (part-time)

Please send your resume to Cheryl.follman@hasc.net indicating which position and which location you are interested in.

Thank you to Cheryl Follman

Vice President of Sales – Bravo Care

Remote (U.S.) — must work Eastern Time (ET) hours; travel required | Full-time | Reports to CEO (Jeffrey Toobi)

Field Sales & Business Development — Skilled Nursing

About Bravo Care: Bravo Care is a healthcare staffing marketplace that connects skilled nursing facilities (SNFs) and senior living communities with qualified nurses and CNAs for on-demand, per-diem shifts. Our technology helps facilities fill open shifts faster, more reliably, and more cost-effectively than traditional agencies—while giving healthcare workers the flexibility to build a schedule that works for them.

Our field reps grow the business in their local markets, meeting facility operators in person. We are looking for a remote Vice President of Sales to lead, coach, and scale the boots-on-the-ground business development organization that gets nursing homes onto the Bravo Care platform.

The Role: As VP of Sales, you own new facility acquisition. You will hire, lead, and coach a team of field-based Business Development Executives (BDEs) who visit skilled nursing facilities in person, build relationships with administrators and Directors of Nursing, and convert them into active Bravo Care partners. This is a remote leadership role: you will set the strategy, hire and coach the reps who execute it, and carry the number for the entire field organization. While your day-to-day is remote and on Eastern Time, you'll travel for work, including to coach reps in their markets in person.

You will build the field organization from a small founding team into a multi-region sales force, hiring and developing reps and, over time, a layer of Sales Managers and regional leaders as Bravo Care expands into new states and major metro markets. You will operate with the scrappiness of an early-stage builder and the discipline of an experienced sales leader—building repeatable playbooks, territories, quotas, and CRM rigor, while staying close to the field through your reps.

What You'll Do:

- Hire, coach, and develop the field BDE team: recruit, ramp, upskill, and continuously develop a growing team of boots-on-the-ground reps across target markets.
- Coach three distinct BDE modalities — field-based reps in dense urban markets, hybrid reps in mid-density regions, and inside reps covering rural territories via cold call and video — each with its own tactics and travel/T&E budgets by geography.
- Own the number: set and deliver on facility sign-up and revenue targets, forecast accurately, and hold the team accountable to quotas and activity metrics.
- Design the go-to-market playbook for in-person facility sales—prospecting, outreach cadences, objection handling, and the path from first visit to signed, activated facility.
- Define territories and coverage models, and expand into new geographies as we grow.

- Establish sales operations rigor: build out our sales operations stack, implement and enforce CRM hygiene, build dashboards, and manage the full pipeline from lead to close.
- Coach reps remotely and in person: run deal reviews and virtual coaching regularly, and travel periodically to ride along on facility visits and raise the bar on rep performance.
- Partner with Marketing on clinician-acquisition alignment, and with Revenue and Sales Operations on attribution, territory planning, CRM, and forecasting.
- Report to leadership on pipeline, conversion, and team performance, and use data to guide where and how the team invests its time.

What We're Looking For:

- 7+ years in sales with 3+ years leading and scaling a field or outside sales team, ideally with direct experience carrying and hitting a team quota.
- Direct experience selling into skilled nursing facilities or senior living (required)—you understand DON relationships, PBJ compliance, per-diem economics, and agency-vs-marketplace positioning. Generic SaaS sales backgrounds will not ramp here.
- An existing network of relationships within skilled nursing or senior living (strongly preferred, weighted heavily)—an existing rolodex significantly accelerates ramp in our priority markets.
- Experience building sales operations tooling and reporting at an early-stage company—this VP will build out our sales operations stack.
- A track record of building sales processes from the ground up in an early-stage or high-growth environment; comfort with ambiguity and a bias toward action.
- Strong operating discipline: fluency with CRM systems, pipeline management, forecasting, and activity-based metrics.
- A proven coach who can develop, motivate, and retain field reps across multiple modalities.
- Must work Eastern Time (ET) hours; this role is remote.
- Willingness to travel for work, including in-person coaching in rep markets.
- Excellent communication skills and the credibility to build relationships with facility leadership.

Why Join Us:

- Lead and scale the field sales function of a fast-growing healthcare marketplace from an early, high-impact seat, and grow it into a multi-region team.
- Make a tangible difference—helping facilities keep shifts covered directly improves care for residents.
- Competitive base and uncapped commission, equity, and benefits.
- A team that moves fast, values ownership, and gives leaders room to build.

How to Apply: Email your resume to jeff@bravocare.com & sfriedman@focushealthnet.com. [Learn more about us at bravocare.com](https://bravocare.com).

Bravo Care is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees

Thank you to Menachem Fischer

Hiring: VP of Sales, Bravo Care

Remote (U.S., ET hours) | Full-time | Travel required | Reports to CEO

Bravo Care is a healthcare staffing marketplace that connects skilled nursing facilities and senior living communities with nurses and CNAs for per-diem shifts.

The role: Lead and grow our field sales team that signs nursing homes onto the platform. You'll hire and coach reps, own the revenue number, build the sales playbook and CRM/ops stack, and grow the team into new regions.

Looking for:

- 7+ yrs in sales, 3+ leading a field/outside sales team
- Experience selling to SNFs or senior living (required)

- An existing network in SNF/senior living (strong plus)
- A background building sales processes at an early-stage company

Offer:

- Competitive base, uncapped commission, equity and benefits

Send your resume to jeff@bravocare.com & sfriedman@focushealthnet.com
bravocare.com

Thank you to Menachem Fischer

Part-Time Administrative Assistant – Approved Funding

*In-Office | River Edge, NJ | Approximately 15–20 hours per week (with opportunity to grow) | Start Date: ASAP
 | Compensation: Competitive pay, commensurate with experience and final job responsibilities*

Approved Funding is seeking a reliable, organized, and detail-oriented Part-Time Administrative Assistant to join our team at our River Edge office. This position is ideal for someone who is comfortable working in a professional office environment and can help keep day-to-day administrative tasks organized and moving efficiently.

Primary Responsibilities Include:

- Filing and organizing documents
- Scanning and uploading files
- Data entry and updating records
- Maintaining accurate and organized electronic and paper files
- Assisting with administrative and office-related tasks
- Providing personal and business support to our Executives

Ideal Candidate:

- Highly organized and detail-oriented
- Comfortable with computers and basic office technology
- Accurate and efficient with data entry
- Reliable, responsible, and punctual
- Able to work independently and follow through on assignments
- Professional, positive, and willing to help where needed

Interested candidates should email a cover letter and resume to Careers@ApprovedFunding.com.

Prior administrative or office experience is helpful, but the right attitude, reliability, and attention to detail are most important.

Thank you to Menachem Fischer

Controller

*Multi-Strategy Investment Firm & Family Office | Salary: \$175,000-200,000, commensurate with experience |
 Reports to Chief Operating Officer*

About the Firm: We are a multi-strategy investment firm and family office with a 25-year history. We manage \$1.4 billion across multiple funds, separately managed accounts, and a comprehensive family office. We invest primarily in global equities, including primary and secondary offerings, as well as select private placements within the family office. Our finance and operations team is the backbone of the firm: precise, accountable, and deeply trusted by the entire staff.

Role Summary: The Controller is a key member of our operations team, reporting to the Chief Operating Officer with a dotted line to our CEO. The Controller is responsible for the accuracy and integrity of our books and records across the management company, the funds, and the family office. The role spans rotating trade support and reconciliations, internal financial reporting, fund accounting, the annual audit, tax coordination, and regulatory reporting. The ideal candidate is a hands-on, detail-oriented accounting

professional who is comfortable owning a broad mandate across multiple entities, brokers, administrators, and outside advisors. The role offers meaningful potential for growth.

Key Responsibilities – Management Company Accounting:

- Maintain the general ledger for the management company and general partner entities, including accounts payable, expense processing and allocation across the fund complex, and payroll coordination.
- Prepare the annual operating budget and monthly management reporting for the partners.
- Manage cash forecasting, bank relationships, and treasury activity across entities.
- Manage bank accounts for various family office accounts.

Key Responsibilities – Trade Support & Reconciliation:

- Rotating responsibility for trade support, including allocations and settlement, across accounts and brokers.
- Daily position and cash reconciliations against administrator and broker records, resolving breaks on a timely basis.
- Maintain accurate records in the portfolio management system, including new securities, fee and expense entries, and manual pricing.
- Monitor USD and foreign cash balances to ensure accuracy and drive weekly repatriation.

Key Responsibilities – Audit, Tax & Regulatory:

- Manage the annual audit process for the funds, support production of financial statements, review supporting schedules and serve as the main point of contact for external auditors.
- Coordinate with outside tax advisors on partnership returns, K-1 preparation, and estimated tax payments for the funds and the management company.
- Prepare regulatory filings in coordination with compliance and outside counsel.
- Prepare financial information for investor due diligence questionnaires and investor reporting.

Key Responsibilities – Fund Accounting & Financial Reporting:

- Review, allocate and process fund and separately managed account expenses and redemptions.
- Generate invoices and custom monthly reporting for separately managed accounts.

Key Responsibilities – Controls & Oversight:

- Design, document, and maintain internal controls and accounting policies across the firm.
- Identify opportunities to improve processes, systems, and reporting as the firm grows.

Qualifications & Experience:

- 5+ years of accounting experience at a hedge fund, fund administrator, or registered investment advisor.
- Hands-on experience with trade support, settlement, and daily position and cash reconciliation.
- Experience managing fund audits and working with third-party administrators and outside tax advisors.
- Advanced Excel skills and experience with portfolio accounting and general ledger systems.
- Working knowledge of partnership and management company tax matters.
- Exceptional organizational skills with the ability to manage multiple concurrent deadlines across entities.
- Strong written and verbal communication skills; discretion in handling confidential financial and personal information.
- Familiarity with SEC reporting is a plus.

What We Offer:

- A tenured, collaborative team with a 25-year track record of stability and excellence.
- Exposure to a sophisticated, multi-entity platform spanning institutional fund management and high-net-worth family office services.
- Base salary range is \$175,000-200,000, commensurate with experience. We also offer competitive bonus and comprehensive benefits.

Contact: CvController1@gmail.com

Thank you to Menachem Fischer

I'm currently assisting a client in Boro Park fill an Executive Assistant and CFO position. Here's what we've posted:

Executive Assistant

Boro Park office | Part/full-time

Looking to hire Executive Assistant in Boro Park office.

Candidate must be proactive, organized, trustworthy and resourceful. This role is for someone looking to take responsibility and free up time for others.

Part/full-time. Experience a big plus. Great Pay.

Email resume to aliza@upteamconsultingco.com

Thank you to Menachem Fischer

CFO

Boro Park | Potential for hybrid/remote work

Looking to hire experienced CFO who will be responsible for both personal and business finances.

Candidate must be experienced, trustworthy, detail oriented and proactive.

This position owns all financial matters end to end, needs to flag issues early and should constantly be looking for ways to improve financial dealings.

Training is on site in Boro Park, potential for hybrid/remote work. Great pay.

Email resume to aliza@upteamconsultingco.com

Thank you to Menachem Fischer

Direct Support Professional (DSP) – OPWDD Programs

Brooklyn, NY | Full-Time & Part-Time | Days, Evenings, Overnights, Weekends, Per Diem

We are hiring Direct Support Professionals (DSPs) to join our growing OPWDD team in Brooklyn. We have opportunities available across all OPWDD program types, including residential and community-based services.

Available Shifts:

- Full-Time & Part-Time
- Days
- Evenings
- Overnights
- Weekends
- Per Diem

What We Offer:

- Competitive pay
- Excellent benefits package
- Paid training
- Paid time off
- Opportunities for career growth and advancement

- Supportive and professional work environment

Responsibilities:

- Provide person-centered support to individuals with intellectual and developmental disabilities.
- Assist individuals in achieving greater independence and reaching their personal goals.
- Support daily living skills, community integration, recreation, and meaningful activities.
- Ensure the health, safety, and well-being of the individuals served.
- Complete required documentation accurately and on time.
- Work collaboratively with supervisors, clinicians, and other team members.

Qualifications:

- High school diploma or GED required.
- OPWDD experience is a plus but not required.
- Strong communication and interpersonal skills.
- Reliable, compassionate, and committed to providing high-quality support.
- Valid driver's license preferred for certain positions.

To apply, send your resume to: info@opwddjobs.com

Join a team that is making a difference every day while enjoying great pay, excellent benefits, flexible scheduling, and opportunities for professional growth.

Thank you to Menachem Fischer

Avi Schoenbrun

Parnasah Referrals

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

Please forward all job referrals to parnasahreferrals@verizon.net

Thank you to Dovid & Leba Ginsberg for editing!