

As we approach the Yomim Noraim, I would like to take this opportunity to express my gratitude and appreciation.

First and foremost, a special thank you to the following people for their consistent job submissions throughout the year:

- Bryndie Fogel & Mutti Salamon
- Cheryl Follman
- Raizy Gold
- The entire personnel at PCS

I would also like to thank the many organizations and shuls that distribute the list on a weekly basis.

A heartfelt thank you to my wife, Suri, and my entire family for your constant chizuk and words of encouragement.

I wish to express my deepest **Hakoras Hatov** to my close chaver, R' Menachem Fischer. Menachem, your weekly submissions to Parnassah Referrals are truly incredible. Thank you for taking the time and effort to send job openings every single week. May Hashem grant you continued hatzlacha and a gut g'benched yor!

Parnassah Referrals is dedicated **l'zecher nishmas** my father:

חיים דוד יהודה בן ר' מרדכי הכהן ע"ה

I will always remember my father's unwavering dedication to chesed and maasim tovim. He lived his life for others and was a true role model for our entire family. May his neshama have an aliyah and may he serve as a melitz yosher for all of Klal Yisroel.

As we enter the new year, I wish everyone a **Ksiva V'Chasima Tova** and a **Gut G'benched Yor**. May the coming year be filled with gezunt, nachas, parnassah, simchas, and besoros tovos!

-Avi

Thank you to Bryndie Fogel and Muti Salamon for the following job openings:

Brooklyn Healthcare company is looking for a **Director Coordination** providing oversight for 2 team leaders (scheduling/coordination/payroll); a total of 14 indirect reports.

Salary: **110k - 150k**

Position is open due to growth (previous person received promotion to Regional Director NYC role; they are still with the organization)!

This is a strategic position; looking for someone who is well versed with workflows, process improvement, running & reviewing reports, audits, training, and identifying new areas for expansion!

- Great work/life balance.
- Everyone leaves at 5:00 PM!
- Medical/Dental/Vision fully paid by the company!
- Closed Jewish holidays, legal holidays, additional PTO, etc..
- Kitchen is fully stocked with kosher items!

For additional information please contact: jewishnetworkassociates@gmail.com

Operations Manager Wanted!

Must Be Able to Travel Nationwide

Company Overview:

We are a fast-growing ABA company dedicated to providing high-quality, five-star ABA services for children with special needs. Our mission is to manage and expand our branch network effectively while ensuring smooth operations and adherence to budgetary constraints. We value innovative thinking and are committed to streamlining processes to enhance efficiency across our organization.

Key Responsibilities:

- Oversee daily operations of existing sites to ensure optimal performance and compliance with company standards.

- Lead the establishment and operational management of new branches to facilitate business expansion.
- Develop and implement efficient processes aimed at reducing operational costs and improving service delivery.
- Travel to various locations as needed to provide hands-on support and oversight of site operations.
- Integrate additional services into current operations to foster business growth and enhance customer satisfaction.

Required Skills and Qualifications:

- Proven experience in operations management or a similar role, ideally within a multi-site environment.
- Strong leadership and interpersonal skills with the ability to inspire and guide diverse teams.
- Exceptional organizational and problem-solving skills with a focus on continuous process improvement.
- Willingness to travel frequently by car and air to various locations.
- Bachelor's degree in Business Administration, Operations Management, or a related field; an advanced degree is a plus. Join us for competitive pay and ample opportunities for professional growth!

Email Your Resume To: resumes@lbaps.com

Thank you to Michael Gutman for the following job opening;

B&H is looking to hire a group of interns for our business development team. This will be a paid full-time position for 8 weeks in November and December with the potential for successful interns to transition to a full-time permanent position in January.

We will teach you how we build relationships to sell technology to large businesses, school districts, and government offices around the country. You'll have the opportunity to learn and receive hands-on training from our most experienced account managers.

If this sounds like an opportunity that is the right fit for you, please send an updated copy of your resume to mgutmann@bhphoto.com along with a brief introduction about why you'd be a good fit for our sales team.

Thank you to Malky Brach for the following job opening:

A Boys' High School in Queens is seeking a **capable, mature, and organized female administrative secretary** to oversee daily office operations and serve as the first point of contact for parents, students, and staff. This role is key to ensuring the school office runs smoothly and efficiently in a warm, professional environment.

Responsibilities include:

- Managing student registration and re-enrollment processes
- Maintaining accurate student and parent records (digital and paper)
- Coordinating communication between administration, teachers, parents, and students
- Answering calls, emails, and front desk inquiries in a professional manner
- Supporting school leadership with scheduling, calendars, and meeting coordination
- Handling filing, correspondence, and general office systems
- Helping streamline and improve processes to reduce paperwork and increase efficiency

Qualifications:

- Prior administrative or office management experience required (school setting a plus)
- Strong computer and organizational skills (Microsoft Office/Google Suite)
- Excellent written and verbal communication skills
- Ability to multitask and manage time effectively in a busy environment

- Professional, reliable, and able to handle confidential information with discretion

This is a great opportunity for someone who is detail-oriented, proactive, and enjoys working in a supportive school environment.

malky@candidrecruits.net

**Thank you to Menachem Fischer for the following job openings:
Chief Operating Officer, Head of Business Operations**

A well-financed Foundation operating and growing for over 25 years seeks a Chief Operating Officer to begin immediately. We are a mission-driven Foundation that abides by and honors our founding family's commitment to nurture and sustain the unique legacy and heritage of the Jewish people through high-impact philanthropy in the United States and Israel.

FOUNDATION AREAS OF FOCUS:

The Foundation works across the denominations. In the US, it operates well-established leadership/educational programs that train top-tier professional (i.e., rabbis, teachers, cantors, heads of schools) and lay leaders. We are also a significant funder of Jewish day schools and camps that educate and inspire Jewish youth and young adults to lead meaningful Jewish lives. The Foundation partners with institutions of higher education to provide scholarships to students studying for advanced degrees in rabbinic and Jewish education.

In Israel, the Foundation has made high-impact investments in hospitals, universities and colleges and cultural institutions in peripheral communities and in the center of the country. The Foundation also supports collaboration between Americans and Israelis through science and healthcare and other shared interests.

Our commitment to the safety and security of Israel and American Jewry is demonstrated through our support of emergency relief in Israel, Israel advocacy initiatives, and projects to combat antisemitism.

The Foundation also funds Jewish arts and culture and social welfare in the US and in Israel.

QUALIFICATIONS:

1. Dedicated lifetime career of working in the Jewish community in positions of increasing responsibility (e.g., executive director of a synagogue, camp director, head of a camp movement, CEO of a JCC), culminating in a long-term senior position such as CEO, COO, General Counsel or Executive Director at a major Jewish foundation
2. CPA, MBA or JD degree strongly preferred
3. Significant and ongoing managerial experience with proven ability to oversee a staff of 20 that includes administrative, legal, grants and program personnel
4. Experience in overseeing and implementing mission and policy compliance
5. Deep understanding of budgeting, human resources, and grants processes

JOB DESCRIPTION: Full-time hybrid position (3 days in NYC office)

1. Report directly to the CEO and Chair of the Board, Executive Committee and Investment Advisory Committee
2. Oversee all aspects of Foundation including, finance and administration, governance, grant and program operations and human resources
3. Oversee investment portfolio including oversight of the Outsourced Investment Consultant and investment administrator; meet with investment managers as needed
4. Oversee finance and accounting operations, including tax form 990PF filings and 1065 tax returns.
5. Oversee human resources and 401K including spearheading and managing a new staff evaluation process in the current year
6. Oversee grants operations and ensure grant payments are made in accordance with guidelines and policies of Foundation
7. Oversee technology and data systems across the organization in collaboration with outsourced technology consultants, ensuring software is deployed efficiently and effectively to streamline processes and costs
8. Oversee program operations, websites and program staff time-management
9. Oversee insurance, office operations, and facilities-related matters

COMPENSATION PACKAGE:

Commensurate with qualifications and experience, we offer a very competitive salary and top-tier benefits

Resumes to edistenfeld@gmail.com

Seeking NYS licensed special education teacher to work with middle school children, UWS location. 20 hours per week. Please forward resumes to head2solecare@gmail.com

Administrative Assistant

 Spring Valley, NY (In-Office, Full-Time)

 \$30+/hour

We're looking for a detail-oriented and dependable Administrative Assistant to join our team in Spring Valley! If you're organized, deadline-driven, and enjoy keeping things running smoothly, this role is for you.

What you'll do:

-  Run reports and maintain organized records
-  File paperwork and manage contracts
-  Communicate with internal teams and support operations
-  Assist with general office tasks to ensure efficiency

What we're looking for:

-  1–2 years of office/administrative experience (required)
-  Strong organizational skills with attention to detail
-  Goal-oriented and able to meet deadlines
-  Excellent communication and follow-through

Apply Today!

Click on the link below to apply:

https://20250527171044_szclgmg5sxillqs3.applytojob.com/apply/LUc6W0YRvq/Administrative-Assistant-Secretary?source=WhatsAppAS

Role in DC/NYC (not remote. In person only 3 days)

<http://job-boards.greenhouse.io/berlinrosen/jobs/8145256002>

CFO

 200k-350k

 Lakewood, NJ

 Full Time

Job Description

Tasks-

- Oversee and approve all financial transactions
- Accurate bookkeeping and financial record-keeping
- Prepare year-end reports for tax professionals to file
- Prepare monthly financial reports for investors.
- Communicate directly with investors regarding financial matters.
- Create quarterly and annual financial reports
- Engage legal counsel when necessary
- Full time availability

Qualifications-

- Must be a CPA or Jr. Accountant
- Master level knowledge of QuickBooks is a must
- 3+ years of prior job experience as a CPA, Jr. Accountant, or Bookkeeper
- Cash advance industry experience is a plus

APPLY- <https://www.smstaffingjobs.com/apply/70167680837224>

Job opportunity- **MCA Finance Broker**

JettFund is expanding our operations and looking for motivated, high energy people to contact businesses and match clients with business capital to help grow their business and reach their dreams.

- Uncapped commissions
- Warm leads
- Real growth opportunity
- Amazing team & Training
- Great neck New York
- Steps away from the LIRR

If you enjoy Finance, Speaking with people, Sales, and want to take control of your finances.

For more info please reach out to Ace@JettFund.com

Salesman – Monsey, NY | \$30+/hour + Bonus

Culinary Depot is looking for a Salesman with a great personality and enthusiastic attitude for our Monsey store. You'll assist customers in finding the right restaurant equipment, handle inquiries, and provide excellent service to build lasting relationships. We're seeking someone with retail or customer-facing skills, strong communication, a proactive mindset, and the ability to stay organized and tech-savvy. This fast-paced, hands-on role is perfect for a self-starter who wants to grow with a supportive, growing company.

Click the link below to apply!

<https://culinarydepot.applytojob.com/apply/aXYBnbq2oh/Retail-Salesperson?source=W hatsAppAS>

Multi Girl Agency in Brooklyn is looking for a FT Care Coordinator.

- Pleasant Phone Skills and Tech savvy
 - Would consider a capable graduate who is motivated
 - \$25 - \$30 an hour
 - resumes@staffconnectny.com
 - 347-471-1789
-

Construction Based Company in Monsey is looking for a full time in-office (flexible on timing) BOOKKEEPER

- Experienced in the construction industry
 - Female
 - 60-75K
 - resumes@staffconnectny.com
 - 347-471-1789
-

Looking to hire working floor manager for Deli/Take out in Passaic, NJ.

- Work hours Sunday- Friday, 50 hours per week. Includes evening hours.

- Experience in the food business important.
- You must be able to both work and manage staff under you. Job skills include logistics,being organized, able to multi task, excellent time management and have pleasant customer service skills.
- Great work environment!
- Salary based on experience and ability.

Please text Moishe at 201.566.1601 for more info.

Director of Finance

 **200k**

 Brooklyn, NY

 Full Time

Job Description:

This position provides leadership and strategic vision to the Real Estate Finance and Administration team and is responsible for the oversight of (i) the Real Estate finance unit group and all financial matters related to the Real Estate Department including property management agreements including financial reporting, funding requests, budget development and contractual analysis; lease and license revenue tracking, budget, forecasts and all accounts payable and receivable; (ii) the department's procurement activities and contract management including, management of all Procurement-related RFPs, contract compliance and tracking; (iii) personnel decisions and actions for job creation, posting, and filling; and (iv) all other administrative duties – in particular the tracking of all process and procedures manuals; ensuring internal processes and reporting integrity and consistency across all the department's lines of business – transaction and tenant management; property and project management.

MORE INFO- <https://www.smstaffingjobs.com/apply/65179709627948>

Subject: Director of coordination

Director of Coordination

 110k-150k

 Brooklyn, NY

 Full Time

Job Description

We are seeking a Director of Coordination to lead a diverse, high-performing team responsible for caregiver scheduling, communication, service coverage, and incident resolution. This hands-on leadership role will drive team performance and ensure seamless coordination operations that support both caregiver success and client satisfaction.

MORE INFO- <https://www.smstaffingjobs.com/apply/17576015943232>

Evening ABA provider 5 in Cederhurst.*

Looking for a guy or woman to work with a 7 year old boy a few evenings a week. Student BCBA supervision available.

We may have a few other options coming up locally. If you are looking for supplemental income and have a knack with children we'd love to hear from you.

Please email scaplan@yeled.org or call / wa: **917 968 2292** for more info.

In House Fractional Controller

 **85k-140k**

 Remote

 Full Time

Job Description:

Accounting and advisory CAAS firm, is hiring a full-time controller / Accounting Manager. This is a fully remote role.

Requirements:

- Minimum 7 years of financial statement and accounting experience
- Proven experience managing staff
- Strong knowledge of QuickBooks; ERP experience preferred
- Strong understanding of inventory accounting
- Experience optimizing accounting processes and workflows
- Accounting degree / CPA a plus
- Experience with variety of industries
- MUST HAVE EXPERIENCE MANAGING A TEAM

Soft Skills-

- Worked in accounting firm with multiple clients

- Must know INVENTORY
- Personable, confident, relationship
- Thinks big picture, business processes
- Minimum 30 hours a week
- Some availability after 3, not a hard stop at 3pm

APPLY-

<https://smstaffing.catsone.com/index.php?m=joborders&a=show&jobOrderID=16723924>

Avi Schoenbrun

Parnasah Referrals

לד"ר חיים דוד יהודה בן ר' מרדכי הכהן ע"ה

Please forward all job referrals to

parnasahreferrals@verizon.net