

# Parnasah Referrals

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

*parnasahreferrals@verizon.net*

---

## Patient Care Coordinator

*Long Island City, NY | \$50k - \$60k + Benefits | Full-time*

The Patient Care Coordinator is responsible for managing an assigned caseload of patients and ensuring that each patient receives consistent, reliable home care services. The Coordinator is accountable for maintaining patient coverage, maximizing authorized-hour utilization, communicating effectively with patients, caregivers, MLTCs, and internal departments, and ensuring all required reports and follow-ups are completed accurately and on time.

This is a fast-paced position that requires strong communication, organization, problem-solving skills, urgency, and the ability to manage multiple priorities at once.

**More info:** <https://www.smstaffingjobs.com/apply/99987697970001064>

*Thank you to Steven Miesels*

---

## Recruiter

*Lyndhurst, NJ | \$70k - \$80k | Full-time*

### Responsibilities:

- Review and screen applications and evaluate candidate qualifications
- Conduct phone interviews and coordinate interviews with hiring managers
- Source candidates through job boards, referrals, and recruiting platforms
- Maintain regular communication with candidates throughout the hiring process
- Track candidate activity and maintain accurate records in the ATS
- Partner with hiring managers to understand staffing needs and job requirements
- Coordinate interview feedback and support hiring decisions
- Assist with pre-employment and onboarding processes
- Support HR projects and generalist tasks as needed
- Help ensure a positive candidate and employee experience

### Qualifications:

- 2+ years of recruiting, talent acquisition, or HR experience preferred
- Experience screening candidates and conducting phone interviews
- Strong communication, interpersonal, and relationship-building skills
- Excellent organization and attention to detail
- Ability to manage multiple openings and competing priorities
- Proficiency with Microsoft Office and applicant tracking systems (ATS) preferred
- Professional, resourceful, and self-motivated
- Ability to maintain confidentiality and exercise sound judgment

**Apply:** <https://www.smstaffingjobs.com/apply/99987697970001057>

*Thank you to Steven Miesels*

---

## Paralegal – Real Estate / Corporate / Healthcare

*Cedarhurst, New York | Full-Time | Experience Level: Any Level*

About Us: Law firm is seeking a Paralegal or Title coordinator to join our office. Experience in any of the following is helpful: real estate, title, corporate, healthcare or business transactions.

The Opportunity: We are seeking a talented Paralegal or title coordinator to join our growing team. This role is an excellent opportunity for a motivated professional to gain meaningful experience working on sophisticated transactions in a collaborative and balanced office environment.

**What We Are Looking For:**

- Experience: Prior experience in any of the following areas - real estate, healthcare, title, corporate, or business-related legal work
- Skills: Strong organizational, communication, and attention-to-detail skills, with the ability to manage multiple transactions
- Education: Paralegal certificate is not required
- Drive: A motivated professional looking to grow their career while working on sophisticated deals in a collaborative, balanced office culture

**Compensation:**

- \$70,000–\$125,000, commensurate with experience

**To Apply:**

- If you are looking to join a collaborative and growing team and take the next step in your career, we would love to hear from you.

**Please submit your resume to [admin@jntllp.com](mailto:admin@jntllp.com)**

*Thank you to Daniells Blisko*

---

## **Staffing Coordinator**

*Brooklyn | \$25-27 per hour*

Home Care Agency seeking Staffing Coordinator to manage caregiver scheduling, patient coverage, replacements, and attendance. Home Care staffing coordination experience required. Strong organizational, communication, and multitasking skills required, along with Microsoft Office and scheduling software proficiency.

**Resumes can be sent to [resumes@careerlynny.com](mailto:resumes@careerlynny.com) or WhatsApp at 8452763040.**

*Thank you to Basya R*

---

## **Director of Home Care Coordination**

*Brooklyn | \$120-140k/yr*

Home Care Agency seeking Director of Coordination to oversee care coordination operations, caregiver staffing, patient coverage, compliance, and team performance. 5+ years of Home Care leadership/management experience, strong knowledge of NYS home care regulations and labor requirements, experience managing high-volume coordination teams, and HHA Exchange experience required. Strong communication, accountability, and problem-solving skills a must.

**Resumes can be sent to [resumes@careerlynny.com](mailto:resumes@careerlynny.com) or WhatsApp at 8452763040.**

*Thank you to Basya R*

---

## **Executive Assistant**

*Lakewood (Open to Hybrid) | \$70-90k/yr*

Healthcare Consulting Company seeking highly organized, proactive Executive Assistant to support CEO and leadership team. Responsibilities include calendar management, client development and onboarding, travel and event coordination, document and presentation support, and hiring/HR administration. Must be highly organized, detail-oriented, proactive, polished, and a strong problem-solver with excellent

communication skills. Proficiency with Microsoft Word, Excel, Adobe PDF tools, and AI platforms required. Salesforce, Slack, InDesign, and social media experience are a plus. Full-time hours; female office environment.

**Resumes can be sent to [resumes@careerlynny.com](mailto:resumes@careerlynny.com) or WhatsApp at 8452763040.**

*Thank you to Basya R*

---

## **Backend Support Specialist**

*Boro Park | \$30–35/hr*

Professional Services Firm seeking Backend Support Specialist to handle authorizations, verification forms, documentation, application/renewal paperwork, and follow-up to keep processes moving smoothly. Must be highly organized, detail-oriented, proficient in Excel, Word, and Outlook, and comfortable managing multiple tasks and deadlines. Strong communication and follow-up skills required. Full-time hours; female office environment.

**Resumes can be sent to [resumes@careerlynny.com](mailto:resumes@careerlynny.com) or WhatsApp at 8452763040.**

*Thank you to Basya R*

---

## **HASC – Multiple Openings (Fall Positions)**

*Boropark, Woodmere & Monsey, NY | Sign-On Bonus for Key Positions*

HASC, a leader in special education, has multiple opportunities for fall positions, with a sign-on bonus for key positions and a 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.

### **Open Positions:**

- Teachers – Woodmere & Monsey (NYS certification 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)
- Hearing Teacher – Boro Park (part-time)
- Occupational Therapists – Boro Park (full-time & part-time)
- Physical Therapists – Monsey (part-time)
- Speech Therapists – Monsey (part-time)
- Vision Teacher – Boro Park (part-time)

**[Cheryl.follman@hasc.net](mailto:Cheryl.follman@hasc.net)**

Please indicate which position and location you are interested in.

*Thank you to Cheryl Follman*

---

## **Corporate Paralegal**

*New York City, NY | \$90,000 - \$120,000 / year*

**<https://careers.dwightcompany.com/en/postings/1c6c96c7-70e2-47ab-a689-747d786bacc9>**

*Thank you to Menachem Fischer*

---

## Chief Financial Officer

Monsey, New York | \$300,000 – \$350,000+ DOE

Prestigious Electronics private label is seeking a strong CFO with 8+ years experience (Retail/wholesale, E-Commerce industry). Responsible for planning, directing and controlling financial activities; working closely with COO and CEO and senior management.

We are looking for an experienced CFO to elevate our Finance team, automate our A/P processes, and improve our financial reporting and analytics capabilities. Our ideal candidate is someone who likes to roll up their sleeves and dig into the details and systems to understand the mechanics of the business, and is equally comfortable in the boardroom discussing strategy with our other executives.

The CFO will lead a team of 8-10 people and be responsible for every facet of our company finances including: accounts payable, cash management, closings and reconciliations, financial reporting and analytics, taxes, and cost savings. We work in a highly dynamic industry where accuracy, strategy, analytics, efficiency, and execution are critical to our success.

### Roles and Responsibilities:

- Assess and evaluate financial performance of organization against term operational goals, budgets, and forecasts
- Identify, acquire, and implement systems and software to provide critical financial and operational information
- Create and establish yearly financial objectives that align with the company's plans
- Prepare and present monthly financial budgeting reports including monthly P&L by business unit, forecast vs. budget, and weekly cash flow
- Oversee the preparation and communication of monthly and annual financial statements
- Review all month-end closing activities including general ledger accounts, balance sheet accounts
- Oversee accounting and AP Department, approve payables
- Review and analyze monthly financial results and provide recommendations
- Develop and maintain monthly operating budget and annual company operating budget
- Create/lead financial planning and analysis department
- Review and ensure application of appropriate internal controls, SOX compliance and financial procedures
- Oversee the preparation and timely filing of all local, state, and federal tax returns
- Manage cash flow planning process and ensure funds availability
- Represent company to banks, financial partners, institutions, auditors, and officials
- Utilize modeling and activity-based analyses to provide financial insight
- Serve as a key member of executive leadership team

### Position Requirements:

- Bachelor's Degree in accounting or Finance
- 5+ years minimum experience as a CFO for consumer goods, retail, or ecommerce company
- 8-10+ years total accounting or finance experience
- CPG/inventory experience
- Software migration experience
- International Experience
- Background coordinating with IT staff to manage and/or upgrade accounting system
- Systems implementation experience strongly preferred
- "Hands On" ERP Systems Experience
- Outstanding communication and presentation skills
- Demonstrated leadership ability, confidence, and teamwork – and ability to motivate staff

[careers@sbh hires.com](mailto:careers@sbh hires.com)

*Thank you to Menachem Fischer*

---

Gmar Chasima and a gut gbenched yohr!

---

## **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!*