Nassau County has launched Nassau Works, a service that will local job announcements based on criteria that you request to an email account, mobile phone, Twitter, or Facebook. Go to NassauWorks.com to register.

**DRESS FOR SUCCESS FASHION SHOW**
Wednesday, February 19, 2014
11 a.m. – 12:30 p.m.
Campus Center Ballroom

**TECHNOLOGY JOB FAIR**
Thursday, March 6, 2014
4 p.m. – 7 p.m.
Campus Center Ballroom

**SPRING JOB FAIR**
Thursday, April 3, 2014
10:30 a.m. – 1:30 p.m.
Roosevelt Hall, Multipurpose Room
Professional attire. Bring copies of your resume!
EXECUTIVE ASSISTANT
Halliday Financial – Glen Head, NY

ABOUT THE JOB
Our company is growing! Halliday Financial is looking to hire an executive assistant to support a team of Certified Financial Planners in our Glen Head, New York office. Full time, with health benefits. Great opportunity for someone looking to build a business career within financial planning and investment services.

TO APPLY
Contact Dr. Sandy Joel Siff @ 516 671-1099 ext 237, ssiff@hallidayfinancial.com.

MECHANICAL DESIGNER/DRAFTSPERSON
Code Fire Protection Corporation – Garden City Park, NY

ABOUT THE JOB
Designer / Draftsperson for Fire Sprinkler Contractor located in Nassau County, New York. Competitive salary and good benefits.

QUALIFICATIONS
Experience in CAD required, knowledge of fire sprinkler design preferred, but will train the right candidate.

TO APPLY
Fax resume to 516-719-4596 or email to DJendras@code-fire.com.

REAL ESTATE BROKER (INDUSTRIAL)
Schacker Realty – Melville, NY

ABOUT THE COMPANY
Schacker Realty is a commercial real estate brokerage company representing small and large corporations and real estate developers/landlords in buying, selling, or leasing property. We have been in business for over 50 years and have marketed millions of square feet of property for sale and lease.
REAL ESTATE BROKER (INDUSTRIAL) (cont.)
We specialize in Nassau and Suffolk counties of Long Island, NY. Among our agents are members of CCIM, SIOR, and CoStar PowerBrokers. We have serviced the requirements of many of LI's top corporations and have been involved in some of the most important transactions on Long Island.

ABOUT THE JOB
Join our award-winning commercial real estate sales team. Marketing, sales, and account management skills will be developed. You will gain knowledge of finance, construction, zoning, contracts and leases, environmental issues, and various other disciplines in this fascinating and rewarding career. This is a full-time commission-only sales position.

QUALIFICATIONS
We are seeking an energetic, outgoing individual with strong people and problem solving skills. Creativity, focus, ability to absorb information, and patience are all beneficial qualities. Bachelor's degree preferred (any Major).

TO APPLY
Please call Gary Friedman, Managing Director, 631-293-3700 x33 or email resume to: gf@schackerrealty.com.

FULL CHARGE BOOKKEEPER
Atlantic Nurseries, Inc. – Dix Hills, NY

ABOUT THE JOB
Established re-wholesale nursery and landscape design firm seeks an experienced full charge bookkeeper for a full time position. Salary is commensurate with experience.

QUALIFICATIONS
To thrive/grow with our company the ideal candidate should be energetic, have a keen attention to detail, be a self-starter and team player and enjoy working in a casual office environment. Candidate must have a minimum of 4 years of full charge bookkeeping experience. (An associates' degree in accounting or business is preferred.). Other qualifications include exceptional organizational skills and the ability to learn new accounting software quickly. Candidate must be detail oriented, proficient at Microsoft Word & Excel and at accounting data entry (accuracy & speed are a must).

RESPONSIBILITIES
Primary functions include accounts payable, accounts receivable, payroll & daily banking functions for 2 companies. Other responsibilities include HR functions, bank rec’s, sales tax returns, organizing & maintaining data bases, correspondence, a variety of clerical duties, phones and occasional errands.

TO APPLY
Please forward resume and salary requirements to biene@atlanticnurseries.com.
PART-TIME/TEMPORARY OPPORTUNITY
Optimum Solutions Corp. – Lynbrook, NY

ABOUT THE JOB
Temporary Positions available for a Spring 2014 Project! Optimum Solutions Corp. is looking for qualified candidates to assist with a temporary project scheduled for April & May of 2014. This position has a fixed hourly pay rate. It requires traveling to different facilities within a 50 mile radius of our Lynbrook offices. Optimum Solutions Corp. handles all the details of travel and reimburses you for up to 1 hour of travel time. Qualified candidates will be trained on all tasks in advance. You will be compensated for training time.

QUALIFICATIONS
Qualified candidates should have general clerical experience, be able to follow specific instructions and possess the ability to stay well focused and organized and work well within a group.

RESPONSIBILITIES
Tasks will include receiving a high volume of boxes containing student exams, scanning an affixed barcode on every test (similar to a cashier check-out process) and assisting with other inventory processes.

TO APPLY
Interested candidates, please contact Tracy Doktor at (516) 247-5300 or careers@oscworld.com for details on how to become a part of our team or to receive answers to any questions.

TEMPORARY CLERICAL POSITION
Optimum Solutions Corp. – Lynbrook, NY

ABOUT THE JOB
Temporary Clerical Positions available for Spring 2014 Project! Optimum Solutions Corp. is looking for qualified candidates to assist with a temporary project scheduled for April & May of 2014. This position has a fixed hourly pay rate and all work is done at Optimum Solutions Corp.’s Lynbrook offices. Work is available for both day and afternoon/evening shifts.
Qualified candidates will be trained on all tasks in advance. You will be compensated for training time.

QUALIFICATIONS
Qualified candidates should have general clerical experience, be able to follow specific instructions and possess the ability to stay well focused and organized and work well within a group.

RESPONSIBILITIES
Tasks will include moving boxes of student exams, sorting exams, assisting with mailroom operations (cleaning of documents, stapling, etc.), and operating mailroom machinery.

TO APPLY
Interested candidates, please contact Tracy Doktor at (516) 247-5300 or careers@oscworld.com for details on how to become a part of our team or to receive answers to any questions.
TEMPORARY TECHNICAL SUPPORT REPRESENTATIVE
Optimum Solutions Corp. – Lynbrook, NY

ABOUT THE JOB
Optimum Solutions Corp. (OSC) is looking for qualified candidates to assist with the technical support of a temporary project scheduled for April & May of 2014. This position has a fixed hourly pay rate. Work assignments are in the East Islip/Central Islip area. Day and afternoon/evening hours are available. Qualified candidates will be trained on the use of the software in advance. You will be compensated for training time.

QUALIFICATIONS
Qualified candidates should have computer skills, familiarity with Microsoft Office products and be able to communicate clearly and effectively.

RESPONSIBILITIES
The task is to support teachers using OSC’s proprietary software to score constructed responses on the NYS 3rd-8th grade ELA & MATH exams.

TO APPLY
Interested candidates, please contact Tracy Doktor at (516) 247-5300 or careers@oscworld.com for details on how to become a part of our team or to receive answers to any questions.

AIR TRAFFIC CONTROLLERS
FAA – Nationwide

ABOUT THE JOB
The Federal Aviation Administration (FAA) is hiring Air Traffic Controllers nationwide. These jobs are important to our Nation’s infrastructure and economy. These openings will be available on or around February 10, 2014 on the http://www.usajobs.gov/ website.

TO APPLY
Visit http://www.usajobs.gov/ to review all the necessary paperwork and documentations needed.

SALES REPRESENTATIVE
RSI Home Products – Long Island, NY

ABOUT THE COMPANY
RSI Home Products helps customers stock their pantries in style. The company manufactures and distributes kitchen, bathroom and storage cabinets. Products are marketed through brands including American Classics, Estate, Continental Cabinets, Master Bath, and Insignia. The company operates manufacturing and distribution facilities in the US and in Mexico. RSI sells its products through home centers, professional builders, and dealers.

ABOUT THE JOB
RSI Home Products, Inc. America’s leading manufacturer of bathroom and kitchen cabinets has an immediate Sales Representative position to service and promote our product lines in the world's largest
SALES REPRESENTATIVE (cont.)
home improvement retailer. The position covers the following territory: Long Island, NY. Compensation and Benefits: Competitive salary, bonus, company car and medical benefits package, which includes; medical with vision, FSA, dental, paid vacations and paid holidays, 401K Plan and an excellent supportive work environment. Pre-employment Drug, Driving and Background Check Required. RSI Home Products is an Equal Opportunity Employer.

QUALIFICATIONS
This individual must be self-motivated and goal oriented with a passion to achieve sales, marketing and merchandising objectives. Knowledge of The Retail Home Improvement Industry and bathroom cabinetry business is beneficial, but not required.
• 4-year college degree preferred or equivalent work experience.
• Prior sales experience preferred, but not required.
• Excellent communication and interpersonal skills (oral, written and presentation).
• Ability to work independently and support promotional events.
• Ability to travel overnight 25% to 70% of the time depending on Geographic’s of District.
• Must have a valid driver’s license and an excellent driving record
• Position may require frequent lifting, up to 50 lbs and may require reaching, pushing/pulling, climbing, stooping, kneeling and bending and working in a variety of weather conditions.

RESPONSIBILITIES
The position of Sales Representative plays a critical role in building brand awareness and customer loyalty while increasing sales and customer value through outstanding service. Successful individuals will be responsible for increasing market share within a given geographic territory through product knowledge training, identification of creative merchandising opportunities, maintain in-stock inventory positions and effectively assist and support identified service group members to ensure exceptional in store execution and presentation of displays and products.
• Attain and exceed sales goals and objectives
• Identify sales and merchandising opportunities and influence key decision-makers to take action.
• Implement and manage new product launches and marketing programs
• Manage Return to Vendor merchandise per established policy and procedures.
• Train and support stores associates on our products, marketing programs, merchandising and service initiatives through one on one and organized training classes.
• Coordinate and execute retail promotional activities and events at store level.
• End user and contractor prospecting.
• Provide end-user home calls and technical support if required.

TO APPLY
Interested candidates, please email rheadley@rsihomeproducts.com.

FULL-TIME AND PART-TIME NURSE AND LPN POSITIONS
LIAFS - Long Island Adolescent and Family Services, Inc. – Stony Brook, NY

TO APPLY
For more information and to apply, please contact Regina Ely, LMSW, LIAFS Director of Social Work at rely@liafs.org.
SYSTEMS ENGINEER LEVEL 2/3 SUPPORT
Reference # 23938 - White Plains, NY

ABOUT THE JOB
Consultant-Hourly Rate/30-40. An Insurance and re-insurance firm founded at the end of 2001 with approximately $1.2 billion in capital. This individual will provide on-going day to day support for global voice and data network. This role will serve as level 2/3 support for all network related support tasks and trouble shooting.

QUALIFICATIONS
CCNA certified min required - CCNP a +
VOIP Experience preferred
ASA and Cisco IPS experience a +
Security concepts and fundamentals required
Experience Cisco Catalyst family and routers required
Packet capture and analysis experience required
Familiarity with Web Filter, Wan Acceleration and Load Balancing required
Must have strong documentation skills
Routing protocols - BGP, OSPF
Wireless experience preferred

RESPONSIBILITIES
Perform day to day network support tasks associated with add moves and changes and troubleshooting
Administer, manage and maintain all cisco routers, switches, firewalls, software and appliances. Level 1-3 escalation point for Helpdesk requests
Responsible for 1st level troubleshooting for all Lan/Wan alerts and issues
Responsible for maintenance of all monitoring and reporting systems
Take ownership of change control process for all network related issues
Maintain all documentation
Perform add moves and changes for Phone system
Perform on-call duty for non-business hours support as per shift assignments
Perform administrative tasks pertaining to time entry and status reporting

TO APPLY
Candidates can apply by sending email to: suzana@sans.com with resume(s) attached and a brief description (about a paragraph) of why they feel they are a fit for the position.

DESKTOP SUPPORT LEVEL 1-2
Reference # 20137 - Stamford, CT

ABOUT THE JOB
Fulltime 50-60k + 20% Bonus. Managed Service Provider-Client/Trading Floor Environment. Rare opportunity to excel at a trading floor and trading infrastructure support environment and to advance your career for a motivated Desktop Support specialist. Will work on a trading floor (Stamford based fixed income trading firm, with 3 sites, consisting of approximately 60 employees). Gain exposure to best of breed technologies as well as establish yourself in a dynamic, growth oriented environment.
DESKTOP SUPPORT LEVEL 1-2 (cont.)
RESPONSIBILITIES
Hours are 7am-5pm and sometimes requires additional hours as necessary, since you will be working in a trading floor environment, learning the dynamics of working with trading floor users, supporting desktop applications and taking part in PC build outs, all the while growing within the firm and expanding your technological horizons. Will work in a team of 4, with an opportunity to learn from the best.

TO APPLY
Candidates can apply by sending email to: suzana@sans.com with resume(s) attached and a brief description (about a paragraph) of why they feel they are a fit for the position.

DISTRICT CLERK
Plainedge Public Schools – N. Massapequa, NY

ABOUT THE JOB
Seeking full-time, responsible administrative assistant to fill position of District Clerk to work in fast-paced, challenging and interesting environment. This position will involve all areas of our schools and reports to the Board of Education and Superintendent of Schools.

For a detailed job description, please visit: http://bit.ly/Mq7HNQ and search Job Openings.

TO APPLY
Interested candidates, please submit cover letter and resume via email only to:
Edward A. Salina Jr., Ed.D.
Superintendent of Plainedge Public Schools
241 Wyngate Drive
North Massapequa, NY 11758
Email: salina@plainedgeschools.org.
Deadline: February 7, 2014

ADMINISTRATIVE ASSISTANT (ENTRY LEVEL)
Islandia, NY

ABOUT THE JOB
Long standing LI/NYC construction company seeking entry-level Administrative Assistant at its principal offices in Islandia. Position provides opportunity for career growth in a stable company. Starting Salary commensurate with qualifications; estimated starting salary range of $36,000 - $40,000. Comprehensive Benefits available, including 401K plan, profit sharing, medical and dental.

QUALIFICATIONS
Candidates should be motivated, bringing positive energy and commitment and a desire to learn as an important team member, and specifically should have strengths in the following areas:
· Computer Skills, including Microsoft Word, Excel, Outlook, etc. Must be a strong typist.
· Communication skills, both written and verbal.
· Must be organized and possess the ability to multi-task in fast-paced corporate environment.
ADMINISTRATIVE ASSISTANT (ENTRY LEVEL) (cont.)
Construction background a Plus but not required.

RESPONSIBILITIES
There will be significant daily variety and opportunity to assist field managers and executives in a multitude of important tasks, including preparation of bids and change orders, drafting proposals and correspondence.

TO APPLY
Submit resumes to: jobs@bancker.com. Feel free to submit any additional information/documentation which may highlight why you believe you are a strong candidate for the position.

DIRECT SUPPORT PROFESSIONAL (DSP)
ACLD – Bethpage, NY

QUALIFICATIONS
- High School Diploma or equivalent required.
- The ability to obtain (within 90 days of hire) and maintain AMAP (Approved Medication Administration Personnel) Certification.
- The ability to obtain (within 180 days of hire) and maintain SCIP (Strategies for Crisis Intervention and Prevention) Core Certification*, CPR (Cardio-Pulmonary Resuscitation), First Aid and AED (Automated External Defibrillator).
- Experience with developmentally disabled population preferred.
- The ability to assist with lifting and transferring a person.
- Clean, valid New York State driver’s license.

The ability to perform SCIP maneuvers may require bending, twisting, kneeling, crouching, lying on the ground, and supporting another person’s body weight with their own.
* Staff may be required to attend the SCIP Restrictive course based on program needs.

Additional Knowledge, Skills and Ability
- Substantial reasoning skills required including the ability to deal with a variety of abstract and concrete issues simultaneously; the ability to identify problems, interpret data and draw conclusions; and the ability to apply principles of logic or theoretical thinking to a wide range of intellectual and practical problems.
- Excellent verbal and written communication skills including the ability to coach and counsel, interpret and advise, and the ability to professionally assess and resolve problems.
- Ability to perform basic computer skills preferred.

RESPONSIBILITIES
Provide direct assistance to the individuals we support on a day-to-day basis within a Residential site. This will include providing support, mentoring and teaching independent living skills and providing services as directed in their ISP.

Essential Functions
- Ensure quality services are provided to each individual through person-centered planning and maximize opportunities for integration with the community.
DIRECT SUPPORT PROFESSIONAL (DSP) (cont.)

- Implement and document the delivery of all Residential Habilitation services which may include but is not limited to: individual skill development training in a variety of areas including: medical concerns, vocational concerns and recreational services.
- Implementation of all individual behavioral support plans/strategies and documentation of individual behaviors.
- Provide personal care assistance to ensure maximum level of supervision and to promote the highest level of health, safety and independence.
- Assist individuals in performing daily living tasks, including, but not limited to, room cleaning and household chores. The staff will be required to perform housekeeping duties within the program.
- Ensure that program environments meet the highest quality standards as per OPWDD guidelines and report any concerns to supervisor.
- Assist individuals in food preparation; including preparing meal plans and shopping for supplies.
- Adhere to Agency systems designed to promote organizational efficiencies as well as compliance with ACLD policies, procedures and regulations governing programs.
- Supervise individuals within the program and community. Intensiveness of the supervision determined by the specific needs of the individuals.
- Complete and review assigned reports, logs, and documentation in accordance with ACLD Corporate Compliance Policy.
- Assist the individuals with the use of their personal allowance, including oversight in shopping, budgeting and managing their income.
- Assist the individuals with transportation.
- Oversee the dispensing and documentation of medication in accordance with AMAP procedures and follow all AMAP guidelines with regards to conducting medical appointments as assigned.
- Implement SCIP (Strategies for Crisis Intervention and Prevention) maneuvers when necessary.
- Attend required staff meetings, supervision sessions and training programs as assigned.
- Maintain collaborative relationships with other ACLD programs and departments to maximize service coordination and integration.
- All other duties as assigned.

Non-Essential Functions

- Participate in Agency committees as assigned

TO APPLY

Interested candidates, please apply to: Barnettj@acld.org.

PART-TIME BOOKKEEPER/OFFICE ADMINISTRATOR

Financial Resource Insurance Agency – West Babylon, NY

ABOUT THE JOB

Growing entrepreneurial Insurance Agency is looking for a part-time bookkeeper/administrator to join our team.

RESPONSIBILITIES

Your responsibilities will include data entry, invoicing, payments, daily/monthly close, commissions, financial reports, and various office administration tasks.
PART-TIME BOOKKEEPER/Office Administrator (cont.)
QUALIFICATIONS
Working knowledge of QuickBooks, Microsoft Office, Outlook. Knowledge of accounting principles. Ability to work independently. Detailed and accurate. Organized, energetic. Adaptable and flexible. Available two days a week; 5 hours a day (must work Fridays)

TO APPLY
Please send a cover letter with your resume to financialresourcecorp@hotmail.com.

INFORMATION TECHNOLOGY POSITIONS (Application Developer, Web Developer)
Liventus – Northbrook, IL

ABOUT THE COMPANY

ABOUT THE INTERNSHIP
Liventus is currently offering rewarding full-time positions within application development, web development and information technology. Current openings are located in Northbrook, IL (northern suburbs of the Chicagoland area). H1-B & Green Card sponsorship available. Highly competitive pay.

QUALIFICATIONS
Liventus looks for candidates who exhibit the following: Strong knowledge of HTML, JQuery, VB, C#, MS SQL Server, T-SQL, ASP.NET and other related server technologies used to implement .NET applications. Knowledge of Visual Basic; Visual Studio, SQL database schemas and scripts, including views, triggers and stored procedures. Experience creating technical documentation such as design documents, specifications, software architectures documents and instructions. Experience in UI design, commerce server, Microsoft CRM and content management a plus. Understanding and experience in user interface, user experience optimization and design. Ability to produce quality work individually or in a team setting. Ability to multitask in fast-paced environment. Able to think analytically and strategically to solve problems. Strong interpersonal and communication skills. Attention to detail. Leadership experience. Major/Concentration in MIS, Computer Science. Education Level: Recent or near term Bachelor’s Degree attained.

TO APPLY

ELECTRONIC TECHNICIAN
Cox and Company, Inc. – Plainview, NY

ABOUT THE JOB
Conducts electrical inspections of electronic and electro-mechanical subassemblies and completed products utilizing standard measuring equipment and dedicated test sets. Follows and executes final Acceptance Test Procedures. Makes determinations of product compliance to requirements. Key contributor to the detection and resolution of product and test equipment problems.
ELECTRONIC TECHNICIAN (cont.)

QUALIFICATIONS
- Ability to read and interpret assembly level and PCB level schematics.
- Ability to conduct test procedures to published documents.
- Ability to operate dedicated test rigs.
- Ability to operate standard measuring equipment including DVM, Hi-Pot, Bonding resistance, oscilloscope, logic analyzer.
- Ability to work with passive and active components and integrated circuits including CPLD and microprocessors.
- Ability to work with minimum technical and administrative supervision.
- Ability to develop modifications to test and troubleshooting techniques.

Education and Work Experience
- Minimum 2 year degree or certificate in electronics.
- Minimum 5 years relevant experience.
- Relevant experience beyond 5 years may be considered in lieu of formal education requirement.

RESPONSIBILITIES
- Conduct inspections of electronic assemblies and sub-assemblies using documented test procedures plus individual knowledge and experience.
- Troubleshoot assembly defects to PCB level.
- Troubleshoot PCB defects to component level.
- Detect and troubleshoot product-equipment system issues.
- Document test and inspection results in accordance with Company procedures.
- Contribute to the continued development of test and troubleshooting techniques.
- Other duties as assigned.

TO APPLY
Interested candidates, please apply to Marietta Sciulara at msciulara@coxandco.com.

ENVIRONMENTAL & ENGINEERING POSITIONS
Aerotek

ABOUT THE JOBS
Various positions available in Environmental & Engineering.

TO APPLY
For further information, contact Aaron Wilson, Technical Recruiter, at 631-760-3101.

VARIOUS POSITIONS
Centerplate at Long Island Ducks Baseball Stadium – Central Islip, NY

ABOUT THE JOBS
Centerplate/Long Island Ducks Baseball are seeking cashiers/servers, food prep, vendors, utility, dishwashers, waiters, bus and bartenders. Must be available for Long Island Ducks home games (evenings and some weekends). Season goes from late April through September.
VARIOUS POSITIONS (cont.)
TO APPLY
Please come to the job fair at the LI Ducks ballpark on Saturday, March 1, 2014 from 10 a.m. – 1 p.m. Visit: liducks.com for more job fair details. Centerplate participates in E-Verify.

PRE-COLLECTION/CALL CENTER REPRESENTATIVE
NetTel USA – Farmingdale, NY

ABOUT THE POSITION
The Sunrise Family of Companies, a national top ranked customer service call center and collection agency, established in 1974, is looking for call center, customer service representatives who eager to learn and grow with us. Family oriented company offers part time positions with flexible hours. We are open 8am-11pm Monday - Friday and Saturdays from 8am-2pm. Paid Training salary ranges from $8.00 - $10.00 per hour, paid weekly. First compensation review after 1 month. Part time requirement 20-35 hours per week.

QUALIFICATIONS
We are looking for candidates who can provide a positive customer experience, and work with consumers to solve their debt obligation or dispute. This is a great opportunity for high school and college students, as well as people returning to the workforce. No experience necessary. Must have completed at least two years of high school. Two weeks of on-site paid University modeled training.

RESPONSIBILITIES
Hired candidates arrange repayment of small outstanding customer bills by phone for various companies. Including processing payments and providing information on how to resolve an outstanding dispute. No Selling!

TO APPLY
Looking to hire for immediate position. Interviewing now. Stop by to fill out an application or send your resume to Ms. Shannon at careers@nettelusa.com.

VARIOUS POSITIONS
Randstad – Brentwood, NY

ABOUT THE JOBS
Randstad is seeking qualified candidates to fill various positions at a leading Financial Services company in Brentwood. Background and drug screen required. Various shifts for the following positions: Material Handlers, Mail Machine Operators, Maintenance Mechanics, Administrative Assistants/Clerks, Data Entry (10+ openings), IBM Machine Operators.

TO APPLY
Contact Randstad at: 631-254-7434 (51 Mercedes Way, Edgewood/NY) or 631-274-8258 (1155 Long Island Avenue, Edgewood/NY) …or apply on line at: www.randstadstaffing.com.
YOUTH COUNSELORS/SIBLING SPECIALISTS
LIAFS - Long Island Adolescent and Family Services, Inc. – Stony Brook, NY

ABOUT THE JOBS
Part time, per diem hours available. Weekends/overnights/evenings.

QUALIFICATIONS
Sibling Specialist position requires Bachelors Degree. Youth Counselor position requires – GED/HS diploma. Experience with young children and adolescents is a must. Ability to multi-task.

TO APPLY
Responses and inquiries can be submitted via email to rely@liafs.org and/or via fax to 631-737-8178.

SENIOR SOFTWARE DEVELOPER
FalconStor Software, Inc. – Melville, NY

ABOUT THE COMPANY
FalconStor Software, Inc. (NASDAQ: FALC) is transforming how enterprises move, store, protect and optimize data. Founded in 2000, FalconStor offers an award-winning platform for data migration, business continuity, disaster recovery, optimized backup and deduplication. FalconStor helps maximize data availability and system uptime to ensure nonstop business productivity, while simplifying data management to reduce operational costs. Our open, integrated software solutions reduce vendor lock-in and give enterprises the freedom to choose the applications and hardware components that make the best sense for their business. FalconStor solutions are available and supported by OEMs, as well as leading system integrators and resellers worldwide. FalconStor is headquartered in Melville, N.Y. with offices throughout Europe and the Asia Pacific region. For more information, visit www.falconstor.com or call 1-866-NOW-FALC (866-669-3252).

ABOUT THE POSITION
Senior Software Developer in Windows, design and develop disaster recovery solution using C/C++. FalconStor prides itself in recruiting the most dynamic and talented individuals in the industry to develop, sell, and market our industry-leading portfolio of data protection products. This is your chance to become a part of a winning team with an exciting, bright, and profitable future. Our compensation package includes competitive salaries and benefits, including medical, dental, disability insurance, 401(k) and Life Insurance.

QUALIFICATIONS
Possess an intimate knowledge of the Windows Operating System and Windows programming (user mode/kernel mode)
Experience with Windows SDK/MMC/MFC development
Understand technical issue surrounding product design and API implementation
Hands-on experience with VMware SDK and vCenter operation
Understand Microsoft Hyper-V and Powershell
Familiar with Disaster Recovery concept a plus
Familiar with basic database operation (MSSQL or PostgreSQL) a plus
Application knowledge of Microsoft Exchange/SQL Server/Oracle a plus
SENIOR SOFTWARE DEVELOPER (cont.)
Design and develop software in C/C++ for 5+ years

TO APPLY
For immediate consideration, send your resume to careers@falconstor.com. Please include job#RD002

GUI MANAGER
FalconStor Software, Inc. – Melville, NY

ABOUT THE JOB
As a team leader you will play a key role in the design, implementation and development of our organizations next generation software GUI application. Utilizing leading-edge web technologies such as HTML5 (<canvas>), jQuery (and other possible frameworks), CSS, JAVA, JSON, and PHP, you will help to architect, design, build, test, and create features that connect with our industry leading backup software for a scalable environment. FalconStor prides itself in recruiting the most dynamic and talented individuals in the industry to develop, sell, and market our industry-leading portfolio of data protection products. This is your chance to become a part of a winning team with an exciting, bright, and profitable future. Our compensation package includes competitive salaries and benefits, including medical, dental, disability insurance, 401(k) and Life Insurance.

QUALIFICATIONS
The ideal candidate should possess a strong understanding of current web technologies and cutting edge client side development with experience in these frameworks. You have a passion and demonstrated experience in UI design and development. If you are a person who is excited about being able to develop cutting edge products that would be used by people all over the world, this is the job for you.

Required:
- 5 to 10 years of experience in software development
- 2 to 4 years as a software team lead
- 3 or more years developing graphical user interfaces
- Experience developing web based user interfaces (with knowledge with of at least one related web technology e.g. HTML5, Java, JSON, PHP, Browser compatibility, SQL etc.)
- B.S. Degree

Preferred:
- Proven ability to imagine, innovate, design and layout simple, beautiful, functionally useful graphical user interfaces
- Experience designing and developing graphical user interfaces for device and/or storage management
- Experience developing apps for Android, iOS

TO APPLY
For immediate consideration, send your resume to careers@falconstor.com. Please include job# RD001. FalconStor, Inc. is an equal opportunity employer. No agencies or third parties please.
**QA ENGINEER**
FalconStor Software, Inc. – Melville, NY

**ABOUT THE COMPANY**
FalconStor Software, Inc. (NASDAQ: FALC) is transforming how enterprises move, store, protect and optimize data. Founded in 2000, FalconStor offers an award-winning platform for data migration, business continuity, disaster recovery, optimized backup and deduplication. FalconStor helps maximize data availability and system uptime to ensure nonstop business productivity, while simplifying data management to reduce operational costs. Our open, integrated software solutions reduce vendor lock-in and give enterprises the freedom to choose the applications and hardware components that make the best sense for their business.

FalconStor prides itself in recruiting the most dynamic and talented individuals in the industry to develop, sell, and market our industry-leading portfolio of data protection products. This is your chance to become a part of a winning team with an exciting, bright, and profitable future. Our compensation package includes competitive salaries and benefits, including medical, dental, disability insurance, 401(k) and Life Insurance.

**QUALIFICATIONS**
Falconstor is looking for a motivated QA Engineer with the following skills:
- Strong knowledge on Linux operating system on network environment
- Excellent analytical skills
- High level of initiative with ability to self-manage
- Strong interpersonal skills with ability to work both independently and as part of a team
- Excellent written and verbal communication skills with attention to detail
- Ability to work well under pressure with track record of meeting deadlines
- Dependable, reliable, with clear thinking and attention to detail
- Flexible work style to get the job done without compromising quality standards
- Bachelor’s Degree in Computer Engineering or similar discipline technical Degree
- 2+ years, prior software quality assurance experience in a product development environment

Preferred:
- Experience of performance testing methodologies and tools
- Knowledge of PHP scripting Language is strongly preferred
- Knowledge or prior experience on Backup process is strongly preferred
- Knowledge or prior experience on VMware environment is strongly preferred
- Experience with Automation tools is a plus

**TO APPLY**
For immediate consideration, send your resume to careers@falconstor.com. Please include job#QA001
FalconStor, Inc. is an equal opportunity employer. No agencies or third parties please.

**SENIOR QUALITY ASSURANCE ENGINEER**
FalconStor Software, Inc. – Melville, NY

**ABOUT THE COMPANY**
FalconStor Software, Inc. (NASDAQ: FALC) is transforming how enterprises move, store, protect and optimize data. Founded in 2000, FalconStor offers an award-winning platform for data migration,
SENIOR QUALITY ASSURANCE ENGINEER (cont.)
business continuity, disaster recovery, optimized backup and deduplication. FalconStor helps maximize
data availability and system uptime to ensure nonstop business productivity, while simplifying data
management to reduce operational costs. Our open, integrated software solutions reduce vendor lock-
in and give enterprises the freedom to choose the applications and hardware components that make
the best sense for their business. FalconStor solutions are available and supported by OEMs, as well as
leading system integrators and resellers worldwide. FalconStor is headquartered in Melville, N.Y. with
offices throughout Europe and the Asia Pacific region. For more information, visit www.falconstor.com
or call 1-866-NOW-FALC (866-669-3252).

FalconStor prides itself in recruiting the most dynamic and talented individuals in the industry to
develop, sell, and market our industry-leading portfolio of data protection products. This is your chance
to become a part of a winning team with an exciting, bright, and profitable future. Our compensation
package includes competitive salaries and benefits, including medical, dental, disability insurance, 401(k)
and Life Insurance.

QUALIFICATIONS

- Must have at least a B.S. or equivalent degree in Computer Science or a related field or five
  years of experience in software testing
- Must have at least 3 years of experience in manual software testing which includes designing
  and writing tests cases
- Must have good problem solving skills
- Must be able to communicate effectively with members of the product team from
  Development, Project Management, Tech Pubs, Technical Support and other groups.
- Must be self-motivated and be able to manage time effectively
- Must have a good understanding of testing processes and methodologies

Preferred

- Experience with designing and executing automated test cases
- Coding experience in PHP, Java, Linux shell scripts
- Experience configuring SAN and storage devices
- Significant experience in Linux and Windows system administration

RESPONSIBILITIES

- Maintain a high level of understanding of assigned products and components so as to be
technical resource to the Quality Assurance team
- Analyze products and product specifications and design test cases that uncover flaws during the
design, development, and testing phases of the PDLC.
- Build complex test environments that include a variety of operating systems, devices types, and
  network/SAN configurations.
- Coach junior QA engineers helping them to understand the QA process, FalconStor products,
testing strategies, and company policy related to QA
- Document the QA process through well written test plans, bug reports, KB articles, test reports
  and training materials.
SENIOR QUALITY ASSURANCE ENGINEER (cont.)
- Be an example of Quality Assurance professionalism by demonstrating a high level of responsibility, self-motivation, time management, and attention to detail

TO APPLY
For immediate consideration, send your resume to careers@falconstor.com. Please include job#QA002 FalconStor, Inc. is an equal opportunity employer. No agencies or third parties please.

SENIOR ACCOUNTANT
FalconStor Software, Inc. – Melville, NY

ABOUT THE JOB
FalconStor Software, Inc. (NASDAQ: FALC) is transforming how enterprises move, store, protect and optimize data. Founded in 2000, FalconStor offers an award-winning platform for data migration, business continuity, disaster recovery, optimized backup and deduplication. FalconStor helps maximize data availability and system uptime to ensure nonstop business productivity, while simplifying data management to reduce operational costs. Our open, integrated software solutions reduce vendor lock-in and give enterprises the freedom to choose the applications and hardware components that make the best sense for their business.

FalconStor prides itself in recruiting the most dynamic and talented individuals in the industry to develop, sell, and market our industry-leading portfolio of data protection products. This is your chance to become a part of a winning team with an exciting, bright, and profitable future. Our compensation package includes competitive salaries and benefits, including medical, dental, disability insurance, 401(k) and Life Insurance.

QUALIFICATIONS
- MS Excel
- MS Word
- General GL systems knowledge

Education & Experience:
- Bachelor’s degree in Accounting or Finance required
- Minimum 2 years general accounting experience required

RESPONSIBILITIES
- Drive monthly close process, ensuring timely and accurate completion of the month end close activities, including preparation of journal entries, reconciliation of account balances, and determination of appropriate accruals
- Responsible for ensuring that all financial transactions are posted accurately and recorded in a timely manner in the General Ledger
- Prepare various schedules that support the financial statements, including prepaid schedules, accrued expense schedules, bank reconciliation, etc.
- Review of international reporting packages
- Analysis of intercompany transactions
- Assist with analyzing financial statements on a monthly basis and report on variances
SENIOR ACCOUNTANT (cont.)

- Assist in the quarterly and year-end audits
- Preparation of monthly and quarterly sales tax returns
- Responsible for daily processing of domestic and international wire transfers
- Process improvement projects and implementation
- Special projects as assigned

TO APPLY
For immediate consideration, send your resume to careers@falconstor.com. Please include job#GA001
FalconStor, Inc. is an equal opportunity employer. No agencies or third parties please.

FRAGRANCE EVALUATOR
Orlandi USA – Farmingdale, NY

QUALIFICATIONS
- 3-5 years of fragrance evaluation experience required (Strong olfactory sense) preferably from a lab or a fragrance house
- Salary commensurate with experience

RESPONSIBILITIES
- Evaluate Orlandi’s development, laboratory and production fragrance samples against appropriate standards or benchmarks
- Prepare written documentation of evaluation comments for laboratory re-work or client submission purposes
- Enter and/or maintain database information regarding approvals as applicable
- Internal product development meetings and communications with Orlandi lab/chemists/affiliate offices
- Other fragrance development-related tasks as required

TO APPLY
Submissions should be sent to careers@orlandi-usa.com

ESTIMATOR
Orlandi USA – Farmingdale, NY

QUALIFICATIONS
- Proficiency in Microsoft Excel a must
- 3-5 years of estimating experience in a manufacturing environment
- Managerial/supervisory experience, a plus

RESPONSIBILITIES
- Provide guidelines and assistance to others in the quote request process
- Interpret quoting specifications supplied, including filling in missing information with an educated guess or returning the quote to its originator with questions
- Determine a production process for the project, including print layouts
- Calculate the required materials, including packaging sizes if not specified
ESTIMATOR (cont.)

- Obtain and analyze bids on projects from material vendors and subcontractors for services that Orlandi does not do (or not efficiently) in-house
- Assemble the costs and information needed to supply an Estimate of Costs to management, who in turn add the margin which determines the Orlandi selling price
- Provide accurate, timely estimates to requesting departmental areas (contractual or preliminary, depending on request)
- When necessary, write a note of explanation of estimate specifics (especially when the estimate and estimate request are outside normally assumed parameters)
- Attend job activation and close-out meetings to clarify information

TO APPLY
Submissions should be sent to careers@orlandi-usa.com

LAB TECHNICIAN/STABILITY TESTING COORDINATOR
Orlandi USA – Farmingdale, NY

QUALIFICATIONS
- Interest in Fragrance with the capability of discerning fragrance categories.
- Basic to Intermediate knowledge of Microsoft Excel and Word.
- Excellent communication (written and verbal) and detailed documentation skills.
- Attention to detail is required.
- Familiarity with lab equipment is preferred but not required.
- Flexibility to work either shift/location
- Have a reliable form of transportation

RESPONSIBILITIES
- Coordinate stability testing and evaluation efforts
- Evaluation of finished products.
- Maintain stability testing log.
- Maintain tracking log of incoming raw materials.
- Daily check of scales and ovens.
- Assist lab personnel when needed.

TO APPLY
Submissions should be sent to careers@orlandi-usa.com.

CONTINUED ON NEXT PAGE...
INFORMATION TECHNOLOGY INTERNSHIPS
Liventus – Northbrook, IL

ABOUT THE COMPANY
Liventus Inc., a custom business solutions provider, offers a complete array of consulting and
development services nationwide, including business solution development, e-commerce, web site

ABOUT THE INTERNSHIP
Liventus is currently offering rewarding internships within application development, web development
and information technology. Ideally, internships last for three to six months and lead to permanent
employment with our firm. Current openings are located in Northbrook, IL (northern suburbs of the
Chicagoland area). Fully-furnished intern housing. H1-B & Green Card sponsorship available. Highly
competitive pay.

QUALIFICATIONS
Strong knowledge of HTML, JQuery, VB, C#, MS SQL Server, T-SQL, ASP.NET and other related server
technologies used to implement .NET applications. Knowledge of Visual Basic; Visual Studio, SQL
database schemas and scripts, including views, triggers and stored procedures. Experience creating
technical documentation such as design documents, specifications, software architectures documents
and instructions. Experience in UI design, commerce server, Microsoft CRM and content management a
plus. Understanding and experience in user interface, user experience optimization and design. Ability to
produce quality work individually or in a team setting. Ability to multitask in fast-paced environment.
Able to think analytically and strategically to solve problems. Strong interpersonal and communication
skills. Attention to detail. Leadership experience.

Major/Concentration in MIS, Computer Science.
Education Level: Internships – Recent or near term Bachelor’s Degree.

TO APPLY
PART-TIME BUSINESS ADMINISTRATION INTERN
AFCO Systems, Inc. - Farmingdale, NY
www.afcosystems.com

ABOUT THE INTERNSHIP
AFCO is looking for a part time Business Admin Intern to work within its sales and marketing department. The focus of this internship will be aiding in the organization and standardization of AFCO’s product line.

QUALIFICATIONS
1. Computer literate with proficiencies in
   a. Excel (this is a must)
   b. Word
   c. PowerPoint
   d. Outlook
2. Internet savvy and can perform internet based research and analysis
3. Interest in high tech and or manufacturing

RESPONSIBILITIES
1. Organizing product description, part numbers, costs, reseller prices, and msrp for various products.
2. Organize and maintain marketing material for sales department.
3. Aid in sales prospecting efforts
4. Market research and competitor analysis

TO APPLY
Please email resume to James Weis, jweis@afcosystems.com.

DATA ENTRY – ACCOUNT MANAGEMENT INTERNSHIP
Graphic Image – Melville, NY

ABOUT THE INTERNSHIP
Graphic Image, a leather accessories manufacturer in Melville is seeking a part time data entry person to assist our account management departments on various day to day projects. To learn more about Graphic Image and our product lines, visit us on the web at www.graphicimage.com or www.giginewyork.com

QUALIFICATIONS
Must be a detail oriented individual who is well organized and computer savvy.

RESPONSIBILITIES
Responsibilities may include entering orders, invoicing, updating spreadsheets and creating labels.

TO APPLY
Please send resumes to rabrams@graphicimage.com or via fax to 631-249-9670, attention: Human Resources.
GRAPHIC DESIGN/MEDIA ASSISTANT INTERNSHIP
AVx Productions – Centereach, NY

ABOUT THE INTERNSHIP
AVx Productions is a DJ Entertainment company in Centereach, NY. 5-20 hours/week.

QUALIFICATIONS

RESPONSIBILITIES
Assist with design of marketing & sales materials. Update, maintain & oversee social media. Answer phones and light office work.

TO APPLY
Please call 631.886.2395.

MARKETING/BUSINESS INTERNSHIP
SavATree

ABOUT THE INTERNSHIP
Paid Internship Opportunities with SavATree! SavATree is a nationally recognized provider of superior arboricultural services. We are an industry leader in environmentally sensible plant health care, general tree care, professional lawn care and turf management for residential, commercial, institutional, government and historic properties. We provide our customers with high quality, cutting edge tree care, plant health care, lawn care and deer deterrent services. SavATree is seeking responsible, well organized, enthusiastic college students to assist with marketing and business development projects.

What we offer:
• The opportunity to develop valuable marketing and communications skills
• A personal development plan and regular support to help you in your role
• References can be supplied on successful completion of internship

Hours & Rate:
• Four weekdays
• One weekday evening until 7:30pm will be required
• Saturday mornings will be required
• $12/hr

SavATree has availability for internships in the following locations: CT: Bloomfield, Norwalk; NY: Bedford, Brookville, Mamaroneck, Southampton; NJ: Mountainside, Princeton, Wyckoff; PA: Conshohocken; IL: Northbrook; MA: Mashpee, Lincoln; VA: Springfield; MD: Rockville;
MARKETING/BUSINESS INTERNSHIP (cont.)

QUALIFICATIONS
The ideal candidate is currently pursuing a degree in marketing, communications or business, has a professional demeanor and enjoys working with clients. If you are looking to join a team that is committed to be the best in every market it serves, your journey begins here!
- Pursuing a degree in marketing, communications or business
- Excellent communication/phone skills and a willingness to make outbound calls
- Good administrative and computer skills and a working knowledge of Microsoft Outlook, Word & Excel
- Creativity and ability to work on own initiative and meet deadlines
- Good research and internet skills
- Attention to detail
- Excellent team player

RESPONSIBILITIES
- Assist with the development of lead generation utilizing internet research
- Telephone follow-up on lead generation, mailings and marketing campaigns
- Generate a minimum of 4 appointments per day from outbound phone work
- Set up appointments with prospects
- Make outbound calls to existing customers
- Daily sales reporting
- Assist with daily upkeep of sales tracking tools and special projects

TO APPLY
If you are interested in applying for an internship, please send your resume and your desired location to careers@savatree.com for consideration. To learn more about SavATree, please visit our site at www.savatree.com. SavATree is an Equal Opportunity Employer.

INTERN NEEDED
Piping Rock Health Products – Farmingdale, NY

ABOUT THE JOB
Part-time position. Opportunities for growth or full-time employment in the future.

QUALIFICATIONS
Relevant majors such as Nutrition, Health & Wellness, Biology, Chemistry etc. Seeking a hard-working intern who is looking to learn about the product uses, manufacturing, processing and other business practices that occur within the vitamin industry. Vitamin and Nutrition knowledge a plus.

RESPONSIBILITIES
Works closely with the office manager to learn how the company operates (how to read formulas, put a new product on the market and communicate with Quality Control Laboratory etc.). Take on office responsibilities such as data entry, filing, scanning documents etc. Must be familiar with Word and Excel.

TO APPLY
Please email your resume to jbuckley@pipingrock.com. Cover letter may be included but not required.
WEB/DATABASE PROGRAMMER INTERN
Universal Photonics – Hicksville, NY

ABOUT THE COMPANY
Company Profile: Headquartered in Hicksville, Long Island, Universal Photonics maintains state-of-the-art laboratory, manufacturing and distribution facilities in the US, South America, Europe, India and the Far East. An unwavering commitment to the advancement of surfacing technologies enables us to meet the critical surfacing needs of four distinct industry categories world-wide: Precision Optics, Electronic, Ophthalmic, & Architectural/CRT glass. We meet these needs with over 7,000 premium products, each uniquely engineered to deliver optimum, cost effective results, and an ongoing investment in research and development. It is what has put Universal Photonics at the forefront of innovative polishing applications for over 80 years.

ABOUT THE JOB
We are currently looking for a talented web/database programmer (college juniors or seniors preferred) to work on a new data-driven company website. This internship combines professional disciplines of web development with global marketing, providing real world experience while getting paid to build a portfolio. Hours would be approximately 20 per week and is flexible and the hourly rate will be at least $12/hr, possibly more with the right experience.

QUALIFICATIONS
Should be knowledgeable in latest online database software, e.g. Access, HTML, PHP & SQL, and capable of adapting off-the-shelf, database templates. Should have knowledge of full Adobe Creative Suite (Photoshop, InDesign, Fireworks, Illustrator).

RESPONSIBILITIES
Candidate will be asked to modify existing HTML site and to have hands-on involvement in the design, production, and implementation of new data driven site. Will work directly with Director of Marketing on research, development, creation, and implementation of corporate website, as well as additional multi-media marketing projects.

TO APPLY
Interested candidates, please email Kelly McCarthy at: kellym@universalphotonics.com.
Email response only, No phone calls.

WELLS FARGO CONSUMER LENDING INTERNSHIP PROGRAM
Wells Fargo

ABOUT THE INTERNSHIP
Wells Fargo will be accepting applications for this program via www.wellsfargo.com/careers from Saturday, February 8th – Friday, February 14th, 2014. Please see the “To Apply” section below for additional information. The Wells Fargo’s Consumer Lending Group (CLG) is an industry leader in supporting homeowners and consumers. It starts with you. We must attract, develop, retain and motivate the most talented people—those who care and who work together as partners across business units and functions. We value and promote diversity and inclusion in every aspect of our business and at
WELLS FARGO CONSUMER LENDING INTERNSHIP PROGRAM (cont.)

The CLG team includes Home Lending, Consumer Credit Card, Personal Loans and Lines, Direct Auto, Dealer Services, Commercial Auto, Retail Services and Education Financial Services including the professional services teams that partner with these businesses—Human Resources, Finance, Credit Risk, and Compliance & Operational Risk.

The Wells Fargo Consumer Lending Internship Program provides structured summer internship opportunities for highly talented undergraduate students. The program offers a wide range of paid opportunities within the Consumer Lending businesses and gives students the opportunity to gain hands-on business experience working with seasoned managers and team members who are experts in their fields. Opportunities are available in locations nationwide, however, position location is determined by business need, is tied to the business function, and is not flexible. Specific available locations will be listed in the CLG Internship Program job postings on www.wellsfargo.com/careers. Please note that this program does not provide relocation or student housing expenses. Interns are responsible for securing their own housing in the internship location.

Qualifications
Please Note: The Consumer Lending Internship Program offers a wide range of opportunities across our businesses. Qualifications may vary depending on the specific role within the program. Please refer to the individual job postings on www.wellsfargo.com/careers for detailed job descriptions and a complete list of qualifications. Qualifications for the program include:

Minimum Qualifications:
- Undergraduate degree with a graduation date of December 2013 – June 2015
- 3+ months of prior work or internship experience
- Strong written, verbal and interpersonal communication skills
- Proven ability to problem solve, analyze, and formulate conclusions
- Ability to work independently and collaboratively with others in a team
- Demonstrated ability to effectively organize multiple tasks, manage time, set priorities and meet deadlines in a fast-paced environment
- Intermediate PC and Microsoft Office applications experience (Word, Excel, PowerPoint, Email Systems)
- Ability work a full-time schedule for the entirety of the 10-week program beginning on June 2, 2014 (or June 16 for select schools)

Preferred Qualifications:
- At least 12 months of work or prior internship experience
- Impactful involvement through work, volunteerism or activism within the community

RESPONSIBILITIES
The CLG Internship Program includes formal and informal learning opportunities, engaging and challenging work assignments, and opportunities to interact with key leaders and managers. Interns will report into an individual CLG business group and will have the opportunity to understand the day-to-day responsibilities of a full-time team member while gaining exposure to our business strategies, operations, and culture in areas such as: sales, technology, process management, finance, database
WELLS FARGO CONSUMER LENDING INTERNSHIP PROGRAM (cont.)
management, risk mitigation, marketing, communication. Over the course of ten weeks, participants will also complete a group project and benefit from coaching and performance feedback sessions. In addition, CLG Interns will participate in the company-wide Wells Fargo Corporate Internship virtual learning series.

TO APPLY
To view detailed job descriptions—including a complete listing of available locations and qualifications for each area within the program—and to apply, please visit www.wellsfargo.com/careers and search by keyword “CLG Internship Program”. Roles will be posted and applications accepted via www.wellsfargo.com/careers from Saturday, February 8th until Friday, February 14th, 2014.

HUMAN RESOURCES INTERNSHIP
Precipart Group - Farmingdale, New York

ABOUT THE JOB
Enhancing lives through innovative solutions, Precipart is a leading provider of precision engineered solutions including custom machined parts, motion control assemblies and critical mechanical components. Established in 1950, the Group draws from its Swiss heritage of technical precision to support our Global customer base. With facilities in the US, Switzerland, and the UK, we employ over 200. Winter Position Available: Human Resources Intern. 30 hours week for 4 weeks. $10.00/hour.

QUALIFICATIONS
- 1 year completed towards Bachelor’s Degree in Human Resources with a 3.3 minimum GPA
- Knowledge of Word, Excel, Outlook etc.
- Excellent communication skill
- Close attention to detail
- Must have ability to work in a team environment
- Bilingual a plus

RESPONSIBILITIES
The HR intern will assist in projects such as best practice research, tracking and planning employee training records, OSHA annual reporting, organizing our newly renovated HR suite and other duties as assigned.

TO APPLY
For consideration please forward resume with a statement of interest (one page maximum that describes your objectives and motivation in seeking an internship at Precipart Group) directly to HR@Precipartgroup.com. Please state “HR Intern” in the subject.
**HUMAN RESOURCES INTERNSHIP**
Precipart – Farmingdale, NY

**ABOUT THE COMPANY**
Enhancing lives through innovative solutions, Precipart is a leading provider of precision engineered solutions including custom machined parts, motion control assemblies and critical mechanical components. Established in 1950, the Group draws from its Swiss heritage of technical precision to support our Global customer base. With facilities in the US, Switzerland, and the UK, we employ over 200. This internship will be located at our Farmingdale, NY facilities.

**ABOUT THE INTERNSHIP**
Part Time for 12 weeks. $10.00/hour. Precipart has a Part Time Spring Human Resources Intern position available. The HR intern will assist in projects such as file old workers comp and disability paperwork, organize electronic employee and HR files, remove termed benefits from binder and file, review performance reviews and update spreadsheets.

**QUALIFICATIONS**
- 1 year completed towards Bachelor’s Degree in Human Resources with a 3.3 minimum GPA
- Knowledge of Word, Excel, Outlook etc.
- Excellent communication skill
- Close attention to detail
- Must have ability to work in a team environment
- Bilingual a plus

**TO APPLY**
For consideration please forward resume with a statement of interest (one page maximum that describes your objectives and motivation in seeking an internship at Precipart Group) directly to HR@Precipartgroup.com. Please state “HR Intern” in the subject.

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**TECHNOLOGY INTERNSHIP**
Precipart Group – Farmingdale, NY

**ABOUT THE COMPANY**
Enhancing lives through innovative solutions, the Precipart Group is a leading provider of precision engineered solutions including custom machined parts, motion control assemblies and critical mechanical components. Established in 1950, the Group draws from its Swiss heritage of technical precision to support our Global customer base. With facilities in the US, Switzerland, and the UK, we employ over 200. This internship will be located at our Farmingdale, NY facilities.

**ABOUT THE INTERNSHIP**
Spring Position Available: Spring IT Intern. Part Time 20 hrs week minimum – Minimum 12 weeks. $10.00/hour.

**QUALIFICATIONS**
- 2-3 years completed towards Bachelor’s Degree in Computer Science, Information Technology or equivalent with a 3.3 minimum GPA

TECHNOLOGY INTERNSHIP (cont.)

- Knowledge of MS VB, VBA, SQL, C+ etc.
- Strong analytical and problem solving skills
- Strong written and verbal communication skills

RESPONSIBILITIES
The IT Intern will rewrite OFIC “Opportunity for Improvement” Database, helpdesk support and various coding projects. The intern will also utilize MS VBA, MS Access, MS excel, and MSSQL to write robust scalable database.

TO APPLY:
For consideration please forward resume with a statement of interest (one page maximum that describes your objectives and motivation in seeking an internship at Precipart Group) directly to HR@Precipartgroup.com. Please state “IT Intern” in the subject. If asked to interview, candidates should bring with them their college transcript with GPA and come prepared to discuss their learning objectives for the internship.

ACCOUNTING INTERNSHIP – PAID
Precipart Group – Farmingdale, NY

ABOUT THE COMPANY
Enhancing lives through innovative solutions, the Precipart Group is a leading provider of precision engineered solutions including custom machined parts, motion control assemblies and critical mechanical components. Established in 1950, the Group draws from its Swiss heritage of technical precision to support our Global customer base. With facilities in the US, Switzerland, and the UK, we employ over 200. This internship will be located at our Farmingdale, NY facilities.

ABOUT THE INTERNSHIP
Spring Position Available: Summer Accounting Intern. Precipart Group has a Part-Time Spring Accounting Intern position available. The Accounting Internship will provide a broad based introduction into the variety daily accounting functions. Projects will include accounts payable, account receivable, and supporting the Assistant Manager of Accounting Services with various other assignments.

QUALIFICATIONS
- 1-2 years completed towards Bachelor’s Degree in Accounting or equivalent with a 3.3 minimum GPA
- Must be proficient in Microsoft Excel

TO APPLY
For consideration please forward resume with a statement of interest (one page maximum that describes your objectives and motivation in seeking an internship at Precipart Group) directly to HR@Precipartgroup.com. Please state “Accounting Intern” in the subject. If asked to interview, candidates should bring with them their college transcript with GPA.