

# VIRTUAL RECRUITMENT

## Wiley Mission Inc. & Wiley CADS

is **NOW HIRING** for:

Driver (CDL-P) (NJ1473605); Envr. Services Assistant (NJ1473604); RN (NJ1473603); LPN (NJ1473599); Nursing Asst. (NH1473601); Wait Staff (NJ1473600); and, Unit Medical Secretary (NJ1473740)

**Thursday, October 14, 2021**

VIRTUAL Information Session: **10:00 AM - 11:00AM**

**Hosted by NJ DOL at Burlington County**

The logo for the American Job Center, featuring the text "americanjobcenter" in a sans-serif font. The word "american" is in blue, "job" is in red, and "center" is in blue. A red star is positioned above the letter "j" in "job".

**Mandatory Registration via following link:**

**<https://forms.office.com/Pages/ResponsePage.aspx?id=0cN2UAI4n0uzauCkG9ZCp7aNKrLw1qNImUeZONxnxJpURVhUWkZKN1hXWUdXU09WVkkxOQVIDMFgyW54u>**

**Driver** (CDL-P) (NJ1473605) ***THIS JOB IS FOR WILEY CHRISTIAN ADULT DAY SERVICES.***  
Driver shall be assigned duties by the Transportation Coordinator according to the needs of the clients.

***ALL JOBS BELOW ARE FOR WILEY MISSION, INC.:***

**Environmental Services Assistant** (NJ1473604) Performs housekeeping and cleaning activities within well established guidelines and assigned areas.

**RN** (NJ1473603); **LPN** (NJ1473599); and, **Nursing Assistant** (NJ12473601) RN and LPN require requisite Certifications. All assist nursing supervisor in their responsibility for total resident care.

**Wait Staff** (NJ1473600) Provide assistance as required in all dietary/food service functions.

**Unit Medical Secretary** (NJ1473740) Answers phone and Village offices in nursing department, takes messages and provides information with considerations of resident's rights and confidentiality.

Informational session. HIRING MANAGERS will be attending and may offer post-event interviews.

**Online registration is mandatory using above link.**  
**Direct any questions to [craig.jez@dol.nj.gov](mailto:craig.jez@dol.nj.gov).**