

Cypress Hills Job Board

The New York State Department of Labor: <https://www.labor.ny.gov/home/>

► Hiring Now ◀

NYC Health and Hospitals needs workers to help transport patients, clerical staff and cleaning staff. You can apply today at <http://nyc.gov/coronavirus>

BE PART OF AN EFFORT TO RE-OPEN OUR COMMUNITIES

NYS Contact Tracing Initiative

<https://coronavirus.health.ny.gov/get-involved-how-you-can-help>

New York State is hiring Hundreds of Contact Tracers. View the Job Posting below and apply!

Before you can be hired you must pass the free training course offered through John Hopkins University via Coursera

[Click Here to Take the Course](#)

Contact Tracer

Overview

New York State will hire and train a team of staff working remotely to support the NYS Department of Health (NYSDOH) and Local Health Departments (LHDs) to perform COVID-19 contact tracing in communities across NYS. The aim of this initiative will be to call every person diagnosed with COVID-19, establish all contacts of this person, and proceed to call and maintain ongoing communication with every contact. In addition, the team will support the isolation and quarantine of individuals, as appropriate in cooperation with the LHD. This includes virtual needs checks and referral to community resources as needed. This contact tracing initiative is in tandem with statewide-wide efforts to increase testing, improve communication and knowledge of effective strategies to reduce transmission, and implementation of isolation and quarantine. This will fortify efforts to control the pandemic in NYS.

Responsibilities

General Summary:

The Contact Tracer will use a web-based client resource management (CRM) platform to call all contacts of anyone diagnosed with COVID-19, determine exposure, assess symptoms, refer for testing according to established protocols, and provide them with instructions for isolation or quarantine. Contact Tracers will maintain ongoing communication with contacts to assess symptoms, ensure compliance with quarantine and determine social support needs and/or handle reporting of issues that arise. Contact Tracers are required to follow set scripts and adhere to policies and procedures provided by NYS. They will also comply with Department training regarding confidential information related to personal information. COVID-19 Contract Tracers will be required to work a minimum of 20 hours per week.

- Work in collaboration with the Case Investigator from the local health department (LHD).
- Call contacts of newly diagnosed cases.
- Communicate with contacts in a professional and empathetic manner maintaining emotional and cultural awareness.
- Collect and record information on symptoms and needs into the CRM with accuracy.
- Provide contacts with approved information about NYS isolation and quarantine procedures, and if appropriate, refer them to testing according to protocol and/or to a COVID-19 Community Support Specialist for social resources.
- Follow a set script to inform contacts about the importance of isolation or quarantine and what to do if symptoms are present or develop.

- Maintain daily contact with Team Supervisor.
- The position is considered temporary with a one-year engagement expected and the possibility to extend as needed.
- The contact center will operate 7 days a week between the hours of 8am and 8pm. Evening and/or weekend work may be required.

Minimum Qualifications:

- High school diploma, or equivalent required. Must be 18 years of age or older. Some college training is preferred.
- Must be a NYS resident.
- Ability to speak, read, and write English clearly and concisely. Fluency in a second or multiple languages would be a plus.
- Employment is contingent on completion of a background check by NY State.
- Own telephone, computer, wireless internet (WiFi) and electronic equipment. (A partial reimbursement to maintain unlimited phone and data access will be provided.)
- Must have access to a working PC with Windows 10, Antivirus Protection: Windows Defender and Windows Firewall; or Mac with Apple OS X 10.13, Antivirus Protection: Sophos; and personal mobile device to use for this job.
- A headset is preferred.

Preferred Skills:

- Ability to exhibit a professional, positive attitude and independent work ethic.
- Excellent interpersonal skills required and ability to interact professionally with culturally diverse individuals during a time of crisis and distress.
- Ability to show empathy to distressed individuals and assist with identifying solutions to problems identified.
- Excellent organizational and communication skills.
- Sound judgment required.
- Ability to handle confidential information with discretion and professionalism.
- Proficiency with computers and data entry into electronic tracking systems.

[Click Here Apply](#)

Spectrum Outside Sales Representative

Brooklyn, NY 11201

- Full-time sales role good for students, grads, and people who appreciate flexibility, with potential for advancement and no ceiling on commission bonuses.
- A role that is ideal for flexible, goal-oriented communicators who thrive on meeting new people and being on the move.
- Benefits include paid comprehensive training and time off, excellent health packages, free Spectrum services, Education Assistance, unlimited mileage reimbursement and more.

It's an Especially Good Time to Join Spectrum

We're sharing our success with the people who help us achieve it. And right now we're offering additional \$2,500 training bonuses for new Outside Sales Representatives.

Here's What You Need to Get Started

The minimum requirements for Outside Sales Representatives are:

- Willingness to work flexible hours, including evenings
- Valid driver's license, car insurance, a satisfactory driving record, and use of a reliable personal vehicle
- Motivation to sell door-to-door in residential areas
- Ability to work outdoors in all adverse weather conditions
- Engaging interpersonal skills

Click here to Apply

https://jobs.spectrum.com/job/-/-/4673/16012452?utm_source=Indeed&utm_medium=organic&utm_campaign=Indeed

UNIVERSITY SETTLEMENT

MEAL DELIVERER- TEMPORARY AND PART-TIME

As the first settlement house in the nation and for over 130 years, University Settlement has been empowering New York residents by building on their strengths through comprehensive, quality services that meet the current needs of the community; innovation that anticipates future needs; and advocacy to improve the community as a whole.

As New York City's response to the outbreak of Covid-19 (Coronavirus), many of our programs shifted or closed but we are continuing to support our meal assistance program for homebound Older Adults. We are seeking Meal Deliveries to pick up meals at designated sites and deliver them to many homebound clients.

What You Will Be Doing:

- Pick up meals at designated site and transfer them to vehicle
- Ensure safe and proper temperatures for all food items
- Drive and deliver meals to homebound elderly clients
- Collect contributions from clients and deliver to Program Director and return receipts to clients
- Communicate with program staff
- Maintain written route sheets and vehicle log on a daily basis
- Call 911 in event of client medical emergency and contact program staff
- Check in at end of route with supervisor daily, park and secure vehicle
- Wash and sanitize meal bags and vehicle

What We Are Looking For:

- You must have a valid Driver's License with no violations/ DMV on-line driver abstract
- Ability to lift 75lbs or more
- Must be able to stretch, bend, walk up flights of stairs
- Good physical health
- Able to read, write and speak some English
- High school diploma or HSE
- Must be a team player and interact well with other staff
- Hours: up to 17 hours per week

Salary: \$27.18 per hour
Contact: Submit resume to [APPLY](#)

Lexington Avenue Residence

Porter/Driver

This 103-bed men's shelter in Brooklyn serves a population suffering from multiple issues including mental illness, substance abuse and serious medical problems. The program offers the full range of case management services as well as on-site psychiatric and medical care. It also incorporates a workforce development component for men who can benefit from this service. The Lexington Avenue Residence is funded by the NYC Department of Homeless Services.

HOURS:

Full-time, 37.5 hours per week
Sunday - Thursday; 9:00a-5:30p

DUTIES:

Assist with transportation of clients to and from appointments, housing placements, detox, and other placement points as needed. Delivery and pick up of supplies and program documents to and from various BRC programs and DHS facilities. Assist with maintaining the cleanliness of both the interior and exterior of the facility. Receive and store all deliveries. Related duties as assigned.

QUALIFICATIONS:

Valid NY state driver's license required. High School Diploma/GED preferred. Ability to read, write, and speak English. Must be able to lift and carry a minimum of 50 lbs. Good interpersonal skills. Be a member of the Fire Safety Team.

Salary: \$29,835 (\$15.30/hr)
Contact: Submit Application APPLY

LIBERTY HOMES

DESK CLERK - EAST NEW YORK

Liberty Homes is a permanent supported housing facility with 46 units funded by the NYC Department of Housing Preservation and Development and the US Department of Housing and Urban Development. The program serves disabled and formerly homeless single adults, couples and families. In addition to providing permanent housing for its tenants, Liberty Homes offers a variety of services aimed at helping clients maintain their independence and build a community of support among peers, including case management, referrals to medical facilities, health education, psychiatric management, employment search and retention assistance, parenting training, entitlement support and money management, recreational activities, and assistance with activities of daily living

HOURS:

Full-time, 37.5 hours per week
Thursday - Sunday; 3:00pm - 11:30pm
Monday; 11:00p - 7:30a

DUTIES/RESPONSIBILITIES:

Monitor building entrances, make rounds to ensure security of premises, enter data into log books and answer phones. Light clerical work and filing. Communicate with residents regarding passes for visitors, sign up sheets for activities, and groups. Note incidents in the log book, as well as email with daily/nightly reports to staff. Attend quarterly staff meetings and staff training. Interface with EMS, police, and hospitals. Learn fire response system and obtain Certificate of Fitness from FDNY. Provide emergency first aid/CPR assistance when needed. Related duties as assigned.

QUALIFICATIONS:

HS diploma or GED required. Good reading, writing and verbal skills. Basic computer literacy required. Experience with the homeless population and crisis intervention preferred. CPR training certification or willingness to take training class in CPR

Salary: \$29,835 (\$15.30/hr)
Contact: Submit Application APPLY

QUEENS CENTERS FOR PROGRESS

*Queens Centers for Progress
249-16 Grand Central Parkway
Bellerose, NY 11426*

Queens Centers for Progress a major non-profit agency that has been around for over 60 years providing comprehensive care to individuals with developmental disabilities.

We offer an excellent benefits package, consisting of 18 vacation days, 12 sick/personal days, 3 floating holidays (to celebrate your birthday or special occasion), tuition reimbursements for BA & MA Degrees (must be job related), medical, dental, vision, pension, TDA, life insurance, prescription program & Employee Assistance Program (to provide financial guidance & free counseling assessments).

****DIRECT SUPPORT PROFESSIONALS****

Provide comprehensive care to for adult population who are developmentally disabled in their homes and escort them to community events (i.e. parks, concerts, shopping, restaurants)

MINIMUM REQUIREMENTS:

****Full-time & Part-time Schedules ****

4:00pm-12:00am, includes working week-ends

Part-time schedules: 20, 21, & 28 hours per wk.
(All positions require a NYS Drivers' License)

TO APPLY:
Please forward an updated resume to:
vlyons@queenscp.org

****RN Supervisor****

The Nursing Supervisor oversees 24/7 nursing service of 6 1CFS and 3 IRAS in an OPWDD setting. Oversees coordination and supervision of all medical and other health related services for persons with developmental disabilities. Delivers and ensures all care by assessing and triaging clients' conditions, communicates with Agency's doctors and practitioners in the community towards diagnosing conditions, developing plans of care and evaluating responses. Works with administrative team to develop and implement effective collaborative policies and procedures. Attends all team meetings. Provides supervision and training of RNs, LPNS, other clinical staff, as well as overseas AMAP's.

MINIMUM REQUIREMENTS:

Bachelor's degree, NYS Registered Nurse License and minimum three (3) years of experience working with people with developmental disabilities. Experience in an OPWDD setting is preferred. This is flexible day shift position, with some weekend coverage, based on program Needs.

TO APPLY:

Please send updated resume and cover letter indicating salary expectations to mjenkins@queenscp.org or you can call directly for information - (646) 341-1383.

NYCHA (New York City Housing Authority) is Hiring Essential Workers

Compensation: \$20 per hour
Schedule: Monday - Saturday, 8:00am - 5:00pm
Timeframe: 9 months

To APPLY:
Email Your Resume to Mr. Greg Burns gurns@choiceco.com

Seasonal Jobs at NYCHA:

NYCHA is currently hiring temporary workers to assist with maintenance at our properties throughout the city. The job will last as needed throughout the spring season at a rate of \$15/hour. For more info and to apply, your constituents who are NYCHA residents can contact their local NYCHA Property Management Office:
https://twitter.com/NYCHA/status/1244685960564129792?mc_cid=b18a7c2c1b&mc_eid=50539dc993



EMPLOYMENT OPPORTUNITY 2020 SPRING SEASON

NYCHA is hiring **TEMPORARY PER DIEM WORKERS** to assist with general maintenance at NYCHA properties throughout the city. Please call your local NYCHA Property Management Office for more information and to schedule an appointment to complete the required forms.

Required documents:

Two forms of identification (originals only) to verify your identity and eligibility to work in the United States. Examples of acceptable documents include, but are not limited to:

- Driver license
- U.S. Passport
- Social Security card
- U.S. Citizen ID Card (Form I-197)
- Employment authorization document issued by the Department of Homeland Security
- Original or certified copy of birth certificate



- You must be:**
- At least 18 years of age
 - Able to perform heavy physical labor



Duration of employment:

You will be called as needed during the spring season

Wage: \$15.00 per hour

There are thousands of opportunities available IMMEDIATELY from area businesses, including:

ALDI	Managers	https://careers.aldi.us/
	Store Associates	
	Cashiers	
	Stockers	

Amazon	Warehouse/Shopper Team Member Station Operations Manager Logistics Shift Manager Area Manager, Delivery Operations Driver Manager High Volume Staffing Team Lead On-Road Shift Assistant Logistics Shift Assistant	https://www.amazon.jobs/en/
BJ's	Cashier Part Time Recovery Clerk Job Licensed Optician- Part Time Job	https://careers.bjs.com/default/go/Club-Hourly-Positions/3282000/
Costco	Cashier Cashier Assistant Food Service Assistant Mememrship Assistant Service Deli Assistant Stocker Tire Installer ... And more	https://www.costco.com/job-opportunities.html
CVS Health	Pharmacy Technician Shift Supervisor Management Trainee Retail Store Associate Staff Pharmacist Floater FT Beauty Consultant Retail Store Manager ... and more	https://jobs.cvshealth.com/?prefilters=none&CloudSearchLocation=none&CloudSearchValue=none
Dollar General	Warehouse Worker Warehouse Supervisor Yard Jockey Maintenance Mechanic	https://careers.dollargeneral.com/

Dollar Tree/ Family Dollar	Assistant Store Manager Operations Assistant Manager Merchandise Assistant Manager Store Associate	https://www.dollartree.com/careers
Domino's	Delivery Driver Customer Service Representative General Manager Shift Runner	https://jobs.dominos.com/dominos-careers/
Door Dash	Delivery Driver	https://www.doordash.com/dasher/signup/
Food Lion	Cashier Sales Associate Grocery Manager Bakery Manager Customer Service Associate	https://www.foodlion.com/careers/
GrubHub	Delivery Driver	https://driver.grubhub.com/
InstaCart	Sales Associate - CPG Brand Specialist	https://instacart.careers/
JcPenny	Cashier Omni Channel Associate Operations Associate Sephora Beauty Advisor	https://jobs.jcp.com/
Lowe's	Merchandising Service Associate Receiver/Stocker Sales Associate	https://jobs.lowes.com/
Out School	Online Tutor	https://outschool.com/teach#abk81wbfzz
Papa Johns	Team Member	https://jobs.papajohns.com/

PepsiCo	Sales District Leader eCom Project Management Associate Senior Designer Associate Designer	https://www.pepsicjobs.com/main/
Pizza Hut	ASSISTANT RESTAURANT MANAGER TEAM MEMBER DELIVERY DRIVER RESTAURANT GENERAL MANAGER SERVER SHIFT MANAGER	https://jobs.pizzahut.com/
Postmates	Delivery Courier (Foot, Bike, Car, & Scooter)	https://careers.postmates.com/
Price Chopper	Janitor/Utility Helper Billing Clerk Tractor/Trailer Driver Diesel Fleet Mechanic Materials Handler Selector -- E-commerce fulfillment Pharmacy Clerk Pharmacy Technician	https://www.pricechopper.com/careers/
Public Storage	Customer Service Representative Brooklyn and Queens	https://www.publicstoragejobs.com/customer-service-jobs
Shipt	Personal Shopper	https://www.shipt.com/shopper-application/
Staples	Temporary Sales Associate, Retail Sales Associate Team Supervisor	https://retailcareers.staples.com/ListJobs?FullStateName=New+York&Function=Retail+Locations
Stewart's Shops	Shop Care/Janitorial Manager Trainee Shop Partner	https://www.stewartsshops.com/careers/

Taco Bell	Shift Leader Restaurant Manager Kitchen Team Member Assistant General Manager	https://jobs.tacobell.com/
Target	Warehouse Driver Security Specialist Utility Attendant Maintenance Mechanic	https://corporate.target.com/careers/
Uber Eats	Devlivery Courier (Bike, Car, & Scooter)	https://www.uber.com/us/en/drive/delivery/
United States Postal Service	Mail Carrier Clerk Assistant Distribution Associate Mail Processing Assistant	https://about.usps.com/careers/
UPS	Warehouse Worker Package Handler Automotive Technician Driver Opportunities	https://www.jobs-ups.com/
Varsity Tutors	Online Tutor	https://www.varsitytutors.com/tutoring-jobs
Walgreens	Customer Service Representative Shift Leader Pharmacy Technician / Pharmacist Assistant Store Manager Beauty Consultant	https://jobs.walgreens.com/
Walmart	Truck Driver Stocker Sales Associate	https://careers.walmart.com/

	Seafood Team Member Prep Foods Cook Grocery Department Assistant Manager Meat Cutter Whole Body Team Member Overnight Grocery Team Member	
Whole Foods	Cashier Team Member	https://careers.wholefoodsmarket.com/global/en
	Distinguished Security Architect Enterprise Solution Engineer Financial Services Principal Solution Engineer	
Zoom	Solution Engineering Manager - Enterprise East	https://zoom.us/careers

▶ Freelance, Remote, Gigs & Job Resources ◀

Resources	Creative Capital	https://creative-capital.org/2020/03/13/list-of-arts-resources-during-the-covid-19-outbreak/
Jobs & Resources	Culinary Agents	https://culinaryagents.com/
Resources	FreeLancers Union	https://www.freelancersunion.org/resources/freelancers-relief-fund/
Jobs	JBC Style	http://jobs.jbcstyle.com/index.smpl
Resources	Ladies Get Paid	https://www.ladiesgetpaid.com/
Emergency Grants	NY Foundation for the Arts	https://www.nyfa.org/Content/Show/Emergency%20Grants
Resources	One Fair Wage	https://ofwemergencyfund.org/
Jobs	Remote Woman	https://remotewoman.com/
Jobs	Remote.co	https://remote.co/remote-jobs/
Resources	Springboard for the Arts	https://springboardforthearts.org/additional-resources/personal-emergency-relief-fund/
Jobs and Resources	Tech Ladies	https://www.hiretechladies.com/
Jobs	The Jewish Board	https://usr57.dayforcehcm.com/CandidatePortal/en-US/jbfc
Jobs	University Settlement	https://www.universitysettlement.org/us/jobs/table_5/meal-deliverer-temporary-and-par/
Jobs	We Work Remotely	https://weworkremotely.com/
Newsletter	Words of Mouth	http://www.wordsofmouth.org/

Jobs	Workforce1	https://a801-worksource1.nyc.gov/
Jobs	Working Not Working	https://workingnotworking.com/
Resources	FreeLancers Union	https://www.freelancersunion.org/resources/freelancers-relief-fund/

► Free Online Education and Webinars ◀

Courses & Certificates	450 Ivy League Schools	https://www.freecodecamp.org/news/here-are-380-ivy-league-courses-you-can-take-online-right-now-for-free-9b3ffcbd7b8c/
Courses & Certificates	Alison	https://alison.com/
Webinar	Career Confidential	https://careerconfidential.com/training-webinars/
Webinars	Career Contessa	https://www.careercontessa.com/webinars/
Courses	Class Central	https://www.classcentral.com/rankings
Courses	Coursera	https://www.coursera.org/
career counseling, resume reviews, job search help, job application help and more	CPC - Chinese-American Planning Council	Website: https://www.cpc-nyc.org/ Click Here for services: https://forms.office.com/Pages/ResponsePage.aspx?id=HhOyi5h_RUmt1-XXJyioXpKBSLYN7qdNo3FtRBhQUIdUNkk5WTQ5MzINUEVIQ0QxTU1BNVJWSTJBUi4u
Courses, Live Streams, & Blogs	Culinary Agents	https://culinaryagents.com/resources/covid-19-at-home-learning
Courses	edx	https://www.edx.org/
Webinars	Flex Jobs	https://www.flexjobs.com/blog/category/job-resources/job-search-webinars-videos/
Courses	Future Learn	https://www.futurelearn.com/programs/business-fundamentals#accordion-course-upgrades
Activities	Girls Who Code	https://girlswhocode.com/code-at-home/
Courses & Certificates	Google Cloud Certification	https://cloud.google.com/certification
Courses	LinkedIn Learning	https://www.linkedin.com/learning
Courses & Certificates	Open Learn	https://www.open.edu/openlearn/
Courses & Certificates	Study.com	https://study.com/