

JOB LEADS # 869

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The world's largest and one of the oldest building materials companies, [Saint-Gobain](#) has had its North American headquarters in Chester County for more than 40 years and has been recognized as one of the [top employers in North America](#) for three consecutive years.

### **Regional Site Purchasing Manager**

This position oversees and manages purchasing needs for all site purchases in the region; negotiates agreements for all required services; and oversees purchasing, sourcing, negotiations, contracting, and commercial execution for all capex purchases under \$150,000.

The ideal candidate will possess a post-secondary degree; five to ten years of relevant purchasing and capex experience; accreditation from a purchasing/supply chain organization; and good communication, relationship-building, and customer-service skills.

[Click here](#) to read more about the Regional Site Purchasing Manager position at Saint-Gobain.

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The PA Liquor Control Board (PLCB) is currently recruiting to fill 244 part-time vacancies for Liquor Store Clerk across the Commonwealth. \$12.36/hr. Preference for qualified veterans.

Applications will only be accepted until February 19, 2018.

How to Apply: Apply online at www.scsc.pa.gov. Log in to the Online Services section of the homepage and select View Open Announcements and Apply from the menu. Reference announcement [#2018004 for Liquor Store Clerk](#) to submit your application. No written exam is required. The Application is the test. Score based on receipt of application.

Have job-specific questions about these opportunities? Please contact the PA Liquor Control Board at (888) 299-0125.

Have questions about the application process? Please call the State Civil Service Commission at (717) 783-3058.

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### **County Caseworker 1 and County Caseworker 2 (Local Government)**

**Employment Opportunities:** There are numerous current vacancies for County Caseworker 1 (Local Government) and/or County Caseworker 2 (Local Government) as follows:

**Bedford-Somerset Developmental and Behavioral Health Services has four vacancies for County Caseworkers.** This agency is willing to fill these vacancies at either the County Caseworker 1 (Local Government) level or the County Caseworker 2 (Local Government) level.

**Delaware County Department of Human Services has 20 vacancies for County Caseworkers.** This agency would prefer to fill these vacancies at the County Caseworker 2 (Local Government) level, but is willing to fill vacancies at the County Caseworker 1 (Local Government) level if necessary.

**The Wayne County Office of Human Services has four vacancies for County Caseworker 1 (Local Government).** Two vacancies are in Behavioral Health, and two are in the Office of Children and Youth.

**Applications will only be accepted between February 12, 2018 and February 26, 2018. For some jobs, you must be willing to travel. Travel expenses will be paid. When applying, you must indicate a willingness to accept employment in Bedford County, Delaware County, Somerset County, or Wayne County, as appropriate.**

**Job Duties for County Caseworker 1:** You will provide services to individuals, families, or groups (needy, aged, people with disabilities, institutionalized or dependent adults and children) to help them attain a more satisfactory social, economic, mental, or physical adjustment to their environment. You will interview clients to obtain social histories; provide comprehensive information about agency programs; determine and verify eligibility for program services; provide referral services and negotiate on behalf of clients for referral services; and formulate and implement social plans of action. County Caseworkers 1 perform beginning-level social services work under close supervision.

**In order to be considered for County Caseworker 1,** applicants must pass the civil service exam for County Caseworker 1, and must show a bachelor's degree which includes or is supplemented by successful completion of 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences; **OR** two years of experience as a County Social Services Aide 3, and two years of college-level coursework which includes 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences; **OR** an equivalent combination of experience and training which includes 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences, and one year of experience as a County Social Services Aide 3 or in a similar position performing paraprofessional case management functions.

**Job Duties for County Caseworker 2:** You will provide services to individuals, families, or groups (needy, aged, people with disabilities, institutionalized or dependent adults and children) to help them attain a more satisfactory social, economic, mental, or physical adjustment to their environment. You will interview clients to obtain social histories; provide comprehensive information about agency programs; determine and verify eligibility for program services; provide referral services and negotiate on behalf of clients for referral services; and formulate and implement social plans of action. County Caseworkers 2 work more independently under more generalized supervision.

**In order to be considered for County Caseworker 2,** applicants must pass the civil service exam for County Caseworker 2, and must show six months of experience as a County Caseworker 1; **OR** successful completion of the County Social Casework Intern program; **OR** a bachelor's degree with a social welfare or social work major; **OR** a bachelor's degree which includes, or is supplemented by 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences, and 1 year of professional social casework experience in a public or private social services agency; **OR** an equivalent combination of experience and training which includes 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences.

**Legal Requirements:** A conditional offer of employment will require submission of background/criminal history reports at your expense. You must pass a background investigation.

**Note:** Pennsylvania residency is **not** required for either of these job titles.

**Starting Salaries for County Caseworker 1:**

Please refer to the Featured Vacancies postings on the Open Test Announcements page at [www.scsc.pa.gov](http://www.scsc.pa.gov) for starting salary details.

**Starting Salaries for County Caseworker 2:**

Please refer to the Featured Vacancies postings on the Open Test Announcements page at [www.scsc.pa.gov](http://www.scsc.pa.gov) for starting salary details.

**Have job-related questions?** For vacancies in Bedford County, please e-mail Heather Uphouse at [heather.uphouse@dbhs.co](mailto:heather.uphouse@dbhs.co) or call (814) 443-4891, ext. 4240. For vacancies in Delaware County, please e-mail Donita Wilkes at [wilkesd@delcohsa.org](mailto:wilkesd@delcohsa.org) or call at (484) 502-6572. For vacancies in Wayne County, please e-mail Juliann Doyle at [jdoyle@waynecountypa.gov](mailto:jdoyle@waynecountypa.gov) or call (570) 253-4262.

**Have application or testing questions?** Please call the State Civil Service Commission at (717) 783-3058.

**How to Apply:** Apply online at [www.scsc.pa.gov](http://www.scsc.pa.gov). Log in to the Online Services section of the homepage. Select View Open Announcements & Apply from the menu, and reference announcement **#2006-713** for County Caseworkers (Local Government) to submit your application. **The test will be scheduled after this announcement closes for application and your eligibility has been determined.**

**Testing will be held at the following locations:**

For Bedford County positions, testing will be held at 727 Goucher Street in Johnstown. For Delaware County positions, testing will be held at 110 North 8<sup>th</sup> Street, Suite 501, in Philadelphia. For Wayne County positions, testing will be held at 135 Franklin Avenue in Scranton.

You may be deemed eligible and scheduled to test for County Caseworker 1 (Local Government) if you have completed 90 or more credit hours and expect to receive a bachelor's degree, which includes the specified coursework, within the next seven months. You must provide proof of degree and required coursework before you start work. **If you do not have a bachelor's degree with a related major, proof of completed required coursework must be submitted with your application. E-mail to [RA-cs-transcripts@pa.gov](mailto:RA-cs-transcripts@pa.gov) or fax to (717) 787-8650.** Be sure to include all job titles from the announcement for which you wish to apply.

**Veterans:** Pennsylvania law (51 Pa.C.S. §7103) provides employment preference for qualified veterans for appointment to many state and local government jobs. To learn more about employment preferences and opportunities for veterans, visit the veterans section of [www.scsc.pa.gov](http://www.scsc.pa.gov).

**Locations:**

Bedford-Somerset Developmental and Behavioral Health Services  
1243 Shed Road  
Bedford, PA 15522

Delaware County Department of Human Services  
20 South 69<sup>th</sup> Street, 3<sup>rd</sup> Floor  
Upper Darby, PA 19082

Wayne County Office of Human Services  
323 10<sup>th</sup> Street  
Honesdale, PA 18431

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St. Sahag & St. Mesrob Armenian Apostolic Church, Wynnewood, Pennsylvania, is seeking immediate Front Office Administrative Assistant. Fulltime position. The Administrative Assistant plays a vital role in the front office providing a warm welcome and assistance to the church community. Responsibilities include answering phones and directing church members to appropriate resources, oversight of church office operations, maintaining church calendar, maintaining church databases, assisting the pastor with daily tasks and the parish council leadership as needed. The position calls for an individual who is self-motivated, well organized, detail-oriented and able to multi-task. The ideal applicant has computer proficiency in word processing and spreadsheet software (Word and Excel), has excellent people skills, a mastery of both verbal and written communication skills, and a keen understanding and respect for church culture. Please contact preynoldsmamourian@gmail.com for more detailed information or to submit resume.

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## **Analytical Chemistry Two-Year Visiting Professor**

**EASTERN UNIVERSITY**, a Christian university of the liberal arts and sciences in suburban Philadelphia, invites applications for a full-time, two-year position as Visiting Professor of Analytical Chemistry to begin August 2018. A Ph.D. in analytical chemistry or related area is required. ABD may be considered. Candidates need a strong interest in teaching and conducting research with undergraduates, and a desire to advance the mission of the university. Teaching responsibilities include a sequence of quantitative and instrumental analysis lecture and laboratories, general chemistry laboratory, undergraduate research, and special topics course in a two-year plan, with possibility for continuation.

The Department of Chemistry offers degrees in B.S. Chemistry, B.S. Biochemistry and B.A. Chemistry-Business. The analytical chemistry courses and research support these majors. Laboratory instrumentation includes 300 MHz FT-NMR, FT-IR, GC-MS, GC, HPLC, FPLC, AAS, DSC, and diode array UV-Vis.

*Eastern University is a small, private university of the liberal arts and sciences that integrates Christian faith, reason and justice for students in its undergraduate, graduate, seminary, urban, professional, and international programs. Applicants should have a religious commitment that is compatible with our [mission](#), and be willing to endorse it by signing Eastern University's [doctrinal statement](#). The university complies with federal and state guidelines of nondiscrimination in employment; members of protected classes are encouraged to apply.*

Review of applications begins at the end of January and will continue until the position is filled. Please upload a letter of application with a statement of your Christian faith, CV, research plan, teaching philosophy, unofficial transcripts, and three letters of professional reference to a profile page at [jobs.eastern.edu](http://jobs.eastern.edu), position #217.

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Director, Institutional Advancement

The Central Association of the Miraculous Medal

JOB ID #6105131164

Posted: February 8, 2018 **Terms:** Full Time Employee
Expires: April 9, 2018 **Experience:** 5-10 years
Location: Philadelphia, PA **Education:** Undergraduate Degree
Category: Fundraising **Base Pay:** Salary

Send applications or inquiries to: marlene.galdi@cammonline.org

[Apply by Email](#)

NOTICE FOR JOB SEEKERS

For your privacy and protection, when applying for a job: never provide your social security number to a prospective employer, never provide credit card or bank account information, and never perform any sort of monetary transaction. To use this website, you must agree with the CatholicJobs.com [Terms and Conditions](#) and both meet and comply with their provisions.

Job Description

The Central Association of the Miraculous Medal (CAMM) in Philadelphia is seeking an experienced Director of Institutional Advancement. This position will create and implement a comprehensive development program to secure the financial resources to support our mission. Additionally, he or she will build fundraising strategies that increase support from individuals, corporations, foundations and other sources.

This position will play a key role in identifying, cultivating, soliciting and stewarding major donors for capital campaigns and special projects either in the local Catholic community, or within the Eastern region of the United States and Canada. As a result, a minimum 25% travel is required in order to do this job effectively. Our Director will also seek philanthropic support through annual giving, direct mail, memorials, grants, special events, capital campaigns, planned giving and other programs. Candidates should also be comfortable using relevant software programs, technology and social media as a resource for identifying and contacting potential donors.

This is a full-time salaried position with excellent benefits, reporting to the Senior Executive Director (SED) as part of the management team. The successful candidate will work directly with the SED to set program strategy and deliverables. A Bachelor's degree is required, or Master's degree or equivalent experience preferred, with a minimum of eight years in a

fundraising environment and achieved certification as an ACFRE or CFRE (Advanced/Certified Fund-Raising Executive).

Qualified candidates must be a practicing Roman Catholic who uphold the teaching and traditions of the Catholic Church and possess a sound working knowledge of the Catholic faith and Church hierarchy. Candidates that meet these qualifications should submit a cover letter, resume and salary requirements to marlene.galdi@cammonline.org.

About the Employer

Our mission at CAMM is to help continue the work of St. Vincent De Paul by supporting the ministry of the priests and brothers who follow in his footsteps. For over 100 years, CAMM has been dedicated to spreading devotion to Mary Immaculate and her Miraculous Medal, helping the formation and education of seminarians, providing care to the aged and infirm Vincentian Priests and Brothers of the Eastern Province, and supporting programs that provide assistance to the poor.

CAMM oversees the operation of The Miraculous Medal Shrine, home of the Perpetual Miraculous Medal Monday Novena. Located in the East Germantown section of Philadelphia, the Shrine is a sanctuary for prayer, meditation, and pilgrimage to God and to the Blessed Virgin Mary.

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## **ALBRIGHT COLLEGE**

**NOTE: After working one year, the college will provide FREE COLLEGE TUITION. Albright is an excellent school, so even if you are not the right person for this, you may know someone who is. A young person who wants to attend college and cannot afford it comes to mind. Pass it on.**

### **NOW HIRING**

### **Full -Time Day Shift Custodian AND Full-Time 3<sup>rd</sup> Shift Custodian**

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Founded in 1856, Albright College is a nationally ranked, private college with a rigorous liberal arts curriculum with an interdisciplinary focus. Albright enrolls about 1,700 undergraduates in traditional programs, another 800 adult students in accelerated degree programs, and 100 students in the master's program in education. Albright College is located on 118 acres in Reading, Pennsylvania.



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### Applicants should possess the following Skills & Abilities:

- Ability to understand verbal instructions
- Ability to operate vacuums and other related equipment
- Ability to safely use cleaning equipment and supplies
- Ability to read, understand, follow and enforce safety procedures
- Ability to understand written and verbal communications
- Ability to lift 30 lbs.
- Must be able to work independently
- Must have attention to detail
- Must be willing to work flexible hours inclusive of weekend work when necessary and overtime
- *High school diploma or equivalency required*
- *Previous facilities service experience preferred*

**Free College tuition after one year of service.**

Complete an application at [www.albright.edu/hr](http://www.albright.edu/hr)

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### **Full-time Family Support Specialist Chesco LIFE Program**

**Position Summary** Provide direct support to children and families by assisting and guiding them in navigating the child serving systems within all of Chester County. Focus on empowering and educating families to work with the child-serving and school systems which are supporting their child, in a team environment. Co-facilitate parent support groups and trainings. May work in conjunction with the LIFE Assistant Director and the Mental Health Consultant to provide direct family training and support.

**Qualifications** □ One year of experience, preferably with children with behavioral health challenges and/or developmental disabilities and their families. □ Parent of a child with behavioral health challenges and/or developmental disabilities, and systems involvement required. □ Bilingual required (Spanish/English) □ Excellent organizational, verbal, written and communication skills. □ Knowledge of various disabilities. □ Ability to develop positive and creative programmatic goals. □ Ability to be flexible. □ Ability to work as part of a team as well as independently. □ Proficiency in Microsoft Word and Outlook, Evolv software system and the Internet. Knowledge of Excel and PowerPoint and HCSIS.



Hours Full-time 40 hours/week

Location Chesco LIFE office, Exton PA

Contact Jacqueline Spinosa, DV Regional Recruiter Phone: 215-540-2150 x: 245 Fax: 215-540-0403 Email: JSpinosa@accessservices.org

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## HDC MidAtlantic Affordable Housing Property Listing – February 5, 2018

[February 5, 2018](#) [hdcwebwp](#) [Latest News](#), [Uncategorized](#)

**Updated List:** [HDC MidAtlantic Property Listing 2.5.18](#)

The following apartments have immediate availability and are currently accepting applications. These housing opportunities are located in HDC MidAtlantic communities throughout Pennsylvania, Delaware & Maryland. To apply, please contact the property directly at the phone number listed for more information about the property or to schedule a tour.

### **THE FLATS PHASE II**

OPENING SOON- **NOW ACCEPTING APPLICATIONS!**

- General Occupancy
- **2 Bedroom Apartment \$915 per month\***
- W/S/T Included
- \*Maximum & Minimum Income Limits Apply
- Section 8 Vouchers Accepted
- No Pets
- 302-656-2927 TTY 711 or [info@hdcweb.com](mailto:info@hdcweb.com)
- 525 Union Street, Wilmington, DE 19805
- Equal Housing Opportunity

### **KING THEATRE APARTMENTS**

- Ages 55 and Older Only
- **2 Bedroom Apartment \$715 per month\***
- H/W/S/T Included
- \*Maximum & Minimum Income Limits Apply
- Section 8 Vouchers Accepted
- No Pets
- 717-396-0889 TTY 711 or [info@hdcweb.com](mailto:info@hdcweb.com)

- 419 East King St., Lancaster, PA 17602
- Equal Housing Opportunity

### **OAK BOTTOM VILLAGE APARTMENTS**

- General Occupancy
- **2 Bedroom Apartment \$725 per month\***
- W/S/T Included
- \*Maximum & Minimum Income Limits Apply
- Section 8 Vouchers Accepted
- Pet Friendly
- 717-786-8019 TTY 711 or [info@hdcweb.com](mailto:info@hdcweb.com)
- 123 Groffdale Drive, Quarryville, PA 17566
- Equal Housing Opportunity

### **SKYLINE VIEW APARTMENTS**

- Seniors Ages 55 and Older Only
- **1 Bedroom Apartment-\$610 per month\***
- E/H/W/S/T Included
- \*Maximum & Minimum Income Limits Apply
- Section 8 Vouchers Accepted
- Pet Friendly
- 610-376-6535 TTY 711 or [info@hdcweb.com](mailto:info@hdcweb.com)
- 50 North Ninth St., Reading, PA 19601
- Equal Housing Opportunity

### **SOUTHGATE APARTMENTS**

- Seniors Ages 62 and Older Only
- **1 Bedroom Apartment-\$590 per month\***
- H/W/S/T Included
- \*Maximum & Minimum Income Limits Apply
- Section 8 Vouchers Accepted
- Pet Friendly
- 610-916-2943 TTY 711 or [info@hdcweb.com](mailto:info@hdcweb.com)
- 815 West Leesport Road, Leesport, PA 19533
- Equal Housing Opportunity

### **SOUTH SIDE LOFTS**

- General Occupancy
- **3 Bedroom Apartment-\$990 per month\***
- W/S/T Included
- \*Maximum & Minimum Income Limits Apply
- Section 8 Vouchers Accepted

- Pet Friendly
- 610-625-4414 TTY 711 or [info@hdcweb.com](mailto:info@hdcweb.com)
- 435 Hayes Street, Bethlehem, PA 18015
- Equal Housing Opportunity
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## **Contact Us**

4-6 West King Street, Suite 4 Lancaster, PA 17603-3824

PHONE: (717) 291-1911

FAX: (717) 291-0987

[Email Us](#)

## **NOW HIRING; PARALEGAL/LEGAL ASSISTANT NATURAL LANDS TRUST, CHADDS FORD, PA**

*Applications are due Friday, February 23, 2018. The position has a desired start date of Monday, April 2, 2018. Please email a resume and cover letter (both in PDF format) to Jamie McVickar at [hr@nalt.org](mailto:hr@nalt.org), and include "Paralegal Position" in the subject line.*

### **Job Description**

Title and Classification: Paralegal/Legal Assistant

- This is a full-time exempt position based in Chadds Ford, PA

Reports to: Karen Mazza, Director of Conservation Easements

### **Primary Duties:**

The responsibilities for the Paralegal/Legal Assistant encompass basic paralegal duties to include legal research, drafting legal documents, working with donors, managing cases and record retention.

This position is responsible for providing professional administrative support for NALT's attorney and staff. S/he is well organized and results-oriented, can manage a high volume of projects. S/he is expected to operate efficiently and in a professional manner. S/he can work cooperatively in a small office setting with staff, donors, contractors, and Board members to accomplish the strategic goals of the Trust.

### **Summary of Job Responsibilities:**

- Organize and track files for audits and court cases, including discovery documents to address subpoenas and appeals.
- Organize and coordinate legal meetings, including final easement review.
- Maintain donor database in both electronic and hard copy for conservation easement project files (which may include high volume of scanning documents and plans).
- Maintain conservation project tracking.
- Contact landowners to obtain due diligence information (i.e. title commitment, deeds, etc.).
- Draft and/or proofread legal documents, reports, correspondence, etc.
- Assist with special projects and general office tasks as needed.
- Assist with tax compliance: contemporaneous acknowledgment letters, Form 8283, etc.

### **Essential Qualifications & Skills:**

- 2–5 years of related work experience. Experience with a law firm or in-house legal department.
- Paralegal certification (knowledge of conservation easements is preferred).
- Strong work ethic and organizational skills.
- Initiative and ability to work independently.
- Effective communication skills, both written and oral.
- Ability to manage a high volume of projects, and complete multiple tasks associated with these projects, while maintaining attention to detail.
- Customer oriented.
- Enthusiastic about new assignments – will often be asked to do assignments not specified in the job description and expected to do so with enthusiasm.

### **Additional Skills:**

- Knowledge of conservation easements.
- Experience with online prospect/donor research tools.
- Knowledge of Salesforce, high level of proficiency in Microsoft Word, Excel, Outlook and Westlaw.

### **Professional Development:**

- Attend workshops, webinars, and regional/national conferences (with a goal of networking with other Land Trust staff).
- Participate in regular staff, planning and project meetings.

### **Compensation:**

- Competitive, based on qualifications and experience.

### **Benefits:**

- Insurance: Employer paid Blue Cross medical, vision, and prescription plan; dental insurance; life insurance (twice annual salary up to \$100,000); long term disability. All insurance benefits become effective the first of the month after 30th day of employment.
- Retirement: SIMPLE-IRA plan, with employer matching up to 3% of gross salary
- Vacation: Initially 3 weeks/15 days, adding 1 day per year of service, to a maximum of 4 weeks/20 days
- Sick days: paid time off, not counted against earned vacation days.

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*We are a home care agency looking for caregivers.
No experience necessary. Flexible Hours. We train for Free.*

*Our company helps clients with dressing, bathing, meal preparation, companionship, etc.
If you have experience caring for a loved one, you can help our clients and earn extra money, please call.
If you are a kind, **caring, compassionate, dependable, and personable**, we would like to talk to you!*

At Amada Senior Care Chester County, we provide the personal touch for our caregivers and clients. We truly value our caregivers for their commitment and compassionate care they provide to out clients!

Call Judy or Sheldon at 484-653-6420

Judy Basler and Sheldon Feinberg

Owners

Amada Senior Care Chester County
600 Eagleview Boulevard, Suite 300
Exton, PA 19341
Office: 484-653-6420

Judy's Cell: 610.453.5380

Sheldon's Cell: 610-390-4620

Email: Judy.B@amadaseniorcare.com

Email: Sheldon.F@amadaseniorcare.com

Please visit our Website for Full Selection of Services: www.AmadaChesterCounty.com

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**Title:** Clinical Data Analyst

**Location:** West Point PA

**Terms:** Contract

## Job Details:

### Job Description:

- Experience of at least 8-10 years in a leading role in IT related project.
- Experience working with pre-clinical data
- OR
- Experience working with CDISC SEND standard
- OR
- Experience of Pharmacology and Drug Safety Research Study Management in Animal health
- Understanding of full SDLC and should have had hands on experience.
- Great analytical Skills
- Should be a great communicator ( Written and Verbal)

Thanks,

ASHWANI

CYNET SYSTEMS Inc.

[ASHWANI.S@CYNETSYSTEMS.COM](mailto:ASHWANI.S@CYNETSYSTEMS.COM)

Ph:(571) 421-1105 Ext.189 | Fx:866.838.0907 | [WWW.CYNETSYSTEMS.COM](http://WWW.CYNETSYSTEMS.COM)

IT & ENGINEERING CONSULTING

How did I do? For feedback please email [myfeedback@cynetsystems.com](mailto:myfeedback@cynetsystems.com)

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Job Title: Planning/Scheduling Specialist

Work Location: 974 Centre Road Building 730 - 4th Floor, WILMINGTON, DE 19805

Duration: 12+ Months

Qualifications:

Plans and/or schedules (mechanical, electrical and/or instrumentation) maintenance work according to best practices using advanced knowledge of production area needs and concerns based on past experience operating, maintaining and/or supervising in the area.

Responsibilities:

Supply Chain Scheduler: Accountable for day-to-day activities required to create and maintain detailed production/supply schedules based on the master scheduling input or established pull signals. Point person between the supply organization and plant to clearly define / understand short term production issues and supply needs between the organizations. Utilizes detailed capacity plans, and interfaces with area managers and supervisors and/or production teams. • Issue detailed schedule for each asset based on a final time-phased production plan. • Manage daily production schedules during planning horizon. • Manage production details in line with business strategy (cost, rate, inventory and uptime). Additional details regarding above requirements: Resource will be scheduling in APO at high level and detailed level within the business and with external manufacturers...as well as managing the rough cut capacity for the Extrusion Network. • Assure schedule is continually maintained and communicated throughout the supply chain. • Works with manufacturing to optimize the plant schedule along with manufacturing capabilities. • Co-ordinates the production planning with maintenance planning and scheduling needs. • Validate material availability against asset schedule Education: Bachelor's Degree minimum. Experience: Minimum of 5 years scheduling/planning or Supply Chain experience. Skills: SAP, APO, Excel, Powerpoint, SharePoint.

Additional details regarding above requirements: - Resource will be scheduling in APO at high level and detailed level within the business and with external manufacturers...as well as, managing the rough cut capacity for the Extrusion Network.

Thanks and Regards,
Vibhuti Bhushan | Resource Management Group | Tech Talenta
4965 Preston Park Blvd., Suite 500, Plano, TX 75093, USA
Office: +1-646-558-7104 | Extn: 910058
Email: Vibhuti.Bhushan@TechTalenta.com



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I just wanted to reach out to you to let you know we host group interviews weekly at Sunrise of Exton. If you would be willing to share with your group we would greatly appreciate it.  
Thank you!

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**Kellee Silhan** | Activity & Volunteer Coordinator

200 Sunrise Blvd. Exton, PA 19341  
Direct: [610-594-0455](tel:610-594-0455)

[SunriseSeniorLiving.com](http://SunriseSeniorLiving.com)

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Voice and Vision, Inc. is seeking a Coordinator to lead the Chester County Consumer & Family Satisfaction Team!

We are seeking a motivated and highly personable individual who will manage the operations of the Voice and Vision, Inc. Chester County Consumer & Family Satisfaction Team (C/FST). This will include oversight of data gathering projects, training and supervision of C/FST interview staff, accountability for database management and integrity, representation at various County behavioral health committees, and presentation of results to quality managers and stakeholders.

Qualifications include:

- Personal experience using behavioral health services (mental health and/or drug and alcohol) in Chester County for self or a family member
- Minimum High School Diploma; Associate's or Bachelor's Degree Preferred

- Demonstrated professional demeanor, with excellent interpersonal and communication skills
- Intermediate skills in Microsoft Office, particularly Excel and PowerPoint
- Knowledgeable of behavioral health services, Chester County providers, and supports as well as recovery, resiliency and person/family-centered principles
- Strong skills in organization, planning, and supervision of projects, with attention to detail
- Demonstrated ability to manage multiple tasks independently and in collaboration with team and meet deadlines, exercise sound judgment and problem solving
- Background in data gathering, statistics, and analysis is preferred
- Previous supervisory or program management experience a plus
- Driver's license, a car with current registration and insurance – required

30-35 hours per week plus benefits. Will include some evening and weekend hours.

**For more information or to request an application, please contact Sheri at
1-800-734-5665 or sheri@voiceandvisioninc.org**



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