

To apply for a posted position:

Internal candidates should print and complete an Internal Transfer/Promotion Form available on ESS and submit to Human Resources. In addition to select bulletin boards at the main campus, the posting is available on ESS and the Bacharach website.

External candidates please forward application/resume to our HR Department via: **Email:** HR@Bacharach.org, **Fax:** 609-748-5427 or **Mail:** Bacharach Institute for Rehabilitation, Attn: HR, 61 W. Jimmie Leeds Road, PO Box 723, Pomona, NJ 08240
The Positions Available List may be updated on Tuesday and/or Friday on an as needed basis.

NURSING POSITIONS – Inpatient Care Main Campus – *The following positions are scheduled alternating weekends and include holiday rotation.*

| Job Title | Status | Shift | Location | Qualifications/Position Description | Internal Posting Date | External Candidates Considered after: |
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| Registered Nurse | Part-Time 56 hours bi-weekly | 7am-3pm | Acute Rehab | NJ license with prior nursing experience, preferably one year experience in acute rehab or acute care. BSN preferred or AAS actively pursuing BSN. Excellent interpersonal skills and commitment to providing patient/family centered care. 1070103 | | Presently Accepting |
| Registered Nurse | Part-Time 40 hours bi-weekly | 7am-3pm | Acute Rehab | NJ license with prior nursing experience, preferably one year experience in acute rehab or acute care. BSN preferred or AAS actively pursuing BSN. Excellent interpersonal skills and commitment to providing patient/family centered care. 1050112 | | Presently Accepting |
| Registered Nurse | Part-Time 40 hours bi-weekly | 3pm-11pm | Acute Rehab | NJ license with prior nursing experience, preferably one year experience in acute rehab or acute care. BSN preferred or AAS actively pursuing BSN. Excellent interpersonal skills and commitment to providing patient/family centered care. 1050212 | | Presently Accepting |
| Registered Nurse | Part-Time 40 hours bi-weekly | 3pm-11pm | Acute Rehab | NJ license with prior nursing experience, preferably one year experience in acute rehab or acute care. BSN preferred or AAS actively pursuing BSN. Excellent interpersonal skills and commitment to providing patient/family centered care. 1050207 | 01/24/2020 | 01/31/2020 |
| Registered Nurse | Full-Time | 7am-3pm | Sub-Acute | NJ license with prior nursing experience, preferably one year experience in acute rehab or acute care. BSN preferred or AAS actively pursuing BSN. Excellent interpersonal skills and commitment to providing patient/family centered care. 5100101 | | Presently Accepting |
| Registered Nurse | Casual Pool | All Shifts | Acute Rehab/Sub-Acute | NJ license with prior nursing experience, preferably one year experience in acute rehab or acute care. BSN preferred or AAS actively pursuing BSN. Excellent interpersonal skills and commitment to providing patient/family centered care. | | Presently Accepting |

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| Certified Nurse Aide | Part-Time 40 hours bi-weekly | 7am-3pm | Sub-Acute | One year experience preferred with sub-acute, acute rehab or acute care experience desirable. Consideration will be given to new CNA's with health-related experience. 8050104 | | Presently Accepting |
| Certified Nurse Aide | Part-Time 40 hours bi-weekly | 7am-3pm | Sub-Acute | One year experience preferred with sub-acute, acute rehab or acute care experience desirable. Consideration will be given to new CNA's with health-related experience. 8050105 | | Presently Accepting |
| Nursing Assistant or Certified Nurse Aide | Casual Pool | All Shifts | Acute Rehab/Sub- Acute | One year experience preferred with sub-acute, acute rehab or acute care experience desirable. Consideration will be given to new CNA's with health-related experience. | | Presently Accepting |

NURSING – OTHER

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| Administrative Nursing Supervisor | Full-Time | 11pm-7am | Main campus | BSN, MSN desirable, with NJ license and minimum 5-7 years nursing leadership experience. Proven track record in the application of evidence-based healthcare practices and nursing standards. Ability to assume facility oversight and perform as Administrative Designee in absence of Hospital Administrative Team. Excellent computer skills including prior EHR experience and Microsoft Word and Excel. | 12/27/2019 | 01/10/2020 |
| Administrative Nursing Supervisor | Part-Time 40 hours bi-weekly | Various | Main Campus | BSN, MSN desirable, with NJ license and minimum 5-7 years nursing leadership experience. Proven track record in the application of evidence-based healthcare practices and nursing standards. Ability to assume facility oversight and perform as Administrative Designee in absence of Hospital Administrative Team. Excellent computer skills including prior EHR experience, MS Word & Excel. | | Presently Accepting |

CLINICAL POSITIONS

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|-------------------------|-----------|-----|--------------------------|--|------------|------------------------|
| Advanced Practice Nurse | Full-Time | Day | Main Campus | MSN in rehabilitation, adult/illness and/or family health with current certification and NJ license. Five (5) years APN clinical experience preferably working with adults or geriatrics. Prior rehab experience including CRRN desirable. Demonstrated knowledge of etiologies, risk factors, pathophysiology, presentation and epidemiology of medical conditions. Position works in collaboration with Physiatry team in delivery of care for inpatients on both acute rehab and sub-acute units. May include some support in outpatient clinic. Schedule does include coverage for late admissions and weekend rotation. | | Presently Accepting |
| Physical Therapist | Full-Time | Day | Inpatient Main Campus | Requisite education and NJ license. Schedule includes coverage of both Inpatient and Outpatient units. | 03/10/2020 | 03/17/2020 |

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| Physical Therapist | Casual Pool | Weekend | Inpatient Main Campus | Requisite education and NJ license. Inpatient setting. | | Presently Accepting |
| Physical Therapist | Full-Time | Day/ Evening | Somers Point Satellite | Requisite education and NJ license. Evaluation and treatment of our-patients in an out-patient rehab setting. | 03/13/2020 | 03/20/2020 |
| Physical Therapist | Casual Pool | Day/ Evening | Rotator various Satellites | Requisite education and NJ license. Outpatient setting. | | Presently Accepting |
| Occupational Therapist | Part-Time 16 Hours Weekly | Day | Outpatient Main Campus | Requisite education and NJ license. Outpatient caseload including adult neuro. Two days per week, preferably Tuesday/Thursday or Monday/Wednesday. | 02/21/2020 | 02/28/2020 |
| Occupational Therapist | Casual Pool | Day/ Evening | Therapy in Home | Requisite education and NJ license along with interest in providing treatment in the home for patients in Cape May County & Southern Atlantic County. Minimum one year experience required, prior experience in Home Therapy a plus. | | Presently Accepting |

CLINICAL – INTERNAL/PROGRAM COORDINATOR

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| Brain Injury Program Co-Coordinator | | | Main Campus | Secondary role for PT, OT, ST to share responsibility for coordination of professional multi-disciplinary team to provide effective quality services for brain injured patients, monitor program evaluation based on outcomes, program planning, policy development and ensure CARF compliance with standards. Duties of position will be performed in addition to regular departmental responsibilities. | | Internal Candidates Only |
| Stroke Program Co-Coordinator | | | Main Campus | Secondary role for PT, OT, ST to coordinate a professional multi-disciplinary team to provide effective quality services for stroke patients; monitor program evaluation based on outcomes, program planning, policy development and ensure CARF compliance with standards. Duties of position will be performed in addition to regular department responsibilities. | 12/17/2019 | Internal Candidates Only |
| OT Student Program Coordinator | | | Main Campus | Secondary role for OT to oversee student affiliation program. Responsibilities include maintaining contracts and ongoing communication with colleges/universities, interviewing and orienting students, ensuring submission of required documentation, evaluating staff readiness and staff orientation, mentoring staff and students and working with both throughout assignment. | 12/20/2019 | Internal Candidates Only |

CLINICAL SUPPORT POSITIONS

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| Medical Office Secretary | Full-Time | Day | Physiatry | Two years medical office experience including use of EMR and knowledge of medical terminology required. Responsibilities include patient scheduling, reception duties, compiling charts, answering phones, etc. Excellent verbal/written communication skills, ability to multitask and interpersonal skills a must. | 02/21/2020 | 03/06/2020 |
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| Unit Clerk | Casual Pool | All Shift | Acute Rehab/ Sub-Acute | HS diploma or equivalent with prior unit clerk and/or medical office experience including proficiency in medical terminology and transcription of physician orders. EHR experience a must. | | Presently Accepting |
| Receptionist/ Aide | Part-Time | Day/Early Evening | Tuckerton Satellite | Well organized with strong clerical background, computer skills and excellent customer service skills. Prior medical office experience a plus. Responsibilities include general office duties and support, maintaining treatment area and assisting therapist when necessary. | 03/01/2019 | 03/15/2019 |
| Receptionist/ Aide | Casual Pool | Day/Early Evening | Somers Point to North Cape May | Position provides coverage as needed at assigned satellites. Requires well organized individual with strong clerical background, computer skills and excellent customer service skills. Prior medical office experience a plus. Responsibilities include general office duties and support, i.e. putting away equipment, maintaining treatment area and assisting therapist when necessary. | | Presently Accepting |
| Receptionist/ Aide | Casual Pool | Day/Early Evening | Hammonton, Vineland, | | | Presently Accepting |
| Receptionist/ Aide | Full-Time | Day/Early Evening | JCC | Position provides coverage as needed at assigned satellites. Requires well organized individual with strong clerical background, computer skills and excellent customer service skills. Prior medical office experience a plus. Responsibilities include general office duties and support, i.e. putting away equipment, maintaining treatment area and assisting therapist when necessary. | 03/06/2020 | 003/19/2020 |
| Physical Therapy Aide | Casual Pool | Saturday & Sunday | Main Campus | H.S. diploma or equivalent. Position provides weekend coverage with primary duties: patient transport, set-up/clean-up of treatment area and as appropriate aiding therapist as they provide care. Ability to communicate effectively and work as part of a team required. Prior background in healthcare field and/or enrollment in health-related degree program desirable. | | Presently Accepting |
| Diet Clerk | Casual Pool | Day/Early Evening | Main Campus | Must be well organized, detail oriented with prior food service exp, knowledge of institutional diet terminology and tray line process. Excellent interpersonal/communication computer skills. | | Presently Accepting |

NON-CLINICAL – POSITIONS

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| Human Resource Representative | Full-Time | Day | Main Campus | Detail-minded, self-starter with minimum 2-4 years HR generalist experience or related field a plus. Strong communication, customer service and interpersonal skills a must along with excellent organizational skills, proficiency in Microsoft Office as well as HRIS and file maintenance. Position will also support our Marketing and Communications Departments including activities relating to County Grant Programs, all events and assistance with Volunteer Program. Related degree a plus. | 02/14/2020 | 02/28/2020 |
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| Patient Account Representative | Full-Time | Day | Business Office | Assists in posting charges to patient accounts and coding. Validate documentation/charging between Outpatient Therapy software and billing system. Run and review report to identify irregular charges and account and makes correction. Maintain daily and monthly census reports. Prior experience in patient accounting/billing with knowledge of Third Party Billing preferred. Computer skills including Microsoft Excel, Work, Passport and Navinet. Knowledge of Cerner, MedHost and/or WebPT a plus. Detail-minded with ability to work independently and multi-task a must. Good communication skills for interactions with patient and staff required. | | Presently Accepting |
| Kitchen Cleaner | Part-Time | Sunday-Thursday Evenings | Main Campus | Duties include cleaning of ovens, refrigerators and other kitchen equipment as well as walls, floors and drains. Must have prior cleaning experience, with use of floor cleaning equipment and power sprayer desirable. Attention to detail and ability to work independently a must. Some heavy lifting required. | 02/14/2020 | 02/21/2020 |
| Food Service Worker | Part-Time | Day/Early Evening | Main Campus | Responsibilities include general food service tasks: maintaining overall cleanliness of the dining and kitchen area, trash removal, mopping of floors and pot and dishwashing tasks. Ability to work flexible schedule including weekends and holidays in department that operates 6am-7pm a must. Occasional setup/service required for Board dinners. Prior experience a plus. | | Presently Accepting |
| Food Service Worker | Casual Pool | Day/Early Evening | Main Campus | | Presently Accepting | |
| Customer Service/Switchboard Operator | Casual Pool | Day/Evening | Main Campus | Excellent interpersonal skills and commitment to providing first-rate customer service. Ability to multi-task a must, with prior switchboard and/or front desk experience preferred. In addition to assigned schedule, must be flexible to assist with both day and evening coverage on an as needed basis, including Holiday's. | | Presently Accepting |
| Security Guard | Casual Pool | Day/Evening | Main Campus | Position available for an individual with prior law enforcement experience. Healthcare experience a plus. Must be able to work weekends and holidays. Valid New Jersey driver's license with a clean driving record required. | | Presently Accepting |