Jobs you will fall in love with!

Monarch Staffing is Hiring!
Click the links to read the full job description & apply!

The flood gates have opened & we are busier than ever staffing jobs!
We are super excited to help you get back to work.
Call our main number at 610-604-0202 or email info@monarchstaffing.com with your latest resume & someone will contact you to talk you about where your skill set fits best with our open positions.

HIRING IMMEDIATELY

Ballot Monitors | $15/HR | Chester County
3 week project running October 13 – November 3
20 people needed to work onsite at various Chester County Libraries
Monday- Friday 9AM-7PM & Saturday-Sunday 12PM-2PM
Work part time, full time, or mix hours! Must work at least 2 shifts.
Contact Andy at AStecker@monarchstaffing.com

Ballot Counters | $15/HR | West Chester
150 people needed to work a temporary 1 week position from November 2-November 6
50 people per shift needed! 7AM-3PM, 3PM-11PM, 11PM-7AM
Contact Laura at Info@monarchstaffing.com

Sign Up Voters | $13.50/HR | Delaware County
Travel required! Visit various locations week to week in Delaware County to help people sign up for the 2020 presidential election! Receive a $2 per hour bonus at the completion of the job. Hours are Monday-Friday 10AM-6PM, Saturday-Sunday 10AM-3PM. Full time and part time spots available!
Contact Nick at Npacitti@monarchstaffing.com

Registration Assistant | $15/HR | Chester County
20 people needed for a temporary project at multiple locations around Chester County. The Registration Assistants will be helping people sign up to receive their preventative flu shot.
Contact Andy at AStecker@monarchstaffing.com

Customer Service Reps | $15/HR | Media, PA
Jobs.MonarchStaffing.com
6 people needed to start Monday September 21.
Work 9AM-6PM with a 30 minute lunch and two 15 minute breaks. Free parking!
Contact Laura at Lkasper@monarchstaffing.com

**Telephone Survey Reps | $11/HR | Work From Home!**
Work Monday-Friday 3PM-9/10PM OR Saturday 10AM-6PM & Sunday 3PM-9PM.
Must have Windows 10 to qualify! Great for kids home from school, retirees, or anyone that wants to work from home part time! Must work at least 4 days.
Contact Jen at JFransen@monarchstaffing.com

**Account Manager/Customer Liaison | $19/HR | Aubudon**
Troubleshoot issues with clients for immediate resolution & provide timely and effective follow through.
Organization skills and great communication are essential.
Contact Jen at JFransen@monarchstaffing.com

**Greeters/Runners | $13.50/HR | Media, PA**
2 Greeters and 2 Runners needed to assist with the voting process in Delaware County.
This is a highly active position with a lot of walking!
Contact Nick at Npacitti@monarchstaffing.com

**Call Center | $13.50/HR | Media, PA**
Hiring 10 Call Center Representatives to handle inbound calls answering questions about voting!
Shifts are Monday – Friday 8:30AM-5PM & Saturday 10AM-2PM
This is a temporary project running September 9 – November 4
Contact Laura at LKasper@monarchstaffing.com

**DIRECT HIRE POSITIONS**

**EXEC. ASSISTANT BUSINESS COORDINATOR - $45K/YR – CRANBURY, NJ**

**INVESTMENT CLIENT ASSOCIATE - $65K/YR – CONSHOCKEN**

**PARALEGAL - $50K/YR – BERWYN**

**PARAPLANNER - $65-$75K/YR – DOWNINGTOWN**

**PRODUCTION SUPERVISOR BILINGUAL - $50K/YR – READING**

**QUALITY ASSURANCE MANAGER - $80L/YR – NEW JERSEY**

**SALES REP HOME IMPROVEMENTS - $14.42/HR + COMMISSION – MAINLINE**

**TEMP-TO-HIRE POSITIONS**

**CUSTOMER SERVICE REPRESENTATIVE - $15/HR – SPRINGFIELD**

**FACILITIES/CUSTODIAN ASSISTANT - $16/HR – WAYNE**

**LEGAL ADMIN - $18/HR – BLUE BELL**

**MEDICAL SECRETARY - $16/HR – BROOMALL**

**OFFICE ASSISTANT - $15/HR – PLYMOUTH MEETING**

**OPERATIONS ASSISTANT - $21/HR – PHILADELPHIA**

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TEMPORARY POSITIONS

ACCOUNTANT - $26/HR - MALVERN
ADMINISTRATIVE ASSISTANT - $16/HR – WEST CHESTER
ADMINISTRATIVE ASSISTANT - $16/HR – MALVERN
ADMINISTRATIVE CLERK - $13.50/HR – MEDIA
BOOKSTORE CLERK - $13/HR – PHILADELPHIA
BOOKSTORE CLERK - $13/HR – BETHLEHEM
CUSTOMER SERVICE REPRESENTATIVE - $15/HR – FOLCROFT
IT HELPDESK TECHNICIAN - $20/HR – CONCORDVILLE
LICENSED HEALTH AGENT - $19/HR – BLUE BELL
MAILROOM CLERK - $13.50/HR – CHESTER
PARALEGAL - $23/HR – WEST CHESTER
PURCHASING REP - $20-$22/HR – BERWYN
SALES SUPPORT COORDINATOR - $16/HR - POTTSTOWN
SENIOR ACCOUNTANT PART TIME - $35-$40/HR – BLUE BELL

Send your resume at any time to Resumes@monarchstaffing.com
or call 610-604-0202 to speak with a Recruiter!

Check out the most updated list of open positions at any time at
JOBS.MONARCHSTAFFING.COM