

CONDUENT



JOB FAIR

Open House

Tuesday, 9/17/2019

4:00pm – 7:00pm

*Come prepared to
interview that evening.
Bring your resume and
dress appropriately.*

Call Center – Customer Care Assistant (Job #2019-14276)

Responds to telephone inquiries and requests from NJ FamilyCare applicants and recipients. Gathers information, researches/resolves inquiries and logs customer calls. Communicates appropriate options for resolution in a timely manner.

Bilingual preferred

Minimum Requirements: Customer Service professional with excellent communication skills. Desired candidate must have the ability to multi-task and work in a high-paced environment. Proficient in the use of MS Office Suite. Fluent in English/Spanish preferred.

Eligibility – Health Benefits Coordinator (Job #2019-14358)

Processes applications for the NJ FamilyCare program. Uses family income and household size to determine eligibility. Enters eligibility information into a web-based computer system and references other NJ-specific databases as appropriate. Contact applicants via outbound calls and mail to verify data.

Minimum Requirements: Capable of working independently; Excellent verbal, written, and interpersonal skills; Proficient in use of personal computer, including MS Office Suite; Bilingual capabilities a plus

**Come to the Job Fair on 9/17/2019 Located at:
100 American Metro Blvd, Suite 105, Hamilton, NJ
Follow signs to 100 East and then 100 SOUTH Entrance**

Location accessible via NJ Transit Train/Bus

CAN'T MAKE JOB FAIR:

Apply online at www.conduent.com/jobs and search for Job Number referenced above.