

Council for Airport Opportunity

JOB OPENINGS



CAO is currently working with airport employers to fill over 400 positions at JFK, LaGuardia and Newark Airports. **Positions include Passenger Service Agents, Ramp, Security, Retail, Food Service, Management, Customer Service, Warehouse, CDL Drivers, and many more....**

How to Apply:

Visit your local CAO office today!

Check-in times: 9AM-9:15AM & 12:45PM-1PM Daily

During your visit you will meet with a CAO representative to discuss job opportunities at the airport. Based on your qualifications the CAO team will work hard to match you to the right job opportunity. *Please note applicants arriving after the check-in times will be directed to the next available check-in time.*



Documents Required

- Resume
- High School Diploma or Equivalent
- Valid Driver's License or Non-Driver's ID
- Social Security Card (Not Laminated)
- US Citizens- Birth Certificate or Passport
- Non-Citizens- Green Card or Work Authorization Card and Passport

APPLY NOW !!!

Newark Location:

17 Academy Street

5th Floor

Newark, New Jersey 07102

973-622-4537

Hours of Operation

Monday through Friday

9:00AM -5PM

www.caonynj.com



✓ Things to Know Before You Visit CAO



Resume

Please remember to bring at least 3 copies of your resume. If you do not have a resume we will try and direct you to someone that can support you with resume writing.



Dress Professionally

First impressions matter. Dressing professionally can get your interview off to the right start. Don't have professional attire? Don't worry. Just ask for support during your meeting with the Account Manager.



Identification

Getting hired at the airport requires you to have all of your working papers in order. Please remember to bring....

- High School Diploma or Equivalent
- Valid Driver's License or Non-Driver's ID
- Social Security Card (Not Laminated)
- US Citizens- Birth Certificate or Passport
- Non-Citizens- Green Card or Work Authorization Card



Drug Test & Background Check

Please be prepared to take a drug test and background check if you are offered a position on airport. All jobs on airport require these tests. Please speak with your account manager if you have any questions



10 Year Work/Life History

Provide a complete and verifiable employment history; Employment history must be verified with all employers listed on the application and must include the past ten (10) years of employment

Please visit one of our CAO office's at:

**90-04 161st Street, 2nd Floor Jamaica,
New York 11432
718-523-7100**

or

**17 Academy Street, 5th Floor Newark,
New Jersey 07102
973-622-4537**

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