

# **NEWBURGH ENLARGED CITY SCHOOL DISTRICT**

Ralph A. Pizzo      Superintendent of Schools

www.newburghschools.org

David E. Noriega, Ed.D.    Assistant Superintendent / Student Intervention and Support Services  
Ed Forgit                    Assistant Superintendent / Curriculum & Instruction  
Mary Ellen Leimer        Assistant Superintendent / Human Resources  
Michael Pacella            Assistant Superintendent / Finance

124 Grand Street  
Newburgh, NY 12550  
P: 845-563-3500  
F: 845-563-3501

DATE:            February 15, 2012

MEMO:           TO ALL SCHOOLS-PLEASE POST

FROM:           Mary Ellen Leimer  
                    Assistant Superintendent of Human Resources

RE:              **Vacancy postings**

At the present time the district has the following anticipated vacancy (ies):

<b>Posting Number</b>	<b>Title</b>	<b>Locations</b>	<b>Qualifications</b>	<b>Please submit</b>	<b>End Date</b>
C-021512-010	<b>Part Time Cleaner</b>  <b>Position requires working every <u>Saturday and Sunday</u></b>	<b>NFL</b>	High School Diploma or GED	Letter of Interest and/or Completed application on file	February 29, 2012 by 4:00pm

Interested candidates should apply in writing, no later than the “End Date” to:

Mary Ellen Leimer  
Assistant Superintendent of Human Resources  
124 Grand St.  
Newburgh, NY 12550

**\*PLEASE INCLUDE THE POSTING NUMBER ON ALL CORRESPONDENCE**

MEL:bw

Minority/Bilingual Candidates Encouraged to Apply  
“An Equal Opportunity Employer”