

DATE: October 20, 2021
MEMO: TO ALL BUILDINGS – PLEASE POST
FROM: Michael McLymore
Assistant Superintendent of Human Resources
RE: CSEA –Anticipated Vacancy: Clerk

This posting will close at 4 PM on
Tuesday, November 2, 2021

**** Clerk position is for Internal Transfers OR Civil Service Eligible ONLY.**

At the present time the District has the following anticipated vacancies:

| Posting Name | Position | Miscellaneous | Location | Requirements |
|--------------|----------|--|----------|---|
| CLER-NEW | Clerk | To support the Health Services Facilitator | BOE | **Transfers or Civil Service Eligible Only |

Funding Source: Federal Funds

- INTERNAL applicants (Transfers) must** submit a current resume and letter of interest to:
Office of Human Resources, 124 Grand St. Newburgh, NY 12550 **OR FAX to: 563-3468**

PLEASE DO NOT E-MAIL directly to Mr. McLymore.

PLEASE INCLUDE POSTING Name ON ALL CORRESPONDENCE

MM: sb