


**NEWBURGH**  
ENLARGED CITY SCHOOL DISTRICT

Mr. Ed Forgit

Interim Superintendent of Schools

Ms. Onyx Peterson  
Ms. Andrea Moriarty  
Ms. Elisa Soto  
Mr. Christopher Bayer  
Mr. Jeffrey Woody  
Mr. Michael McLymore  
Ms. Kimberly Rohring

Acting Deputy Superintendent  
Asst. Superintendent, Elementary Curriculum & Instruction  
Asst. Superintendent, Secondary Curriculum & Instruction  
Asst. Superintendent, Exceptional Learners  
Interim Asst. Superintendent, Equity & Access  
Asst. Superintendent, Human Resources  
Asst. Superintendent, Finance/Chief Financial Officer

DATE: June 29, 2022  
MEMO: TO ALL BUILDINGS – PLEASE POST  
FROM: Michael McLymore   
Assistant Superintendent of Human Resources  
RE: CSEA – Part Time & Sub Food Service Helpers

This posting will close on  
Wednesday, July 13, 2022  
\*Re-Post\*

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

Posting Name	Title	Requirements
PT-FSH	*Part Time Food Service Helpers	Cafeteria or food service experience preferred
SUB-FSH	Sub Food Service Helpers	Cafeteria or food service experience preferred

**\*Regular Part Time Food Service Helpers** are needed in multiple buildings throughout the District. The maximum number of hours per week is 26 hours (Between 1.5 and 5 per day) while school is in session.

**Internal Applicants:** submit a Letter of Interest to:

Michael McLymore, Assistant Superintendent of Human Resources  
124 Grand Street, Newburgh, NY 12550  
Or FAX to: 845-563-3468

Please use the 'Letter of Interest' template found on the district's web-site [www.newburghschools.org](http://www.newburghschools.org) under the "DISTRICT" tab "EMPLOYMENT WITH THE DISTRICT"

**External Applicants:** Must submit a Letter of Interest **and** complete a CSEA Application for Employment on our website: [Newburghschools.org](http://Newburghschools.org) under "District", "Employment with the District", "Employment Forms."  
Submit both the Letter of Interest and CSEA application to:

Michael McLymore, Assistant Superintendent of Human Resources  
124 Grand Street, Newburgh, NY 12550

Or FAX to: 845-563-3468

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

**PLEASE INCLUDE POSTING Name ON ALL CORRESPONDENCE**

MM: sb