

NEWBURGH

ENLARGED CITY SCHOOL DISTRICT

Ms. Onyx Peterson
Dr. Elisa Correa-Soto
Dr. Natasha Freeman-Mack
Ms. Marcie Heywood
Ms. Genieve Holder
Mr. Joseph McGrath
Dr. Shannon O'Grady
Ms. Kimberly Rohring
Ms. Michelle Mc Kitty-Bromley

Deputy Superintendent
Asst. Superintendent, Secondary Curriculum & Instruction
Asst. Superintendent, Student Support Services
Asst. Superintendent, Pre K - 2
Asst. Superintendent, Human Resources
Asst. Superintendent, Chief Information & Data Officer
Asst. Superintendent, Elementary Curriculum & Instruction
Asst. Superintendent, Finance/Chief Financial Officer
Asst. Superintendent, Exceptional Learners

DATE: January 15, 2026
MEMO: TO ALL SCHOOLS-PLEASE POST
FROM: Genieve Holder *4-53*
Assistant Superintendent of Human Resources
RE: Internal Posting – **Part Time Cleaner Messenger/Driver**

This posting will close at 4:00PM
Thursday January 29, 2025
Not holding to the 10 days

Time Frame: February 2026 – June 2026

Times: TBD

| Title | # of staff needed | Miscellaneous Info: (requirements) |
|------------------|--|--|
| Part Time Driver | 1 or 2 – Part Time Cleaner Messengers (May be shared) | <p>Seeking a part time driver to support the retrieval of food for our school pantries/backpack program and Bodega at NFA Main.</p> <p>Responsible for picking up and delivering food and supplies from the Regional Food Bank of the Hudson Valley, located at 580 NY-416, Montgomery, NY, to the Deacon Jack Seymour Food Pantry, located at 301 Ann St, Newburgh, and to the 14 schools within the NECSD.</p> <p>Valid driver's license: a Commercial Driver's License (CDL) may be required to operate larger or specialized vehicles. Clean driving record.</p> <p>The ability to lift and carry up to 50 lbs, and the ability to operate a pallet jack and lift gate.</p> |

Funding Source: Federal – McKinney Vento Grant

Compensation – As per the hourly rate according to the CSEA Collective Bargaining Agreement.

Not to exceed: 9 hours per week per position

- **Internal candidates** must respond online through the District's website, under the "DISTRICT" tab, under "Employment with the District" Click on 'APPLY' alongside of the posting.

Paper applications will not be accepted. **PLEASE DO NOT EMAIL Ms. Holder directly**

GH: sp