

# NEWBURGH

ENLARGED CITY SCHOOL DISTRICT

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Superintendent of Schools

Mr. Ed Forgit

Deputy Superintendent

Ms. Andrea Moriarty

Asst. Superintendent, Elementary Curriculum & Instruction

Dr. Kathleen Farrell

Asst. Superintendent, Secondary Curriculum & Instruction

Mr. Christopher Bayer

Asst. Superintendent, Exceptional Learners

Mr. Michael McLymore

Asst. Superintendent, Human Resources

Ms. Kimberly Rohring

Asst. Superintendent, Finance/Chief Financial Officer

Dr. Natasha Freeman-Mack


Asst. Superintendent, Chief Equity Officer

Ms. Onyx Peterson

Asst. Superintendent, Chief Information & Data Officer

September 20, 2023

MEMO: TO ALL SCHOOLS-PLEASE POST

FROM: Michael McLymore   
Assistant Superintendent for Human Resources

RE: Anticipated Vacancy – **Capital Projects Manager**

This posting will end at 4PM on  
Wednesday, October 4, 2023

\*Re-Post\*

## **TITLE: CAPITAL PROJECTS MANAGER**

**Capital Projects Manager position is Provisional and contingent upon results of the Civil Service Exam when given.**

**This position is non-represented; Confidential Managerial**

## **GENERAL STATEMENT OF DUTIES:**

Will ensure the effective oversight and successful completion of capital projects district wide, for the Newburgh Enlarged City School District.

## **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

Has thorough technical knowledge and experience in building materials, architectural drawings, construction processes and some background in engineering principles.

## **MINIMUM QUALIFICATIONS: EITHER;**

- A. Possession of a valid New York State Professional License as an Architect or Professional Engineer and at least two years of experience with construction projects. OR
- B. Master's Degree in Architecture or Engineering and at least four years of experience with construction projects.

**A complete job description can be found on the District's website at [www.newburghschools.org](http://www.newburghschools.org) under the 'DISTRICT' tab/Employment with the District.**

- **Internal applicants 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**
- **External applicants & Certified Newburgh Substitute teachers** must respond via the OLAS Web Site ([www.olasjobs.org](http://www.olasjobs.org)) on or before the above closing date.

MM:tc