



Dr. Jackielyn Manning Campbell Superintendent of Schools

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Ms. Marcie Heywood
Ms. Genieve Holder
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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: November 18, 2025

MEMO: TO ALL BUILDINGS – PLEASE POST

FROM: Genieve Holder 
Assistant Superintendent of Human Resources

RE: Anticipated vacancies – CSEA – **Temporary Leave Position – Cleaner**

This posting will close at 4 PM on,
Tuesday, December 2, 2025
Revised

Revised to correct location

At the present time the District has the following anticipated vacancy for the 25-26 school year:

Location	Position	Anticipated Dates
*Heritage Middle School	Cleaner (Shift 10 AM – 7 PM) (Temporary salaried position)	December 10, 2025 - August 5, 2026

Funding Source: General Fund

QUALIFICATIONS:

Some knowledge of cleaning methods, materials and equipment; ability to understand and follow simple oral and written directions; ability to get along well with others; ability to read and write; thoroughness; cleanliness; good physical condition.

- **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: 845-563-3468
- **External applicants must** respond via the OLAS Web Site (www.olasjobs.org) on or before the above closing date.

GH:tc