

NEWBURGH

ENLARGED CITY SCHOOL DISTRICT

Dr. J. Manning Campbell

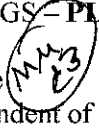
Superintendent of Schools

Mr. Ed Forgit
Ms. Andrea Moriarty
Dr. Kathleen Farrell
Mr. Christopher Bayer
Mr. Michael McLymore
Ms. Kimberly Rohring
Dr. Natasha Freeman-Mack

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

DATE: November 21, 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
Tuesday, December 6, 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 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 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

- **External applicants may also apply through** the OLAS Web Site (www.olasjobs.org) on or before the above closing date.

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

PLEASE INCLUDE POSTING Name ON ALL CORRESPONDENCE

MM: sb