


DATE: May 11, 2026

MEMO: TO ALL SCHOOLS – PLEASE POST

FROM: Genieve Holder 
Assistant Superintendent of Human Resources

RE: **Sub Food Service Helpers**

This posting will end at 4:00 PM on Friday, May 22, 2026

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

Posting Name	Title	Location
SUB-FSH	Sub Food Service Helpers	District

Internal Applicants: submit a Letter of Interest to:

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" **or** via the OLAS Web Site (www.olasjobs.org) on or before the above closing date.

Submit both the Letter of Interest and CSEA application to:

Human Resources
124 Grand Street, Newburgh, NY 12550
Or FAX to: 845-563-3468

GH: sp