Dr. Jackielyn Manning Campbell **Superintendent of Schools**

NEWBURGH
ENLARGED CITY SCHOOL DISTRICT

Ms. Onyx Peterson	Deputy Superintendent
Dr. Elisa Correa-Soto	Asst. Superintendent, Secondary Curriculum & Instruction
Dr. Natasha Freeman-Mack	Asst. Superintendent, Student Support Services
Dr. Madeline Diamond	Asst. Superintendent, Human Resources
Mr. Joseph McGrath	Asst. Superintendent, Chief Information & Data Officer
Dr. Shannon O'Grady	Asst. Superintendent, Elementary Curriculum & Instruction
Ms. Kimberly Rohring	Asst. Superintendent, Finance/Chief Financial Officer
Ms. Michelle Mc Kitty-Bromley	Asst. Superintendent, Exceptional Learners

DATE: October 22, 2026

This posting will close at 4 PM on Wednesday, November 4, 2026

MEMO: TO ALL BUILDINGS – PLEASE POST

FROM: Dr. Madeline Diamond
Assistant Superintendent of Human Resources

RE: Anticipated vacancy – **Part Time Machine Tech- Newburgh Free Library**

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

Posting Name	Location	Position
PT-MTCH	Newburgh Free Library	Part Time Machine Tech

DISTINGIUSHING FEATURES OF THE CLASS:
The work involves the performance of moderately complex mechanical tasks on various types of library equipment, managing equipment use and machine maintenance. The work requires mechanical aptitude and the ability to operate independently within responsibilities and to train others in basic machine utilization. The work is performed under general supervision of a Librarian.

MINIMUM QUALIFICATION:
Graduation from high school or possession of a high school equivalency diploma AND one year experience in a position involving responsibility for the maintenance of office equipment.

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.

MD:sp