

ANTICIPATED ANNOUNCEMENT OF VACANCY

**Account Clerk
Office Specialist I
Office Specialist II
Senior Office Specialist I**

**12 month position, 8 hours Per Day
Salary to Be Determined**

**11 month position, 7.5 hours per day
Salary to Be Determined**

**11 month position, 7 hours per day
Salary to Be Determined**

These are competitive Civil Service positions subject to all the rules and regulations of the Oneida County Department of Personnel.

The Oneida County Eligibles list will be utilized. The district will also accept a letter of interest and resume if you currently hold one of these civil service titles. All information must be received by the Business Office on or before April 28, 2023.

Please contact Kelly Nash for more information at 315-865-7505 or via email at knash@hpschools.org.

NOTE: The Holland Patent Central School District, Holland Patent, New York, does not discriminate on the basis of sex in the educational programs it operates and it is required by Title IX of the Educational Amendments of 1972 and Section 504 of the Handicapped Discrimination Law, not to discriminate in such a manner. This policy of nondiscrimination includes the following areas: recruitment and appointment of employees, employment pay and benefits, counseling services for students, access by students to educational programs, course offerings and student activities. We are an equal opportunity employer.

Date: 4/17/23


Signature of Person Posting