



*Learners Today, Leaders Tomorrow*

## ANNOUNCEMENT OF VACANCY

### *Anticipated Vacancy*

- POSITION:** Part-time Office Assistant - Pupil Personnel Services  
Monday - Friday - 4 hrs per day - 7:30 a.m. - 11:30 a.m.
- QUALIFICATIONS:** Open Competitive:  
Graduation from a standard senior high school or  
possession of a high school equivalency diploma.
- SCHEDULE:** 12 Months
- SALARY:** \$28.15 per hour
- APPLICANTS:** Interested candidates are requested to forward a letter of interest  
and resume by email to: [personnel@hauppauge.k12.ny.us](mailto:personnel@hauppauge.k12.ny.us)  
Please reference posting #70/23-24
- DEADLINE:** January 26, 2024 12:00 Noon

**FINGERPRINTING AND BACKGROUND CHECKS WILL BE REQUIRED  
PURSUANT TO STATE LAW FOR ALL NEW EMPLOYEES**

*Hauppauge Union Free School District is an equal opportunity employer. Hauppauge School District does not  
discriminate because of race, color, religion, age, disability, sex or national origin.*