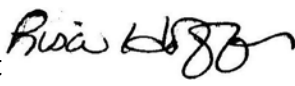




Division of Human Resources
Civil Service & Background Administration
55 Water Street, 26th Floor
New York, NY 10041

TO: Human Resources Directors
FROM: Lisa Hoffman
Assistant Vice President 
DATE: March 22, 2023
SUBJECT: **Certification Hiring Pools Scheduled for March and April**

The following **Hiring Pools** have been scheduled to fill **VCB-Approved vacancies**, as indicated below:

Tuesday, March 28th

➤ Dietitian 9:00 AM

Wednesday, March 29th

➤ Sr. Addiction Counselor 9:00 AM

Thursday, March 30th

➤ Stock Worker 9:00 AM

Please note, the following **Centralized** Trade-title Hiring Pools, scheduled to fill **VCB-Approved vacancies and replace Provisionals**, do **not** require Local HR representation:

Monday, April 3rd

➤ Electrician's Helper 9:00 AM
➤ Maintenance Worker 10:00 AM

Thursday, April 20th

➤ Electrician 9:00 AM

ALL HIRING POOLS ARE HELD AT 55 WATER STREET, NY, NY 10041 – CONCOURSE LEVEL

Since space is limited, no more than **two** persons may represent each facility at all Hiring Pools, including the HR and department representatives.

Your cooperation and prompt attendance will be greatly appreciated.

c: Yvette Villanueva
Beth Slovit-Owens
Jonathan Wangel
Andrea Chilaka
Chief Financial Officers