



Department of Human Resources & Civil Service

Please Post Conspicuously

Maggie Brooks
County Executive

Brayton McK. Connard
SPHR Director

Applications are now being accepted for the following examinations. Exam announcements for each title are available online at <http://www.monroecounty.gov/hrapply> or at the Department of Human Resources. The announcement provides important information for candidates such as minimum qualifications, job duties, exam scope (areas covered on the exam), fees, residency requirements and other information. It is imperative that candidates check the information on the exam announcement before applying. Please take note of the exam date and closing date listed below.

EXAMINATIONS OPEN TO THE PUBLIC

<u>Exam Title</u>	<u>Exam Number</u>	<u>Exam Date</u>	<u>Closing Date</u>	<u>Fee</u>
Executive Assistant - RCSD	OC-60865	March 08	January 24	\$15
Executive Assistant - RCSD Bilingual	OC-63265	March 08	January 24	\$15

Issue date: Tue Jan 14 2014

210 County Office Building, 39 West Main Street, Rochester, NY 14614-1471

PHONE: (585) 753-1700 TTY: (585) 753-1091 WEB SITE: <http://www.monroecounty.gov>

Monroe County government prohibits discrimination in employment, program activities, procurement and contracting against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation or national origin.

An Equal Opportunity Employer



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EXAMINATIONS OPEN TO EMPLOYEES OF THE FOLLOWING JURISDICTIONS

<u>Open To:</u>	<u>Exam Title</u>	<u>Exam Number</u>	<u>Exam Date</u>	<u>Closing Date</u>	<u>Fee</u>
Qualified employees of the Rochester City School District	Executive Assistant - RCSD	P-73311	March 08	January 24	\$15
Qualified employees of the Rochester City School District	Executive Assistant - RCSD Bilingual	P-73310	March 08	January 24	\$15

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