

*******FLASH*******

November 13, 2013

The vacancy for Administrative Assistant is an Article 8 Special Posting open for bidding from **11/13/13 through 11/19/13**. This Administrative Assistant opening is **NOT a Specific Posted Vacancy (SPV)**. Only **Administrative Assistants** located in **Manhattan & Brooklyn** may apply for this position.

PROCESS

- Posted for 5 Business Days (11/13/13 – 11/19/13 5:00 p.m.)
- This Administrative Assistant Special Posting is posted in accordance with CWA Plant CBA Article 8. **It is not an SPV.**
- The Administrative Assistant position will be filled by the senior qualified volunteer from the Administrative Assistant job title in Manhattan & Brooklyn.
- Time in Title is not required to apply.
- New Time in Title will not be required in the new location.
- **NO REFUSAL/NO RETREAT** rules apply to these special postings.
- **If you apply for a Special Posting and do not withdraw prior to 5:00 p.m. November 19, 2013 you may not refuse.**