# Clerical Associate Career Fair

Friday, April 21, 2023 from 9am-12noon NYC Health + Hospitals/Jacobi 1400 Pelham Parkway South Bronx, NY 10461 Building 4, Conference Center 2nd floor

## **PROVISIONAL POSITIONS AVAILABLE (PART TIME):**

- Clerical III: 21hr/ annual: \$21,834
- Clerical III: 14hr/ annual: \$14,556

## **SKILLS & QUALIFICATIONS:**

HEALTH+

Jacobi

- A four-year High School Diploma or its educational equivalent and one year and eighteen months of satisfactory clerical experience.
- Keyboard familiarity with the ability to type at a minimum of 100 keystrokes (20 words) per minute.

Please scan the QR code to submit your resume for the event Subject Line: Jacobi CA event 4/21/23

\*Registration is required to participate\*



## NYC Health and Hospitals offers a competitive benefits package that includes:

- Comprehensive health benefits for employees hired to work 20+ hrs. per week
- Retirement Savings and Pension Plans
- Loan Forgiveness programs for eligible employees
- Paid Holidays and Vacation in accordance with employee's Collectively bargained contracts
- College tuition discounts and professional development opportunities
- Multiple employee discount programs

### Please be advised that proof of COVID-19 vaccination is required prior to hire.

#### ABOUT NYC HEALTH + HOSPITALS/JACOBI

NYC Health + Hospitals/ Jacobi, is a Level 1 Trauma Center. We offer the best of care – in the best of places. You can count on us for state of the art medical care, delivered with compassion, dignity, and respect. NYC Health + Hospitals' employees work together to provide comprehensive, personalized care for all New Yorkers. We are committed to providing a person-centered care environment and are looking for individuals that exemplify our ICARE (Integrity, Compassion, Accountability, Respect, and Excellence) values. NYC Health + Hospitals is an Equal Opportunity Employer. M/F/D/V