



Enlarged City School District

CORTLAND CITY SCHOOL DISTRICT Cortland, New York

POSTING

Position : Executive Secretary (Civil Service - Competitive)

Location : Randall Middle School

Vacancy Date : 11/05/2024

Last Day to Apply : 11/13/2024

Salary : Minimum Entrant per CSEA Contract (\$16.64 /hr)

Job Description : [See Civil Service](#)

For information and support assistance contact:

**Personnel Office
Cortland City School District
1 Valley View Drive
Cortland, New York 13045
(607) 758-4100 FAX: (607) 758-4109
E-mail: kwilliamson@cortlandschools.org**

The School District does not discriminate in employment or in the education programs and activities which it operates on the basis of sex, sexual orientation, age, ethnicity, religion, race, or handicap in violation of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, or § 504 of the Rehabilitation Act of 1973 and the New York State Human Rights Law.

Equal Opportunity Employer
Posted 11/05/2024

Applicants must complete a Civil Service Application