

SPECIFIC PUBLISHED VACANCY

**POST DATE:** 04/10/2013

**RESPOND BY DATE:** 04/23/2013

**COMPANY:** Verizon New York Inc.

**AREA:** QUEENS

**TITLE:** ADMINISTRATIVE ASSISTANT

**Union:** CWA

**Local:** 1106

**Barg-Unit:**

**JOB VACANCY NUMBER**  
2013002996 ( 1 Opening(s) )

**DEPARTMENT**  
NY North/West Operations

**LOCATION:** 147-10 GUY R. BREWER BLVD  
JAMAICA, NY 11433

**DESCRIPTION:** 35 Hours Per Week Regular Shift  
TOP PAY: 1043.5 Full-Time  
Hours: 7:00am-3:00pm  
Work Week: 35.00 hours

**TEST REQUIREMENTS:** Talent Skills Assessment 2013002996  
Data Entry Skills Rev - Inter 2013002996

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To apply for any of these vacancies, access VZCareers from any computer terminal with access to the web:  
Access VZCareers by logging into the eWeb portal, then select: About You > Your Toolkit > Career & Learning > Associate Job Opportunities > East Associate Jobs or go to  
<https://pshrp.verizon.com:8208/hrpda89/signon.html>  
Employees will also have the option to access VZCareers through the Voice Portal by dialing, (866) 4VZ-EWEB (866-489-3932).

You may submit one bid for each vacancy.