

Fall 2022 Available Jobs

Department	Name	# Needed	Virtual ?	Contact	Brief details of Job
Advisement & Scholarship	K. Pena	6	Both	kpena2@york.cuny.edu	Assist with data entry for Scholarships, help encourage students to get advised and registered.
Athletics	Amy O'Connor	2	No	aoconnor2@york.cuny.edu	Maintenance of athletic training room, game day set up, assisting student athletes with rehab and treatment plans
Athletics	Harris Rappel	6	Both	hrappel@york.cuny.edu	Social media assistance, photo and video editing.
Athletics	Sheryl McBarnett	2	No	smcbarnett@york.cuny.edu	Clerical duties
Athletics and Recreation	John Baxter	12	No	jbaxter@york.cuny.edu	Assist with daily procedures of all fitness and recreational facilities.
Center for Students with Disabilities	Lisa Maycock	4	No	lmaycock@york.cuny.edu	Social media assistance to promote DEI engagement and office/campus resources.
Chemistry Department	Teresa Allen-Miller	1	No	tallen@york.cuny.edu	Clean, organize and prepare lab for classes, pre non hazardous solutions, maintain equipment and material inventories. Will train.
Financial Aid	Genean Thompson	2	Both	gthompson1@york.cuny.edu	Assist with clerical duties. Will train.
Library IT	Mohammed Sarwar	6	No	jsarwar@york.cuny.edu	Check, replace and monitor printer, copy machine, system health, daily supervisor report. Will train.
Office of Inst. Advmt.	Jamie Scott	2	No	jscott2@york.cuny.edu	Receptionist; answer phones; clerical duties; asst. w/ calendar; asst w/ mailing; asst. w/ email campaign etc.
Student Health Services Center	Marva Frederick	4	No	mfrederick@york.cuny.edu	Scanning; answering phones; copying; wordprocessing; excel; health fair assistance; phone calling; customer service; mail distribution; powerpoint; learning about immunizations and health protocol
The Office of the President	Michele Hardy Ridgeway	3	No	mhardy@york.cuny.edu	General office work, Special events & projects, Greeter, Computer work
Veterans Affairs	Larry D. Eaton	4	No	leaton@york.cuny.edu	Clerical duties.