

# VERIZON

**POST DATE:**  
**COMPANY:**  
**TITLE:**

11/18/2015  
Verizon Corporate Svcs. Corp  
SR ADMINISTRATIVE ASST

**Union:** CWA

**Local:** 1105

**RESPOND BY DATE:** 12/01/2015  
**Bar-Unit:** CWA 1105 - NK

**JOB OPENING NUMBER**

410845 ( 1 Opening(s) )

**DEPARTMENT**

V3 Assoc-Treasury P&B 1106

**LOCATION:**

500 Summit Lake Dr  
Valhalla, NY 10595

**DESCRIPTION:**

35 Hours Per Week

Shift: Regular

**TOP PAY: \$1143.00**

Full-Time

Shift is Monday thru Friday 8:00am to 4:00pm

**Mgr Name:** Rixon,Regina J

**Mgr Phone#:** 914/741-7882

**TEST REQUIREMENTS:**

- Data Entry Test

To apply for any of these vacancies, access VZCareers from any computer terminal with access to the intranet (Vz Specific) or internet (About You From Home)  
Access VZCareers by logging into the eWeb portal, then select: About You -> Your Info. From Internet - Log into [www.verizon.com/aboutyou](http://www.verizon.com/aboutyou) -> Hover over About You, Your Info-  
Employees will also have the option to hear job openings through the Voice Portal by dialing, (866) 4VZ-EWEB (866-489-3932).  
You may submit one bid for each vacancy.