

# VERIZON

**POST DATE:** 07/06/2016 **RESPOND BY DATE:** 07/12/2016  
**COMPANY:** Verizon New York Inc.  
**TITLE:** ADMINISTRATIVE ASSISTANT **Union:** CWA **Local:** 1106 **Bar-Unit:** CWA PLANT - N4 (MULTI-LOCALS)

**JOB OPENING NUMBER:** 430756 ( 1 Opening(s) ) **DEPARTMENT:** NYSER OPS I&M Bronx/Brooklyn I

**LOCATION:** 19-19 46Th St  
Astoria, NY 11105

**DESCRIPTION:** 35 Hours Per Week Shift: Regular

**TOP PAY: \$1137.00** Full-Time

This is a special posting only Administrative Assistants (AA) located in Queens may apply for this position.

**Mgr Name:** Arroyo,Frances C

**Mgr Phone#:** 718/460-3118

**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 -> 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.