



TEMPORARY VACATION REPLACEMENT PROGRAM

The Empire and Tilden Facilities may be employing a limited number of temporary Vacation Replacements (summer students) for the period of May through August.

Applicants must **meet** the following guidelines:


- At least 18 years of age but not older than 24 (unless military exception).
- Must be a son, daughter, or legal dependent ("**legal**" means covered by **employee's Program of Insurance Benefits**) of an active or retired employee of the Empire or Tilden Facility.
- Must be currently enrolled as a full-time student.
- Must attend school as a full-time student for fall of 2010.

Students with advance class standing (sophomore, junior, and senior) must submit with their application each of the following documents for enrollment verification:

1. A current **official transcript** (a student copy is not acceptable).
2. A current class schedule (if not included on current transcript).

If the above information does not accompany the application, please forward it to Human Resources as soon as it is available. Applications will not be processed without the verification and Human Resources will not be responsible for contacting you for any items that do not accompany the application.

Selection for the positions will be made from applications received no later than Friday, April 16, 2010. Applications will be available from either Human Resources or your office administrator. Completed applications should be returned to the Human Resources Department at the Empire or the Tilden. Students eligible for employment will be contacted by the HR Department and **must be available for employment at the time the positions are being filled.**


D.C. Danielson
Sr. Area Manager–Human Resources

POSTED: 3/26/10
DOWN: 4/16/10