

Savannah Maurer

From: Debbie Boone
Sent: Friday, October 12, 2012 4:04 PM
To: everybody
Subject: Full-time Staff Position
Attachments: Intent to Employ-AA to President Oct2012.pdf

Attached is a vacancy announcement for a full-time **Administrative Assistant to the President**. The Intent to Employ for this staff position will be posted on our website by Monday and the newspaper advertising will begin Wednesday. The deadline for submission of application materials is **1:00 p.m. EDT, Friday, November 2, 2012**.

Please distribute the announcement to anyone interested in applying.

Thank you,
Debbie



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