



FAMILY INDEPENDENCE ADMINISTRATION

Seth W. Diamond, Executive Deputy Commissioner





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POLICY BULLETIN #07-85-OPE

OBSOLETE FORM EXP-83

Date: July 16, 2007	Subtopic(s): Forms
<p> This procedure can now be accessed on the FIAweb.</p> <p>Refer to PB #07-83-OPE for detailed information on the Job Fair process</p> <p> Please use Print on Demand to obtain copies of forms.</p>	<p>The purpose of this policy bulletin is to inform Rockaway Job Center staff that the Rockaway Model Center Job Fair Announcement (EXP-83) has been made obsolete.</p> <p>The EXP-83 was mailed or given to participants who were selected to attend the Job Fair at the Rockaway Model Center on March 22, 2006. Since the Job Fair has already taken place and future Job Fairs will use the Job Fair Notice (W-500JJ), there is no need for the EXP-83.</p> <p>Center Directors must ensure that all versions of the EXP-83, including multilingual equivalents, are removed from circulation and recycled.</p> <p><i>Effective Immediately</i></p> <p>Related Item:</p> <p>PB #07-83-OPE</p> <p>Attachment:</p> <p>EXP-83 Rockaway Model Center Job Fair Announcement (Obsolete)</p>

HAVE QUESTIONS ABOUT THIS PROCEDURE?
Call 718-557-1313 then press 2 at the prompt followed by 765 or
send an e-mail to *FIA Call Center*



HUMAN RESOURCES ADMINISTRATION
FAMILY INDEPENDENCE ADMINISTRATION
180 WATER STREET, NEW YORK, N.Y. 10038

VERNA EGGLESTON
Administrator/Commissioner

SETH W. DIAMOND
Executive Deputy Commissioner

CATHERINE McALEVEY
Deputy Commissioner

Dear Job Seeker:

CONGRATULATIONS! You have been selected to participate in the Rockaway Model Center Job Fair scheduled for March 22, 2006, at 219 Beach 59th Street, Far Rockaway, New York 11692. See enclosed flyer.

This Job Fair is being co-sponsored by Human Resources Administration, New York City Housing Authority, Arbor, Skills Assessment Program and America Works, Employment Services Program.

We will have many local businesses at the Job Fair screening candidates for immediate employment opportunities. Employers citywide are also scheduled to participate and offer employment opportunities.

In the event you are assigned to an Employment Program Vendor, we strongly suggest that you work with them on upgrading your resume. Please make sure to bring at least 20 copies of your resume to the Job Fair. Professional business attire is required.

Your Work Experience Program worksite will consider attendance at the Job Fair an excused absence and you will be issued an attendance verification form at the Job Fair.

Additionally, your Employment Program Vendor has designed special workshops to prepare you for the Job Fair. Your program coordinator will communicate the dates of these workshops to you shortly. **On the day of the Job Fair, you will be expected to report to your respective Employment Program Vendor at the usual time. You will then be assigned a time to report to the Fair.**

If you are currently not assigned to an employment vendor, please present this letter at the Registration Desk upon arrival. Photocopies of this letter will not be accepted and you are likely to be denied admission to the fair.

Catherine McAlevey
Deputy Commissioner