



# JOB ANNOUNCEMENT



## Staff Assistant CS-0301-09

**Salary Range:** \$41,923 - \$53,983

**Opening date:** January 15, 2013

**Closing Date:** January 30, 2013

**Tour of Duty:** 8:15 am – 4:45 pm, Monday - Friday

**Area of Consideration:** Open to the General Public

**Promotion Potential:** None

**Number of Vacancies:** Two (2)

**Duration of Appointment:** Career Service Permanent  
**Collective Bargaining Unit (NON-UNION)**

**This position is not in a collective bargaining unit.**

**Job Requisition #21541**

**Location:** 95 M Street, SW

### How To Apply

Candidates are encouraged to apply **ONLINE:** [www.dchr.dc.gov](http://www.dchr.dc.gov)

OR

**In person or by mail:** by completing a DC 2000 job application at the DC Department of Human Resources Job Center located in the South Lobby at 441 4<sup>th</sup> Street, NW, Washington, DC 20001 by the closing date of the of the position.

**Contact Information:** All inquiries related to employment and job applications should be directed to HR Answers at (202) 442-9700.

### Equal Opportunity Employer

In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code, Section 2-1401.01 et. seq., (Act) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, family responsibilities, matriculation, political affiliation, disability, source of income, or place of residence or business. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

FOR A COPY OF THE COMPLETE JOB REQUISTION, PLEASE GO TO THE DMV Personnel Office, 95 M STREET, SW 2ND FLOOR or ONLINE at [www.dchr.dc.gov](http://www.dchr.dc.gov) and click on Employment Opportunities.