

TOWN OF WESTHAMPTON
NOTICE OF MEETING

ADMINISTRATIVE ASSISTANT SEARCH SCREENING COMMITTEE

Date: **May 3, 2021** Time: **6:30 PM**

Join Zoom meeting at:

<https://us02web.zoom.us/j/82217325822?pwd=VmI2bVd3TU5CbJFTSlZJRmxmWmw4Zz09>

MEETING ID: 822 1732 5822

Passcode: 605960

One tap mobile

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+13126266799,,82217325822#,,,,*605960# US (Chicago)

Dial by your location

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+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

AGENDA

1. Call to order
2. Review job description
3. Posting schedule
4. Ad review
5. Schedule future meetings
6. Adjourn

Posted April 29, 2021 pc; Revised reposted (Zoom link) May 3, 2021 9:00 a.m. cap