



# ORGANIZATION OF STAFF ANALYSTS

220 EAST 23rd STREET - SUITE 707  
NEW YORK, NEW YORK 10010  
TEL.: (212) 686-1229 • FAX: (212) 686-1231  
WEB: WWW.OSAUNION.ORG  
HOTLINE: (212) 330-8833

## EXECUTIVE BOARD

### OSA

*Chairperson*  
Robert J. Croghan  
*Vice-Chairperson*  
Tom Anderson  
*Treasurer*  
Michael J. Mackey

*Grievance Officer*  
Marzie Eisenberg  
*Corresponding Sec'y*  
Jeanne O' Sullivan  
*Recording Secretary*  
Edward Price

*Delegates at Large*  
Ronald Lehman  
Wilfred St. Surin  
Jay W. Warshofsky

### OSART

*Chairperson*  
Robert J. Croghan  
*Vice-Chairperson*  
Alfred Milton  
*Treasurer*  
Michael Falzarano

*Grievance Officer*  
Josephine Valentin  
*Corresponding Sec'y*  
Sherman Gould  
*Recording Secretary*  
John Harper

*Delegates at Large*  
Barry Mandel  
Sandra O. Thompson  
Kimberly Vann  
*Executive Director*  
OSA/OSART  
Sheila Gorsky

*Ex Officio*  
Willie Bowman  
Elizabeth D'Aversa  
Joan Doheny  
A. William Douglas  
Stephen Gregor  
Richard Guarino  
Robert Hershkowitz  
John Mazzarella  
Maude Oliver  
Mary Ellen O'Connell  
Michael Schady  
Jessica Woodcock

Dear Administrative Staff Analyst Candidate:

The Organization of Staff Analysts keeps *a very close watch* on the moving of civil service lists. You can't be removed from your agency's promotional list unless you were considered and not selected three times. You may request restoration to the list from your agency, but they do not have to restore you. This is different from an open competitive list.

Please hold onto this letter until your agency calls the Admin list and reaches your number. Please complete and return this letter to OSA with information about your status at that time. Keep a copy for yourself. Please fax to (212)686-1073 or (212) 686-1231 Attn: Sheila Gorsky. Or mail to Organization of Staff Analysts, Attn: Sheila Gorsky, 220 East 23 Street, Suite 707, New York NY10010.

If you receive a notice for an interview, please call Sheila and let her know what occurred at the pool. If you receive any other correspondence from your agency about your place on the list or their plans in calling the list, please send Sheila a copy. Thanks, and again, congratulations on passing the exam!

Name (please print): \_\_\_\_\_

List No.: \_\_\_\_\_ Score: \_\_\_\_\_ Agency: \_\_\_\_\_

Office Phone No.: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Home Phone No: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Cell Phone No: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Date of Promotion: \_\_\_\_\_ Date of CNS\*: \_\_\_\_\_

\* considered, not selected

I was serving as a provisional Administrative Staff Analyst when appointed from the list. Indicate Level and Title Code:  Admin SA NM 1002A  Admin SA 10026 Level M \_\_\_\_\_

**OR**

I was serving as an Associate Staff Analyst when appointed from the list.

**OR**

I was serving in another title when appointed from the list (indicate): \_\_\_\_\_

My **new title** is  Admin SA NM 1002A **OR**  Admin SA 10026 Level M \_\_\_\_\_

If your job responsibilities or functional title changed after being appointed from the list, please give your old and new office titles and *a brief description of your new job*:

\_\_\_\_\_

Are you a *new member* of OSA as an Administrative Staff Analyst?  YES  NO