

**REQUEST FOR JOB ACCOMMODATION**  
(EXTERNAL APPLICANT OR EMPLOYEE)

For employees or external applicants who have received a job offer, please send to:

**RECRUITMENT at CECONY and for CET:** [RequestForAccommodation@coned.com](mailto:RequestForAccommodation@coned.com) **or**  
**HR SUPPORT at O&R:** [ORURequestForAccommodation@oru.com](mailto:ORURequestForAccommodation@oru.com)

For employees in their current position, please send to your **HUMAN RESOURCES PROFESSIONAL.**

<u>EXTERNAL APPLICANT</u>	<u>EMPLOYEE</u>
Name _____	Name _____
Job ID # _____	Employee ID # _____
Job Number (JOL#) _____	Position Title _____
Department _____	Department _____

I am requesting a reasonable accommodation to perform the essential job functions of:

a position I was offered       my current position

Please describe the restriction(s) and/or limitation(s) you have and the accommodation(s) you are seeking.

**Please note:** You may be asked to provide medical or other supporting documentation to Employee Wellness Center (at CECONY and for CET) or HR Support (at O&R).

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External Applicant/Employee Signature \_\_\_\_\_ Date: \_\_\_\_\_

**For Company Use Only:**

Date: \_\_\_\_\_

Decision:

Completed by: \_\_\_\_\_