

**DUNDEE CENTRAL SCHOOL DISTRICT
55 WATER STREET
DUNDEE, NY 14837**

**VACANCY WITHIN
THE DUNDEE CENTRAL SCHOOL DISTRICT**

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| I. TITLE: | CUSTODIAN |
| II. HOURLY RATE: | \$16.00 |
| III. EFFECTIVE DATE: | December 10, 2021 Appointment Anticipated |
| IV. POSITION CLASSIFICATION: | Competitive |
| V. APPLY TO: | Yates County Personnel Office
417 Liberty Street
Penn Yan, NY 14527 |
| VI. APPLICATION DEADLINE | November 30, 2021 |

All applicants must have an approved Civil Service application on file for the above position at the Yates County Personnel Department.

Posting Date: November 12, 2021

KNOWLEDGE, SKILLS, ABILITIES AND MINIMUM QUALIFICATIONS

The position involves responsibility for performing cleaning and minor maintenance duties, the work is performed under direct supervision of the Director of Facilities with leeway allowed for the exercise of independent judgment in keeping the building up to approved standards of cleanliness and operation. Work activities may include cleaning tasks, room or venue setup, grounds keeping activities, making minor repairs in classrooms, restrooms, and other areas in and around the building(s), opening and closing building, securing windows, locks and doors, unloading supplies and equipment from trucks, from time to time may perform semi-skilled carpentry, painting, plumbing, electrical and other building maintenance tasks. Candidates should have a knowledge of building cleaning practices, supplies and equipment, and ability to use them, basic understanding of proper safety and health practices in areas of cleaning, building operation and maintenance, ability to understand and carry out oral and written instruction and physical condition commensurate with the demands of the position. Paid building cleaning or minor building maintenance experience required.