

## **Full Time Custodian – first shift (days)**

Full time - start 7/1/2021

**DISTINGUISHING FEATURES OF THE CLASS:** Employees in this class are responsible for the cleanliness of a school building, or an assigned section thereof. The work includes cleaning activities, semi-skilled repair and maintenance tasks.

**TYPICAL WORK ACTIVITIES:**

Sweeps, mops, dusts, washes walls, and performs other cleaning duties; Empties waste baskets and disposes of rubbish; Replaces light bulbs, paper towels, soap and other supplies; Performs grounds maintenance such as cutting grass, trimming shrubbery and raking leaves; Paints rooms and equipment, repairs furniture, and makes minor plumbing and electrical repairs; Sets up rooms for special events, meetings and displays; Operates a low-pressure boiler including firing and removing ashes.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good knowledge of building cleaning practices, supplies and equipment as well as the ability to use them efficiently and economically; Working knowledge of the operation and maintenance of steam boiler equipment; Ability to make minor plumbing, electrical, carpentry and mechanical repairs; Ability to understand and follow simple oral and written directions; Willingness to be exposed to dust, dirt, grime, etc.; Punctuality and Dependability; Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

Must take required civil service exam

Interested applicants should complete a Civil Service application and submit it to Mr. Dave Johnson, Director of Facilities, Harpursville Central Schools, PO Box 147 Harpursville, NY 13787. Applications will be accepted until the position is filled.

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