



**JOB POSTING #114**  
**PLEASE POST**

**The City School District of Albany, New York**  
**An Equal/Affirmative Action Employer**  
**APSUE Employment Opportunity**

<b><u>Date of Posting:</u></b>	April 26, 2019
<b><u>Position(s):</u></b>	Custodial Worker, 1 <sup>st</sup> Shift (Anticipated) Monday - Friday
<b><u>Location(s):</u></b>	Operations and Maintenance
<b><u>Salary:</u></b>	\$36,885.23
<b><u>Deadline for Applying:</u></b>	May 10, 2019, 4:00 pm

**Basic Functions:**

- Performs routine building cleaning and outside grounds maintenance tasks in a school district; does related work as required.

**Responsibilities:**

- This is manual work calling for the efficient performance of school building cleaning, grounds keeping and snow removal tasks.
- Cleaning tasks are performed according to a well-established procedure and involve some heavy work requiring physical strength and ability.
- This position is distinguished from that of a Cleaner by the heavier nature of the work performed and because of involvement in outside grounds maintenance activities.
- The work is performed under supervision of a higher level custodial employee.
- Supervision over the work of others is not a responsibility of employees in this class.
- Sweeps and mops floors, stairs and halls including classrooms, cafeterias, gyms, auditoriums and locker rooms.
- Mows laws, trims shrubs, rakes leaves and performs a variety of other grounds keeping tasks as assigned.
- Strips and waxes floors and halls using heavy machinery.
- Performs general cleaning of school rooms involving dusting furniture and washing and cleaning walls, blackboards, desks, windows, sinks, showers, toilets and locker rooms.
- Empties wastepaper baskets and disposes of school rubbish from large barrels into removable truck containers.
- Operates heavy rug shampoo equipment.

- Clears snow and ice from school sidewalks, doors, entryways and parking lots
- Arranges chairs, tables and other equipment for special use of school buildings, such as PTA meetings, assemblies, graduation, etc.
- May unload truck deliveries, stock shelves and perform other heavy lifting and moving tasks
- Maintains the school grounds by picking up trash and debris.
- May deliver packages and messages.

**Required Knowledge, skills and abilities:**

- Working knowledge of building cleaning practices, supplies and equipment and ability to use them economically and efficiently.
- Ability to follow oral and written directions.
- Ability to perform heavy manual cleaning, lifting and minor grounds maintenance tasks.
- Willingness to perform routine cleaning and other manual tasks.
- Ability to get along with others; physical strength, and good physical condition.

**Send a cover letter, resume and application to:**

E-mail: [humanresources@albany.k12.ny.us](mailto:humanresources@albany.k12.ny.us)

City School District of Albany

Office of Human Resources

1 Academy Park

Albany, N.Y. 12207

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