



JOB POSTING #6
PLEASE POST

The City School District of Albany, New York
An Equal/Affirmative Action Employer

<u>Date of Posting:</u>	May 7, 2019
<u>Position(S):</u>	Girls Locker Room Attendant
<u>Locations(s)</u>	Albany High School
<u>Requirements:</u>	Female
<u>Work Schedule:</u>	6 ½ hours
<u>Salary:</u>	\$14,160.34 per year
<u>Deadline for Applying:</u>	May 21, 2019, 4:00 pm

General Statement of Duties: Cleans and maintains order in a school locker room; does related work as required.

Distinguishing Features of the Class: This is routine work involving cleaning and maintaining order in a school locker room. An employee in this class is also expected to provide a stabilizing influence on students while they are in the locker room. Work is performed under general supervision and includes no supervisory responsibilities, except over students.

Examples of work: (illustrative only)

- Maintains a school locker room in proper order by washing walls, floors, and lockers and by picking up dirty clothing and other locker room paraphernalia;
- Maintains order and decorum in the locker room;
- Opens lockers for students who have forgotten their locker combinations, or keys;
- Maintains adequate supplies in the locker room including soap, towels, and toilet paper;
- Keeps track of all towels, bathing suits and caps and other gym clothing that has been loaned to the students, makes sure all are returned and used clothing is washed;
- Reports to the supervisor on maintenance or repair problems;
- May mend and repair torn swimming and gym suits;
- May wash children's clothes if necessary;
- Gets all gym and shower equipment ready before classes for distribution.

Required Knowledge, Skills and Abilities: Ability to acquire a basic knowledge of standard cleaning methods and equipment; ability to maintain order and cleanliness in a locker room; ability to secure the confidence and respect of students; ability to understand written and oral instructions; good moral character; good physical condition.

Acceptable Training and Experience: None is required but some experience in building cleaning is desirable.

Send a cover letter, resume and application to:

Email: humanresources@albany.k12.ny.us

City school District of Albany

Office of Human Resources

Academy Park

Albany, NY 12207

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