



## JOB POSTING #295

### PLEASE POST

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

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**Date of Posting:** January 19, 2024

**Position(s):** Building Maintenance Worker  
Monday – Friday

**Location(s):** District Wide

**Salary:** \$40,704.68

**Deadline for Applying:** Continuous until filled

**General Statement:**

The Building Maintenance Worker performs semi-skilled work in the maintenance, care, and modification of school district grounds and landscapes. Experience needed in the operation of electrically-powered and gasoline-powered grounds-keeping equipment, machines, and the use of small hand and power tools. Performs outside grounds maintenance and routine building cleaning tasks in a school district; does related work as required.

**Minimum Qualifications:**

- A) Two (2) years of full-time paid work experience as a helper or laborer in one or more of the mechanical or construction trades; **OR**
- B) Two (2) years of full-time paid experience as a maintenance laborer; **OR**
- C) Any equivalent combination of training and experience as defined by the limits of (a) and (b) above.

**Responsibilities:**

- Mows laws, trims shrubs, rakes leaves and performs a variety of other grounds keeping tasks as assigned.
- This is manual work calling for the efficient performance of school building cleaning, grounds keeping and snow removal tasks.
- Clears snow and ice from school sidewalks, doors, entryways and parking lots
- Maintains the school grounds by picking up trash and debris.
- 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.
- Strips and waxes floors and halls using heavy machinery.
- Operates heavy rug shampoo equipment.

- Cleaning tasks are performed according to a well-established procedure and involve some heavy work requiring physical strength and ability.
- 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.
- 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.
- 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
- May deliver packages and messages.

**Full Performance, Knowledge, Skills, Abilities and Personal Characteristics:**

- 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.

**How to Apply**

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

**Post:** City School District of Albany  
Office of Human Resources  
1 Academy Park  
Albany, NY 12207

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