

WATKINS GLEN CENTRAL SCHOOL DISTRICT

303 12th Street
Watkins Glen, NY 14891

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Superintendent of Schools
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GAYLE L. SEDLACK
Interim Business
Manager
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NOTICE OF VACANCY

January 2022

POSITION: 1 Full-time Senior Cleaner (12-month)

SALARY: \$14.00/hour + plus \$.45 shift differential, school year, if applicable

STARTING: As soon as possible

MINIMUM QUALIFICATIONS:

Two years' experience in building cleaning activities.

DESCRIPTION OF DUTIES:

Organize subordinate staff in their day-to-day activities. Arrange staff coverage for periods of sickness and holidays. Monitoring areas of work undertaken by on-site cleaning. Provide on-site training to subordinate staff in cleaning operations

Able to undertake routine paperwork. This will include monitoring sheets, site inspections, ordering of stock, stock control.

Undertake routine cleaning duties as instructed by the supervisor, routine cleaning includes sweeping, vacuuming, emptying of litter bins, polishing, dusting, buffing, washing, mopping.

Undertake periodic work as instructed by supervisor. Periodic work includes carpet & upholstery cleaning, scrubbing & polishing of hard floor, washing of tables and chairs
*periodic work will be undertaken in schools during holiday periods and at any available time as directed by supervisor.

This is a Civil Service **competitive** position. **The person hired will need to take a Civil Service exam at a later date and be reachable on the list to gain permanency in the position Position.**

Interested candidates should respond to Schuyler County Civil Service Office. NYSED
Fingerprinting Required