



JOB POSTING #201 Repost
PLEASE POST

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

Date of Posting: September 10, 2021

Position(s): Building Maintenance Worker
Monday – Friday
PM Shift

Location(s): Harriet Gibbons
District Wide

Salary: \$37,701.13 + 5% Night Shift

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 groundskeeping 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.

Preferred Qualifications:

This position requires basic skills such as: carpentry, floor work (laying tile, carpet squares), keying/locks, mechanicals, etc.

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.

SPECIAL NOTE: A valid NYS Driver's License is required at the time of appointment and for the duration of employment.

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.

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.

How to Apply

E-mail: 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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