



SENECA COUNTY

AN EQUAL OPPORTUNITY EMPLOYER

CIVIL SERVICE OPPORTUNITIES



**Cleaner PT
\$11.10 per hour**

There are vacancies for Cleaner both at the main county offices and at the Law Enforcement Center located in Romulus

RESIDENCY:

Seneca County has a residency requirement that an applicant must be a resident of Seneca County or one of the six contiguous counties (Cayuga, Ontario, Schuyler, Tompkins, Wayne and Yates) for one month to be eligible for appointment.

MINIMUM QUALIFICATIONS: None are required, but some experience in building cleaning work is desirable.

TYPICAL WORK ACTIVITIES (Illustrative only)

Dusts chairs, tables, desks and other furniture;
Washes windows, walls, woodwork, ceiling fixtures, bathrooms;
Sweeps, dustmops, mops and washes floors;
Gathers and disposes of refuse;
Cleans and polishes furniture and brass;
Vacuums carpets;
Reports any maintenance that is required to repair or replace vandalism, light bulbs and signage;
Sweeps sidewalks and entrances
Stripping, sealing and waxing of tile floors;
Shampoos, bonnetts, extracts carpets;
May shovel snow from entrances, if required.

DISTINGUISHING FEATURES OF THE CLASS:

This is routine work requiring efficient performance of simple cleaning tasks under general supervision. The work of employees in this class involves only the thorough execution of tasks which follow a well established routine.

FULL KNOWLEDGES, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Some knowledge of cleaning methods, materials and equipment; ability to understand and follow simple oral and written directions; ability to get along well with others; ability to read and write; thoroughness; cleanliness; physical condition commensurate with the demands of the position.

**Please submit your online application by locating the "Job Bank" section on
<https://seneca-portal.mycivilservice.com/jobopps>**

Issued: August 27, 2019

Applications Accepted Up To:
Until positions are filled