

# City of Ithaca

## Office of Human Resources / Civil Service

108 E. Green St. - Ithaca, NY - 14850

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### PLEASE POST CONSPICUOUSLY

### **- JOB APPLICATIONS WANTED -**

**TITLE:** BUILDING AND GROUNDS MAINTENANCE WORKER

**LOCATION:** ITHACA POLICE DEPARTMENT

**SALARY:** \$16.89/HOUR

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for performing semi-skilled building and grounds maintenance; repair and cleaning related tasks and activities, which may be performed indoors or outdoors under adverse working conditions. A good knowledge of a trade is not necessary because a Building and Grounds Maintenance Worker does not normally perform skilled journey-level work. The incumbent also performs manual labor and operates equipment related to the work. General instructions are received and work is performed under immediate or general supervision, depending upon the nature of the tasks and is led by a Building and Grounds Maintenance Working Supervisor. Does related work as required.

**MINIMUM QUALIFICATIONS:** One (1) year of full-time paid experience, or its part-time paid equivalent, in general building construction, cleaning buildings, building maintenance, or repair work.

**SPECIAL REQUIREMENT:** Possession of a valid New York State Class D driver license or a valid driver license equivalent to a New York State Class D driver license at the time of appointment and maintenance of said license for the duration of employment.

### **APPLICATION MATERIALS REQUIRED:**

- City of Ithaca application
- Copy of driver license

All applications must be original applications, either hard copy or electronically submitted through our online application program. We do not accept faxed applications, e-mailed applications or photocopies of applications.

Submit required application materials by April 4, 2018 to:

City of Ithaca  
Human Resources Department  
108 East Green Street  
Ithaca, NY 14850  
(607) 274-6539  
Web site: [www.cityofithaca.org](http://www.cityofithaca.org)



The City of Ithaca is an Equal Opportunity Employer that is committed to diversifying its workforce.

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