

City of Ithaca

Office of Human Resources / Civil Service

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

Phone: (607) 274-6539 / Fax: (607) 274-6574 / E-mail: hrdept@cityofithaca.org

JOB APPLICATIONS WANTED

TITLE: Building and Grounds Maintenance Worker

LOCATION: City of Ithaca - Department of Public Works - Ithaca Commons

SALARY: \$17.57/hour, with subsequent increases to \$21.10/hour

The City of Ithaca values diverse perspectives and life experiences. We encourage people of all backgrounds to apply, including people of color, women, LGBTQ+, veterans, people with disabilities, and those with lived experiences.

POSITION DESCRIPTION: 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 either the direct or general supervision of a higher-level public works employee, depending upon the nature of the tasks. 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, facilities maintenance or repair, or groundskeeping.

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.

RESIDENCY REQUIREMENTS: There are no residency requirements for this position.

APPLICATION MATERIALS REQUIRED:

- City of Ithaca application
- Copy of driver license

Applications must be received by the City of Ithaca Human Resources Department no later than 4:30 PM EST on the last filing date indicated below. All applications must be submitted electronically through our online application program. We do not accept paper applications, faxed applications, e-mailed applications or photocopies of applications.

Submit required application materials by December 8, 2021:

City of Ithaca
Human Resources Department
Web site: <https://ithaca-portal.mycivilservice.com>

