

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: Custodian
LOCATION: City of Ithaca - Greater Ithaca Activities Center
SALARY: \$17.57/hour, with subsequent increases to \$21.10/hour
WORKWEEK: Monday - Friday, 8:30 a.m. - 5:30 p.m.

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 the efficient and economical cleaning, operation and maintenance of City buildings on a assigned shift. The Custodian is responsible for keeping buildings and facilities up to approved standards of cleanliness and operation. The work is performed under the general supervision of an administrative superior. Working supervision may be exercised over the work of subordinate custodial staff, community service workers and student workers. Does related work as required.

MINIMUM QUALIFICATIONS:

- A. Graduation from high school or possession of a high school equivalency diploma and one (1) year of full-time paid experience, or its part-time paid equivalent, in one or more of the following areas: building cleaning, maintenance or repair, building construction or in a building trade such as plumbing, electrical, carpentry, etc., or
- B. Three years of full-time paid experience, or its part-time paid equivalent, in one or more of the following areas: building cleaning, maintenance or repair, building construction or in a building trade such as plumbing, electrical, carpentry, etc.

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.

APPOINTMENT STATUS AND EXAM REQUIREMENT: This will be a provisional appointment pending the results of a civil service examination to be scheduled at a later date. Permanent appointment will be dependent upon the candidate's exam score.

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 15, 2022:

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



The City of Ithaca is committed to Equity and Inclusion. We encourage those with similar values to apply.

Issued: November 30, 2022