



**DUNDEE CENTRAL SCHOOL DISTRICT  
55 WATER STREET, DUNDEE, NY 14837**

**ANTICIPATED FULL-TIME POSITION  
WITHIN  
THE DUNDEE CENTRAL SCHOOL DISTRICT**

<b>I. TITLE:</b>	<b>CLEANER</b>
<b>II. DUTIES AND QUALIFICATIONS:</b>	<b>See below</b>
<b>III. APPLICATION DEADLINE:</b>	<b>August 7, 2025</b>
<b>IV. POSITION CLASSIFICATION:</b>	<b>Non-Competitive</b>
<b>V. HOURLY RATE:</b>	<b>\$16.65, Plus .35 shift differential</b>
<b>VI. APPLY TO:</b>	<b>Yates County Personnel Office 417 Liberty Street Penn Yan, NY 14527</b>

All applicants must have an approved Civil Service application on file for the above position at the Yates County Personnel Department.

Posting Date: July 17, 2025

Full-time, 12-month, position. Candidates are responsible for routine cleaning duties as well as assisting with room/event set-up and tear-down as required. Must be able to understand and follow oral and written instructions, be able to work in a team environment, be able to read and write and be in good physical condition. Commercial cleaning experience is desired, but not required.

*Position Benefits Include:*

- Paid leave, including vacation, holidays, sick and personal time.
- Employer provided uniforms.
- Shift pay differential if working second shift.
- Annual wage adjustments.
- Employer-shared health insurance premiums.
- Dental insurance.
- Membership in NYS retirement plan.
- Annual unused sick day payout.
- Longevity pay starting at five years of service.



Jurisdiction Class:	Labor
Civil Division:	ALL
Adoption by YCCSC:	8/23/1971
Revised by PO:	4/20/2021

## **CLEANER**

### **DISTINGUISHING FEATURES OF THE CLASS:**

The work involves responsibility for performing repetitive manual cleaning tasks. The work is performed under direct supervision in accordance with established procedures. Does related work as required.

### **TYPICAL WORK ACTIVITIES: (Illustrative only)**

Dust chairs, tables and other furniture;  
Sweeps, mops, waxes and washes floors;  
Washes windows, walls and woodwork, tubs, bowls and water closets;  
Refills soap, towels and soap dispensers;  
Reports defective fixtures or mechanical equipment to supervisor;  
Gathers and disposes of refuse and recycling;  
Cleans and polishes furniture and brass;  
May perform a variety of building maintenance or repair tasks;  
May deliver packages;  
Performs other duties as assigned.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:**

Working knowledge of common cleaning methods, materials and equipment;  
Working knowledge of recycling procedures;  
Ability to understand and follow simple oral and written instructions;  
Ability to perform routine cleaning tasks.

### **MINIMUM QUALIFICATIONS:**

None are required.