



Classified Vacancy Announcement

Posting Date:	September 8, 2017
Posting Number:	2471
Department:	Custodial Services (academic buildings)
Budget Title and Salary Grade:	Cleaner, SG-5
Line Number:	27127, 27136 (two vacancies)
Appointment Type:	Contingent Permanent
Jurisdictional Class:	Labor
FTE:	Full-Time
Shift Hours:	Sunday-Thursday, 11:00 p.m. - 7:30 a.m.
Application Deadline:	September 23, 2017

Job Description:

NYS Department of Civil Service job descriptions are available at www.cs.ny.gov/tsplan/tsp.html.

Job Duties:

Perform manual work in cleaning and caring for assigned areas in public buildings and adjacent yards and sidewalks. Work includes mopping, waxing, vacuuming floors, stairs, and corridors; emptying trash containers, dusting, washing walls and windows; cleaning lavatories; and other appropriate duties as determined by custodial supervision. Cleaner may also be required to shovel snow, clean sidewalks, yards, and driveways, mow lawns, and make minor repairs.

Classified Standard Minimum Qualifications:

Applicants must be physically able to perform medium to heavy physical labor and able to understand and carry out written or oral instructions.

How to Apply:

If you meet the minimum qualifications, complete an Employment Application or Job Bid Form (Buffalo State employees) available from Human Resource Management, Cleveland Hall 403 or online at <http://hr.buffalostate.edu/employment>. The department supervisor will make the final selection.

Background Investigation Statement:

All applicants are subject to a pre-employment background investigation. Our Pre-Employment Background Screening Policy is available at <http://hr.buffalostate.edu/pre-employment-background-screening>.