



CHAUTAUQUA COUNTY DEPARTMENT OF HUMAN RESOURCES

3 N. Erie Street • Room 144 • Gerace Office Building, Mayville, NY 14757-1007 • Email cchrs@chqgov.com
Phone (716) 753-4237 • Fax (716) 753-4686 • Website: Chqgov.com

CLEANER

**Permanent Part-Time @ 16 Hours/Week
Salary starts @ \$15.18/Hour**

Chautauqua County Department of Public Facilities is actively seeking qualified applicants to fill two (2) Permanent Cleaner positions, one at the CARTS Division and one to work at the Falconer Administrative Building and the Jamestown Airport.

These positions are part-time, 16 hours per week starting at \$15.18/hour, with a raise after six months and a second raise after one year of employment. These positions will not be eligible for benefits.

These positions will be filled from within those candidates who complete a Chautauqua County government application for employment, which is available on our website at www.chqgov.com and submit it to the address below:

Chautauqua County Department of Human Resources
Gerace Office Building
3 North Erie St – Rm 144
Mayville, NY 14757

Equal Opportunity Employer

CLEANER

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work requiring efficient performance of simple building cleaning tasks. The responsibility of an employee in this class involves only the thorough execution of tasks following a well-established routine. Supervision is received from a custodian or other superior. Does related work as required.

TYPICAL WORK ACTIVITIES:

Mops and sweeps floors, stairs and hallways;
Dusts desks, woodwork, furniture and other equipment;
Collects and disposes of trash and garbage and empties waste baskets;
Takes soiled linens to the laundry;
Delivers mail, packages and supplies;
Washes blackboards, sinks and other fixtures;
Washes drapes and curtains and cleans venetian blinds.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of building cleaning methods, procedures and equipment; ability to understand and follow simple oral and written directions; willingness to perform routine cleaning and other manual tasks; ability to get along well with others; thoroughness; dependability; physical condition commensurate with demands of the job.

MINIMUM QUALIFICATIONS: None