



Ontario County Department of Human Resources
3019 County Complex Drive
Canandaigua, NY 14424
www.ontariocountyny.gov ~ ~ (585) 396-4465

Vision: A vibrant community where every citizen has the opportunity to be healthy, safe and successful

Mission: Provide strategic and responsive public services that are fiscally responsible and sensitive to the diverse and changing needs of our community

JOB OPENING NOTICE

JOB POSTING #: 24-067 **POSTING DATE*:** FROM: 10/25/24 TO: 11/30/24

JOB TITLE: Cleaner

RATE OF PAY: \$40,735.50/yr (\$20.89/hr)

LOCATION: Ontario County Dept of Public Works

MINIMUM QUALIFICATIONS AS SHOWN ON JOB DESCRIPTION

QUALIFICATIONS:
 County Values: All employees of Ontario County are expected to uphold and exhibit the County’s shared values and behaviors to achieve the County’s Vision and Mission.

Minimum Qualifications: None

APPLICATION DEADLINE / LAST FILING DATE*: 11/30/24 or until filled

* Last filing date established for an announced exam always supersedes posting date.

HOW TO APPLY: All applications must be received through the [Ontario County Civil Service Employment Portal](#).

Ontario County is an Equal Opportunity Employer and, as such, offers equal opportunities for all qualified applicants with no discrimination as to age, race, color, creed, sex, national origin, sexual orientation, military status, predisposing genetic characteristics, marital status, domestic violence victim status, disabilities or, in certain circumstances pursuant to Executive Law 296, conviction record. Any person with a disability requesting reasonable accommodations in order to participate in examinations will be accommodated.

CLEANER

DISTINGUISHING FEATURES OF THE CLASS: This is routine manual work requiring efficient and economical performance of cleaning and maintenance operations for buildings, grounds, and equipment. Work is performed under the general supervision of a custodian, or other superior in accordance with established policies.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Sweeps and mops floors and stairs;
Dusts woodwork, furniture and other equipment;
Washes windows, walls, sinks, and other fixtures;
Polishes furniture and metal furnishings;
Empties wastebaskets, collects and disposes of rubbish;
Clears snow and ice from walks and driveways;
May perform a variety of groundskeeping tasks;
Delivers packages and messages;
Assists in the operation of a heating plant;
Arranges chairs and tables and other equipment for special use of building;
Repairs window shades, replaces light bulbs;
Paints rooms and equipment, and assists in making minor plumbing, electrical and carpentry repairs.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Some knowledge of building cleaning practices, supplies and equipment, and ability to use them efficiently and economically; ability to perform a variety of minor maintenance tasks; ability to follow oral and written instructions; willingness to perform routine cleaning and other manual tasks; thoroughness; dependability; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: None

SPECIAL REQUIREMENT FOR APPOINTMENT: Certain assignments made to employees in this class will require access to transportation to meet field work assignments made in the ordinary course of business in a timely and efficient manner.