



# MIDLAKES DISTRICT OFFICE

PHELPS CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT

1490 State Route 488 Clifton Springs, NY 14432

## ANTICIPATED – JOB POSTING

**PUBLICATION DATE:** April 22, 2025  
**POSITION:** Day Shift Cleaner  
**HOURS:** 7:00 a.m. to 3:30 p.m.  
**SALARY:** Starting at \$15.50 per hour; commensurate with experience

**CLASSIFICATION REQUIREMENTS:**

- High School Diploma or GED Preferred
- Must meet Civil Service requirements

**GENERAL WORK DESCRIPTION:**

- Strong work ethic and the ability to work well with co-workers;
- Willingness to perform routine cleaning and other manual tasks;
- Cheerful attitude and the ability to perform well without direct supervision;
- Sweeping, mopping, vacuuming, and waxing floors;
- Dust woodwork, furniture, and other equipment;
- Wash walls and windows;
- Clean bathrooms;
- Arrange chairs, tables, and other equipment for special use in buildings;
- Block and secure the work area;
- Other duties as assigned by the building Custodian and/or supervisor.

**APPLICATION PROCEDURE:** Fill out a Phelps Clifton Springs CSD application through the [job board](#) and  
Apply online at the Ontario County Civil Service Employment Portal  
<https://ontario-portal.mycivilservice.com/jobopps>

**APPLICATION DEADLINE:** May 8, 2025, or until filled

Classification requirements and general job description are presented here for illustrative purposes only and do not reflect the totality of the classification requirements and job description required for the position.

The Phelps-Clifton Springs Central School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities, employment, and admissions; and provides equal access to Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries related to non-discrimination policies: Jeffrey Hamelinck, Compliance Officer, jhamelinck@midlakes.org Coordinator. Mr. Hamelinck can also be reached at 315-548-6475 or by mail at the District Office: 1495 State Route 488, Clifton Springs, New York, 14432. Inquiries regarding the implementation of Phelps-Clifton Springs Central School District's nondiscrimination policies may also be directed to the U.S. Department of Education, Office for Civil Rights (OCR), 32 Old Slip, 26th Floor, New York, NY 10005, telephone (646) 428-3800 (voice) or (800) 877-8339 (TTY).