



# MIDLAKES DISTRICT OFFICE

**PHELPS CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT**

1490 State Route 488 Clifton Springs, NY 14432

## SUMMER VACANCY - JOB POSTING

**POSTING DATE:** May 22, 2025  
**POSITION:** Student Helper - Cleaner  
(June 27th – August 31<sup>st</sup>, 2025)  
**HOURS:** Monday – Friday, 7:00 a.m. to 3:30 p.m.  
**SALARY:** \$15.50 per hour

**CLASSIFICATION REQUIREMENTS:**

- Must meet minimum Civil Service qualifications

**GENERAL JOB DESCRIPTION:**

- Sweeping, mopping, vacuuming, waxing floors;
- Washing walls, running floor scrubber;
- General cleaning and washing windows;
- Moving furniture, collecting trash;
- Lock down and secure work area;
- Perform work as directed by building custodian and/or supervisor.

**APPLICATION PROCEDURE:**

Complete a Phelps Clifton Springs CSD application via the [Job Board](#) and  
Apply online on the Ontario County Civil Service Employment Portal: <https://ontario-portal.mycivilservice.com/jobopps>

**APPLICATION DEADLINE:** June 6, 2025 or until filled

The classification requirements and general job description are presented herein only for illustrative purposes and do not reflect the entirety 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 the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Jeffrey Hamelinck, compliance officer/coordinator, at [jhamelinck@midlakes.org](mailto:jhamelinck@midlakes.org). Mr. Hamelinck can also be reached at 315-548-6475 or via mail at the District Office: 1495 State Route 488, Clifton Springs, New York, 14432. Inquiries concerning the application of the Phelps-Clifton Springs Central School District non-discrimination policies may also be referred 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).