

**Naples Central School**  
**NOTICE OF ANTICIPATED JOB VACANCY**

Posting Date: August 26, 2025

**POSITION: CLEANER**

**Minimum Qualifications:**

- Ability to follow directions
- Ability to work well with others
- Ability to work independently
- Good Physical Condition

**Salary:** CSEA Contractual Range – Minimum Wage to \$16.20/hour. Based on Experience  
Twelve (12) Month Full Time Position

**Hours:** 8 Hours per day; Five days/week; Schedule to be Determined

**Benefits:** Health Insurance; Sick, Personal and Vacation Leave

**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:** Sweeps and mops floors and stairs; May perform a variety of grounds keeping tasks; 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; Delivers packages and messages; Arranges chairs and tables and other equipment for special use of building; Repairs window shades, replaces light bulbs.

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**APPLICATION PROCEDURE:**

- Complete the Ontario County Civil Service form through the Ontario County:  
<https://ontario-portal.mycivilservice.com/> and under *Current Vacancies*, click on the *Naples School –Cleaner position to apply*.

***Application must be submitted by:***  
***Wednesday, September 10, 2025***

The Naples Central School District offers employment opportunities without regard to sex, race, color, national origin or handicap. Inquiries regarding this nondiscrimination policy may be directed to:  
Title IX Coordinator, c/o Naples Central School, 136 North Main Street, Naples, NY 14512.

## 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.

APPROVED: May 7, 1990

CIVIL SERVICE CLASSIFICATION: LABOR