



## DEPEW UNION FREE SCHOOL DISTRICT

District Offices  
5201 S. Transit Road  
Depew, New York 14043-4335  
[www.depewschools.org](http://www.depewschools.org)

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Superintendent of Schools  
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**Susan B. Frey**  
Assistant Superintendent  
for Curriculum, Instruction,  
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**Susan Arena**  
Business Administrator  
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### CSEA JOB POSTING

### NOTICE OF VACANCY

**TITLE:** SUMMER SUBSTITUTE CLEANERS

**LOCATION:** All District Buildings

**HOURS:** Monday – Friday  
7:00 a.m. – 12:00 p.m.

**ANTICIPATED  
START DATE:** July 2, 2018

**JOB DESCRIPTION:** Duties to include but not limited to cleaning of  
classrooms, hallways, lavatories, desks, chairs,  
walls, floors and windows.  
Sweeping, mopping of floors, sinks, toilets, urinals  
and general summer cleaning.  
\*See Attached for a more details

**TYPE OF  
APPOINTMENT:** Substitute - \$11.47 per hour

**APPLICATION  
DEADLINE:** May 22, 2018

INTERESTED PARTIES SHOULD SUBMIT A LETTER OF INTEREST TO:

Jeffery R. Rabey, Superintendent of Schools  
DEPEW UNION FREE SCHOOL DISTRICT  
5201 S. Transit Road,  
Depew, New York 14043

May 15, 2018

# JOB DESCRIPTION

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## **TITLE: CLEANER**

### **DISTINGUISHING FEATURES OF THE CLASS:**

The work involves performing routine manual tasks in the care and cleaning of buildings. The work requires the performance of simple cleaning tasks which require frequent bendings, stretching, stooping and walking. Work is performed under the direct supervision of a higher ranking custodial or administrative employee. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

1. Uses mops, brushes, detergents, and other cleaning implements to wash floors, corridors, stairs and stairwells, walls, partitions and windows;
2. Moves furniture and equipment in connection with cleaning and care function;
3. Vacuums carpets;
4. Dusts woodwork, furniture and fixtures;
5. Washes light fixtures and ceilings;
6. Scrubs and cleans all areas of lavatories such as sinks, toilets, urinals, etc.;
7. Polishes wood and metal fixtures and equipment;
8. Gathers and disposes refuse;
9. Replenishes lavatory supplies.

### **FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Working knowledge of the properties of various cleaning substances; ability to understand and follow verbal and simple written instructions; ability to stand, stoop, bend and stretch for long periods of time; ability to use various cleaning equipment and products; thoroughness; dependability; physical condition commensurate to perform the essential functions of the job with or without reasonable accommodations.

### **MINIMUM QUALIFICATIONS:**

There are no education or experience requirements. Applicants must be able to perform light laboring tasks.

NOTE: Verifiable part-time and/or volunteer experience will be pro-rated toward meeting full-time experience requirements.