

# Granville Central School District

58 Quaker Street, Granville, NY 12832 (518) 642-1051

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## VACANCY NOTICE # 23-064

August 15, 2023

**POSITION:** Sub Custodians

**START DATE:** ASAP

**SALARY:** \$18.00 p/h

**APPLICATION DEADLINE:** August 20, 2023

**CONTACT:** Dan Daigle, Director of Facilities  
ddaigle@granvillecsd.org

**GENERAL STATEMENT OF DUTIES:** Performs routine cleaning and semi-skilled maintenance tasks; does related work as required.

**DISTINGUISHING FEATURES OF CLASS:** Employees in this class are responsible for the condition of a school building or an assigned section thereof. Work includes, besides routine cleaning activities, semi-skilled repair and maintenance tasks.

**EXAMPLE OF WORK:** (Illustrative Only)

Sweeps, mops and waxes floors, washes walls, windows and blackboards, cleans erasers, dusts and performs other cleaning duties; Cleans and mops lavatories and locker rooms; Removes snow and ice from walks, steps and driveways; Replaces light bulbs, towels, soap and other supplies; Empties waste baskets and disposes of rubbish; May mow lawns, trim shrubs, rake leaves and perform other grounds-keeping tasks as assigned; Makes minor repairs to furniture, electrical fixtures, windows and window shades, locks, faucets, and other equipment; Receives, moves and stores incoming school supplies; Polishes and refinishes furniture; Turns off lights and locks doors; Performs a variety of errands and does related work as required.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Good knowledge of building and cleaning practices, supplies and equipment, and ability to use them economically and efficiently; working knowledge of the operation and maintenance of building heating system; ability to make semi-skilled plumbing, electrical, carpentry and mechanical repairs; ability to understand and follow simple oral and written directions; thoroughness; dependability; ability to get along well with others, particularly with children; physical condition suitable to the demands of the position.

**TO APPLY:** Applications for this position may be obtained from the Business Office, Monday through Friday, 8:00 a.m. to 4:00 p.m. or online at [www.granvillecsd.org](http://www.granvillecsd.org). Any questions can be directed to Daniel Daigle, Director of Facilities.

The Granville Central School District hereby advises students, parents, employees, and the general public that it offers employment and educational opportunities without regard to sex, race, color, national origin, or disability. Present staff members who are interested in applying for the above positions should submit a written statement indicating the position they are applying for, outlining past experience in a similar position and summarizing qualifications for the position. If additional records or other materials are needed, these will be requested after receipt of the initial written submission.

cc: Staff, Administrators, Posting Book, District Office