



## **Custodial Worker - Substitute**

### Summary of job responsibilities

The Finkelstein Memorial Library at 24 Chestnut Street, Spring Valley, NY seeks a Custodial Worker-Substitute in our busy Buildings & Grounds Department. This position includes work of a routine nature, which primarily involves the cleaning of the interior of buildings and related building fixtures and equipment. It may also involve cleaning of building exteriors as well as grounds immediately adjacent. This is a substitute, on-call position with varying daytime/nighttime that may be any time between 7am-9:30 pm at \$16/hour. Position reports to Head of Building & Grounds.

### Job description

- Dusts furniture, venetian blinds, window ledges, etc.
- Dusts, sweeps, washes, strips and waxes floors.
- Washes windows, walls, tables.
- Cleans toilet and bathroom facilities, etc.
- Collects and disposes of garbage and refuse.
- Distributes and refills supplies, and moves furniture.
- Assists in building maintenance work.
- May cut grass, sweep and salt walkways, shovel snow and other outside work.
- May operate a delivery van on an incidental or substitute basis if appropriately trained and licensed.
- Performs related work as required, including minor repairs, furniture or equipment assembly, set-up for programs, and handling deliveries.

### Knowledge & Skills

- Working knowledge of cleaning methods, materials and equipment.
- Ability to understand and follow simple directions.
- Ability to read English.

### Minimum Qualifications

- No formal education, training or experience is required.
- Ability to perform the work satisfactorily will be judged by the appointing authority during the probationary period.

**To Apply:** please click on [Application for Employment](#) and complete the form. Fill in "Desired Position" as Custodial Worker – Sub **OR** print and complete the [application](#) and return to Assistant Director Beth Zambito at [bzambito@rcls.org](mailto:bzambito@rcls.org). Position will remain open until filled.