



Port Jervis City School District
Port Jervis, New York 12771
Notice of Vacancy

Vacancy #2023

Title of Position: **Cleaner**

Appointment Effective: **January 23, 2018 (Pending fingerprint clearance)**

Building: **District Wide**

**Salary: \$15.07 Step 1 (2016-17)
2nd Shift (3:00pm – 11:30pm)**

Type of appointment to be made: **Regular**, Temporary, Other:

Requirements of applicants (include all pertinent prerequisites): **High School Diploma or GED preferred. Some building cleaning experience.**

General Statement of Duties: **Performs routine building cleaning duties; does related work as required to maintain the building and its operation.**

Fringe Benefits - **As per contract if applicable**

Holidays	Retirement
Vacation	Health Insurance
Sick Leave	Medical Examination
Other Leaves	Dental Plan

Persons interested in making application for the above position are to submit a support staff application along with three letters of personal reference. If already employed by the district in this capacity, a letter of interest is all that is required.

Send completed application to:

**Barbara J. Hamilton
Administrative Aide
Port Jervis City School District
9 Thompson Street
Port Jervis, New York 12771**

Deadline for filing: **December 10, 2017**

Central Office Approval

The above described position is hereby approved and funded, and notice of such vacancy is to be posted in all buildings in the District on December 1, 2017.

Superintendent of Schools