

Belleville Henderson Central School District  
8372 County Route 75, Adams, NY 13605

**CLEANER POSITION**

**APPLICATION DEADLINE: ASAP Until Filled**

Belleville Henderson is now accepting applications for one full time cleaner position.

- Full time cleaner position (35-40 hours weekly);
- This is routine and repetitive physical work including the efficient and economical performance of building cleaning, grounds care, and occasional minor maintenance tasks.
- Cleaning tasks are performed under direct supervision or according to specific instructions. The incumbent does related work as required.

**PRIMARY JOB FUNCTIONS:**

- Performs regular cleaner duties such as (but not limited to) sweeping, mopping, vacuuming;
- Uses heavy mechanical equipment in stripping, waxing, and polishing floors;
- Dusts chairs, tables, desks, and other furniture;
- Polishes furniture and brass;
- Empties wastebaskets and collects and disposes of trash;
- Arranges chairs and tables and other equipment for special use of building;
- Repairs window shades, replaces light bulbs, fills soap hand sanitizer, and towel dispensers;
- Moves furniture, supplies, and other equipment;
- Cleans walls, bath fixtures, equipment, and furniture;
- May clear snow and ice from walks;
- Mows lawns, trim shrubs, rakes leaves, and performs a variety of other grounds keeping tasks as assigned;
- May assist in the operation and maintenance of an oil or gas-fired low-pressure heating system;
- Washes windows, walls, blackboards, sinks, and other fixtures;
- Makes minor plumbing, carpentry, painting, and electrical repairs;
- Prepares and maintains simple records and reports.

**JOB SPECIFICATIONS (EDUCATION, LICENSE, EXPERIENCE, KNOWLEDGE SKILLS AND ABILITIES):**

- Preferred one year of experience in the maintenance or cleaning of buildings;
- On the job training provided;
- Working knowledge of common cleaning and disinfecting methods, materials, and equipment;
- Skill in the use of cleaners and maintenance equipment (e.g., vacuum cleaner, carpet shampooer and floor buffer);
- Skill in the use of grounds maintenance tools and equipment (e.g., trimmers, mowers, and snow blowers);
- Ability to understand and follow simple oral and written directions;
- Ability to lift heavy objects and perform work requiring bending, climbing, reaching, and repetitive motion;
- Ability to assist in minor maintenance repair work;
- Willingness to perform routine cleaning and other physical tasks;
- Willingness to be exposed to dust, dirt, grease, grime, offensive sights, and odors;
- Physical condition commensurate with the demands of the position.

**BENEFITS:**

- Paid time off;
- Retirement Plan (New York State Retirement System);
- Insurance.

**APPLY**

- Submit letter of interest, resume, three letters of reference and application to the direct attention to  
Sally Kohl, District Clerk, Belleville Henderson Central School District  
8372 County Route 75  
Adams, NY 13605
- Application can be found at [www.bhpanthers.org](http://www.bhpanthers.org);
- Applicants must be able to provide proof of fingerprint clearance or able to obtain fingerprint/background clearance through NYS (Identogo);

BHCSD is an Equal Opportunity Employer