



DATE: September 27, 2024

TO: **ALL COUNTY EMPLOYEES AND ELIGIBLE CANDIDATES**
(This is not a competitive class position.)

FROM: Brendan Masterson, Commissioner, Department of Public Works
313 Shamrock Lane, Kingston, NY 12401

JOB VACANCY: Cleaner / Permanent/Provisional / Full-Time / Benefited

LOCATION: Courthouse

SALARY: \$18.10 / hour (Grade 2)

FILL DATE: October 21, 2024

DISTINGUISHING FEATURES OF THE CLASS: The work involves the performance of routine cleaning tasks. The work is carried out in accordance with well established routines and requires thoroughness in the performance of work assignments. Depending on assignment, the work is performed under the general or direct supervision of a higher level employee. Supervision is not normally a function of the class. Does related work as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Working knowledge of routine cleaning operations, materials and equipment; ability to understand and follow simple oral and/ or written instructions; thoroughness; cleanliness; physical condition commensurate to the demands of the position.

MINIMUM QUALIFICATIONS: None.

Special Requirement for appointment to Ulster County positions: In accordance with Ulster County Legislative Local Law Number 14 of 2007 or by other State and Federal Statutes, candidates for employment to all Ulster County positions must obtain clearance for appointment from the Department of Criminal Justice System or other mandated Federal and State regulatory authority based upon fingerprinting and a criminal history background check. If this is an Ulster County position it will require a criminal background check and a candidate will be required to complete and sign a Criminal Background Investigation Release Form. Upon a conditional employment offer, a candidate will be required to be fingerprinted accordingly.

ULSTER COUNTY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.