

Location: Central Library or Buffalo branches

Position Title: Cleaners, part-time

Hours of Work: day and evening shifts available - 19 hours per week

Hourly Rate: \$12.554 per hour to start

Posting Date: ongoing

SAMPLE WORK ACTIVITIES INCLUDE:

Stripping and waxing floors;

- Uses mops, brushes, detergents, and other cleaning implements to wash floors, corridors, stairs/stairwells, walls/partitions and windows;
- Moves furniture and equipment in connection with cleaning and care function;
- Vacuums carpets;
- Dusts woodwork, furniture and fixtures;
- Washes light fixtures and ceilings;
- Scrubs and cleans all areas of lavatories such as sinks, toilets, urinals, floors, etc.
- Polishes wood and metal fixtures and equipment;
- Gathers and disposes refuse;
- Replenishes lavatory supplies.

SPECIFIC REQUIREMENTS:

- ♦ Working knowledge of the properties of various cleaning substances;
- Ability to understand and follow verbal and simple written instructions;
- Ability to stand, stoop, bend and stretch for long periods of time;
- Ability to use various cleaning equipment and products;
- Thoroughness and dependability;
- Physical condition commensurate with the demands of the position must be able to perform heavy laboring tasks.

HOW TO APPLY

➤ Interested candidates should submit a resume/cover letter or application¹ <u>marked "Cleaner</u>":

Jeannine M. Doyle, Assistant Deputy Director
Human Resources
Buffalo & Erie County Public Library
1 Lafayette Square
Buffalo, NY 14203-1887

¹ Employment application can be found at http://www.buffalolib.org/sites/default/files/pdf/jobs/employment.pdf