



NOTICE OF JOB VACANCY

Location: Central Library
Position Title: Cleaner, part-time
Hours of Work: Mon-Tue 6 - 10 pm, Wed 6 - 9 pm, Thurs-Fri 6 - 10 pm (19 hours/week)
Hourly Rate: \$15.771 per hour to start
Posting Date: January 1, 2022, ongoing recruitment

SAMPLE WORK ACTIVITIES:

- ◆ 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:

- ◆ 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;
- ◆ Excellent time and attendance;
- ◆ Physical condition commensurate with the demands of the position – must be able to perform heavy laboring tasks.

HOW TO APPLY

- Interested candidates should submit an application¹ marked “Cleaner”
 - By email to hr@buffalolib.org; or
 - By mail to:
Judy Fachko, Assistant Deputy Director, Human Resources
Buffalo & Erie County Public Library
1 Lafayette Square
Buffalo, NY 14203-1887; or
 - In person at the Central Library’s Administrative Offices.
- This is an ongoing posting.

¹ Employment application can be found at <https://www.buffalolib.org/becpl-system/employment>