

# Lackawanna City School District

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**Anne G. Spadone**  
*Superintendent of Schools*

McKinley School Administrative Offices  
245 South Shore Blvd.  
Lackawanna, NY 14218  
Tel: (716) 827-6767 Fax: (716) 827-6710

RECRUITMENT BULLETIN # 11  
2013-2014 SCHOOL YEAR  
3/14/14

## **SUBSTITUTE MAINTENANCE PERSON**

### **POSITION:**

The Superintendent of Schools is interested in receiving applications from qualified individuals for the position of **SUBSTITUTE MAINTENANCE PERSON**

### **QUALIFICATIONS:**

1. Candidates must have two years in either general building maintenance or building trades, employment in one or more of the standard trades, such as carpentry, plumbing, electrical or any equivalents combinations of experience or training.
2. Completion of a standard grade school course/or any equivalent combination of experience and training sufficient to indicate ability to do the work.
3. Must have practical knowledge of a variety of tasks and use of tools and equipment.
4. Must have the ability to work independently.
5. Must have a valid NYS driver's license.
6. Successful candidates will need to complete a fingerprinting process and a physical examination before employment begins.

### **DUTIES AND RESPONSIBILITIES**

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1. Performs a variety of semi-skilled building repair and maintenance tasks.
2. Performs semi-skilled work in masonry, carpentry and electrical or painting operations.
3. Helps to install and repair wiring systems and electrical fixtures and equipment.
4. Repair windows, doors, floor, walls and other parts of building.
5. Does interior/exterior painting.
6. Helps to install and repair general plumbing equipment, such as sinks, toilets, and other lavatory facilities.

## **SUBSTITUTE MAINTENANCE PERSON**

7. Cleans and repairs boilers, pumps, heaters, pipe lines, valves and traps.
8. Mixes plaster and concrete and lays bricks, plasters walls, finishes concrete work.
9. Operates trucks, automobiles, air compressors, and other motorized equipment.
10. Performs general grounds maintenance activities including weed control, lawn cutting, etc.
11. Serves as general handyman performing a variety of semi-skilled duties.

**LENGTH OF SERVICE:**

Temporary assignment based on need.

**RATE OF COMPENSATION:**  
**APPLICATION:**

\$12.50 per hour

Letters of application for R. B. #11– SUBSTITUTE MAINTENANCE PERSON- must be addressed to the Superintendent of Schools– c/o the Personnel Office – 245 South Shore Boulevard, Lackawanna, New York 14218. Please include your home address and telephone number. **A Civil Service application, which may be obtained in the Personnel Office, must also be completed.**

**STARTING DATE:**

To be determined

**FINAL DATE FOR FILING:**

Open application

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Anne G. Spadone  
SUPERINTENDENT OF SCHOOLS

***THE LACKAWANNA CITY SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER.***