Department of Human Resources & Civil Service

Job Announcement
Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zury
Director

TITLE: BUILDING ENVIRONMENTAL SERVICES ASSOCIATE (HELP Program)

SALARY: $41,198 - $54,254 annually

LOCATION: Monroe Community Hospital

HELP PROGRAM:
Hiring for Emergency Limited Placement Program. This program streamlines the appointment process to allow Monroe County to hire diverse, qualified permanent employees quickly and without examinations.

JOB SUMMARY:
This is a first-line supervisory position responsible for the building cleaning activities of a long-term care facility or other institution. Work involves responsibility for staff training, supervising and scheduling, as well as quality assurance and purchasing-related activities. General supervision is exercised over Senior Building Service Workers and Building Service Workers. The employee reports directly to and works under the general supervision of a higher-level staff member. Does related work as required.

MINIMUM QUALIFICATIONS:
Graduation from high school or possession of an equivalency diploma, plus EITHER:

(A) Three (3) years paid full time or its part time equivalent experience in institutional or commercial building cleaning or housekeeping activities, two (2) years of which must have been responsible for the following staff supervisory duties: performance evaluation, permission for time off, workload adjustment and discipline; OR,

(B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree plus one (1) year paid full time or its part time equivalent experience in institutional or commercial building cleaning or housekeeping activities that involved the following staff supervisory duties: performance evaluation, permission for time off, workload adjustment and discipline; OR,

(C) Any equivalent combination of education and experience as defined by the limits of (A), and (B) above.

SPECIAL REQUIREMENTS:
This position is subject to a background check for criminal convictions. Convictions will be considered but will not automatically disqualify the candidate. No criminal background check will occur until after a conditional offer of employment has been made, unless required prior to a conditional offer because of the nature of the position or otherwise required by law.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test. Failure to meet the standards may result in disqualification.

Monroe County government prohibits discrimination in employment, program activities, procurement and contracting against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation or national origin.
An Equal Opportunity Employer

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

ADDITIONAL INFORMATION:
Visit: https://www.monroecounty.gov/hr-choosemonroe for more information on our county's generous paid time off, 14 holidays and more.

RESIDENCY REQUIREMENT:
There is no residency requirement for this position. Preference may be given to Monroe County residents.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES
39 WEST MAIN STREET - ROOM 210
ROCHESTER, NEW YORK 14614

Posting Date: September 4, 2026

Posting Deadline: Until filled

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