



Department of Human Resources & Civil Service

Job Announcement
Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta
Director

**TITLE: FACILITIES MAINTENANCE FOREMAN
(Provisional* Appointment)**

SALARY: \$35,841 - \$45,454 annually

LOCATION: Monroe County Department of Human Services - **Children's Detention Center**
Located at 400 Rush Scottsville Road, Rush, NY 14543

****This is a specialized secure detention facility for pre-trial and post-sentencing detention of youth who are alleged or sentenced adolescent offenders****

JOB SUMMARY:

This position is responsible for directing and participating in the work assignments of interior and exterior building maintenance and basic repair crews and facility cleaners while ensuring the timely completion of tasks. Responds to off-hour emergencies and contacts and advises appropriate staff. The employee reports directly to, and works under the general supervision of the Assistant Supervisor of Building Maintenance or other higher-level staff member. General supervision is exercised over building maintenance workers, cleaners and/or contract workers. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma plus four (4) years paid full-time or its part-time equivalent experience in facilities maintenance and repair in a skilled trade such as construction, mechanical, and electrical work.

SPECIAL REQUIREMENTS:

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

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.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment and for at least four (4) months at the time of examination.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF HUMAN SERVICES
111 WESTFALL ROAD - HUMAN RESOURCES RM.752B
ROCHESTER, NY 14620

Posting Date: May 26, 2020

Posting Deadline: Until filled

*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.