



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zury
Director

TITLE: **SUPERVISOR OF ENVIRONMENTAL SERVICES**
(Provisional* Appointment)

SALARY: \$58,543 – \$80,512 annually

LOCATION: Monroe Community Hospital

JOB SUMMARY:

This is a supervisory position involving responsibility for planning, coordinating and supervising the overall housekeeping function of Monroe Community Hospital. Employees of this class manage the total facility's environment including productivity analysis, employee utilization and evaluation of Quality Assurance activities to ensure ongoing employee performance. The work is performed under the general direction of an Administrator in accordance with established policies and procedures. Independent judgment is exercised in carrying out the details of the work. General supervision is exercised over Supervising Building Service Workers and other subordinate Environmental Services personnel. Does related work as required.

MINIMUM QUALIFICATIONS:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree, plus two (2) years of full-time or its part-time equivalent paid experience in supervision of hospital Housekeeping, Unit Management, or a closely related area; OR,
- (B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree, plus three (3) years of full-time or its part-time equivalent paid experience in hospital Housekeeping, Unit Management, or a closely related area, two (2) years of which shall have been in a supervisory capacity; OR,
- (C) Five (5) years of experience as described in (B), two (2) years of which shall have been in a supervisory capacity.

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.

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:

Monroe County full-time employees will receive a \$1,000 quarterly retention payment each quarter in 2024!

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

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COMMUNITY HOSPITAL
435 EAST HENRIETTA ROAD
ROCHESTER, NY 14620

Posting Date: August 5, 2024

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.