Job Title: Senior Custodial Supervisor (Provisional)

Job ID: 14720

Location: College of Staten Island

Full/Part Time: Full-Time

Regular/Temporary: Regular

GENERAL DUTIES

Under general direction, performs work of moderate difficulty and responsibility in the supervision of the cleaning and maintaining of college buildings and their immediate grounds; performs related work.

- In colleges, on an assigned tour of duty, is responsible for supervising a large group of subordinate employees; oversees custodial foremen, cleaners, elevator operators, laborers, watchmen, and other comparable employees engaged in cleaning and maintaining college buildings, entailing such tasks as sweeping, dusting, machine scrubbing, polishing, mopping, cleaning sidewalks, moving school furniture, gathering and disposing of refuse, operating heating plant, care of landscape areas and providing elevator service.

- Inspects work of subordinates to insure maximum efficiency, economy, and quality of work.

- Requisitions, stores, and issues supplies.

- Trains or arranges for training of new employees.

- Prepares work schedules.

- Maintains records and prepares required reports.

- Responsible for receiving and removing equipment.

CONTRACT TITLE

Custodial Supervisor - Senior

FLSA

Non-exempt

MINIMUM QUALIFICATIONS

1. Graduation from elementary school and four (4) years of experience in the cleaning and maintenance of a large building, one (1) year of which has been in a supervisory capacity; OR

2. A satisfactory equivalent.

COMPENSATION

New Hire: $31,035*
Incumbent: $35,069

*This amount reflects a 13% salary suppression in effect for the first 24 months of employment only.
BENEFITS

CUNY offers a comprehensive benefits package to employees and eligible dependents based on job title and classification. Employees are also offered pension and Tax-Deferred Savings Plans. Part-time employees must meet a weekly or semester work hour criteria to be eligible for health benefits. Health benefits are also extended to retirees who meet the eligibility criteria.

HOW TO APPLY

To apply, please go to www.cuny.edu; select "Employment", "Search Job Listings," "More Options to Search for CUNY Jobs," then enter the Job ID# in the "Job Opening ID" field. Cover letter, resume, and additional supporting documents for candidacy must be submitted as one file.

CLOSING DATE

April 27, 2016

JOB SEARCH CATEGORY

CUNY Job Posting: Support Staff

EQUAL EMPLOYMENT OPPORTUNITY

CUNY encourages people with disabilities, minorities, veterans and women to apply. At CUNY, Italian Americans are also included among our protected groups. Applicants and employees will not be discriminated against on the basis of any legally protected category, including sexual orientation or gender identity. EEO/AA/Vet/Disability Employer.