

## CIVIL SERVICE ANNOUNCEMENT

APPROVED C.S.C. MINUTES 1/27/12 Im

ANNOUNCEMENT NO. 55B

**SCHOOL BUILDING CUSTODIAN**  
**CLEVELAND BOARD OF EDUCATION**

(OPEN)

Public notice is hereby given by the Civil Service Commission of Cleveland, Ohio of an Open competitive examination for the above-mentioned classification.

### **SALARY**

The prevailing salary range for this position as established by the Cleveland Board of Education is \$24.29 to \$27.85 per Hour.

### **FILING OF APPLICATION**

Application must be made on the regular application form available at the Office of the Civil Service Commission, 601 Lakeside Avenue, Room 119. No other form will be accepted. **APPLICATIONS WILL BE AVAILABLE FOR PICK-UP IN THE CIVIL SERVICE OFFICE TO APPLY TO TAKE THE CIVIL SERVICE EXAMINATION – APPLICATIONS WILL BE AVAILABLE FROM 8:30 A.M. ON FRIDAY, JANUARY 27, 2012 UNTIL 4:30 P.M. ON THURSDAY, FEBRUARY 9, 2012.**

**NOTE: APPLICATIONS WILL NOT BE ACCEPTED AFTER 4:30 P.M. ON THURSDAY, FEBRUARY 9, 2012.**

THE CIVIL SERVICE COMMISSION'S POLICY IS THAT NO LATE FILING WILL BE ALLOWED.

### **EXAMINATION INFORMATION**

**TYPE: WRITTEN EXAMINATION**

### **DUTIES OF THE POSITION**

Performs all necessary tasks personally or with the aid of such employees as are provided. Is responsible for the proper care, operation, heating, cleaning, maintenance, and repair of any school building in the Cleveland City School District to which he/she is assigned. Supervises and instructs other employees in the proper performance of their duties and to control all assigned school property. Operates, maintains, and makes repairs to boilers, fans, motors, and other equipment to be found in a school building. Cleans and maintains buildings, lawn, shrubbery, walks, and playgrounds in a neat and approved manner. Supervises, instructs, and assists other employees in performing duties efficiently and economically. Performs other job-related duties as required.

### **MINIMUM QUALIFICATIONS FOR ENTRANCE TO THIS EXAMINATION AS ESTABLISHED BY THE CLEVELAND BOARD OF EDUCATION ARE AS FOLLOWS:**

A High School Diploma or GED is required. A third-class stationary engineer's license issued by the State of Ohio is required. A valid State of Ohio Driver's License is required.

**VETERANS CREDIT:** Additional points are given to a passing grade on an Open competitive examination in compliance with the Rules of the Cleveland Board of Education.

**NOTE:** Applicants will be required to pay a \$10.00 (TEN DOLLAR) filing fee. (Employees of the Cleveland Board of Education are exempt.) However, that when an applicant is disqualified from taking an examination on the basis of age, education or failure to meet other minimum entrance requirements, the fee paid by such applicant shall be refunded to such applicant upon the applicant's request in writing made within ten (10) days after the date of examination. Any applicant who can provide proof of unemployment, public assistance, or indigence is exempt from the filing fee. A copy of such proof must be included with the application.

AN EQUAL OPPORTUNITY EMPLOYER