

DEPARTMENT OF DEVELOPMENTAL SERVICES WEST REGION
P.O. Box 872
Southbury, CT 06488

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE

DATE: January 25, 2011

CLOSING DATE: January 31, 2011

POSITION: Custodian

POSITION #: 087822

LOCATION: Southbury Training School – Health Care Unit

SALARY: \$1,221.96/bi-weekly

SCHEDULE: 1st Shift – Monday – Friday 7:15am – 3:15pm; RDO's Saturday, Sunday

HOURS PER PAY PERIOD: Full Time – 75 hours/bi-weekly

DESCRIPTION OF DUTIES: Duties consistent with the Custodian job classification. Performs custodial tasks and maintenance of areas such as dormitories, classrooms, offices, auditoriums, wards, kitchens, dining rooms and lavatories including outdoor areas (i.e. trash around buildings); dusts, mops, sweeps, scrubs, strips, waxes and polishes floors using appropriate equipment such as floor polishers and buffers; washes, dusts and polishes glass including windows, woodwork, walls, furniture and metal equipment; makes beds; checks, marks, stores and issues linens, blankets, and clothing (limited to individual's work area not to include counting and inspection for a larger area); collects and counts soiled laundry; distributes, empties and sterilizes glassware, wash basins and bedpans; sweeps walks; collects and disposes of trash; reports needs for repairs; performs minor maintenance; runs errands; inspects buildings for damage and reports conditions to supervisor; may change light bulbs and replace fuses; may lubricate or tighten door hinges, drawers, cabinets, etc.; may replace ceiling or floor tiles; **snow and ice removal from stairways and walkways around buildings; sand and salt stairways and walkways; operate snow equipment; will move furniture and set-up classrooms;** performs related duties as required.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

MINIMUM QUALIFICATIONS REQUIRED/KNOWLEDGE, SKILL AND ABILITY:

Some interpersonal skills; some oral and written communication skills; ability to follow oral and written instructions; ability to operate, care for and perform minor maintenance on tools and equipment used in daily work; some ability in simple record keeping.

EXPERIENCE AND TRAINING:

Any experience and training which would provide the knowledge, skills and abilities listed above.

SPECIAL REQUIREMENT:

Incumbents in this class may be required to possess appropriate current licenses or permits.

PHYSICAL REQUIREMENT:

Employees appointed to positions in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties of the class. A physical examination may be required.

WORKING CONDITIONS:

Incumbents in this class may be required to lift moderate to heavy weights and may be exposed to risk of injury from equipment and/or patients and/or clients.

TO APPLY: Please send a resume and PLD-1 including the position number and provide a copy of your most recent performance appraisal or two letters of reference **by 11:59pm on the closing date indicated above.**

Send Applications to:
Department of Developmental Services West Region
P.O. Box 872, Southbury, CT 06488
Attention: Belinda D. Weaver
Fax: 203-586-2706
E-mail: belinda.weaver@ct.gov

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities and persons with disabilities.