

# ***PERRY PUBLIC LIBRARY***

*70 N. Main Street*

*Perry, New York 14530*

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Jessica N. DeMarte, Library Director

*Make It Part of Your Day*

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## **Library Cleaner & Groundskeeper (Civil Service: Laborer)**

### Duties:

- Clean Bathrooms, including but not limited to: toilets, sink, sweep & wash bathroom floors.
- Clean windows on entry doors
- Clean circulation desks including keyboards, monitors, and desk space
- Empty trash & recycling, and take out to road in preparation for pick up.
- Dust shelves & tables as needed
- Vacuum upstairs and downstairs weekly
- Replace lightbulbs as needed
- additional cleaning tasks as assigned

5-6 hours weekly

### **Seasonally (approximately April to October)**

- Trims shrubs, rakes leaves, spades flower beds and assists in ground maintenance activities.
- Performs general grounds cleaning tasks.

Additional 5 hours weekly.