

City of Oneida Civil Service Commission
109 N. Main Street Oneida, NY 13421

Announces an OPEN COMPETITIVE Exam for:

CUSTODIAN / JANITOR #D-1702

Date of Exam: January 20, 2018

Last Date to File: January 3, 2018

(Must be received be close of business -Salary: Per agreement NOT Postmarked)

Salary: \$26,412.00 per year

A \$15.00 fee is required for this exam, The fee must accompany the application and is non-refundable. Check or money order should be made out to: CITY CHAMBERLAIN

MINIMUM QUALIFICATIONS: One (1) year experience in building cleaning and minor maintenance activities.

SUBJECTS OF EXAMINATION: A written test designed to test for knowledge, skills and /or abilities in such areas as:

1. **CLEANING TOOLS AND THEIR USES:** These questions test your knowledge of various cleaning tools and equipment commonly used by janitors and custodians on the job. You are shown drawings of various tools and equipment. You will be required to recognize the tools and know their proper uses in order to answer the questions correctly.
2. **TOOLS USED FOR MINOR MAINTENANCE AND REPAIR:** These questions test your knowledge of various tools and equipment. You are shown drawings of tools and equipment used in minor mechanical, electrical, plumbing and carpentry repair. You will be required to recognize the tools and know their proper uses in order to answer the questions correctly.
3. **HEALTH AND SAFETY ISSUES IN CUSTODIAL WORK:** These questions test your knowledge of basic proper safety and health practices in areas of cleaning, building operation and maintenance and other areas relevant to custodians and janitors at the entrance level. You are presented with drawings showing situations of health and safety, which can be found in the work area. You are required to recognize any unhealthy, unsafe, or otherwise hazardous conditions and know how to correct them in order to answer the questions.

TOTAL # QUESTIONS: Answer ALL forty-five (45) questions in the test booklet.

TIME ALLOWANCE: Two (2) hours

CALCULATORS ARE PERMITTED

VETERAN CREDITS: Veterans or Disabled Veterans who have served on active duty during the creditable periods of war (see application) will be eligible for veteran credits. Eligible veterans must submit with their application for veteran credits a certified copy of their DD-214 from the Armed Forces of the United States.

General Instructions and Information

1. Falsification of any part of the application will result in disqualification.
2. Applicants must answer every question on the application and make sure it is complete in all respects. Incomplete applications will be disapproved.
3. Appointments from an eligible list must be made from the top three (3) candidates willing to accept appointment. The duration of the eligible list may be fixed for a minimum period of one (1) year and a maximum period of four (4) years.
4. It is the responsibility of the candidate to notify the City of Oneida Civil Service Commission of any change of name and/or address. No attempt will be made to locate candidates who have moved.
5. The passing grade for this exam is 70.

Saturday Sabbath Observers - Disabled Persons and Military Personnel called to Active Duty:

If special arrangements for testing are required, indicate this on your application form.

The City of Oneida is an Equal Opportunity / Affirmative Action Employer
Applications and additional information are available in the Civil Service Office, 109 N. Main
Street, Oneida, NY 13421 by phone 315-363-1561 or at our website at oneidacity.com

Issue date: November 29, 2017

By: Dawn Andrews, Secretary to the Commission

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