



# ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

**DEPARTMENT:** Public Works

**CIVIL SERVICE TITLE:** Building Maintenance Helper

**CLASSIFICATION TYPE:** Non-Competitive

**SALARY (GRADE):** \$17.02 (11B) Part-Time

**APPLICATION DEADLINE:** December 31, 2026

**APPLY ONLINE\*:** <https://oneida-portal.mycivilservice.com/post/jobopps>



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**DISTINGUISHING FEATURES OF THE CLASS:** This is an entry-level position that performs routine manual work in repair, maintenance, or cleaning activities. The work may be performed as part of a highway or building crew. The work requires physical endurance, and willingness to perform routine and often strenuous tasks under various work conditions. Employees work under direct supervision with little opportunity for independent effort. The incumbent does related work as required.

**MINIMUM QUALIFICATIONS:** Candidates must meet the minimum qualifications at time of application. Either:

(A) Graduation from high school or possession of a high school equivalency diploma; **OR**

(B) One (1) year of experience in custodial, building maintenance, or grounds maintenance activities.

**SPECIAL REQUIREMENT:**  
Certain assignments made to employees in this class will require access to transportation to meet field work requirements in a timely and efficient manner.

**NOTE:** Verifiable part-time experience will be pro-rated toward meeting full-time requirements.

**\*\*Oneida County is an equal opportunity employer\*\***

*If you do not have internet access, paper applications can be picked up at the Oneida County Office Building (Utica, NY) in the Personnel Department. You may also request a paper application to be mailed by calling 315-798-5726.*

Issued: 03/05/2026