



ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

DEPARTMENT: Public Works

CIVIL SERVICE TITLE: Building Maintenance Supervisor Part-Time(NYHELP Program) seasonal

CLASSIFICATION TYPE: Non-Competitive

SALARY (GRADE): \$24.27 Hourly (22B)

APPLICATION DEADLINE: April 28, 2026

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



DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for the operation and maintenance of a large public building and related grounds and equipment. The incumbent has considerable leeway in planning work programs, establishing operating standards, and in keeping buildings and equipment up to approved standards of operation. The work is performed under general supervision of a higher-level supervisor. Supervision is exercised over several custodial and maintenance personnel. The incumbent performs related work as required.

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

- (A) Possession of Associate's Degree in construction, engineering technology, or a closely related field **AND** three (3) years of experience in building construction or one of the standard trades, one (1) year of which shall have been in a supervisory capacity; **OR**
- (B) Graduation from high school or possession of a high school equivalency diploma **AND** five (5) years of experience in building construction or one of the standard trades, one (1) year of which shall have been in a supervisory capacity; **OR**
- (C) Six (6) years of experience in building construction or one of the standard trades, one (1) year of which shall have been in a supervisory capacity.

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.

NOTES:

1. Candidates **MUST** submit with application a copy of transcripts showing degree area and date degree conferred, if qualifying under (A).
2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.

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

*If you do not have internet access, paper applications can be picked up in the Personnel Department on the 6th Floor of the Oneida County Office Building. You may also request a paper application to be mailed by calling 315-798-5726.

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