

SENIOR HIGH SCHOOL CUSTODIAN C8

Public notice is hereby given for an open competitive exam to establish an eligible list for the position of **Senior High School Custodian C8** in the classified service of the Parma City School District.

FILING OF APPLICATION

Application must be made on the regular application form obtainable at the office of the Parma Civil Service Commission, 6617 Ridge Road Parma, Ohio (building located behind Parma City Hall – access off Ridgewood Drive) Your application must be properly filled out and filed with the Commission by **4:30 p.m. on Monday, November 22, 2021. There is a \$15 non-refundable fee when you file your application (payable in cash or money order – no personal checks) said fee is waived for current permanent school board employees or with proof of financial hardship.**

EXAMINATION

- Time:** 5:00 p.m. (in the evening) on **Tuesday November 23, 2021**
- Place:** Cafeteria at Valley Forge High School, 9999 Independence Blvd.
Parma Heights, Ohio
- Type of Exam:** Multiple Choice written exam on general knowledge questions pertaining to the operation of a boiler, custodian duties and responsibilities, supervision, etc. A passing point of 70% will be used. The performance portion of the exam will be held the same evening. The performance is strictly pass/fail. You must pass the written exam and the performance exam to be placed on the Eligible list for Senior High School Custodian C8. A copy of the performance exam is attached.
- Note:** **The written test may be suspended if shown to be impractical because of insufficient number of qualified candidates. The candidates will be ranked in a standard manner based on the information, records, or other data related to the candidate's ability to perform the duties of the position.**

MINIMUM REQUIREMENTS FOR ENTRANCE TO THE EXAMINATION

- Experience:** Five (5) years of experience in custodial or related work. Must be willing to attend or have had Satisfactorily completed the Ohio Trade and Industrial Education Service Custodial Training Program.
(See job description). Must have a high school diploma or GED.
- Age:** Minimum age of 26 years old.
- License:** **Must possess a low-pressure steam stationary boiler operator's license. (Present at time of filing application).**
- Citizenship:** Must be United States citizen or be in the United States legally.
- Security:** Job offer conditional to passing Bureau of Criminal Investigation background check.
- Salary:** \$40,770 after 75 working days \$41,993

Veterans: Veterans presenting honorable or under honorable conditions discharge papers or certificate of service when filing their application shall receive 20% added to their score provided they make a passing score on the exam. Credit will not be given for any other type of discharge from service i.e. Under general conditions, uncharacterized, etc.

According to O.A.P.S.E. Contract Article 6.5 present employees of the Parma City School District who pass a civil service test shall be placed on a Preferred Eligible List for the test(s) for which they pass.

Reasonable accommodation is available to all applicants. If you have a disability that needs to be accommodated, please contact the Civil Service Commission office.

By order of the Parma Civil Service Commission
Timothy A. Boyko, Chairman
Daniel A. Hoffman
An Equal Opportunity Employer