



St. Lawrence County is recruiting a new Superintendent of Buildings & Grounds (Full-Time)

Come join our team!! Apply today! The Superintendent of Buildings and Grounds is a Unit Supervisory Position that provides direct supervision and guidance to all maintenance, custodial, and grounds keeping staff in and around county facilities. There are nine facilities in Canton, one in each of the towns of Russell, Lisbon, and Potsdam, and rented facility space in Massena, Ogdensburg, and Gouverneur. Currently, the County is undertaking over \$10M in facility projects to renovate and maintain existing facilities. This role assists with development and implementation of the Facility Management Plan while supervising 28 staff on the day-to-day operations of maintaining the facilities. Work is performed in accordance with adopted policies and practices, under the general direction of the County Administrator. Responsibilities include formulation and implementation of custodial and maintenance policies and procedures as well as development of work methods. The incumbent does related work as required.

Compensation: Band IV range of \$71,347 - \$87,931 with competitive benefits that include: health insurance with a buy out option, dental & vision insurances, life insurance option, NYS Retirement, access to NYS Deferred Compensation and Public Service Loan Forgiveness, and a generous accrual structure with access to personal, vacation, sick and compensatory time as well as twelve (12) holidays.

Minimum Qualifications can be reviewed online. Additional Employment Information: In order to be permanently appointed the ideal candidate will take the appropriate civil service examination and score in the top three.

Applications will be accepted until position has been filled. You can now submit an application online at the County website listed below or submit a letter of interest with application/resume to:

St. Lawrence County Administrator
Attn: Ruth A. Doyle
48 Court Street, Canton, New York 13617
Or email: SLCCOAdmin@stlawco.gov

Applications can be obtained by contacting Human Resources (315) 379-2210 (AA/EEO) or from the Job Postings webpage under Human Resources www.stlawco.gov/Departments/HumanResources



SUPERINTENDENT OF BUILDINGS AND GROUNDS

DISTINGUISHING FEATURES OF THE CLASS: This is a supervisory position that provides direction of custodial and maintenance activities of designated buildings and grounds. Work is performed in accordance with general policies and under the general direction and review of the County Administrator. Responsibilities include formulation of custodial and maintenance policies and procedures as well as development of work methods. Supervision is exercised over custodial and maintenance personnel. The incumbent does related work as required.

MINIMUM QUALIFICATIONS: Either:

- A) Graduation from a regionally accredited or New York State registered college or university with an Bachelor's degree in electrical, engineering, building or construction technology and four (4) years' experience in large-scale building maintenance and custodial activities, three (3) years of which shall have been in a supervisory capacity; **OR**
- B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in electrical, engineering, building or construction technology and six (6) years' experience in large-scale building maintenance and custodial activities, three (3) years of which shall have been in a supervisory capacity; **OR**
- C) Graduation from high school, possession of a high school equivalency diploma or possession of an Individual Education Plan diploma and eight (8) years' experience in large-scale building maintenance and custodial activities, three (3) years of which shall have been in a supervisory capacity.