



Port Jervis City School District  
Port Jervis, New York 12771  
**Notice of Vacancy**

**Vacancy #2014**

Title of Position: **Lead Maintenance Specialist (Electrical)**

Appointment Effective: **November 15, 2017 (Pending Fingerprint Clearance)**

Building: **Buildings & Grounds – District Wide**

Salary: **\$26.09 (Step 1)**

Type of appointment to be made: Regular, Temporary, **Other: Provisional pending successful participation in the Port Jervis Civil Service Exam, ranking in the “Top Three”.**

Minimal Acceptable Training and Experience: **(a) Graduation from High School or GED and two years technical school or equivalent and 5 years experience in the specific trade; or (b) any satisfactory equivalent combination of training and experience.**

General Statement of Duties: **Oversees and performs a wide variety of electrical work; does related work as required.**

Fringe Benefits - **As per contract where applicable**

Holidays	Retirement
Vacation	Health Insurance
Sick Leave	Medical Examination
Other Leaves	Dental Plan

Persons interested in making application for the above position are to submit a support staff application along with three letters of personal reference.

Send completed application to:

**Barbara Hamilton**  
**Administrative Aide**  
**Port Jervis City School District**  
**9 Thompson Street**  
**Port Jervis, New York 12771**

**Central Office Approval**

**The above described position is hereby approved and funded, and notice of such vacancy is to be posted in all buildings in the District on October 12, 2017.**

**Superintendent of Schools**