



**Office of Personnel and Civil Service  
Job Announcement  
Please Post Conspicuously**

Michael Mascarenas  
County Manager

Stephen McNally  
Chairman of the Board

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**TITLE:** **BUILDING MAINTENANCE HELPER**  
***(Full-Time & Part-Time Vacancies)***

**SALARY:** \$20.89/HR.  
Current employees hired **PRIOR** to 2009, please contact the Personnel Office for rate of pay.

**LOCATION:** Essex County Department of Public Works, Elizabethtown

**BENEFITS:** Health Insurance, Dental Insurance, Sick, Vacation, and Personal time, NYS Retirement, Life Insurance, Flexible Spending Plan, Paid Holidays, Employee Assistance Program, Employee Premium Enhancement, and 40 Hour work weeks (Monday-Friday).

**JOB SUMMARY:** The work involves responsibility for assisting with the maintenance, repair and cleaning of buildings and equipment. Directions are received in connection with each assignment, and the work is performed under general supervision from a higher-ranking maintenance person. The incumbent does related work as required.

**Note:** *In compliance with OSHA, this position has a potential risk of exposure to blood borne pathogens (blood/body fluids).*

**MINIMUM QUALIFICATIONS:** One year of experience performing manual labor.

**Residency Requirement:** There is **no** residency requirement.

**Additional Information:** Persons seeking employment with Essex County shall be required to submit to a drug and alcohol screening/testing, pre-employment physical, and additionally may be required to submit to a fingerprint background check, depending upon the specific requirements of the position.

**Posting Date:** January 22<sup>nd</sup>, 2026

**Application Deadline:** February 2<sup>nd</sup>, 2026



Essex County Dept. of Personnel & Civil Service

Essex County Government Center, 7551 Court Street, P.O. Box 217, Elizabethtown, NY 12932



[essexcountyny.gov/personnel-and-civil-service](http://essexcountyny.gov/personnel-and-civil-service)



518.873.3360

**Essex County is an Equal Opportunity Employer**