


Ms. Onyx Peterson
Dr. Elisa Correa-Soto
Dr. Natasha Freeman-Mack
Ms. Genieve Holder
Mr. Joseph McGrath
Dr. Shannon O'Grady
Ms. Kimberly Rohring
Ms. Michelle Mc Kitty-Bromley

Deputy Superintendent
Asst. Superintendent, Secondary Curriculum & Instruction
Asst. Superintendent, Student Support Services
Asst. Superintendent, Human Resources
Asst. Superintendent, Chief Information & Data Officer
Asst. Superintendent, Elementary Curriculum & Instruction
Asst. Superintendent, Finance/Chief Financial Officer
Asst. Superintendent, Exceptional Learners

DATE: May 22, 2026
MEMO: TO ALL BUILDINGS-PLEASE POST
FROM: Genieve Holder 
Assistant Superintendent of Human Resources
RE: Anticipated Vacancy - **Senior Custodian**

This posting will close at 4 PM on,
Friday, June 5, 2026

At the present time the District has the following anticipated vacancies:

Position	Location/Hours	Requirements
Senior Custodian (PM)	District 3:00PM-11:00PM	Transfer or *Provisional

***Senior Custodian position is Provisional and contingent upon results of the Civil Service Exam when issued.**

MINIMUM QUALIFICATIONS:

- (a) Graduation from high school or possession of a high school equivalency diploma, AND;
- (b) Two years of experience in building cleaning or maintenance work, or any equivalent combination of training and experience.

FOR PROMOTION:

Permanent competitive class status in the Newburgh Enlarged City School District for two years as a Custodian.

General Statement of Duties:

Has charge of the custodial work in a medium sized school or performs more responsible custodial work in a large school building; does related work as required.

Required Knowledges and Abilities: Good knowledge of building cleaning practices, supplies and equipment and ability to use them efficiently and economically; Good knowledge of the operation and maintenance of steam boiler equipment; ability to plan and supervise the work of custodial assistants; ability to follow moderately difficult oral and written instructions; resourcefulness; dependability; good physical condition.

- **Internal applicants (Transfers) must** submit a current resume and letter of interest to:
Office of Human Resources, 124 Grand St. Newburgh, NY 12550 **OR FAX to: 563-3468**

PLEASE DO NOT E-MAIL directly to Ms. Holder. Please use the 'Letter of Interest' template found on the district's web-site under Employment (www.newburghschools.org)

GH:sp