



Dr. Jackielyn Manning Campbell **Superintendent of Schools**

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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: September 17, 2026

MEMO: TO ALL BUILDINGS-PLEASE POST

FROM: Dr. Madeline Diamond
Assistant Superintendent of Human Resources

RE: Anticipated Vacancy - **Senior Custodian 26-27 SY**

This posting will close at 4 PM on,
Thursday, October 1, 2026

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

Position	Location	Shift	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
- **External applicants** must respond via the OLAS Web Site (www.olasjobs.org) on or before the above closing date.

MD:sp