



# Comsewogue Public Library

*Where Many Paths Meet*

170 Terryville Road, Port Jefferson Station, NY 11776 Phone: 631-928-1212

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## Notice of Position

**Position:** Custodial Worker

**Date Posted:** July 9, 2025

We invite you to apply for an opportunity to join our motivated team in a warm and welcoming environment. At Comsewogue we put an emphasis on training, and we support each other in our day-to-day tasks. We're looking for someone who shares our commitment to serving our patrons, making a positive and sustainable contribution to our community.

**Duties & Responsibilities (included, but not limited to):**

- Daily maintenance of the library's interior includes; cleaning restrooms, vacuuming, dusting, refilling hand sanitizer, toilet paper, emptying garbage, containers, etc.
- Daily maintenance of library's exterior grounds, including debris pick up, glass clean up, etc.
- Assisting with setups of Library programs as needed

**Requirements:**

- High school diploma or equivalent
- The ability to follow written and oral instructions
- The ability to relate to supervisors, staff members, and the public in a professional manner
- Physical ability to lift heavy boxes (50 lbs. or more) and equipment, climb a ladder, etc.
- Flexibility to work a variety of hours

**Ideal Candidates Would Have:**

- 1 year of custodial experience, preferably in a public setting
- The ability to work independently with minimal supervision
- Working knowledge of materials, methods and equipment used in custodial work

**Hours:** 16-20 hours per week

**Rate:** \$20.08 per hour

Applications are available at the circulation desk and on the library's website under **JOBS**. Submit your application in person, email to [hr@cplib.org](mailto:hr@cplib.org) or fax to 631-928-6307 by 7/28/25. Preference may be given to candidates who are residents of the Library service districts.

***Only candidates selected for further consideration will be contacted.***

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*The Comsewogue Public Library does not discriminate in employment or the provision of services. The Library's Equal Employment Opportunity Policy is found at: <https://www.cplib.org/about/documents/>. The Library is committed to proactive, fair, legal recruitment processes and practices carried out in a professional and welcoming manner. The Library is committed to reducing its impact on the environment.*