

Cayuga Community College

JOB POSTING

TITLE:

OFFICE MACHINE OPERATOR

JOB DESCRIPTION:

For complete job description please visit:

<https://www.cayugacounty.us/DocumentCenter/View/8265/Office-Machine-Operator>

MINIMUM QUALIFICATIONS:

(a) Graduation from high school or possession of a New York State school equivalency diploma;

OR

(b) One year of experience involving operation of photocopying and related office duplicating equipment.

ADDITIONAL INFORMATION:

This variable hour substitute position will provide as needed coverage for our campus services department.

HOURS:

Part time (0-18.75 Hrs)

COMPENSATION:

\$17.00/hour

APPLICATION DEADLINE:

2/21/2020 @ 5:00PM.

HOW TO APPLY:

Applications must be submitted to Cayuga County Civil Service. To view the job posting and application instructions, please visit: <https://mycivilservice.cayugacounty.us/jobopps>