

# Cayuga-Onondaga BOCES

## JOB POSTING

**TITLE:**

OFFICE MACHINE OPERATOR (BOCES)

**JOB DESCRIPTION:**

This position involves the operation of office equipment which may include office duplicating and scanning equipment. 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:**

1 FT (37.5 HRS/WEEK) Position available

**COMPENSATION:**

\$23,000-\$25,700 per year.

**APPLICATION DEADLINE:**

October 2, 2020

**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>