

UNION SETTLEMENT

JOB ANNOUNCEMENT

Union Settlement Association is an on-the-ground resource for East Harlem residents of all ages, and a passionate advocate for the needs of underserved communities. Since opening our doors in 1895, we have brought education, wellness and community-building programs to our neighborhood, empowering New Yorkers with opportunities to better their lives. More than 350 staff work in our organization, and our services impact 10,000 people every year. By helping our neighbors realize their goals, we build the vitality and success of East Harlem. For more information about Union Settlement, please visit our website at www.unionsettlement.org.

Position: Sanitation Associate
Department: Youth Services
Report to: Director Of Workforce Development
Hours: Full-Time / 30 hours per week
FLSA: Non-Exempt
Program Dates: January 2021 – June 2023

Position Summary:

Under the supervision of the Director of Workforce Development, the Sanitation Associate performs street cleaning of several business district corridors located in East Harlem.

Responsibilities:

- Clean sidewalks from the building or property line to the curb and eighteen (18) inches into the street from the curb and gutters, as well as fifty (50) feet in on every cross street along the route.
- Remove filled garbage bags from the trash receptacles replacing them with new liners.
- Clean out debris from cracks in sidewalks and tree pits.
- In the event of snow, clearing pedestrian crossings at street intersections and clearing sidewalks to such that 2 people can safely walk down.
- On occasion, work with interns assisting with the street cleaning process.
- Meet with the Director of Workforce Development.
- Manage program interns while onsite.
- Additional duties as assigned by the Director of Workforce Development.

Qualifications:

- High School Diploma or GED.
- Minimum 2 years of sanitation or maintenance experience.
- A dedicated work ethic.
- Excellent organizational ability and interpersonal skills.
- Demonstrated ability to perform multiple tasks effectively in a fast-paced, challenging, and constantly changing environment.
- A strong desire to help improve the lives of the residents in the East Harlem community.

- Bilingual (English/Spanish) a plus.

To Apply:

Please send Cover Letter, Resume, References, and Salary Requirements to:

hubcareers@unionsettlement.org. Please indicate Sanitation Associate in the subject of e- mail.

UNION SETTLEMENT ASSOCIATION IS AN EQUAL OPPORTUNITY EMPLOYER