



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zury
Director

TITLE: **STOCK HANDLER**

SALARY: \$33,058 - \$37,228 annually

LOCATION: Monroe County Sheriff's Office, Quarter Masters Office

HOURS: Monday - Friday

JOB SUMMARY:

This is an entry level stock handling position responsible for receiving, storing, and delivering stock. Duties include but are not limited to loading and unloading trucks and pallets, transporting or moving stock, and delivering stock to shipping areas or directly to users. Work is performed in a large central storehouse or a stockroom. The position requires manual exertion in the loading and unloading of trucks and pallets, moving pallets containing a substantial amount of weight (amount of weight is dependent upon assignment), ascending/descending ladders to place and retrieve stock and/or traversing stairs, and possibly lifting/moving stock with an average weight of fifty (50) pounds. The employee may be exposed to inclement weather conditions and extremes of heat and cold. The employee reports directly to, and works under the general supervision of a higher-level staff member. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma.

Where education is lacking, additional experience involving manual labor, truck driving, or receiving, storing, disbursing, and delivering stock may be substituted on a year-for-year basis.

SPECIAL REQUIREMENTS:

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

ADDITIONAL INFORMATION:

Effective February 2023 through December 2024 Monroe County will be providing full-time employees a quarterly \$1000 retention payment.

Visit: <https://www.monroecounty.gov/hr-choosemonroe> for more information on our county's generous paid time off, 14 holidays and more.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES
39 WEST MAIN STREET - ROOM 210
ROCHESTER, NEW YORK 14614

Posting Date: May 30, 2023

Posting Deadline: June 12, 2023