



# CITY OF LOS ALAMITOS

## EMPLOYMENT OPPORTUNITY

### PART-TIME/TEMPORARY MAINTENANCE WORKER

#### **FILING INFORMATION:**

Open until filled. Applicants must submit a completed City of Los Alamitos employment application. Please call (562) 431-3538 x201 for additional information, or visit [www.cityoflosalamitos.org](http://www.cityoflosalamitos.org) for employment application. Please submit all applications and resumes to: [HResources@cityoflosalamitos.org](mailto:HResources@cityoflosalamitos.org)

**SALARY RANGE:** \$17.30 to \$22.08 - 20 hours per week

**JOB DESCRIPTION:** Under close supervision from Senior Maintenance Worker, performs manual and semi-skilled maintenance work of streets, parkways, civic facilities, and parks.

**TYPICAL DUTIES PERFORMED:** (These examples do not include all the duties, which may be assigned; any one position may not include all the duties listed.)

- Weeds, edges, mows, waters, prunes, fertilizes and seeds lawns, shrubs, trees and ground cover; assists in the removal and clearing of debris from gutters, culverts, and drainage structures.
- Performs pick and shovel work; assists in concrete work; operates power machinery and a variety of hand tools.
- Performs custodial maintenance, upkeep of restrooms and buildings; may be assigned responsibility for temporary building security.
- Assists in the setup of equipment and bleachers for special events.
- Drives large vehicles and operates heavy equipment.
- Adheres to city and departmental policies and procedures; performs related duties as required.

#### **MINIMUM QUALIFICATIONS:**

##### **Knowledge of:**

- Related work hazards and safety procedures.

##### **Ability to:**

- Operate heavy equipment and drive large trucks.
- Learn the use and maintenance of basic power and hand tools, equipment, and materials use in building or ground maintenance work.
- Perform manual labor in a variety of weather conditions, and perform work requiring physical strength, dexterity, and endurance.
- Operate a motor vehicle safely.
- Read, write, and carry out oral and written instructions in English.
- Exercise good judgment, courtesy, and tact with staff and public.
- Work weekend hours.
- Utilize quality customer service skills and techniques.

#### **EXPERIENCE AND EDUCATION:**

- One year of experience in park or street maintenance is required.
- High School graduate or the equivalent is required.

**LICENSE OR CERTIFICATE:** Possession of a valid California Driver's License.

#### **SELECTION PROCEDURE:**

- All applications will be reviewed by a City Screening Committee. Those candidates with the most relevant qualifications will be invited to participate in an oral interview to evaluate training, experience, and personal qualifications.
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#### **ADDITIONAL INFORMATION:**

- Part-time employees are employed "at will" and serve at the pleasure of the appointing authority. As such, their services can be discontinued without cause.

*The City of Los Alamitos is an Equal Opportunity Employer and does not Discriminate on the basis of Race/Color, National Origin, Sex, Religion, Age or Handicapped Status in employment or the Provision of Service.*