



# EMPLOYMENT OPPORTUNITIES

Human Resources Department  
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[www.ci.south-el-monte.ca.us](http://www.ci.south-el-monte.ca.us)  
**EQUAL OPPORTUNITY EMPLOYER**

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## **MAINTENANCE AIDE (FIELD SERVICES)**

### **PART TIME AT-WILL**

**(15-19 Hours per week)**

**\$11.11 – \$13.51 per hour**

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**POSITION SUMMARY:** Under supervision, the Maintenance Aide performs a wide variety of skilled and semi-skilled tasks; to assist in landscape maintenance and streets; use of variety of hand and power tool and removal of graffiti. Current vacancy is in the **Fields Division**; however, eligibility list may be used to fill future vacancies in other City division. **Position is limited to 999 hours per fiscal year.**

**EXAMPLE OF DUTIES:**

- Operates pickup and dump trucks, tractors, and other maintenance equipment;
- Performs semi-skilled landscape maintenance and construction work such as pruning, minor grading, soil preparation and planting
- Fertilizes lawns and plantings;
- Operate a variety of power equipment including power washer, vacuum, mower, edger, weed eater, jack hammer and blower;
- Paint a variety of surfaces using rollers, brushes, and or spray equipment;
- Water, mow, weed and spray trees, plants, shrubs, flowers, parkways and lawns;
- Assist in the installation and repair of sprinkler systems;
- Loads debris and brush into pickup trucks;
- Assist with concrete & asphalt work in streets and right-of-ways;
- Performs other duties as assigned.

**EMPLOYMENT STANDARDS:**

**QUALIFICATIONS:** Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary. Graduation from high school or equivalent and at least two (2) years of experience in planting, fertilizing, and cultivating trees, lawns, shrubs and performing general field services involving operation of equipment, cement or asphalt work. Possession and maintaining a valid California Motor Vehicle Operator's License during employment is mandatory.

**ABILITIES:** On a continuous basis, know and understand maintenance activities and observe safety rules; analyze and identify problems and tasks; understand maintenance rules and regulations; problem solve maintenance activities. On a continuous basis, walk and stand going in and out of building; intermittently bend, squat, climb, kneel and twist to perform maintenance activities; perform simple and power grasping, pushing, pulling and fine manipulation; and lift or carry 40 pounds or more. Assess unsafe situations. Communicate clearly and concisely, orally, and in writing.

**SELECTION PROCESS:**

**Application Deadline: Thursday, September 21, 2017 by 5:00 p.m.**

Applicants demonstrating the most directly related experience/training will be invited to participate in an oral interview. All appointments are subject to approval of the City Manager. Fingerprints and background check will be conducted prior to appointment. Applications are available at South El Monte City Hall and on-line at [www.ci.south-el-monte.ca.us/](http://www.ci.south-el-monte.ca.us) On-line applications and or resumes will not be accepted.

Applicants with disabilities must contact the Human Resources Department prior to the final filing date to determine a reasonable accommodation to the application/selection process and/or the essential functions of the position.

All City employees are required to perform assigned Emergency Service duties in the event of an emergency or disaster and to take such oath of time of employment.