



## EMPLOYMENT OPPORTUNITY

### Maintenance Aide

**Salary:** \$ 13.01 Hourly  
**Job Type:** Part-Time  
**Department:** Facilities  
**Benefits:** No Benefits

#### The Position

Under immediate supervision, performs a variety of entry-level and unskilled tasks in the maintenance, repair, construction, and service of buildings, grounds, equipment, parks, and municipal facilities of the Town; monitors building and ball field light schedules; and performs related work as required.

#### Job Functions

- Cleans up litter on Town grounds and parks.
- Washes, cleans, services, and makes minor repairs to equipment.
- Provides janitorial maintenance service to Town facilities.
- Clears plumbing stoppages at public restroom facilities.
- Performs basic duties related to installing, repairing, and adjusting irrigation systems.
- Opens and closes Town facilities; monitors assigned facilities for safety; sets-up/takes-down tables and chairs for private rentals and Town-sponsored programs conducted in Town facilities.
- Monitors and records ball field light schedules.
- Panting and Graffiti removal.
- Perform Maintenance duties as assigned.
- Establishes and maintains cooperative working relationships with the public, including outside agencies.
- Operates Town vehicles and equipment in a safe and efficient manner.
- Observes professional ethics in maintaining confidential information acquired in the course of employment.
- Performs other duties as assigned.

#### Qualifications

Equivalent to the completion of the twelfth (12<sup>th</sup>) grade and six (6) months of related work experience. Experience with painting, pressure washing, repairs, and grounds maintenance is desired.

##### License:

- Valid California class C driver's license with satisfactory driving record and automobile insurance.

#### Selection Process

A completed Town employment application is required by the close of recruitment, on **Monday, September 21, 2020 at 5:30pm or once 20 qualified applications are received, whichever comes first.** Application package is available at Town of Apple Valley, 14955 Dale Evans Parkway, Apple Valley 92307, or on our website at [www.applevalley.org](http://www.applevalley.org). Applications may be completed online, or mailed/delivered to 14955 Dale Evans Parkway, Apple Valley 92307. The Town of Apple Valley participates in the E-Verify program.