



## EMPLOYMENT OPPORTUNITY

### Maintenance Aide

**Salary:** \$ 14.01 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 **Friday, March 26, 2021, at 4:30pm 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.

The Town of Apple Valley does not discriminate on the basis of age, sex, race, religion, national origin, marital status, sexual orientation, or handicap status in its employment actions. If applicant has a disability that may require an accommodation, please contact Human Resources in writing at time application is submitted.