



## **Pleasant Hill Recreation & Park District**

People, Parks & Programs Since 1951  
[www.pleasanthillrec.com](http://www.pleasanthillrec.com)

### ***NOTICE OF JOB OPENING***

**POSITION:**

**PARK MAINTENANCE I**

**DEFINITION:**

With supervision and direction performs a variety of skilled, semi-skilled, routine maintenance of park features, facilities and general landscaping including athletic fields, also does other work as required. The work includes a variety of custodial tasks, which are generally physical in nature, handling heavy equipment, or material (in excess of 50 lbs.) is necessary. This position requires the ability to perform similar tasks or repetitive work for days or weeks at a time. Applicants may be required to demonstrate their ability to physically perform the required work prior to employment.

**QUALIFICATIONS:**

Ability to understand and carry out written and verbal instruction. Be in good physical condition and be able to swim. Have a valid California Driver's License and a good driving record with no restrictions on insurance coverage. A DMV printout of your driving record will be required prior to being interviewed for employment. Must have a high school diploma.

Requires a minimum of one-year experience in the field of park/landscape maintenance and repair work. Must possess or acquire during the first twelve (12) months of employment a current Red Cross First Aid and CPR certification and six (6) semester units of Horticulture.

Applicant must be personable and willing and able to deal effectively and courteously with the public.

**SALARY:**

- The monthly salary range is \$2917-\$3546/month providing (five) annual merit step increases (the position will start at Step I of the salary range);
- Benefits include District paid medical, dental, and vision;
- The District participates in the California Public Employees Retirement System (CalPERS) and pays full employee share
- Employees receive generous vacation, holiday, and sick leave allowances

**FILING DEADLINE:**

**3:00 PM, MONDAY, MAY 1, 2006**

***Complete*** applications--including supplemental ***questionnaire***, and ***printout of DMV*** driving record -- are to be submitted to:

Pleasant Hill Recreation & Park District  
Public Services Center  
Attention: Stan Wong, Interim Park Superintendent  
310 Civic Drive  
Pleasant Hill, CA 94523-1921

**APPLICATION:**

Use only an official Pleasant Hill Recreation & Park District application form. It must be completed fully, do not put "see resume" on application. Incomplete applications will be grounds for rejection and cannot be revised after the final filing date. Resumes may be attached. All statements made on applications are subject to investigation and verification. False statements will be cause for disqualification, or discharge from employment.

After reviewing ***complete application packets***, the most qualified applicants will be notified as to an interview date. ***Incomplete application packets will not be considered.***

**THE PROCESS:**

All applications received will be reviewed and evaluated according to the job requirements and the needs of the position. Substitution of qualifying education and experience will be allowed at the sole discretion of the Department. The testing process will consist of an oral interview. Based on the rating of the interview panel, the top candidates will be invited to a Senior Oral Board for final consideration and selection. Conditional offer of employment contingent upon the successful completion of the following:

- **MEDICAL EXAMINATION:** Must be able to pass a medical examination, which includes a drug and alcohol screen, and other "Fitness for Duty" criteria;
- **FINGER PRINTING:** A State of California, Department of Justice background check;
- **PROBATIONARY PERIOD:** The probationary period of six months is the final phase of selection process.

**IMMIGRATION REFORM AND CONTROL ACT:**

Documentation verifying candidate's legal right to work in the United States will be required and shall be presented after the decision is made to hire a candidate.

**THE PROVISIONS OF THIS ANNOUNCEMENT DO NOT CONSTITUTE A CONTRACT EXPRESSED OR IMPLIED, AND ANY PROVISION CONTAINED IN THIS ANNOUNCEMENT MAY BE MODIFIED OR REVOKED WITHOUT NOTICE.**

For further information about the position contact Stan Wong at (925) 671-4647.