



City of Santa Ana  
Parks, Recreation & Community Services Agency

• JOB OPPORTUNITY •

**Position:** Park Maintenance Assistant (Part-time, up to 20 hours per week)  
**Pay Rate:** \$15.46 - \$18.82 per hour (Plus up to .73¢ per hour bilingual pay, if applicable)  
**Apply by:** Open Until Filled

**DUTIES MAY INCLUDE, BUT ARE NOT LIMITED TO:**

Under general supervision, assists contract inspectors with contract inspection duties, writes short reports, capable of using Microsoft Office programs to communicate with other staff; programs irrigation controllers, checks irrigation systems, troubleshoots and repairs irrigation systems, takes meter readings; skims and cleans five City pools, two lakes, and fountains; cleans park/pool/ building restrooms; removes graffiti with high pressure water cleaning equipment, graffiti removal products and/or by skillfully over-painting surfaces; prunes trees/shrubs; applies pesticides/fertilizers, etc.; maintains turf and other landscape areas using a variety of small equipment such as but not limited to walk-behind mowers, edger's, string trimmers, hedge pruners, chain saws, etc.; performs minor repairs to irrigation systems; performs minor repairs to park infrastructure including but not limited to bleachers, benches, b.b.q's, chain link fencing, concrete paving, tile, metal fabrication, carpentry, welding, and performs other related functions as assigned.

**REQUIREMENTS:**

One year of general maintenance experience, and must be a high school graduate or equivalent. Must have valid California Class "C" Driver's License.

**DESIRABLE KNOWLEDGE AND ABILITIES**

Knowledge of: general maintenance procedures for swimming pools and procedures for pumping, heating, and filtration for swimming pools.

Ability to: lift up to 50 pounds; and possess effective and respectful communication and interactions with other employees, supervisors, and pool patrons.

Note: Must be able to speak, write, read, and understand English.

**APPLICATION AND SELECTION INFORMATION:**

All applicants are required to complete and submit an application form. Resumes or faxed copies will not be accepted in lieu of an original application. **Applications may be obtained at:** Santa Ana City Hall, 20 Civic Center Plaza, 5<sup>th</sup> Floor, Santa Ana, CA 92701, or on our website: [www.santa-ana.org/jobs](http://www.santa-ana.org/jobs).

**Applications must be submitted to:** Santa Ana City Hall, Personnel Services Department, 5<sup>th</sup> Floor, 20 Civic Center Plaza, Santa Ana, CA 92701. **Recruitment is open until filled.**

**For additional information, please call Juan Lopez (714) 647-3323.**

The Parks, Recreation, and Community Services Agency will review applications. Applicants with the most pertinent experience and training may be invited for an interview by the hiring agency.

The City of Santa Ana is an equal opportunity employer. If you consider yourself a person with a disability, you may contact us regarding providing reasonable accommodation.