

The City of
MADERA



JOIN OUR TEAM!

Are you...

Looking for part time work?
Customer service oriented?
Dependable?
An independent worker?

NOW RECRUITING FOR:

Part Time

Facility Aide

\$15.00-\$17.00/Hour

Apply Now!

PRIMARY RESPONSIBILITIES

Potential candidates must have a positive attitude and be able to work independently. The duties include, but are not limited too, light maintenance of facilities, janitorial activities, special event setup and tear down, facility rental oversight with renter interaction, and other similar duties as assigned.

QUALIFICATIONS

Must be 18 years or older to oversee reservations that have the potential of serving alcohol and be able to lift a minimum of 20 lbs. with or without reasonable accommodation; some janitorial experience is preferred, either through paid work, volunteering, or life experience; customer service skills and flexible availability are a must, including nights and weekend availability. Valid Class C California Drivers License is required.

EXAMINATION PROCESS

Only the most qualified applicants will be considered. Qualifications are determined based on submission of an Employment Application. The City Manager, upon recommendation of the department head, will make the final selection and appointment for this part time, at-will position.

The examination process may consist of the following parts: Application Package Review: Qualifying Only; Oral Interview: Pass/Fail. Applicants who require special examination accommodations due to disability should contact the Human Resources Department five (5) business days prior to any scheduled examination at (559)661-5401.

GENERAL INFORMATION

Applications may be obtained from the City's website www.madera.gov/apply or by calling the City's Human Resources Department at (559)661-5400.

Appointment will be contingent upon successful completion of an extensive background check, pre-employment physical, and drug screen.

Affirmative Action / Equal Employment Opportunity / Drug Free Employer

Applications can be mailed or dropped off to:

**Parks & Community Services
701 E. 5th Street, Madera, CA 93638**

Applications can be emailed to hrinfo@madera.gov
Call Nicki Rincon @ (559) 661-5478 for more information.

learn more



madera.gov/apply