



PART-TIME SERVICE WORKER II PUBLIC WORKS DEPARTMENT

MAJOR FUNCTIONS: This is a permanent, part-time position. This is manual and semi-skilled work involving the maintenance and repair of City facilities and buildings. Work is performed under the supervision of the Public Works Director.

ESSENTIAL DUTIES: Responsible for the daily repair and maintenance of City facilities and buildings. Work involves all phases of custodial duties including general cleaning, vacuuming, dusting, mopping, cleaning restrooms, washing windows and floors. Operates various building maintenance equipment (e.g., floor scrubber, vacuum, mop, broom and other janitorial equipment). Identifies and reports vandalism and safety concerns. Operates City's internal communication (radio) system. Performs other non-essential duties as required.

KNOWLEDGE, EDUCATION, AND EXPERIENCE: Knowledge of practices, methods, techniques, and equipment used in the maintenance of municipal facilities and buildings. Knowledge of occupational hazards and precautions. Ability to understand and follow oral and written instructions. Ability to establish and maintain effective working relationships with City employees, vendors and the general public is essential.

Custodial/maintenance experience is preferred. Graduation from High School or G.E.D is required.

The successful applicant will be required to pass a pre-employment physical and drug screening.

JOB LOCATION: 915 Charles Avenue

WORK SCHEDULE: Monday – Friday, 1:00p.m. – 5:00 p.m., flexible

HIRING RATE: \$16,095 Annually

CLOSING DATE: Open Until Filled.

Persons interested in this position should complete a City of Auburndale application and submit it to the Public Works Director at 915 Charles Avenue. Applications can also be downloaded online at www.auburndalefl.com. The successful applicant will be required to pass a pre-employment physical and drug screening.

The City of Auburndale is a Drug-Free Workplace and an Equal Employment Opportunity Employer.