



# City of Cordova

## A L A S K A

### POSITION VACANCY

The Human Resources Department is accepting applications for SEASONAL, FULL-TIME:

#### LABOR/MAINTENANCE I

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**SUPERVISOR:** MAINTENANCE FOREMAN (PARKS)  
**CLASSIFICATION:** HOURLY, EARLY MAY TO MID-SEPTEMBER.  
**PAY RATE:** \$19.93 – \$23.32 PER HOUR, DOE  
**HOURS:** CAN VARY TO INCLUDE EVENINGS/WEEKENDS  
**BENEFITS:** THIS IS A SEASONAL, NON-BENEFITTED POSITION.

**POSITION SUMMARY:** Performs general labor and maintenance on City-owned parks, playgrounds, camper parks, recreation facilities and properties.

**QUALIFICATIONS:** Graduation from high school or possession of a GED. Valid State of Alaska driver's license. Must be 18 years of age by the date of hire.

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#### **DUTIES:**

- Performs general groundskeeping and landscaping on City-owned property.
- Uses hand tools such as hammers, shovels, rakes and other tools related to the duties.
- Operates power equipment, including mowers, chain saws, weed eaters and other similar equipment.
- Performs janitorial duties, to include cleaning of public restrooms, showers, and general use areas.
- Collects and disposes of trash and litter in and around park-managed facilities and properties.
- Performs basic maintenance tasks associated with property maintenance.
- Keeps immediate supervisor informed of areas needing repair or maintenance.
- Identifies and reports safety hazards in and around public facilities and properties to supervisor.
- Assists with various repairs and construction projects.

**WORKING CONDITIONS:** Non-traditional work hours may be required, to include evenings and weekends. Hours may vary depending on Parks and Recreation activities. Much of the work is performed outdoors, sometimes in inclement weather conditions.

**PHYSICAL DEMANDS:** Capable of frequently bending, twisting, and kneeling. Must be able to lift and carry items weighing up to fifty (60) pounds.

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#### **LEGAL REQUIREMENTS:**

As a condition of employment, the applicant is subject to a background check (criminal history, verification of education/employment history.) Required licenses must remain valid for the duration of employment.

The above-listed duties are intended to describe the responsibilities of an employee in general terms and does not necessarily describe all tasks or functions associated with the position.

Applications are available at City Hall, 907 424-6200, or online at [cityofcordova.net](http://cityofcordova.net). Interested individuals should submit a City of Cordova application to Human Resources. Applications accepted until the position is filled.

**THE CITY OF CORDOVA IS AN EQUAL OPPORTUNITY EMPLOYER**