



# City of Milpitas

## We invite applications for the position of: Seasonal Maintenance Worker

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**Annual Salary Range:** \$19.88 - \$24.85

**Post Date:** January 7, 2019

**Close Date:** Continuous

### Why Milpitas?

Located at the southern end of San Francisco Bay, Milpitas is a progressive community that is an integral part of Silicon Valley. As a full-service city of 389 full-time employees with water utility, sewer utility, police and fire services, Milpitas serves a diverse population of nearly 80,000. The city has an annual \$191 million operating budget and a \$315 million capital improvements budget.

Milpitas is the eighth-fastest growing city in the United States according to the US Census, and the second-fastest in California. It has the third highest job growth among the 515 qualifying cities rated by Wallet Hub. The homeownership rate is close to 70%, and the Milpitas housing market remains relatively affordable in Santa Clara County. Milpitas is often called the "Crossroads of Silicon Valley" with most of its 14 square miles situated between two major freeways (I-880 and I-680), Route 237, and a County expressway. In June 2018, Livability Magazine ranked Milpitas fifth by out of more than 2,000 American cities for "[Best Cities for STEM Workers.](#)"

We encourage you to check us out at: <http://www.ci.milpitas.ca.gov/>

### The Opportunity

This is a temporary, part-time position. Under close supervision, the Seasonal Maintenance Worker assists in the performance of a variety of entry-level and unskilled maintenance and repair duties in assigned maintenance operations, which may include water, sewer, storm, park, landscape, street, road, and facility maintenance.

### What You Will Do

*Duties may include, but are not limited to the following:*

- Performs preparatory work for maintenance activities, including: gathering equipment, materials and supplies; loading and unloading materials, and laying out materials and equipment for projects
- Performs a variety of routine physical labor tasks, depending upon area of assignment, including: posting general notices, pulling weeds, picking up litter, raking leaves and debris, planting, miscellaneous painting tasks, replacing light bulbs, emptying trash bins, graffiti removal, and restroom janitorial work
- Performs cleanup at the end of the day or when the job is completed, including: picking up tools, spills, and debris; cleaning work areas, and performing touch-up work as needed



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- May operate a vehicle for pickup and delivery duties
  - May operate power tools such as power washer, leaf blower, weed eaters and basic hand tools such as brooms, shovels, rakes, hoes, etc.
  - Performs other duties of a similar nature or level.

### **Experience and Education**

Completion of coursework equivalent to the eighth grade; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job as noted above

### **License and Other Requirements**

A valid class C California Driver's License and a satisfactory driving record is required.

### **Special Requirements**

- Must be 18 years of age or older
- Must be able to work various weekday hours between 7:00 AM and 5:30 PM up to 29 hours per week.

### **Selection Process**

Applicants whose qualifications best meet our current needs will be invited to participate in the selection process that may consist of an assessment of the candidate's written skills, computer skills, and an oral board interview. Meeting the minimum requirements listed in this job description does not guarantee advancement in subsequent phases of the selection process.

### **To Apply**

Submit application and resume online at [www.calopps.org](http://www.calopps.org) or to the Human Resources Department, City of Milpitas, 455 E. Calaveras Blvd, Milpitas, CA 95035, (408) 586-3090.

A complete job description is available on the City of Milpitas website: [www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov) (under Classification and Compensation) or from Human Resources.

The City reserves the right to close or re-open the recruitment at any time. Incomplete and/or inaccurate application materials may result in disqualification from the recruitment process.



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Candidates will receive all communications by email regarding the recruitment process, which includes, but is not limited to, application status, testing dates, and interview scheduling. If you require alternate communications, please contact Human Resources at (408) 586-3090.

### **Benefits**

This is a part-time, temporary position and is not represented by any bargaining units.

The City of Milpitas is an Equal Opportunity/ADA employer. Reasonable accommodation in the application, examination, and selection process will be made upon request to Human Resources at (408) 586-3090.

The information contained in this announcement does not constitute either an expressed or implied contract and these provisions are subject to change.