

CITY OF SOUTH SAN FRANCISCO
EMPLOYMENT OPPORTUNITY

Applications are being accepted for the position of:

Building Maintenance Craftworker

City of South San Francisco • Human Resources Department • 650.877.8522 • www.ssf.net • EOE

DEADLINE TO APPLY | THURSDAY, AUGUST 28, 2025 AT 5:00 P.M. OR UPON RECEIPT OF THE FIRST 100 QUALIFIED ONLINE APPLICATIONS, WHICHEVER OCCURS FIRST.

For detailed information and to apply online, go to: www.calopps.org

SALARY: \$84,073.00 - \$102,190.00 Annually



The Parks and Recreation Department mission is to provide opportunities for physical, cultural and social well-being; protect and enhance the physical environment; and ensure the effective and efficient use of public facilities and open space. The Building Maintenance Division maintains 32 facilities totaling more than 563,000 square feet and over 275 acres of park land. The division provides janitorial, preventative maintenance services, and necessary building and related equipment repairs to all of the City's facilities, including interior and exterior work. The division also performs a variety of tasks, which include building and/or installing items involving finish carpentry, painting, plumbing, mechanical, electrical, and other skilled crafts work, and many other miscellaneous tasks as required.

IDEAL CANDIDATE | The ideal candidate for the position of Building Maintenance Craftworker with the City of South San Francisco is a highly skilled and dependable professional with extensive experience in construction, maintenance, and repair of public buildings and facilities. This individual possesses journey-level experience in the building trades and demonstrates strong technical expertise across multiple disciplines, including rough and finish carpentry, plumbing, electrical, painting, and general building maintenance. The ideal candidate is proficient in reading blueprints, interpreting diagrams, estimating materials and labor, and executing projects with minimal supervision. The ideal candidate takes pride in producing high-quality craftsmanship, whether constructing structural components, performing facility upgrades, or troubleshooting systems issues. They are also adept at working independently or collaboratively, and may assume a leadership role when required, providing guidance to other maintenance staff or contractors on a project basis.

SELECTION PROCESS | The process will first consist of a review of application materials, including responses to supplemental questions, which must be detailed and complete. Applicants whose submitted application materials demonstrate knowledge, skills and abilities in the best alignment with the required and desired qualifications of this position will be selected to participate in the next phase of the qualification and selection process, which will include a performance exercise, tentatively scheduled for **Wednesday, October 1, 2025**. Following this examination, the top scoring candidates will be invited to a final selection interview with the hiring department.

Possession of minimal qualifications does not guarantee advancement in the selection process and placement on the eligible employment list.

QUALIFICATIONS | *Any combination of experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:*

Experience

Four years of progressively more responsible journey-level experience in construction maintenance or in a related field.

Training

Equivalent to graduation from high school, supplemented by completion of coursework or an applicable apprenticeship program.

Licenses and Certificates

Possession of an appropriate, valid California driver's license and a satisfactory driving record which must be maintained as a condition of employment.

HOW TO APPLY

FINAL FILING DATE IS AUG 28, 2025 AT 5:00 P.M. OR UPON RECEIPT OF THE FIRST 100 ONLINE APPLICATIONS, WHICHEVER OCCURS FIRST.

Apply online via CalOpps at:

<https://www.calopps.org/city-of-south-san-francisco>