

CITY OF SOUTH SAN FRANCISCO
EMPLOYMENT OPPORTUNITY

Applications are being accepted for the position of:

Senior Building Maintenance Custodian

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

DEADLINE TO APPLY | WEDNESDAY, JULY 23, 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: \$67,974.00 - \$82,617.00 annually



The Parks and Recreation Department is the third largest department in the City and is organized by program area, with each program administered by a supervisor, coordinator, or specialist. The department is comprised of the Recreation, Parks, and Building Maintenance divisions. 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 moving furniture, set-ups, and many other miscellaneous tasks as required.

IDEAL CANDIDATE | The ideal Senior Building Maintenance Custodian is a reliable, self-motivated professional with a strong background in custodial and facilities maintenance work. This individual has hands-on experience performing janitorial duties along with basic repairs in electrical, plumbing, carpentry, and painting. They demonstrate a solid understanding of occupational safety practices and take pride in maintaining clean, safe, and functional public spaces. The ideal candidate is skilled in diagnosing and performing minor electrical tasks, completing plumbing repairs, and conducting minor carpentry and painting work. They have the ability to perform heavy labor and are comfortable working independently or as part of a team. Organized, dependable, and detail-oriented with a proven ability to prioritize tasks, the ideal candidate can follow written and verbal instructions and communicate effectively with staff, vendors, and the public. An experienced leader, the candidate will be able to provide direction to junior staff and have a proactive attitude toward problem-solving and improving maintenance processes. The candidate will represent the City with professionalism and integrity and take initiative to ensure City buildings are clean, safe, and well-maintained.

HOW TO APPLY:

FINAL FILING DATE IS JULY 23, 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>

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: Two years of progressively more responsible experience in janitorial work and basic building maintenance.

Training: Equivalent to graduation from high school.

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

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, a performance exercise (weighted at 100%), tentatively scheduled for **Wednesday, August 27, 2025**. Following this assessment, 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.