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Public Works

Part Time Job Description

Parks/Buildings Maintenance

Position: Public Works Part Time position that includes cleaning and maintenance of various City-owned buildings, parks, and park restrooms. Data and sample collection at water and wastewater facilities.

Scope: Duties include, but are not limited to the following:

Mopping of floors, refilling of soaps, paper towels, and toilet paper
Cleaning of toilets, urinals, sinks, and mirrors
General cleaning and maintenance duties of City-owned buildings, parks, and restrooms. Mowing and trimming of grass and/or trees, bushes, flowers
Snow removal/plowing with a 4 wheeler as needed

Work also includes duties at the Water Treatment and Wastewater Treatment Plants, such as: recording of pump run times, pH levels, temperatures, and meter readings. Samples to be taken of water and wastewater as instructed

Requirements: A current, valid Colorado driver's license

Follow directions and work independently
Utilize written & verbal communication
Perform simple mathematic tasks
Ability to interact with the general public
Drive, walk, stand, sweep, mop, clean, empty garbage cans, (general maintenance tasks), write, read directions and numbers

Schedule: Hours of work:
approximately 3 hours on Saturday Mornings
approximately 5 hours on Sunday Mornings

*** Times can be adjusted based upon need***