



CITY OF CANBY

JOB ANNOUNCEMENT

Seasonal Maintenance Workers / Public Works Department

Recruiting for three (3) temporary positions:
One (1) in Parks and two (2) in Streets/Collections

Up to 40 hours per week (flexible) / Non-Exempt / Non Represented

Salary: \$12.00 hour - Benefits not included, except Oregon Paid Sick Leave

Opens: February 10, 2017

Closes: Open Until Filled

Apply to: Human Resource Department

City of Canby

PO Box 930

Canby, OR 97013

(503) 266-0699 fax

zeibera@canbyoregon.gov

SUMMARY AND REQUIREMENTS: Must be at least 18 years old. Limited duration positions not to exceed six months/600 hours. Paid sick leave is included in compliance with Oregon Sick Leave Law. Other benefits not included. Located at the City Shops, this position works under the general supervision of the Lead Maintenance Worker and may receive direction from other staff as designated. **Duties may vary depending on area of assignment.** Assist as needed to clean and maintain City sidewalks, pathways, and right-of-ways including cleaning of public rest rooms, trash pickup, trimming and removing trees and vegetation. Maintain landscaped areas, control weeds, maintain annual and perennial flowerbeds as assigned; apply bark dust/chips, maintain, repair, replace sprinkler heads and lines, and other similar activities. Mow, aerate, fertilize, irrigate, etc. Perform various special event tasks such as hanging banners, setting up and taking down holiday decorations, setting up barricades, assisting with traffic, etc. *Refer to Job Summary and Job Description for additional information.*

APPLICATION MATERIALS: A completed and signed City application and cover letter must be received by the Human Resource Department for the application to be complete. Electronic copies are accepted with a signature. Application materials can be picked up at Canby Civic Center, 222 NE 2nd Ave., Canby OR, downloaded from www.canbyoregon.gov, or requested by mail by calling Human Resources at (503) 266-0635.

SELECTION PROCESS: Application materials will be used to select finalists. Candidates selected for further consideration will be invited to an oral interview. Prior to hiring, the successful candidate will be subject to a pre-employment background, including a DMV records check.

NOTIFICATION: Applicants who were not selected will be notified once the position has been filled.

EQUAL OPPORTUNITY EMPLOYER: The City of Canby is an Equal Opportunity Employer dedicated to a policy of non-discrimination in employment on the basis of race, color, religion, sex, national origin, age, or physical disability. The City of Canby provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the Human Resource Department at (503) 266-0635.