

## **JOB VACANCY # JV 2016-33 Grounds Maintenance**

**THE POSITION OF:** Grounds Maintenance  
**DEPARTMENT/DIVISION:** Public Works/Operations  
**CLASSIFICATION:** Part-time  
**SALARY:** \$9.00/Hour  
**POSTING DATE:** August 22, 2016

Qualified, interested candidates must **submit a current resume, application and a letter of interest** to the Human Resources Department. Position open until filled.  
Email: [jobs@readingpa.gov](mailto:jobs@readingpa.gov)

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### **POSITION SUMMARY:**

The candidate for this position must be able to work independently or on a crew in an outdoor setting, completing tasks consistent with grounds maintenance. This is a part time, seasonal position with employment extending into late fall. The work schedule will be about twenty-eight (28) hours per week, between Monday and Friday. The actual scheduling will be determined once the candidate is hired. Management has the right to schedule the employee accordingly.

Typical job duties may include but are not limited to:

- General grounds maintenance including mowing grass, gardening and weeding.
- Completes custodial work including litter pick up and trash removal.
- Paints as required.
- Assist Parks employees in their work.
- Perform miscellaneous operations tasks as directed by the Operations Division Manager.

### **MINIMUM QUALIFICATIONS:**

- Minimum of a high school diploma or GED equivalent.
- Able to lift minimum of 75 pounds.
- Valid PA driver's license preferred.
- Must be able to understand written and verbal instructions.

**4 positions available**