



Groundworker II
\$3,056 - \$3,715 monthly
OPEN RECRUITMENT

The Opportunity & Ideal Candidate:

The City of San Gabriel is seeking a Groundworker II to join the Public Works Department. The ideal candidate will perform basic tasks in grounds and building maintenance, and general daily custodial work, have a strong work ethic, and communicate well with colleagues, the public, and City leadership.

Position Summary:

Under general supervision of the Parks & Facilities Manager, the Groundworker II performs general maintenance work on City parks, grounds, buildings, and other facilities; maintains turf areas; mows and weeds lawns; plants, trims, and prunes trees, shrubs, and flowers; installs and repairs sprinkler systems; waters planted areas; and mixes and applies fertilizers, pesticides, and herbicides; picks up trash and debris from park grounds and facilities; cleans restrooms; mops floors; maintains picnic areas; removes graffiti; repairs vandalism to City property including signs and fences; and performs other related duties as assigned.

Minimum Qualifications:

Although other combinations may be considered, a typical way to obtain the knowledge, skills, and abilities would be a high school diploma or GED equivalent. One year of increasingly responsible experience in the maintenance field, landscape, gardening or building maintenance, maintain lawn areas and the ability to operate gardening tools and building equipment. Local government experience is desirable.

Licenses and Certifications:

- Class C California Driver’s License is required and ability to maintain a satisfactory driving record is required.

Benefits:

The City of San Gabriel offers the following benefits package:

- Participation in the CalPERS Retirement System: 2% @ 60 for “classic” CalPERS members and 2% @ 62 for new CalPERS members; participating San Gabriel employees will remain in their existing tier.
- City paid contribution toward medical, dental, and vision insurance premiums: The City offers a choice of multiple medical plans (HMOs and PPOs, through CalPERS) and a choice of a PPO or HMO dental plan. Although you typically must insure yourself, coverage of dependents is optional.
- Choice of enrollment in Deferred Compensation (457) Programs.

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- Optional enrollment in Supplemental Insurance Programs.
- City-paid long term disability and life insurance (1x annual salary).
- City-paid Employee Assistance Program (EAP) and Travel Assistance Program for employees and eligible family members.
- Payment of retiree (and family) health insurance per established vesting schedule.
- Compensation of \$100 per month is available to employees who qualify and pass a proficiency examination in a second language such as Cantonese, Mandarin, Vietnamese, or Spanish.

Leaves:

- 96 hours of sick leave per calendar year
- 80 hours of vacation per year
- 104 hours of holidays per year

Annual Cash-Out Programs:

- Sick Leave Buy Back allows the cash-out of 50% of unused sick leave accrued in the preceding 12-month period between November and October.
- Vacation Buy Back allows cash-out of 40 hours of unused vacation per year.
- Holiday Buy Back program: allows a maximum of the 8 hours of unused holiday hours per year.

Application Procedure:

Candidates must submit a completed City of San Gabriel application online at jobs.sangabrielcity.com. **All application materials must be submitted online by 5:00 p.m. on Tuesday, July 17, 2018.** *Faxed, emailed, or hard copies of application materials are not accepted.*

The provisions of this bulletin do not constitute an expressed or implied contract. Any provisions contained in this bulletin may be modified or revoked without notice. Applicants with legal disabilities, who require special testing accommodations, must contact the City of San Gabriel Human Resources Department at least five days prior to the examination date.

All qualified candidates are encouraged to apply; the City of San Gabriel is an Equal Opportunity Employer.

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Tất cả ứng cử viên hội đủ điều kiện nên nộp đơn. Thành Phố San Gabriel là một sở làm có tôn chỉ tạo cơ hội bình đẳng.
La ciudad de San Gabriel ofrece la igualdad de oportunidades en el empleo, apoyamos a los candidatos calificados a aplicar.

HUMAN RESOURCES DEPARTMENT

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