

EMPLOYMENT OPPORTUNITY

Position Number: 06-56

Closing Date: Open

Announcement Date: June 30, 2003

Position: GROUNDS MAINTENANCE WORKER – Facilities Services

Salary: Range 22 - \$17.05/hourly

Starting Date: Rio Hondo College is currently seeking applicants for Grounds Maintenance Workers hourly, temporary, substitute positions on an as needed basis.

Position Information: Under supervision, to perform routine grounds maintenance duties; and to do related work as required. Mows lawns and fields E; trims shrubs, hedges and trees E; assists in spraying flowers and shrubs with insecticides E; waters lawns and rakes lawns E; operates hand and power mowers E; edgers, and spray equipment E; spades and otherwise prepares grounds around flowers and shrubs E; performs general grounds cleanup, including picking up of paper and trash on grounds areas E; may be assigned some building maintenance and cleaning duties.

The Americans with Disabilities Act (ADA) requires us to identify the essential (E) duties/functions of the position. We have indicated those duties with an E on the job description.

QUALIFICATIONS: Any combination equivalent to completion of the eighth grade and familiarity with grounds maintenance equipment.

KNOWLEDGE AND ABILITIES: KNOWLEDGE OF: The basic methods used in caring for plants, shrubs, flowers, trees and lawns. ABILITY TO: Operate a forklift. Operate light power equipment. Use gardening hand tools. Follow oral and written directions. Work cooperatively with others.

METHOD OF APPLICATION: Anyone interested in this position must request a Rio Hondo College Classified Application and a Supplemental Questionnaire from the Office of Human Resources and return them to the Office of Human Resources. All applicants meeting the minimum qualifications may be required to take a test and will be notified of the date and time.

The Immigration Reform and Control Act requires the District obtain documentation from every individual who is employed which verifies identity and authorizes his/her right to work in the United States. As a condition of employment, the selected applicant must provide a set of fingerprints (at the applicant's expense) taken by an official agency on a BID-7 card or Live Scan. For positions requiring a valid California driver's license, proof of insurability is required. *Applicants who are protected under the Americans with Disabilities Act and require accommodations for completing the application process, testing (if required for position), or the interview, due to a disability, please notify the Human Resources Office.*

A copy of this announcement will be provided in braille to visually impaired applicants upon request.



Office of Human Resources

3600 Workman Mill Road
Whittier, CA 90601
(562) 908-3405
www.riohondo.edu

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Job line # (562) 692-3677
FAX # (562) 908-0411
TDD # (562) 908-3422
(For Hearing Impaired)