



Douglas County Human Resources Job Announcement

Seasonal Positions Available in Parks & Weed Division Park Aide, Park Maintenance Assist. and Weed Control Maintenance Assist.

A variety of seasonal positions will be available in the Parks Maintenance Division for the 2009 season. Length of employment and start date will vary.

Responsibilities: These are semi-skilled positions involved in the maintenance, upkeep, operation, construction, and repair of park grounds, facilities, and properties.

Minimum Requirements: High school graduate or equivalent, ability to routinely lift 50 pounds. Possession of a valid driver's license is required (**a DMV printout will be required if invited to an interview**). **Please complete supplement below.**

All seasonal positions will be subject to drug tests and fingerprinting as part of the pre-employment process. Plus, all positions will be subject to random drug and alcohol testing.

Desirable Qualifications: Landscape or grounds maintenance experience and/or park maintenance experience.

Selection Process: Candidates will be evaluated based on availability, experience, education and training. Selection and placement into the available job titles and pay ranges will be determined on the basis of these factors.

<u>Salary:</u>	Park Aide I, II III	\$8.78 to \$10.97 per hour
	Maintenance Asst. I, II, III	\$12.40 to \$14.39 per hour

Benefits: None

Filing Information: A Douglas County Application, **Supplemental Questionnaire at time of submitting application is required. DMV printout will be require if invited to an interview.**

Applications returned without the required documentation will not be considered.

Resumes accepted attached to a **completed** application. Submit application to Douglas County Human Resources Office, 1616 8th Street, P.O. Box 218, Minden, NV 89423 or Fax (775) 782-9083.

Closing Date: Open Continuous Recruitment

Douglas County is an Equal Opportunity Employer and Drug Free Workplace
Douglas County Human Resources, 1616 8th Street, P.O. Box 218, Minden, NV 89423
Accommodations for disabled applicants can be arranged by calling the Human Resources Division (775) 782-9860
TDD (775) 782-9070 Fax (775) 782-9083

Reposted: 05/13/09
Distributed: 05/13/09
ParkSeason&Attach5-09

Park Aide & Maintenance Assistant Supplemental Questionnaire

Date: _____

Name: _____

1. Positions are available during the following months. Please check the box indicating the earliest month you can start employment.

May () June ()

2. Please indicate the date when you would have to end employment in this seasonal position:

3. These seasonal positions are available at various locations in Douglas County. If employed you would be assigned to a work site and be responsible for reporting directly to that work site at the start of each work day.

Please indicate the work sites where you would be willing to accept employment:

Minden () Lake Tahoe () Gardnerville () Topaz Lake ()

4. Can you work:
- | | | |
|----------|-----|----|
| Weekends | Yes | No |
| Nights | Yes | No |
| Holidays | Yes | No |

5. Listed below are the types of assignments to which you could be assigned as a Park Aide. Please indicate for each type of assignment a) if you are interested in that type of work; b) if you have any relevant experience in that type of work.

Assignment	Interested In Type of Work	Experience (Yrs/Mo)
	Yes () No ()	_____

Park Aide - Topaz Lake

Performs maintenance of a developed campground, including collection of park access and camping fees, enforcement of Title 13 of Douglas County Code regulating use of park facilities. Preferred to live on site; RV site available at no charge. RV not provided.

Explain what specific experience you have in this area:

Assignment	Interested In Type of Work	Experience (Yrs/Mo)
	Yes () No ()	_____

Open Classification

Performs semi-skilled work in the maintenance, construction and repair of parks and park facilities. Positions available at Lake Tahoe, Minden/Gardnerville-Fairgrounds, Lampe Park & Ranchos Park. Explain what specific experience you have in this area:

Yes () No () _____

Parks Security

Enforces parks rules and regulations. Interacts with all evening and weekend park users. Positions at Lampe Park, & Ranchos Park. Explain what specific experience you have in this area:

Explain why you think you would be the best applicant for the position:

I understand that this supplemental questionnaire is a part of the application process for the position of Seasonal Park Aide and Maintenance Assistant (Weed Control). All of the information provided on this questionnaire is true and accurate to the best of my knowledge.

Signature

Date