



**TEMPORARY  
RECRUITMENT**

# **PUBLIC SERVICE ASSISTANT II**

## **PARK MAINTENANCE**

**The Community Services Department is searching for several Public Service Assistants to assist us in maintaining the cleanness of the City's parks so that they are well-kept for the enjoyment of our residents.**



**The selection process will begin once we receive enough qualified applicants. Interested candidates are encouraged to apply immediately.**



## THE POSITIONS

Under direct supervision, the Public Service Assistant II will perform litter/trash pick-up, barbeque maintenance, leaf/debris pick-up, and miscellaneous park duties in Central Park and other community parks. The Public Service Assistant II will also perform related duties as assigned.

## WORK SCHEDULE

The positions work up to a full-time schedule of 40 hours per week and may be required to work a regular shift that includes evening and weekend hours. These temporary assignments are limited to 999 hours per fiscal year (July 1 - June 30).

## EXAMPLES OF DUTIES

- Pick up and remove trash and litter from various City of Fremont parks
- Maintain park barbeques
- Leaf/debris cleanup
- Perform other related duties as assigned.

## REQUIREMENTS

The Community Services Department is searching for motivated and enthusiastic candidates who can demonstrate knowledge of safety techniques for removing litter and cleaning barbeques in the City's parks. The successful candidates must have the ability to develop and maintain effective working relationships with supervisors, staff and the general public, and write clearly in order to complete records and documentation of actions taken.

Any combination of education and/or experience that has provided the knowledge and skills necessary for satisfactory job performance would be qualifying. A typical way to obtain the required knowledge and skills would be a high school diploma or equivalent, and six months experience performing work involving public contact. Work experience in park maintenance or litter abatement is highly desirable.

**A valid Class C California Driver's License and clean driving record is required. A current DMV driving history printout (dated within last 3 months) must be submitted at the time of interview.**

## COMPENSATION

The hourly rate for this position is \$15.25 to \$17.00 hourly, depending on qualifications. These temporary assignments do not include benefits.

**APPLICATION INSTRUCTIONS:** To be considered for these positions, submit a completed City application and resume through our online application system at [www.fremont.gov/tempjobs](http://www.fremont.gov/tempjobs).

Applications submitted without a resume will not be considered.

## SELECTION PROCESS

The selection process for this position may include individual and/or panel interviews, reference check, fingerprint check, medical evaluation, and other related components. Only those candidates who have the best combination of qualifications in relation to the requirements and duties of the position will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to participate in the process.

## REASONABLE ACCOMMODATION

Human Resources will make reasonable efforts in the examination process to accommodate persons with disabilities.

Please advise Human Resources of any special needs a minimum of 5 days in advance of the selection process by calling (510) 494-4660.

**The City of Fremont is an Equal Opportunity Employer.**

*The information contained herein is subject to change and does not constitute either an expressed or implied contract.*

**Human Resources Department**  
3300 Capitol Ave., Bldg. B  
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(510) 494-4660

