



City of Los Angeles Department of Recreation and Parks
An equal employment opportunity employer

SPECIAL PROGRAM ASSISTANT II (2415)

Salary: \$15.06 per hour

(The current salary range is subject to change. You may confirm the starting salary with hiring department before accepting the job offer)

The Department of Recreation and Parks at Venice Beach is actively recruiting for Special Program Assistants (SPA II). The SPA II position is part-time, at-will employee who works up to a maximum of 1040 hours per year.

AVAILABLE HOURS

16 to 20 hours per work based on the budgetary and operational needs of Venice Beach maintenance

DESCRIPTION OF DUTIES

- Maintain Venice Beach grounds (interior and exterior), parking lots, roads and adjacent areas;
- Perform minor irrigation repairs and landscape maintenance such as planting, cultivation and tree care;
- Use small power equipment such as line trimmers, small mowers, backpack blowers, edgers and chainsaws;
- Perform custodial functions including, cleaning buildings, public restroom facilities and public play areas/fields.

QUALIFICATIONS

- Must possess a valid California Driver's License;
- Must be available to work morning, night, weekend, and holiday shifts, as needed.
- Must be responsible, dependable and possess a "can-do" attitude
- Excellent customer service skills and a desire to work with the public;
- Ability to understand and follow directions;
- Ability to work under minimum supervision;
- Some knowledge and experience in landscape and custodial maintenance is desirable.

TO APPLY

Send resume to: Estrella Sanchez
Estrella.sanchez@lacity.org
310-202-2803