

**CITY OF COLUMBIA HEIGHTS
OPEN AND COMPETITIVE
EMPLOYMENT OPPORTUNITY**

Date: February 2, 2017

POSITION: PUBLIC SERVICE WORKER - (PARKS)
PUBLIC WORKS DEPARTMENT

POSITION SUMMARY: This is routine manual labor and equipment operation activities involved in the maintenance and operation of public buildings and grounds, open spaces, trails, and parks. Work involves responsibility for performance of a variety of heavy and light manual tasks. Installs, constructs, and maintains parks, open spaces, and trails. Performs landscaping, grounds care, forestry, and naturalist duties. Prepares parks and facilities for recreation program use including setting up and taking down equipment, dragging ballfields, pool and splash pad maintenance, lining athletic fields, flooding and maintaining ice rinks, and sidewalk and trail maintenance. Performs general facilities maintenance activities including interior and exterior building maintenance and repair. Assignments may include the use of standard or specialized hand tools, power-operated devices, or other equipment. Assignments also include the operation of trucks and other automotive or construction equipment incidental to regular duties. Position is subject to call backs, unscheduled overtime, shift work, and weekend duty.

REQUIRED: QUALIFICATIONS: High school graduate or equivalent. Possession of a Class B Commercial Driver's License upon application or ability to obtain within three months of employment. Possession of tanker endorsement or ability to obtain within three months of employment. One year work experience in grounds maintenance, facilities maintenance, and/or construction. One year work experience performing manual labor duties. Satisfactory driving record. Must meet Federal DOT regulations.

DESIRED QUALIFICATIONS: Possession of a Class A Commercial Driver's License. Possession of a Pool Operator Certification or ability to obtain within six months of employment. Two or more years work experience in grounds maintenance, facilities maintenance, forestry, and/or construction. Two or more years work experience performing manual labor duties. One year work experience operating construction equipment and vehicles. One year work experience in a Public Works Department. One year training and/or experience in the operation of a computer using Microsoft Word and Microsoft Access. Certificate from vocational/technical school in related field.

WAGE RANGE: \$21.40 - \$27.67 per hour, plus fringe benefits.

APPLICATION PROCEDURE: City application packets are available from the City Hall Information Window, by downloading from www.columbiaheightsmn.gov, or by calling Nancy Becker at (763) 706-3606. City application MUST be completed and returned to the Human Resources Director/Assistant to the City Manager, City of Columbia Heights, 590 40th Avenue N.E., Columbia Heights, MN 55421, no later than 4:30 PM, Monday, February 27, 2017.

SELECTION PROCEDURE: Applicants will be evaluated on the following criteria:
Experience and Training - 50%
Oral Interview - 50%

CLOSING DATE: Applications accepted until 4:30 PM, Monday, February 27, 2017.