



San Gabriel

THE CITY OF **SAN GABRIEL**  
IS CURRENTLY RECRUITING FOR

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## **Custodian**

**\$17.01 - \$20.67 hourly**  
**(Part Time/Non Benefited Position)**

### **The Opportunity:**

The City of San Gabriel's Mission Playhouse is seeking a Custodian who can perform strenuous physical work, understand and effectively carry out oral and written instructions, and maintain effective and cooperative working relationships with others. Candidates will be required to work a flexible schedule, including early mornings, late nights, and weekends.

### **Position Summary:**

Under general supervision, maintains and cleans facility as assigned, including but not limited to: washing windows, woodwork, toilets, restrooms, and fixtures; sweeping, scrubbing, moping, dusting, waxing, buffing and polishing floors; vacuuming and shampooing carpets; emptying and cleaning trash receptacles; picking up and removing litter and debris from property; assisting in general building maintenance and repair work; maintaining all facility cleaning supplies; and other related duties as assigned.

### **Minimum Qualifications:**

Although other combinations may be considered, a typical way to obtain the knowledge, skills, and abilities would be at least one (1) year of experience in general maintenance/custodial work; the ability to operate equipment and tools necessary for maintaining the cleanliness of buildings, including common hand and power tools; and the knowledge of occupational hazards and safety precautions related to custodial work. Possession and maintenance of a valid California Class C Driver's License and satisfactory driving record is required.

### **PARS Requirement:**

Part-Time employees are required to participate in the Public Agency Retirement Services (PARS) in lieu of Social Security.

### **Bilingual Pay:**

Bilingual pay of \$.58 per hour is available to employees who qualify and pass a proficiency examination in a second language such as Cantonese, Mandarin, Vietnamese, or Spanish.

### **Application Procedure:**

Candidates must complete a City of San Gabriel online application. Applications must be thoroughly prepared and include the following three items as attachments: (1) cover letter, (2) professional résumé, and (3) copies of all professional certifications applicable and/or required for the position. Failure to submit a thoroughly prepared application along with items 1-3 may be disqualifying. To apply, please visit [jobs.sangabrielcity.com](http://jobs.sangabrielcity.com). **The deadline for submitting applications is 5:00 p.m. on Thursday, February 27, 2020 OR when a sufficient number of qualified applications have been submitted, whichever occurs first. THE FILING PERIOD MAY CLOSE AT ANY TIME. DO NOT HESITATE TO APPLY.**

*The following is the tentative schedule for this recruitment. Please make preparations in advance and note that this schedule may be modified if the City deems it appropriate.*

- Application Period.....January 30 – February 27
- Panel Interview.....March 10
- Tentative Start Date....April 13, 2020

*The provisions of this bulletin do not constitute an expressed or implied contract. Any provisions contained in this bulletin may be modified or revoked without notice. Applicants with legal disabilities, who require special testing accommodations, must contact the City of San Gabriel Human Resources Department at least five (5) days prior to the examination date.*

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All qualified candidates are encouraged to apply; the City of San Gabriel is an Equal Opportunity Employer.

鼓勵所有的合格候選人提出申請 圣蓋博市是平等機會的雇主

Tất cả ứng cử viên hội đủ điều kiện nên nộp đơn. Thành Phố San Gabriel là một sở làm có tôn chỉ tạo cơ hội bình đẳng.

La ciudad de San Gabriel ofrece la igualdad de oportunidades en el empleo, apoyamos a los candidatos calificados a aplicar.

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**HUMAN RESOURCES DEPARTMENT**

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Job ID #141