



JOB ANNOUNCEMENT

Job Title: Temporary Parks & Public Facilities Assistant
Pay Rate: Temporary (\$14.00/hr - \$16.99/hr)
Department: Parks & Public Facilities, City of Craig
Immediate Supervisor: Parks & Public Facilities Manager
Date Revised: May 29, 2019

Position Summary

The Temporary Parks & Public Facilities Assistant works under the direction of the Parks and Public Facilities Manager in maintaining city-owned buildings and grounds.

Duties & Responsibilities

The duties of a temporary Parks & Public Facilities Assistant shall include but are not limited to:

- Mow ballpark and cemetery grounds.
- Ground maintenance throughout the City of Craig.
- Janitorial services.
- Building maintenance.
- Light construction.
- Other duties as assigned.

Qualifications

- Must have a high school diploma or equivalent.
- Must be at least 18 years of age and possess a valid Alaska Driver's License.
- Must be able to lift 70 pounds, work outside, and have knowledge of maintenance-type equipment and tools.

Position/Employment Information

This is a temporary position through the City of Craig. The City of Craig is an Equal Opportunity Employer.

Position is open until filled.

Note: Reference is made to The City of Craig Employee Handbook for subjects not included in this job description. The Handbook takes precedence over this job description.