



MOUNTAINS RECREATION & CONSERVATION AUTHORITY

Los Angeles River Center and Gardens
570 West Avenue Twenty-six, Suite 100
Los Angeles, California 90065
Phone (323) 221-9944 Fax (323) 221-9934

JOB OPPORTUNITY BULLETIN PARK ASSISTANT III

The Park Assistant III performs a variety of skilled gardening and building maintenance work, needs greater ability to work independently on projects, may participate as a crew member and may supervise volunteers, court crews, seasonal workers and youth crews.

RESPONSIBILITIES:

- Operate equipment such as mowers, tractor, weed whips, blowers, hedge trimmers and other maintenance equipment
- Install and maintain plants and lawns in parks
- Assist Operations Manager in maintaining buildings and grounds in good condition
- Maintain picnic grounds, trash cans and building including cleaning
- Maintain park areas to reduce fire hazards and perform weed control activities
- Maintain park fountains, pool, pond and irrigation systems
- Install/repair fencing and signs
- Assist visitors in the parks
- Assist in preparing and cleaning up for events as needed
- Follow written or verbal direction
- Perform related duties as required

REQUIRED SKILLS:

- 3 years of experience dealing with plant care, grounds maintenance, trail care, protection of flora and fauna facility care
- Training in irrigation systems
- Ability to work independently and with others; work safely using hand and power tools; perform minor mechanical repairs; perform heavy physical labor, including lifting and carrying items weighing up to 90 pounds for a distance up to 50 feet
- Outgoing individual with experience dealing with the public
- High School diploma or equivalent
- Valid California Drivers License with a satisfactory driving record
- Possession of, or ability to obtain, certification for CPR and First Aid Certificate within three months of hire
- Flexibility to work at different sites
- Ability to pass a physical and drug test
- Ability to pass a background check to include fingerprinting
- Must be fluent in English

COMPENSATION: \$11.21 per hour plus paid holidays, vacation and sick leave, health insurance, CalPERS retirement. Optional 457 savings plan and flexible spending account.

REQUIRED HOURS: Thursday through Monday (including weekends), 8 hours per day, 40 hours per week. At times the schedule may change and may require overtime.

HOW TO APPLY: Submit resume via email to zagreb.delatorre@mrca.ca.gov or via fax to 323-843-9838 or contact Zagreb De La Torre at (323) 221-9944 extension 145.

DESCRIPTION OF AGENCY: In 1980, the California State Legislature established the Santa Monica Mountains Conservancy (SMMC), a state agency, which preserves California's natural resources. The Mountains Recreation and Conservation Authority (MRCA) is a joint powers agency between the SMMC, the Conejo Recreation and Park District and the Rancho Simi Recreation and Park District. The MRCA retains local jurisdictional powers and is charged with preserving open space in the Santa Monica Mountains region.