



# CITY OF GRANTS PASS - JOB OPPORTUNITY SUMMER TEMPORARY HELP



POSITIONS ARE AVAILABLE IN VARIOUS DEPARTMENTS FOR OUR 2020 SUMMER TEMPORARY HELP. BELOW ARE BRIEF DESCRIPTIONS OF EACH.

**FINANCE:** Filing, organizing, assembling budget books, data entry, and cash handling. The position will work Monday thru Friday from 8.a.m.-5 p.m. with a one hour unpaid lunch period.

**PARKS:** Grounds maintenance, empty trash cans, pick up loose trash, mow and edge lawns, operate a weed eater, clean sidewalks and shelters with blowers, dig up sprinklers and valves, and prepare shelters for weekend events.

**PROPERTY MANAGEMENT:** Maintain landscaping downtown and other areas, water over 100 flower baskets, plant trees, gumbust sidewalks, maintain different commercial buildings by performing painting, light plumbing & electrical, and some small construction projects.

**STREETS:** Cutting and removing vegetation in City maintained right of way areas, removing blackberries and other vegetation from ditches, cutting grass and other vegetation in city alleyways, repainting yellow setbacks at street intersections and painting crosswalks, crack sealing of city streets, and digging out catch basins.

**WATER DISTRIBUTION:** Replacement of residential water meters throughout the community, light brush clearing, compile filed report data, shop cleaning, updating records, washing vehicles, cleaning and organizing division buildings, collecting field data related to private backflow prevention assemblies, removing vegetation surroundings water meter boxes and other duties as assigned.

**WATER FILTRATION PLANT:** Maintain facilities and landscaping around remote water pumping stations and reservoirs, brush clearing, weed eating, mowing, basic irrigation monitoring and repair, painting, cleaning, and other general labor.

**WASTEWATER COLLECTION:** Assist crews with general labor, light brush clearing in easements, manhole inspections, washing divisional equipment, warehouse and yard maintenance, updating records, compile field data and entering data into asset management computer program.

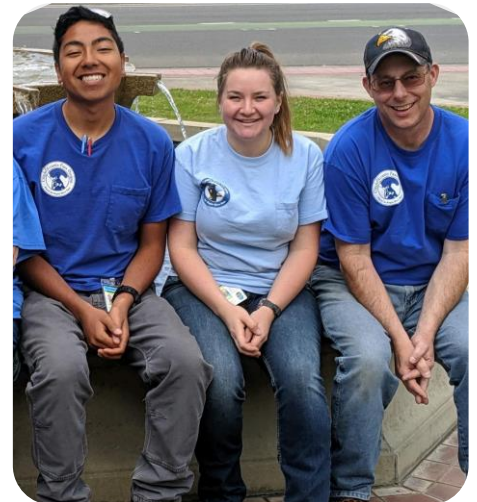
NOTE: Age restriction of 18 applies to flaggers and driving City Vehicles.

Application deadline:

**June 12, 2020  
At 5:00 p.m.**

**APPLY ONLINE TODAY**

[www.grantspassoregon.gov](http://www.grantspassoregon.gov)



City of Grants Pass Human Resources  
101 NW A Street  
Grants Pass, Oregon 97526  
541-450-6050

VISIT US AT [WWW.GRANTSPASSOREGON.GOV](http://WWW.GRANTSPASSOREGON.GOV)