



CITY OF EL MONTE
COMMUNITY SERVICES DEPARTMENT



OFFERS

EMPLOYMENT OPPORTUNITIES

Applications are invited for the position of:

RECREATION LEADER II

VARIOUS PROGRAMS: SUMMER PLAYGROUNDS/TEEN LEADER

LOCKER/LINE ATTENDENT, DECK SUPERVISOR,

ADULT SPORTS LEADER, SNACK BAR LEADER

(Part Time - Open Competitive)

SALARY \$9.02 \$9.54 \$9.80 \$10.06 per hour

We are seeking highly motivated and enthusiastic individuals. These positions will have various hours Monday through Saturdays. Must be energetic with good customer service skills, an ability to work with children and adults, and be a positive leader and role model. You can obtain an application on our website at www.elmontesports.com. Call us at (626) 580-2216 for an interview date.

THE POSITIONS:

Under supervision, the Recreation Leader II, helps plan, direct and lead children and adults in program related activities, tracks related fees and keeps accurate records of all paperwork. Will help coordinate and supervise the operations of playground programs, adult sports or aquatics center programs and performs related duties as assigned. In addition other duties can or may include communicating with the public, handling of registration fees, writing receipts, answering phones and other duties as assigned.

MINIMUM QUALIFICATIONS:

Minimum age is 18 years old, must be a high school graduate, possess current Red Cross First Aid and C.P.R. certificates (training is available) and a valid California Driver's License. Candidate must have good communication and customer service skills. Basic computer knowledge is desired.

SELECTION PROCESS:

Those applicants receiving a 70% or better rating on their oral interview examination will be placed on an eligibility list for Recreation Leader II. Applicant will be required to wear standard department uniform.

Application
Screening
Oral Interview

FILING PROCESS:

Applications may be obtained from the City of El Monte Community Services Department, 11001 Mildred Street., El Monte, CA 91731. Phone: (626) 580-2216 (Mon. - Fri.)

Applications must be returned to the Sports/Playgrounds/Aquatics Division

FINAL FILING:

May 19, 2009

Interviews will be held the following week.

Please call (626) 580-2216 for further information

4/14/09