

**CITY OF LOS ANGELES
DEPARTMENT OF RECREATION AND PARKS**



4989 Sepulveda Boulevard, Sherman Oaks, CA 91403
(818) 756-9459, Fax (818) 756-7583

Assistant Park Services Attendant I (APSA I) Sherman Oaks Castle Park

Salary: \$21.50 per Hour

(The current salary range is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.)

APSA I positions are part-time, at-will employees of the City of Los Angeles, Department of Recreation and Parks, who work at Sherman Oaks Castle Park working at golf reservation counter and event monitoring. Hours vary Monday thru Sunday. All positions require availability of nights weekends and holidays.

Available Hours:

- 10 to 20 hours per week based on facility needs and the employee's availability. Hours will vary.
- No set schedules can be provided.
- Must be able to work nights.

Description of Duties:

- Provide customer service.
- Answering phones, and general questions.
- Sales at golf counter, and cash handling.
- Cleaning, and hosting parties.
- Light maintenance including restroom cleaning.

Qualifications:

- Computer knowledge and payment processing experience preferred.
- Customer Service experience is a plus.

To Apply: Submit a city application to: Randalina Robinson: randalina.robinson@lacity.org
Dario Tello: dario.tello@lacity.org

City application can be obtained at the following link: <http://per.lacity.org/application.pdf>

(Resumes will not be accepted in lieu of the city application)

Deadline date to apply: Open until sufficient applications are received.

An Equal Employment Opportunity Employer

As a covered entity under Title II of the American with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities.