



CITY OF LOS ANGELES ZOO DEPARTMENT



GROUND MAINTENANCE

PART-TIME JOB BULLETIN SPECIAL PROGRAM ASSISTANT II (CUSTODIAN)

SALARY \$18.36 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.)

SCHEDULE Various hours, Monday - Friday, 6:00 a.m. – 10:00 a.m.

Weekends and holidays may also be required

LOCATION Los Angeles Zoo – 5333 Zoo Drive, Los Angeles, CA 90027

DUTIES / JOB DESCRIPTION

- This is an at-will exempt intermittent position which can be terminated at any time without cause. A Special Program Assistant II (Custodian) will perform a variety of cleaning and janitorial tasks in Zoo facilities and around Zoo grounds. Primary duties include, but are not limited to:
- Cleaning tiles, floors, stairways, hallways, and restrooms
- Cleaning, dusting, and/or polishing office furniture
- Replenishing restroom supplies
- Cleaning, washing, and polishing windows, hand railings, elevators, and door hardware
- Emptying wastebaskets and trash cans
- Moving and arranging chairs, tables, appliances, and other furniture and miscellaneous objects for scheduled activities
- Replacing electric light globes and fluorescent lamps
- Picking debris
- Assisting in the sweeping and washing of cement walkways and other areas
- Some duties may be outdoors and may be exposed to the sun and heat for a prolonged period of time

REQUIREMENTS

- A general knowledge of
 - (1) cleaning methods and the proper use and maintenance of materials, chemicals, disinfectants, and custodial and kitchen equipment; and
 - (2) safety practices as applied to custodial and kitchen clean-up work and related equipment.
- Must also be able to operate electric cleaning and other light custodial equipment; do sustained physical work; handle fragile items carefully
- Must be able understand and follow oral and written directions
- Be able to communicate effectively and tactfully with other employees and the public
- Previous custodial experience is preferred
- For candidates seeking initial City employment, in accordance with Los Angeles City Ordinance 187134, information regarding COVID-19 vaccination requirements as conditions of employment be found at: https://clkrep.lacity.org/online/docs/2021/21-0921_ord_187134_8-24-21.pdf

HOW TO APPLY

Interested candidates should email an updated resume to lazoo.personnel@lacity.org and the subject line must include “**SPA II (CUSTODIAN – 01.24).**” Resumes and/or applications must be received by 4:00 p.m. on Friday, February 9, 2023, or until sufficient applications have been received.