

CITY OF LOS ANGELES
DEPARTMENT OF RECREATION AND PARKS



Special Programs Assistant II (SPA II) Travel Town Museum

Salary: \$23.92 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.)

SPA II positions are part-time, at-will employees of the City of Los Angeles, Department of Recreation and Parks, who work with the public at Travel Town Museum. All positions require availability of weekends and holidays.

Available hours:

- 15 to 20 hours per week based on facility needs and the employee's availability. Hours will vary. •
- No set schedules can be provided.

Description of Duties:

- **Facility Operations:** Oversee facility opening and closing procedures, and manage crowd control.
- **Maintenance & Custodial Duties:**
 - Perform general upkeep including cleaning buildings, restrooms, and rental areas.
 - Handle outdoor maintenance such as picking up trash, blowing/raking leaves, and deep cleaning.
 - Execute custodial functions, including disinfecting high-touch areas, and using a ladder when necessary.
- **Grounds & Infrastructure:**
 - Assist with weed abatement, brush clearance, and painting.
 - Perform minor repairs to parking lots, roads, and adjacent areas.
 - Conduct irrigation repairs and landscape maintenance, including planting, cultivation, and tree care.
- **Equipment Operation:** Utilize small power equipment such as line trimmers, small mowers, and backpack blowers.

Qualifications:

- Must possess prior maintenance experience.
- Responsible and dependable.
- Willing to assist the public.

To Apply: Submit a resume to Christina Woods, Sr. Park Services Attendant
Email: Christina.Woods@lacity.org

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