Part-Time Vocational Worker
Department of General Services
Custodial Services Division

Salary: $13.32/hour - Can lead to full-time position based on the operational needs and upon satisfactory performance.

Job Duties: Clean a variety of buildings such as: offices, libraries, etc... Clean floors, rooms, hallways, restrooms, waiting areas, shower and locker rooms; dust and polish fixtures; mop, strip and wax floors; vacuum; empty trash; handle emergency clean-ups, and other related custodial duties as assigned.

Hours: Most positions are weekends and night shifts, which may vary weekly depending on operational needs. Work hours range from 0-18 hours a week. There is no guarantee of hours/shifts for this position. Work hours, schedules and locations are not guaranteed. Workers may qualify and compete for consideration to full-time positions after 6 to 12 months of dedicated, quality work with the Department.

Requirements: Must be able to communicate effectively. Must have the ability to comprehend and follow safety data sheets, and understand and follow oral and written directions. A certificate and completion of 60 hours of training in the course Custodial/Building and Grounds Fundamentals is not required, but recommended. This course is offered through the Los Angeles Unified School District, Career and Adult Education.

Applications: Available from the City Personnel Department at the following locations: 700 E. Temple Street, Room 100; 111 E. First Street, Room 307; 8475 Vermont Avenue; 929 Cypress Avenue; 14546 Hamlin Street in Van Nuys. Or, download the application at: http://per.lacity.org/appform.htm

Application screening may be conducted to select the most qualified candidates for interview. Incomplete applications will not be processed.

Only mailed applications will be accepted; no walk-in applications will be accepted.

Mail your completed application and a copy of your course certificate to:
Custodial Services Division, City Hall South
111 E First Street, Room 501
Los Angeles, CA 90012

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