



CITY OF LONG BEACH

LONG BEACH AIRPORT

PROMOTIONAL/TRANSFER OPPORTUNITY

MAINTENANCE ASSISTANT I – II (CLASSIFIED)

Salary Range: \$12.14– \$18.07 per hour

The Long Beach Airport has immediate openings for full-time classified Maintenance Assistants. Maintenance Assistants are utilized at the Airport for a variety of functions from custodial work to facilities maintenance and must pass a thorough background screening. The Airport has 124 full-time employees with an annual operating budget of \$34M.

EXAMPLES OF DUTIES:

GRADE LEVEL I

- Performs a variety of custodial duties such as cleaning, sweeping, mopping, waxing floor coverings and walkways, vacuuming and shampooing carpets, dusting and polishing woodwork, walls, partitions, equipment and furniture, cleaning restroom fixtures and replenishing restroom supplies, disposing waste and cleaning waste receptacles, replacing light bulbs and lamps and other related custodial duties.
- Performs other related duties as required.

GRADE LEVEL II

- Performs a variety of routine semi-skilled maintenance duties such as assisting in grass, shrub and tree cultivation, assists in simple cement, carpentry and painting work, salvaging and reconditioning pipe and other material and equipment and other related maintenance duties.
- Operates various light to medium equipment such as edgers, backpack blowers, rototillers, trucks and other types of vehicles or equipment.
- Works as a member of a construction, building maintenance, street maintenance or landscaping maintenance crew.
- Performs other related duties as required.

MINIMUM REQUIREMENTS:

This position is open to all current City of Long Beach Maintenance Assistants and employees currently on the Maintenance Assistant Eligible List. Other requirements include the ability to understand and follow oral and written directions; use common hand and power tools; deal courteously with the public and endure long periods of physical labor. The ability to pass a thorough background screening and to work various hours/shifts, weekends and holidays is also required. A valid Class C California Driver's License and the ability to obtain an FAA regulated Airport Driving Permit within the first six months of employment is required for some positions. The ability to drive safely on Airport runways and taxiways while communicating with the Air Traffic Control Tower is the basis for obtaining an Airport Driving Permit.

SELECTION PROCEDURE:

Interested candidates must submit a cover letter and resume with detailed work experience to:

**April Turnbull, Administrative Analyst
Long Beach Airport
4100 Donald Douglas Drive, 2nd Floor
Long Beach, CA 90808**

Resumes and cover letters must be received by **4:30 PM, Friday, December 4, 2009**. Candidates meeting the minimum requirements will be invited to participate in the selection process, which will include an interview by a selection panel.

This information is available in an alternative format by request to the Personnel Services Division at (562) 570-4697. If you require an accommodation because of a disability in order to participate in any phase of the application process, please request when submitting your application or call (562) 570-4697.

**An Equal Employment Opportunity Employer
The Long Beach Airport Values and Encourages Diversity in Its Workforce**