



TOWN OF HIGHLAND BEACH, FLORIDA MAINTENANCE WORKER (PART-TIME)

The Town of Highland Beach is seeking a motivated and qualified person to fill a part-time position for a maintenance worker at the Public Works Department.

General duties include the following:

- Clean town buildings, vehicles, equipment & grounds when requested;
- Perform tasks in carpentry, painting, dry wall, concrete, mechanical and preventive maintenance;
- Moves furniture and other objects as needed or required;
- Assists Public Works & Water Department employees as directed;
- Assist with other maintenance activities as required by the Utilities Superintendent;
- Clean mangroves;
- Empty trash cans on the beach, town sidewalks and throughout the municipal complex; and,
- Other duties as assigned.

Applicant must have a valid Florida Driver's License. Must be a high school graduate or possess an acceptable equivalency diploma. Must be semi-skilled in the field of maintenance. Candidate must be able to perform manual labor and work safely. Work may be performed indoors or outdoors and under various climatic conditions.

Work hours for this part-time position will be from 9:00 AM to 1:00 PM Monday through Friday (20 hours per week), excluding town holidays. Salary range is from \$11.40 - \$18.25 per hour. The Town of Highland Beach is an Equal Opportunity Employer, and a Drug Free Work Place. If interested, please submit a cover letter, resume and application (available at www.highlandbeach.us) by January 31, 2018 to:

Lanelda Gaskins, Town Clerk

Town of Highland Beach
3614 S. Ocean Boulevard
Highland Beach, FL 33487

Deadline: January 31, 2018 or until filled.