



CITY OF TOMBALL PUBLIC POSITION POSTING

COMMUNITY CENTER ATTENDANT

The City of Tomball is accepting applications for the position of part-time Community Center Attendant. This position may work Monday-Sunday days and evenings, approximately ten (10) to twenty (20) hours a week, to oversee activities for the center. This attendant may also assist in planning and coordinating new events for the center.

QUALIFICATIONS:

- Must be responsible, trustworthy self-starter
- Must be flexible, punctual, dependable with good interpersonal skills
- Experience with computers to include MicroSoft Word and Excel
- Must possess H. S. Diploma or GED; some college preferred
- Must be able to successfully pass pre-employment drug screening

SALARY:

- \$11.76 per hour

CLOSING DATE:

- Applications will be accepted until 4:00pm, Friday, July 12, 2019.

Applications are available at www.tomballtx.gov or at City Hall and may be submitted to:

- City Hall, attn: Human Resources, 401 Market Street, Tomball, TX 77375
- Fax (281) 290-1088 or e-mail hr@tomballtx.gov
- Office hours are 8 am to 5 pm Mon – Thurs. & 8 am to 4 pm Fri.

Equal Employment Opportunity Statement - The City of Tomball does not discriminate on the basis of Race, Color, National Origin, Sex, Religion, Age or Disability in employment or the provision of services.