



CITY OF TOMBALL PUBLIC POSITION POSTING

PART TIME SUMMER WORKERS

The City of Tomball is accepting applications for the positions of Part time Summer Workers in the Public Works Department. These positions assist Public Works in various tasks in the streets, parks and utilities departments. Tasks can include clerical work, delivery of materials, painting, mowing, edging, helping the mechanic, etc. There is also one clerical position available at City Hall to assist the City Secretary's office with a variety of duties. These positions are short-term temporary jobs designed to begin in May or June and end in August or September.

QUALIFICATIONS:

Clerical aide:

- Prior office experience required
- Must be able to successfully pass pre-employment drug screening.

General Laborer:

- Capable of performing strenuous physical work outdoors.
- Must be able to successfully pass pre-employment drug screening.

SALARY:

- \$10.00 per hour

CLOSING DATE:

- Applications will be accepted until 5:00pm, Wednesday, April 1, 2020.

Applications are available at City Hall or at www.tomballtx.gov and must 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.