



## CITY OF MAUPIN

P.O. Box 308  
408 Deschutes Avenue  
Maupin, OR 97037

Tel: 541-395-2698  
Fax: 541-395-2499

# Position Opening

### PARK RELIEF PERSON

The City of Maupin is accepting applications for the position of temporary, part-time Parks Relief Person.

Under the direction of the Parks Managers, the Park Relief Person will among other responsibilities:

- Maintain and operate Parks and public facilities of the City to include the Maupin City Park, an overnight and day use recreational facility on the banks of the Deschutes River; Mountain Fir Community Park, a ballfield, picnic, & skate facility; Kaiser Park & restroom facility on Deschutes Avenue
- Collect, receipt and record daily all user fees
- Perform clerical, accounting and records management duties of answering the telephone; taking reservations; collecting, receipting and recording daily user fees
- Perform other duties as deemed necessary by the Parks Managers

Qualifications include:

- Interest and ability to work well with people
- Eligible for employment within the State of Oregon.
- Ability to be bonded
- Have a valid Oregon Drivers License

Employment start date will begin in June 2018.

Wage: \$10.50 per hour depending on experience

To Apply: Obtain the complete job description and the City of Maupin Application Form from Maupin City Hall, or on the city website [www.cityofmaupin.org](http://www.cityofmaupin.org) or call (541) 395-2698. Submit application to City of Maupin, PO Box 308, 408 Deschutes Ave., Maupin, OR 97037.

**Closing date:** Applications will be accepted until **May 25, 2018** or until the position is filled.

The City of Maupin is an Equal Opportunity Agency, Employer. Discrimination is prohibited by Federal Law. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, D.C. 20250