



CITY OF PEABODY

# HUMAN RESOURCES DEPARTMENT

CITY HALL, 24 LOWELL STREET, PEABODY, MA 01960

Phone: (978) 538-5722/5721

**KAREN BUDROW**  
Director of Human Resources

**KAREN MEAGHER**  
Benefits Manager

**CATHY TROMBLEY**  
Human Resources Aide

## JOB POSTING

### McVann-O'Keefe Memorial Rink

#### **Part-time Zamboni Driver/Laborer**

**Hours:** Saturday and Sunday 6:00 a.m. – 12:00 p.m. Specifics to be determined at hire.

**Pay:** \$11.00 per hour

#### **Primary job functions:**

- Driving Zamboni when needed.
- Cleaning office, sidewalks, hallways, rest rooms, corridors, and locker rooms.
- Empties wastebaskets, clean windows, issue locker room keys.
- Responsible for receiving money for payment of ice rentals, birthday parties. Issue locker rooms.
- Answering phone, assist snack bar attendant with all operational needs.
- Opening and closing building.

#### **Qualifications:**

- Must be over 21 years of age.
- Must have a valid driving license.
- Must pass a CORI and driving record check.
- Strong verbal communication and people skills.
- High school diploma or equivalent.
- Must be able to commit to a two week training program which includes a.m. and p.m. training.

**POSTING DATE: 09/18/2014**

Qualified candidates apply on or before 9/30/2014 at the City of Peabody, Human Resource Office, City Hall, 24 Lowell St. e-mail [cathy.trombley@peabody-ma.gov](mailto:cathy.trombley@peabody-ma.gov) : fax 978-538-5982. The City is an EOE.



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### McVann-O'Keefe Memorial Rink

#### **Part-time Zamboni Driver/Laborer**

**Hours:** 1 weekday p.m. shift 5-11p.m., 1 weekend p.m. shift 5-11 p.m. Specifics to be determined at hire.

**Pay:** \$11.00 per hour

#### **Primary job functions:**

- Driving Zamboni when needed.
- Cleaning office, sidewalks, hallways, rest rooms, corridors, and locker rooms.
- Empties wastebaskets, clean windows, issue locker room keys.
- Responsible for receiving money for payment of ice rentals, birthday parties. Issue locker rooms.
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