



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 5:00 p.m. – 11:00 p.m./close

Pay: \$10.00 per hour 12-15 hours per week

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: 01/21/2015

Qualified candidates apply on or before 1/30/2015 at the City of Peabody, Human Resource Office, City Hall, 24 Lowell St. e-mail cathy.trombley@peabody-ma.gov : fax 978-538-5982. The City is an EOE.