

**CITY OF BUFFALO**  
 DEPARTMENT OF  
 PUBLIC WORKS, PARKS & STREETS



BYRON W. BROWN  
 MAYOR

STEVEN J. STEPNIAK  
 COMMISSIONER

MICHAEL J. FINN, P.E.  
 CITY ENGINEER

**CIVIL SERVICE JOB OPENING**

May 10, 2017

Title of Position: Community Recreation Aide (Temporary)  
 Number of Vacancies: One (1)  
 Salary Range: \$39,122 - \$42,963  
 Location: Division of Parks

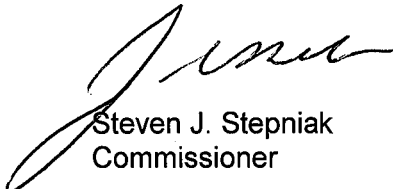
Duties: Assists in routine phases of recreation/social activities in playgrounds or community centers and swimming pools. Assists in maintaining and marking of courts, diamonds and fields. Personally participates in recreational activities to lead, motivate and assist participants in activities; acts as an official timer, scorekeeper or referee. Maintains order and discipline in centers, rinks, pools and playgrounds. Monitors the distribution and collecting of various recreational equipment and supplies. Performs custodial work at recreational facilities. Performs minor clerical duties. Performs related work as required.

**MINIMUM QUALIFICATIONS:**

**Six months** of full time work experience in the area of group recreational activities. **(SUBSTITUTION FOR WORK EXPERIENCE: EDUCATION COURSE (3CREDIT HOURS) IN PHYSICAL EDUCATION OR A CLOSELY RELATED FIELD. PROOF OF THIS EDUCATIONAL REQUIREMENT MUST BE PRESENTED AT TIME OF FILING APPLICATION.)**

**NOTE:** Verifiable part-time/volunteer experience will be pro-rated to meet full time experience requirements.

All applicants must apply in writing for this position and specifically detail all experience. Your response to this posting is to be submitted to Jason C. Shell, Administrator, Room 511 City Hall by Wednesday, May 24, 2017.

  
 Steven J. Stepniak  
 Commissioner