



MONO COUNTY DEPARTMENT OF PUBLIC WORKS

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MEMORANDUM

To: Public Works Maintenance Personnel (Road, Facilities, Solid Waste, and Fleet)
From: Doug Wilson, Mono County Interim PW Director
Date: July 26, 2018
Re: Position Vacancy – Public Works Facilities Maintenance Worker I/II/III (Bridgeport)

The vacancy for the Public Works Facilities Maintenance Worker I/II/III position in Bridgeport is now being filled with “in-County” recruitment. This vacancy is being advertised within the Department of Public Works as a transfer or promotional opportunity.

Human Resources will be advertising the vacancy in-County for a 10-day period starting this week. A job announcement summarizing the job duties and requirements has been prepared and a copy of the announcement, and information regarding the recruitment will be available at the “employment opportunities” link on the County’s website (www.monocounty.ca.gov).

Consistent with Article 23 of the MCPE / Mono County MOU, Public Works maintenance employees may request an intra-departmental transfer when such an opening occurs. Employees who wish to transfer shall make a request within 10 working days of notification (07/26/2018 – 08/08/2018) that an opening exists. The necessity to complete an application or have additional testing for this position will depend on the number of current employees interested in this position and will be at the discretion of Human Resources. Re-assignment to any position requires the approval of the Public Works Director and County Administrative Officer.

The permanent work station for the Public Works Maintenance Worker is in Bridgeport, but assignments and responsibilities extend throughout the County.

The salary for the PW Facilities Maintenance Worker I/II/III has been established a Range 49/53/57, which is currently \$16.61/\$18.33/\$20.24/hr.

Should you wish a transfer/promotion from your current assignment to the Maintenance Worker in Bridgeport, please notify me in writing or by email no later than 5 pm, Friday, August 8, 2018.

Please contact either Doug Wilson at dwilson@mono.ca.gov, or 760-932-5459 or Megg Hawkins at (760) 932-5442, mhawkins@mono.ca.gov if you would like a copy of the job description or job flyer for the position.