



# City of Mentor

8500 Civic Center Blvd. • Mentor, OH 44060-2499 • (440) 255-1100

## ***JOB OPPORTUNITY***

**DATE POSTED:** September 26, 2024

### **FACILITY ATTENDANT Springbrook Gardenhouse**

The City of Mentor is seeking a Facility Attendant for the new Mentor Springbrook Gardenhouse facility. Responsibilities include, but are not limited to, being present before, during, and after rental events, cleaning and maintaining the overall appearance of the facility. Must work with renters to allow entrance to the facility, review checklist at the conclusion of the rental as well as securing the premises upon departure. Selected individual(s) must be able to work independently and as part of a team, must possess strong customer service skills, must be responsible and able to enforce building policies, work with guests in a calm and courteous manner. This position may require up to 28 hours of work per week and can include a varied schedule, mostly nights and weekends.

***Hourly Pay Range: \$12.35 - \$20.79/hr.***

Please apply online at <https://cityofmentor.com/employment>. Applications are also available in the Human Resource Office, Mentor Municipal Center 3rd Floor, 8500 Civic Center Blvd., Mentor, OH 44060.

***Applications will be reviewed upon receipt and will be accepted until the position is filled.***

The City of Mentor is an Equal Opportunity Employer and will not discriminate in its employment practices due to an applicant's race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status.  
EOE/ADA