

## MAINTENANCE M1 LABORER

Public notice is hereby given for an open competitive exam to establish an eligible list for the position of Maintenance M1 Laborer in the classified service of the Parma City School District.

### FILING OF APPLICATION

Application must be made on the regular application form obtainable at the office of the Parma Civil Service Commission, 6611 Ridge Road, Parma, Ohio (located in Parma City Hall, next to the Human Resources Department). Your application must be properly filled out and filed with the Commission before **4:30 p.m., Friday, Sept. 29, 2023. There is a \$15 non-refundable fee when you file your application (payable in cash or money order – no personal checks). Fee is waived for current permanent school board employees or with proof of financial hardship.**

### EXAMINATION

**Time:** 5:00 p.m. (in the evening) on **Monday, Oct. 2, 2023**  
**Place:** Cafeteria at Valley Forge High School, 9999 Independence Blvd., Parma Heights, Ohio  
**Type of Exam:** Multiple choice written exam on math; reading comprehension; tool identification; assessing the correct way to do a job; questions related to the job of laborer; questions related to job safety. A passing point of 70 percent will be used. The performance portion of the exam will be held the same evening. The performance is strictly pass/fail. You must pass the written exam and the performance exam to be placed on the eligible list for laborer.

### MINIMUM REQUIREMENTS FOR ENTRANCE TO THE EXAMINATION

**Experience:** Knowledge of the care and use of common maintenance tools; must have good physical coordination and manual dexterity.  
**License:** Must have a valid Ohio driver's license. Present for verification at time of picking up application.  
**Citizenship:** Must be U.S. citizen or be in the United States legally.  
**Security:** Job offer conditional to passing Bureau of Criminal Investigation background check.  
**Salary:** \$35,775  
**Veterans:** Veterans presenting honorable or under-honorable conditions discharge papers or certificate of service when filing their application shall receive 20 percent added to their score provided they make a passing score on the exam. Credit will not be given for any other type of discharge from service, i.e. under general conditions, uncharacterized, etc.  
**Note:** **The written test may be suspended if shown to be impractical because of an insufficient number of qualified candidates. The candidates will be ranked in a standard manner based on the information, records or other data related to the candidate's ability to perform the duties of the position.**

According to O.A.P.S.E. Contract Article 6.5, present employees of the Parma City School District who pass a civil service test shall be placed on a preferred eligible list for the test(s) for which they pass.

Reasonable accommodation is available to all applicants. If you have a disability that needs to be accommodated, please contact the Civil Service Commission Office.

By order of the Parma Civil Service Commission  
Timothy A. Boyko, Chairman  
Daniel A. Hoffman  
An Equal Opportunity Employer