

CITY OF ROCKY RIVER

OPEN POSITION

Job Title: Child Care Room Assistant & Birthday Party Attendant

Department/Division: Recreation

Hours: 4-12 hours/week; primarily Friday night, Saturday and Sunday; possible weekday evening shifts.

Salary Range: \$7.70 per hour

Application Deadline: Open until filled

Duties: Interact with and provide babysitting for ages 6 months to 9 years in the Kids Cove at the Civic Center; assist other staff with cleaning and sanitation of the room and equipment at end of shift; assist with handling check-in and pick-up of children and taking reservations if needed. Also serve as a birthday party attendant during weekend birthday parties at the Civic Center, consisting of greeting the birthday child and guests, overseeing their party room, and making sure the room is ready for the next party.

Requirements: Previous experience babysitting or in group child care setting or an equivalent combination of education and experience. Infant/child CPR, AED, and First Aid certification or training desirable (may be acquired after hire).

How to Apply: Applications may be obtained at the Recreation Department Administrative offices or at www.rrcity.com. Submit completed applications Monday through Friday, 8:30 a.m. to 4:30 p.m. at:
Recreation Department Administrative Office
City of Rocky River
21018 Hilliard Boulevard
Rocky River, OH 44116

The City of Rocky River is an Equal Opportunity Employer

Date Posted: 12/2/11
Revised: 3/20/12