



# JOB ANNOUNCEMENT

*This announcement is being distributed pursuant to Section 3.01 of the District Personnel Manual.*

## SEASONAL HELPER (Field Assignment)

**Final Filing Date:** Open Until Filled.

### **Application Process**

Interested individuals may download an application and supplemental questionnaire from the District web site at [www.fightthebite.net/job-listings](http://www.fightthebite.net/job-listings) or in-person at the District Office between the hours of 7:00 a.m. and 3:30 p.m. Monday through Friday. Failure to fully complete an application, questionnaire, and the instructions in this job announcement may result in rejection from the process. Please direct all application materials to:

Sacramento/Yolo Mosquito and Vector Control District  
Attn: Seasonal Helper, Field Assignment  
8631 Bond Road  
Elk Grove, California 95624  
(916)685-1022

Or

Submit by e-mail to [Jobs@fightthebite.net](mailto:Jobs@fightthebite.net). Please attach the application materials as a Word or PDF file with the classification title, Seasonal Helper, Field Assignment in the subject line.

**Please Note:** The supplemental questionnaire is at the end of this announcement. Applications must be received with the supplemental questionnaire. As this position is Open Until Filled it is recommended that Applicants submit their application materials to the District as soon as possible. Applications will be reviewed periodically and applicants will be notified of their status in the recruitment process by e-mail and/or phone.

### **Job Description**

Under the direct supervision of the Department Head or Supervisor the Seasonal Helper, Field Assignment assists in the seasonal operations of the assigned department and crew to benefit the goals and mission of the Sacramento-Yolo Mosquito and Vector Control District.

The Seasonal Helper is a temporary position. Regularly performed tasks and responsibilities vary by department. Department and crew assignments may include, but are not limited to, Control Operations, Ecological Management, Fisheries, and Shop. Control Operations may be assigned to one or more of the following crews; North Sacramento County, South Sacramento County, Catch Basins, North Yolo County, or South Yolo County. Sacramento County and Catch Basin

crews report to the Bond Road office located in Elk Grove, while the Yolo County crews report to the Fortna Avenue office located in Woodland.

Candidates must be available to work a minimum of 40 hours per week, Monday through Friday. The term of the position is anticipated to begin in mid-April and is expected to end on or about September 30, 2019. The term and scheduled days or hours may be increased or decreased depending upon the needs of the program and department.

**Illustrative tasks for this class vary by department assigned and may include, but are not limited to, the following:**

Surveys assigned area or zone for vector breeding sources, such as, but not limited to, catch basins, swimming pools, septic tanks, dairy facilities, fields, and pastures; reports conditions needing attention and/or action to Field Technician or Supervisor; performs inspections on a variety of premises including, but not limited to residential or commercial properties, farms, ranches, and other potential or known vector breeding sources; assists in the identification of abundance, species and/or stage of larval development and other related factors; may assist Field Technicians with responses to Yellow Jacket and Africanized Honey Bee service requests; communicates with the public and property owners on the vector control services to be performed; refers complex public relations and property access issues to supervisor; applies biological or chemical control materials under direction and guidance of supervisor or Field Technician; wears personal protective equipment and performs application of selected control product according to training, label, and applicable laws or regulations; collects and enters data into computers and mobile electronic devices, such as, but not limited to, smart phones, tablets, laptop and desktop computers; prepares documents and reports for review by supervisor; reads and interprets operational maps of zones and areas within the District; reports discrepancies or needed revisions to supervisor; drives automotive equipment outfitted with powered and hand spray equipment; depending upon the area of assignment, travels within the area by foot, bicycle, truck, ATV, trailers or other equipment following all District safety protocols and any applicable local, state, and federal vehicle or traffic laws; performs basic general labor including routine facilities and equipment maintenance and repair; identifies and reports more complex issues needing attention to supervisor; may perform other related skilled or semi-skilled tasks or projects as assigned; may perform activities involving the collection (seining) and planting of *gambusia affinis* (mosquitofish) or other predatory fish of mosquito larvae at the District owned hatchery or other sites identified by the Fisheries department; performs routine cleaning, testing and maintenance of hatchery related equipment and grounds as required; may maintain, repair, and deploy surveillance equipment and supplies used to collect/assess vectors or field samples; may assist in the maintenance of vector colonies, biological control agents, sentinel birds, or other related colonies; uses microscope in counting and sorting field collection samples by sex and species; may be required to work overtime hours, weekends and holidays. May be exposed to infectious diseases associated with mosquitoes and other vectors.

A complete Job Description can be obtained from the Main District Office.

**Minimum Qualifications**

*It is the applicant's responsibility to identify in their application materials how they meet the minimum qualifications listed below. Combinations of education, training, and experience may be considered qualifying at the sole discretion of the District.*

**Education and Experience:**

- Equivalent to graduation from High School; experience that demonstrates possession of the knowledge and skills needed to successfully perform the illustrative tasks stated above is preferred.

**Licenses or Certifications:**

- Possession of a valid California drivers' license; must be insurable with the District self-insurance program; must maintain valid license and insurability throughout employment.

**Position Status**

The vacancy is for a seasonal, temporary position. The specific term of temporary employment for a particular employee shall be determined by the Manager. An employee's employment will expire at the end of the seasonal employment term; however, temporary employees serve at the will of the District and may be terminated at any time without cause or prior notice. Temporary employees do not have the rights described in the Personnel Manual relating to disciplinary action and dismissal. The Manager may fill a temporary position pursuant to applicable provisions of the Personnel Manual.

**Examination and Selection Process**

Applicants selected for interviews will be based on an evaluation of qualifying training, education and experience included in the application materials. Meeting minimum qualifications does not guarantee selection for an interview. Those candidates selected for interviews will receive a paneled oral interview to further assess training, experience and ability to perform the duties of the position. Selection will be based on a combined overall assessment of the oral interview and application.

Applicants selected for interviews must be available to interview between 7am and 3:30pm, Monday through Friday. Alternative interview times may not be offered.

**Medical Testing**

All persons selected for appointment must pass medical examinations administered by the District designated physician. Sacramento-Yolo Mosquito and Vector Control District is committed to maintaining a drug and alcohol free workplace.

**Compensation and Benefits**

The starting salary range for this position is \$14.00-18.00 per hour paid monthly. Salary will be determined at time of hiring. Seasonal, temporary employees do not receive medical or other employee benefits except when required by law. Seasonal, temporary employees receive Sick Leave pursuant to Assembly Bill 1522 (AB 1522), the Healthy Workplaces, Healthy Families

Act of 2014. Workers compensation is provided and employees are protected under the Workers Compensation Laws of California.

**Equal Employment Opportunity** It is the policy of the District to provide equal employment opportunity to all applicants. All qualified applicants will be considered for employment without regard to race, color, national origin, religion, gender, or sexual orientation.

Please contact the District at least five (5) working days before a scheduled examination or interview if you require accommodation in the examination or interview process.



# Supplemental Questionnaire



## SEASONAL HELPER (Field Assignment)

Completion and submission of this supplemental questionnaire is required for consideration. Applications submitted without the supplemental will be considered incomplete. You may attach additional pages as needed.

Please answer the questions below by marking the Yes or No box with an X.

1. Do you hold a valid California Drivers' License?

Yes	No

2. District offices are open from 7am to 3:30pm, Monday through Friday. Start times for field personnel may be adjusted to begin as early as 5am to avoid heat and traffic congestion. Schedule adjustments may be made with little to no prior notice. Are you willing/able to work a flexible schedule as described?

Yes	No

3. Field personnel report to either the Main office on Bond Road in Elk Grove or the Yolo County office on Fortna Avenue in Woodland. Are you willing/able to report to work at either location?

	Yes	No
Elk Grove		
Woodland		

Please list your experience in the following charts by writing Yes or No in the Experience box. Next, mark the type of experience you have by marking the Work or Personal box with an X. Then, enter the number of years or months of each type of experience you possess. Please list the equipment or tools used, or work/projects performed in the space provided.

	Experience	Type of Experience		Yrs./Mos. Experience	
	Yes/No	Work	Personal	Years	Months
<b>Vehicle/Equipment Operation &amp; Maintenance</b>					
Driving passenger car/small truck					
Driving full size pick-up truck					
Driving full size pick-up truck while towing a trailer					
Driving ATV/Quad/Gator/riding mower					
Riding a Bicycle for miles at a time					
Walking/Hiking on trails or uneven ground for miles at a time					
Light Vehicle/Equipment Maintenance e.g.; tire change, oil change, check fluids etc.					
Heavy Equipment					
Heavy Equipment used:					

	Experience	Type of Experience		Yrs./Mos. Experience	
	Yes/No	Work	Personal	Years	Months
<b>Facility Maintenance and Repair</b>					
Building Construction/Carpentry					
Type of work/projects performed:					

Plumbing					
Type of work/projects performed:					

Electrical					
Type of work/projects performed:					

Yard/Landscape					
Type of work/projects performed:					

	Experience	Type of Experience		Yrs./Mos. Experience	
	Yes/No	Work	Personal	Years	Months
<b>Tools</b>					
Hand Tools					
Hand Tools used:					

Power Tools					
Power Tools used:					

Please write a response to the questions below, you may use and attach additional pages as needed.

1. Please describe any experience you may have working in the field or an outdoor environment with livestock or wildlife, such as, but not limited to, agricultural fields, farms, or dairies?
2. Please describe any experience you may have working with and/or applying chemicals or other materials, such as, but not limited to pesticides or herbicides?
3. Field personnel drive, ride a bike, or walk/hike while performing inspections of mosquito development sites or sources. Personnel use a variety of maps and devices to locate these sites. Please describe your experience using maps and/or devices to find a location.