



CITY OF PINE BLUFF

DEPARTMENT OF HUMAN RESOURCES

JOB ANNOUNCEMENT

JOB TITLE: Service Trustee Supervisor

Department: Police	Status: Permanent
Annual Salary: \$26,624	Available Positions: 1

Application Process:

Applicants should apply at City Hall, Room 104, Department of Human Resources by 5:00 p.m. on the closing date. Applicants may also download a copy of the application at www.cityofpinebluff.com

**CLOSING DATE:
UNTIL FILLED**

Department of Human Resources 200 E. 8 th Avenue, Room 104 Pine Bluff, AR 71601	Office (870) 543-1840/ FAX (870) 850-2449 Office Hours: Monday-Friday: 8:00 a.m. – 5:00 p.m.
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ESSENTIAL JOB FUNCTIONS: The Service Trustee Supervisor works under the direct supervision of the Service Lieutenant and is responsible for supervising Community Service Workers in cleaning and sanitizing the Police Department, city hall grounds, washing police vehicles. In the absence of trustees, the supervisor will be responsible for the cleaning and sanitizing of the Police Department and all other duties assigned.

ACCEPTABLE EXPERIENCE AND TRAINING: All applicants must have a high school diploma or GED and 6 months of related experience and/or training; or equivalent combination of education and experience.

The CITY OF PINE BLUFF is an EQUAL OPPORTUNITY EMPLOYER and does not discriminate in its employment practices on the basis of race, sex, age, religion, national origin or physical or mental disability.