



# Vacancy Announcement

Position: Part-time Adult and Youth Sports League Official

Posting Date: January 21, 2016

## Introduction

The Eustis Parks & Recreation Department is currently accepting applications for Adult and Youth Sports League Officials. Sports Officials will officiate various sports such as: Adult Softball, soccer, kickball, basketball, flag football, etc. Officials will officiate and maintain control of league play by utilizing rules knowledge, proper mechanics, and consistent judgment. Will also work with other personnel to maintain a safe environment for participants.

## Essential job functions

Under the direction of a Program Coordinator or Department Director:

- Ensures that all playing environments are safe;
- Enforces all procedures and rules in place at all facilities or locations;
- Starts games and make calls during game play;
- Provides preventive officiating when necessary;
- Takes appropriate actions to keep the environment fun and enjoyable for all parties;
- Performs other related duties as required.

## Other job functions

- Assists the City in the preparation for and aftermath of a major emergency such as a hurricane or other storm or disaster, as needed.

## Requirements

### *Working hours*

Varies based on games

### *Physical Demands*

Requires frequent walking; frequent standing, climbing, stooping, reaching, bending, good finger/hand dexterity and hand/eye coordination; good eyesight; hearing and speech or vocal communication; working in adverse environmental conditions (heat, cold, rain etc.).

### *Minimum Qualifications*

Experience in refereeing and officiating and knowledge of sports preferred. A demonstrated ability to read English is a prerequisite for employment in this position.

### [Salary Information](#)

\$25.00 per game. Part time/temporary positions working less than 30 hours per week are not currently eligible for employment benefits. Only applicants with the most job-related qualifications will be selected for interview and further consideration. Additional consideration may be given to applicants with more extensive education, training, or experience. Final candidates may be required to pass a drug test and are offered a conditional offer of employment contingent upon satisfactory results of a thorough background check including criminal history. Please read important section below.

### [Closing Date](#)

Open until closed by the City

### [Contact Information](#)

Human Resources Department  
City of Eustis

#### [Physical Address](#)

109-A East Orange Avenue  
Eustis, Florida 32726

#### [Mailing Address](#)

Post Office Drawer 68  
Eustis, Florida 32727

#### [Phone number](#)

352-483-5472

#### [Fax number](#)

352-483-0492

#### [Email address](#)

personnel@ci.eustis.fl.us

### [Important Information](#)

Applications must be received no later than 5:00 pm on the closing date as listed above. The City may close positions that are posted with an Open closing date at any time, without prior notice. The City's application is required. After submitting an interest request via a career site, you should receive an email with the application link and further instructions from Human Resources. If you do not receive an email from Human Resources within one business day, contact 352-483-5472 or [personnel@ci.eustis.fl.us](mailto:personnel@ci.eustis.fl.us). The online application is the preferred method but printed applications are also available in person at 109-A East Orange Ave, Eustis. Office hours are 8:00 am to 5:00 pm Monday thru Friday. For assistance or more information, please visit Human Resources at [www.eustis.org](http://www.eustis.org) or call 352-483-5472. Under Florida Law, all application materials are public record and subject to public scrutiny.

The City of Eustis is an Equal Opportunity Employer and does not discriminate in recruitment, examination, appointment, training, promotion, retention, or any other personnel action because of race, color, religion, sex, disability, marital status, age, national origin, citizenship, genetic information or

any other factor protected by law. The City provides Veteran's Preference per Florida Statute 295.07. When a preference-eligible applicant receives notice of a hiring decision and believes that he or she was not afforded employment preference in accordance with applicable Florida law and regulation, the applicant may file a written complaint requesting an investigation to the Florida Department of Veterans' Affairs, Division of Benefits and Assistance, 9500 Bay Pines Boulevard, Room 214, Saint Petersburg, Florida 33708. Such complaint shall be filed within 60 calendar days from the date that the notice is received by the preference-eligible applicant pursuant to Sections 120.569 and 120.57, Florida Statute. Applicants claiming Veteran's Preference must complete a City of Eustis application identifying themselves as an eligible veteran and submit FDVA form VP-1, VP-2, or VP-3 along with documentation, as soon as possible (contact HR for forms). The City encourages applications from qualified individuals with disabilities and will make reasonable accommodation to the extent provided by law. If accommodation is needed for applicant testing or interview, please inform the City, prior to the testing or interview date.