



EMPLOYMENT OPENINGS

City of Salina offers excellent benefits including retirement & savings plans, health, vision & life insurance, prescription coverage, & paid time off. If requesting Veterans Preference, provide a DD214 copy. Apply at <https://jobs.salina-ks.gov>. Applications are required for each position & must be fully complete & correct. Email is used throughout the hiring process. Contact: Human Resources Department, 300 W. Ash, Room 200, Salina, KS 67401. Email: human.resources@salina.org. Direct Line: (785) 833-8018; Office: (785) 309-5710.

* FULL-TIME POSITIONS *

POLICE DEPARTMENT POLICE OFFICER

Application deadline: Until filled-Police Department- Duties: Operates an automobile, motorcycle, bicycle or engages in foot patrol in an assigned area to prevent & discover the commission of crime & to enforce criminal & traffic laws & regulations. Performs initial & follow-up investigations of crimes involving adults & juveniles; serves in stakeouts & surveillance; responds to radio & telephone dispatches & appears at scenes of disorder or crime. Intervenes in private or public disputes to protect the public peace & maintain order; investigates complaints; interrogates persons whose actions are suspicious. Uses basic negotiation & crisis intervention skills for handling hostage situations or high-risk warrant executions. Uses forensic tools & methods to support the investigation of crime scenes beyond basic interrogations. Employs reasonable & necessary force to subdue resisting individuals and/or accomplish a lawful police objective; effects arrests; transports prisoners; impounds & tags evidence; issues citations; gives warnings; serves warrants & subpoenas. Uses crime analysis tools to predict, report, & develop strategies to reduce criminal activity in assigned areas. Applies digital analysis skills for investigating technology-related crimes. Utilizes proficiency with body-worn cameras & other recording systems for evidence collection & officer accountability. Uses mobile data terminals & real-time crime center resources. Operates a computer information terminal; may perform service desk duties; handles animal problems. Assists fire department & ambulance personnel in rendering first aid; provides first aid, CPR & other emergency medical assistance; provides general assistance to the public; assists in hazardous material incidents. Notes & reports traffic hazards; assists in controlling traffic at scenes of emergencies; directs traffic; issues citations for parking & moving violations; escorts parades & processions; gives directions & information. Inspects establishments providing alcoholic beverages & entertainment; inspects to assure property protection. Prepares reports of own activities & investigative & operational reports; prepares detailed reports of offenses, accidents, damages to property, arrests & seized property. Appears, testifies & provides credible testimony in municipal, district & federal court. Speaks before school & civic groups as required; conducts community outreach & educational programs to build public trust & awareness on safety issues. Joins in neighborhood meetings or events to address community concerns & foster good police-community relations. Participates in joint training exercises with local fire departments & other emergency services for coordinated response. Participates in annual in-service training for updates on changes to city, state, or federal law impacting local enforcement. Receives in-service certification in cultural competency, ethical policing, & de-escalation techniques. Maintains physical fitness programs & access to mental health resources to support officer well-being. Education: High school diploma or G.E.D. Associate or bachelor's degree in criminology, social work, or related fields; one (1) year of college level coursework preferred. Ability to obtain Kansas Police Officer certification within one (1) year from start date of employment. Experience: One (1) year of work experience involving public contact such as security guard, customer service in de-escalating conflicts, social work, emergency medical technician, & protective services. Multilingual capability or conversational Spanish is desired. Requirements: Must be at least twenty-one (21) years of age at start date of employment. Officers working in specialized positions must live within 40 minutes response time; no residency requirements for new Police Officers. Must possess valid Kansas driver's license. Qualifications Include: United States citizen. No felony conviction, domestic violence related conviction, or other serious misdemeanor convictions. Successful candidates are prohibited from smoking or using tobacco products at any time, on or off the job. Selection Process Includes: In-person Police Officer Selection Test held at the Salina Police Department. Computer voice stress analysis examination. Psychological evaluation. Thorough background check. Three assessment interviews. Physical examination & drug screen. Starting Pay DOQ: \$57,741-60,632/yr.

POLICE SUPPORT SPECIALIST I

Application deadline: Until filled- Police Department -Duties: Checks & maintains variety of departmental criminal files & data to ensure accuracy prior to permanent storage in records management software; ensures data is entered accurately in accordance with state government guidelines concerning criminal activity & arrests information. Computes departmental statistics; prepares charts, reports, forms & other documents for departmental use; composes & types correspondence; scans & indexes police reports & related documents. Prepares & releases police reports & official responses to court inquiries; handles public report requests & background checks conducted from local records; performs variety of recordkeeping, records management



EMPLOYMENT OPENINGS

POLICE SUPPORT SPECIALIST I (CONTINUED)

duties, & related tasks for department. Screens incoming telephone calls; provides frontline customer service for general public & all offenders entering department; maintains & accounts for materials & supplies; handles office mail. Education: High school diploma or G.E.D. Experience: Microsoft Word & Excel experience required. Typing skills & other clerical functions. Type accurately at or above 40 words per minute. Work Type: Light, exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Sits about 85 percent of the time. Works inside. Equipment: Adding machine, calculator, computer, copy machine, fax machine, scanner, telephone & typewriter. Hours: Monday – Friday. 7:30 a.m. - 4:30 p.m. Starting Pay DOQ: \$17.39-18.26/hr.

PUBLIC WORKS DEPARTMENT

STREET MAINTENANCE WORKER

Application deadline: Until filled-Public Works/Streets -Duties: Performs a variety of skilled & semi-skilled manual labor in the construction & maintenance of streets, storm sewers, buildings & other municipal facilities. Oversees work crews in the absence of supervisors. Operates & maintains light to heavy duty equipment including tandem trucks & other heavy equipment. Operates street sweepers, backhoes, front-end loaders, rollers, boom trucks & related equipment; uses a variety of hand & power tools. Patches streets, determines repair requirements & calculates pavement materials & quantities. Loads & hauls equipment, sand & gravel, asphalt & other construction & maintenance materials. Provides public safety in construction zones in accordance with the MUTCD. Performs concrete & masonry work. Assists on the flood control system; services & maintains flood control gates & pumps; makes plumbing repairs. Services & performs minor equipment repairs; performs minor welding. Removes storm debris & snow, places barricades. Mows & trims trees, grass, weeds & shrubbery; applies pesticides. Education: High school diploma or G.E.D. Experience: One (1) year construction or maintenance work. Requirements: Must live within 40 minutes response time. Must possess a valid Kansas driver's license at hire. Must possess a valid Kansas Class B commercial driver's license (CDL) with air brakes & tanker endorsements, or able to obtain within one (1) year from start date. Work Type: Very heavy, exerting up to 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects. Hours: Monday-Friday, 7:30 a.m. to 4:00 p.m. Starting Pay DOQ: \$21.14-22.20/hr.

UTILITIES DEPARTMENT

UT MAINTENANCE MECHANIC

Application Deadline: Until filled-Utilities Department-Duties: Performs skilled & semi-skilled mechanical repairs to equipment at the Water or Wastewater Treatment Plants & related facilities, including but not limited to: pumps, blowers, filters, chemical feed equipment, motors, electrical controls, boilers, generators, laboratory equipment, piping, valves, & automated controls. Inspect machinery & equipment for repair & maintenance. Assist in procuring estimates, parts, or proposals for new or replacement equipment. Maintain & repair equipment as needed. Performs minor electrical repairs. Assist in maintaining a parts inventory. Perform preventative maintenance on equipment as assigned. Document & record preventative maintenance & repair records. Read & interpret technical manuals for repairs or installation of equipment. Use & maintain a variety of tools used to repair equipment. Make equipment repairs utilizing both gas & electrical welding equipment. Performs overtime & after-hours calls as required & other duties as assigned. Education: High school diploma or G.E.D. Experience: Two (2) years of mechanical/electrical experience or education preferred. Requirements: Must possess a valid Kansas driver's license. Must live within 40 minutes response time. Work Type: Heavy, exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Equipment: Telephone, two-way radio, computers, digital laboratory & maintenance test equipment, computer-based SCADA & asset / preventative maintenance software program, hand & power tools, vehicles, trucks, confined space equipment, skid steers, forklifts, overhead hoist, voltage meters, welders, UTV vehicles, PPE, & lock-out/tag-out equipment. Hours: Monday – Friday, 8:00 a.m. to 5:00 p.m. Responds to after-hours calls. Starting Pay DOQ: \$25.69-26.97/hr.

UTILITY WORKER I

Application deadline: Until filled-Utilities/Water & Wastewater-Duties: Performs semi-skilled & skilled labor in the maintenance & operation of a water distribution & transmission system/wastewater collection system. Performs minor electrical & mechanical maintenance. Maintains wastewater pumps, motors & controls. Installs, repairs, cleans, taps, fits & inspects wastewater/water pipelines; installs & repairs wastewater/water valves, manholes, & fire hydrants; installs & repairs chemical feed pumps & piping. Performs custodial work such as cleaning, painting, lawn mowing & snow removal. Education: High school diploma or G.E.D. Experience: Two (2) years maintenance of mechanical & electrical equipment, or related work preferred.

Requirements: Must live within 40 minutes' response time. Must possess valid Kansas driver's license. Work Type: Heavy, exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Machines, Tools, & Equipment: Computer, iPad, telephone, two-way radio, test equipment, multimeters, megohmmeters, chlorometers, personal gas monitors, pickups, dump trucks, tanker trucks, crane trucks, jackhammers, air moles, air compressors, wheeled & tracked excavators, skid loaders, hand & power tools, sewer cleaning equipment & inspection equipment. Hours: Monday-Friday, 8:00 a.m. – 5:00 p.m. & after-hours calls. Starting Pay DOQ \$24.47-25.69/hr.

WATER PLANT OPERATOR I

Application Deadline: Until filled-Utilities-Duties: Performs skilled work in the operation of an advanced water treatment plant, distribution system. Keeps daily logs of shift operations; utilizes monitoring equipment & maintains records. Draws samples for laboratory analysis. Performs preventive maintenance on equipment. Performs custodial work such as cleaning, painting & mowing. Receives & addresses customer concerns. Education: High school diploma or G.E.D. Kansas Class I Water Supply System Operator Certificate or must obtain within two (2) years from employment start date. Experience: Two (2) years of mechanical & electrical equipment maintenance, or related work preferred. Requirements: Must live within 40 minutes' response time. Must possess valid Kansas driver's license. Work Type: Heavy, exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Manual labor. Equipment: Computer, hand & power tools, Lockout/Tag-out equipment, telephone, test equipment, trucks, & vehicles. Hours: Works on shift: 8:00 a.m. - 5:00 p.m.; 12:00 p.m. – 12:00 a.m.; 12:00 a.m. – 12:00 p.m. Includes some weekends. Starting Pay DOQ: \$24.47-25.69/hr.

* PART-TIME POSITIONS *

ARTS & HUMANITIES DEPARTMENT RIVER FESTIVAL STAGE MANAGER

Temporary/Seasonal • Part-Time

Application deadline: Until filled-Arts & Humanities-Duties: Responsible for stage hospitality to entertainers & to the audience. Assists with entertainers' requests & needs. Must have the ability to entertain & create a festive atmosphere in the stage environment. Diplomatically answers questions & meets the needs of Festival goers. Troubleshoots & makes adjustments as needed to keep the stage running on time. Must authoritatively inform the Festival crowd of emergencies or inclement weather as needed. Acts responsibly in emergency situations & inclement weather. Assists with emergencies. Offers support with equipment, supplies, staffing, or other needs. Must maintain good working relationships with those in analogous positions at the other Festival stages, especially the Stein Stage in moving equipment. Education: High School Diploma or G.E.D. Qualifications: Five (5) years minimum of stage management in a musical or theatrical setting. Ability & experience in directing workers aged sixteen (16) to twenty-five (25) in the crew positions is required. Must have the basic knowledge of, & ability to work with the Festival sound crew. Knowledge of musical instrumentation. Ability to read technical needs sheets & responses appropriately to set up instruments, monitors, direct input boxes, etc. Demonstrates respect for the artists. Maintains a cheerful & helpful attitude throughout the entire event. Requirements: Must be eighteen (18) years of age or older. Must possess a valid driver's license to operate utility vehicles & golf carts on city property & non-public access passageways. Must have the ability to lift 75 lbs. Must be able to withstand extreme temperatures & adverse weather conditions. Equipment: Golf carts, sound equipment, & instruments. Hours: 40-60 hours from June 11 - June 14, 2026. Position works long hours in varied & adverse weather conditions. Pay: \$500 Stipend (Approx. \$12.50/hr.)

RIVER FESTIVAL STAGE CREW MEMBER

Temporary/Seasonal • Part-Time

Application deadline: Until filled-Arts & Humanities-Duties: Assists the Stage Manager in all aspects of set-up, equipment handling & service to the entertainers. Assists the Stage Manager of Stage II, Stage Manager of Stein Stage, Sound Crew & other Festival staff carrying out their duties. Maintains a cheerful & helpful attitude throughout the entire event. Education: Eighth grade graduate minimum. Qualifications: Must have previous experience as a stagehand at the Smoky Hill River Festival or other stage work, i.e. a music or theatre program. Requirements: Must be sixteen (16) years of age or older. Sixteen-year-olds will work in a non-driving capacity. Sixteen-year-olds are permitted to use only light, non-power-driven hand tools. Seventeen-year-olds or older must possess a valid driver's license to operate utility vehicles & golf carts on city property & non-public access passageways. Must have the ability to lift 75 lbs. Must be able to withstand extreme temperatures & adverse weather conditions. Equipment: Golf carts, sound equipment, & instruments. Hours: 40-60 hours from June 11 to June 14, 2026. Position works long hours in varied & adverse weather conditions. Pay: \$300 Stipend (Approx. \$7.50/hr.)

RIVER FESTIVAL GOFER I

Temporary/Seasonal • Part-Time

Application Deadline: Until filled-Arts & Humanities-Duties: Builds & assembles stages. Installs signage & Festival infrastructure. Sets-up chairs, tents, & tables throughout the park. Installs design elements & fencing. Assists with special projects as directed. Works alone or in teams to accomplish all tasks quickly & efficiently. Education: Eighth grade graduate minimum. High school diploma or G.E.D. preferred. Qualifications: Two (2) years' experience in building sets, stages, & other theatre/entertainment sets preferred. Skilled in the use & function of basic hand & non-powered tools required. Must be knowledgeable about the programs & events of the Smoky Hill River Festival. Requirements: Must be sixteen (16) years of age or older. Sixteen-year-olds will work in a non-driving capacity. Sixteen-year-olds are permitted to use light, non-power-driven hand tools. Seventeen (17) year olds must possess a valid driver's license to operate utility vehicles & golf carts on city property & non-public access passageways. Must have the ability to lift 75 lbs. Must be able to withstand extreme temperatures & adverse weather conditions. Equipment: Rakes, handheld clippers, shovels, brooms, & light, non-powered hand tools. Hours: 40-60 hours from June 9 to June 15, 2026. Position works long hours in varying & adverse weather conditions. Pay: \$8.00/hr.

PARKS & RECREATION DEPARTMENT RECREATION ASSISTANT I - DOG WALKER

Intermittent Part-Time • Permanent

Application deadline: Until filled-Parks & Recreation/ Animal Services-Duties: Walks dogs of all sizes & breeds, ensuring they get adequate exercise, socialization, & potty breaks; ensures the safety & well-being of the dogs at all times; may walk up to four (4) dogs at any one time; makes sure that dogs are well-fed & hydrated; picks-up after the dogs during walks & disposes of waste appropriately; adheres to walking schedules & routes provided by management staff; monitors the dogs for any signs of distress or health issues & reports them immediately to management; maintains effective communication with Animal Services staff, providing updates & feedback on the dogs' behaviors & activities; adheres to all company policies & local regulations regarding dog walking & animal care; knowledgeable of city ordinances & state laws regarding animal care. Education: High school diploma or G.E.D. Experience: One (1) year previous experience in dog walking or pet care is preferred but not required; previous volunteer work in animal care. Requirements: Must be eighteen (18) years of age or older; this is a non-driving position; must pass a background check. Work Type: Moderate, exerting up to 80 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or a negligible amount of force constantly to move objects; must be physically fit & able to walk steadily for 20-30 minutes or for extended periods in various weather conditions; must have the ability to physically handle both dogs & maintenance responsibilities. Hours: Works flexible hours, including mornings, evenings, & weekends. Pay: \$13.40/hr.



EMPLOYMENT OPENINGS

PUBLIC WORKS DEPARTMENT LANDFILL ATTENDANT

Part-Time • Permanent

Application deadline: Until filled-Salina Municipal Landfill- Duties: Opens & closes scale house for operations; unlocks & locks facility perimeter gate. Directs customers to proper unloading area for waste disposal within the landfill. Coordinates with waste disposal vehicle operators to efficiently manage traffic flow & prevent congestion at unloading points. Monitors waste types & materials to ensure only permissible waste is accepted in compliance with environmental regulations. Reads scale meters & records weights of solid waste coming to the landfill. Provides guidance & instructions to customers on acceptance criteria, recycling facilities, & fees. Resolves customer concerns or directs them to the appropriate personnel regarding non-technical issues or inquiries. Performs clerical duties for landfill operations. Processes charges & payments for waste disposal; provides receipts & tickets as required. Prepares monthly summaries; maintains landfill users reports. Cleans buildings & tends to the surrounding grounds; picks up litter as needed. Education: High school diploma or G.E.D. Experience: One (1) year of experience as a cashier or in a role with related financial responsibilities. One (1) year of administrative work & customer service experience; proficient computer skills. Requirements: Must possess a valid Kansas driver's license. Must successfully pass a criminal background check. Hours: Variable work schedule 2-3 days/week 6:45 a.m. - 5:00 p.m. Occasional Saturdays 6:45 a.m. to 2:00 p.m. Work Type: Light, exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Equipment: Calculator, computer, pen, pencil, printer, radio, telephone & vehicles. Benefits: Part-time position is eligible for certain employee benefits. Starting Pay DOQ: \$17.39-18.26/hr.

TRAFFIC CONTROL LABORER

Temporary/Seasonal

Application deadline: Until filled-Public Works/Traffic Control- Duties: Traffic Device Maintenance & Installation: Participates in the installation, maintenance, & repair of critical traffic control devices, including but not limited to stop signs, yield signs, & traffic signals, ensuring compliance with national & state safety standards while enhancing public visibility. Roadway Marking: Plays a key role in the painting & repainting of essential road markings, covering complex layouts like school zones & bike lanes, utilizing reflective materials to optimize nighttime & inclement weather visibility, thereby aligning with broader municipal safety protocols. Sign Replacement & Visibility Assurance: Engages in evaluating & replacing degraded traffic signs, meticulously adjusting for optimal driver visibility, factoring in local environmental conditions like frequent sun direction changes or natural obstructions, contributing to informed & safe navigation. Traffic Management Support & Coordination: Actively collaborates with full-time staff, event planners, emergency services, & public works teams to ensure cohesive traffic setups during citywide events, construction activities, & roadworks, integrating best practice protocols for barrier placement & vehicular & pedestrian routing. Equipment Operation & Care: Operates a variety of tools & machinery used in traffic control tasks, including paint machines, drills, & saws, while ensuring all equipment is properly maintained & stored. Education: Eighth grade graduate minimum. High school diploma or G.E.D. preferred. Experience: Six (6) months to one (1) year of work experience with wood, metal, or concrete painting projects. Work Type: Heavy, exerting up to 100 lbs. of force occasionally, and/or up to 50 lbs. of force frequently, and/or up to 20 lbs. of force continually to move objects. Works entire shift outside in varying weather conditions. Requirements: Must be eighteen (18) years of age or older. Must possess valid driver's license. Must pass background checks. Must be prompt & available to work shifts. Must have the ability to work independently with little supervision. Equipment: Variety of tools & machinery used in traffic control tasks, including paint machines, paint rollers, paint brushes, drills, saws & vehicles. Hours: Monday-Friday from 7:30 a.m.-4:00 p.m.; 40 hours per week available. Position typically works from June-August or for a total of 950 hours per season. Pay: \$16.00/hr.