

## **Parks Maintenance (Part-Time)**

**Contact Name:** Dave Beneventi

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**Contact Phone:** (708) 687-7270 ext. 148

**Closing Date:** Until Filled

**Salary:** \$18.50/hour:

### **Summary**

Under the direction of the Superintendent of Parks; the Parks Maintenance personnel shall perform maintenance tasks which focus on, but are not limited to; routine maintenance functions necessary for the daily upkeep of the parks, grounds, athletic fields and facilities. Knowledge of operating equipment and maintenance of equipment. Support with set up and take down of recreational events and activities. This 35-hour work position is generally Monday – Friday from 7:30 a.m. to 3:30 p.m. and night/weekend work may be required.

### **Qualifications:**

High School graduate or equivalent

Minimum of two year of experience in related field or equivalent combination of education, experience and training.

Valid Driver's License

Capable of lifting or moving up to 50 lbs.

### **Essential Functions:**

- Manual work to assist in the safety and cleanliness of property and equipment, including wear, damage and vandalism, removal of trash, etc.
- Assist in establishing and maintaining park property through mowing, maintenance, installation of landscape that includes planting and upkeep.
- Assist in the daily care and maintenance of all athletic fields.
- Ability to operate district equipment; hand tools, mowers, string trimmers, leaf blowers, ballfield groomers, motorized utility vehicles, trucks and trailers.
- Perform operational and preventive maintenance on equipment; checking fuel levels, cleaning and inspections, greasing, etc.
- Assist in maintaining and repairing all aspects of park buildings, facilities and equipment; including but not limited to carpentry, plumbing, electrical and painting.
- Perform custodial maintenance for the continual upkeep and cleanliness of buildings, grounds and facilities.
- Assist in the removal of snow from parking lots, sidewalks and throughout the district as needed.
- Setting up and taking down of events and activities as needed.
- Observe and follow all District policies and regulations as the safety of staff and participants is of utmost importance and a continuing responsibility of all employees.
- Supervise seasonal maintenance employees.
- Attend trainings and workshops.
- Perform other duties as assigned.

**Environment:**

Ability to follow directions and work well and resolve differences with all employees of the Park District.

Resolve differences and problems that arise with patrons.

Exhibit good problem-solving ability and good judgement in keeping with the mission of the Park District.

Reads and understands the safety rules and regulations of the Park District.

Ability to work both outdoors and indoors and be subject to various environmental conditions such as; rain, snow, extreme hot and cold temperatures, exposure to dust, fumes, dirt, noise, insect bites and exposure to hazardous chemicals.

Must have the physical agility to maintain mobility from site to site and be able to perform heavy manual tasks.