



Superintendent of Parks, Buildings and Grounds

VILLA PARK - Parks and Recreation

Contact Name: Greg Gola

Contact E-mail: gregg@invillapark.com

Contact Phone: 630-834-8970

Closing Date:

Salary: \$72,000-\$85,000

Description:

DUTIES: Under the direction of the Director for Parks, Recreation and Fleet Services, the Superintendent of Parks, Buildings and Grounds is responsible for the overall capital improvements, maintenance and repair of all indoor and outdoor Village facilities including Village buildings, playgrounds, ball fields, shelters, 2 community centers, and the community swimming pool. The successful candidate will have a complete understanding of park maintenance operations, construction management, and ball field and landscape maintenance; he or she will also be knowledgeable in the areas of plumbing, HVAC and aquatic systems. The candidate must have a thorough understanding of personnel management, budgeting, pertinent safety precautions, and must possess good written and oral communication skills; this person must recruit, train, and evaluate qualified staff, as well as purchase supplies and equipment according to the Village's purchasing guidelines. The successful candidate must be able to evaluate and make adjustments within the department so that the total program operates efficiently and creates an environment of success. He or she must be able to coordinate their responsibilities and projects with all Village departments including Police, Fire, Public Works and Economic/Community Development.

QUALIFICATIONS: A BA/BS in Park Management, Landscape Architecture, Engineering, Turf Grass Management, Horticulture, or a related field is preferred. A candidate that is a Certified Park and Recreation Professional is preferred (or certification must be obtained within one year after hire), and will have had a minimum five years of responsible administrative or supervisory experience in parks, buildings and grounds management. Candidate must have working knowledge of Microsoft Word and Excel and must have a valid driver's license.

This is an at-will position. The Village of Villa Park is an Equal Opportunity Employer.

For the job description please go to: www.invillapark.com/DocumentCenter/View/4751

APPLY TO: Greg Gola, Director of Parks, Recreation and Fleet Services
Village of Villa Park
338 N. Iowa Ave
Villa Park, IL, 60181
Gregg@invillapark.com

Please send letter of interest, resume and references via e-mail or the address above. Include "Parks Superintendent Opening" in the subject line.