



Facility and Aquatic Maintenance Supervisor

Mundelein Park & Recreation District

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Closing Date: 2025-06-12

Salary: \$50,652.86 - \$63,316.07 DOQ

Description:

Facility and Aquatics Maintenance Supervisor

Position Type: Full-Time Non-Exempt **Start Date:** ASAP

Hiring Wage Range: \$50,652.86 - \$63,316.07 DOQ

Full Wage Range: \$50,652.86 - \$75,979.29

Benefits: IMRF Pension, Health Benefits, Group Life Insurance, PTO and District Discounts

Established in 1954, Mundelein Park & Recreation District has 34 park sites offering over 735 acres of open space, playgrounds, ballfields, lakes and trails. We offer over 650 seasonal programs, including: dance, youth sports, tennis, karate, golf, gymnastics, adult and youth leagues, swim instruction, art, fitness and wellness, culinary, adult day trips, science classes, and day camps. In addition, we host over 20 annual events, many free to the public.

Summary

Perform a variety of skilled maintenance activities to support the District's facilities such as Community Center, Dunbar Recreation Center, Golf Club, Regent Center, Kracklauer Dance Studio, Indoor pool, outdoor Spray Park, Barefoot Bay (outdoor aquatic facility), and Diamond Lake Beach.

Qualifications - Education, Experience and Training

Must be knowledgeable in the areas of plumbing, heating, air conditioning, electrical maintenance, carpentry and general maintenance. Minimum high school graduate or general education degree

required with formal or trade school studies related to building maintenance desired. Five (5) years in the building maintenance and/or construction fields with at least three (3) years in a supervisory position. Experience with custodial services or the equivalent in custodial service in other institutions and/or firms. CPR, First Aid and AED Certification required within 90 days of employment. Electrical license, HVAC certificate and/or plumber's license recommended. Three (3) years' experience in the care, maintenance and repair of both indoor and outdoor swimming pools, waterslides and aquatic equipment recommended. Must possess a Pool/Spa Operator certification, (CPO) within the first six (6) months of employment, through the National Swimming Pool Foundation or an Aquatic Facility Operator certification. Valid State of Illinois driver's license, CDL Class A or B.

Duties and Responsibilities

Essential Functions

- Perform operation, repair, preventative maintenance, and maintenance of swimming pools, equipment, and facilities. Monitor pool functions to include reading gauges, graphs, meters and control panels to ensure water quality. Building maintenance practices and custodial methods and supplies
- Perform the basic operation of pumps and pool purification, high pressure blowers, and pneumatic cylinders. Operate pool chlorination and filtration
- Repair pumps, small & large motors, boilers, pipes and valves; repair pool-filtering equipment including water pumps, chemical dispenser systems and chlorine
- Maintain and repair water slides, diving board, public address systems, surrounding pool areas and decks. Maintain water features, spray pads to include proper mechanical operation
- Maintain whirlpool and sauna.
- Maintain the sand, buoys, chairs, and shade structures at Diamond Lake Beach.
- Knowledge of all pertinent safety procedures and OSHA standards, hazards and safety precautions applicable to pool maintenance
- Vacuum and clean swimming pools, backwash filters, clean restrooms facilities, and pool equipment rooms.
- Responsible for the purchasing of materials, equipment, and general services.
- Plan, coordinate, and supervise work with outside contractors.
- Administer the annual budget for the building.
- Assist with the recruitment, interviewing, hiring, training, and evaluating seasonal and/or year-round part-time staff.
- Responsible for aquatic related quality control.
- Inspect aquatic facilities (Barefoot Bay, Spray Park, Indoor Pool and Diamond Lake) and work areas to eliminate deficiencies and improve facilities.
- Coordinates Hazcom Standard compliance activities.
- Conduct preventative maintenance on all aquatic facilities equipment and document a preventative maintenance schedule.
- Assist with fire and alarm system inspections and repairs.
- Maintain the Community Center facility in a condition of operating excellence, cleanliness and safety. Conducts an ongoing program of general maintenance, upkeep, and repair
- Clean and maintain all boilers and other major equipment
- Participates in painting and general repairs to plumbing, electrical, carpentry, windows and general mechanical work.
- Responsible for regulating heating, ventilating, and air conditioning systems to provide temperatures appropriate to the season and to ensure economical usage of fuel, water, and electricity
- Assist in supervising and leading volunteers, community service workers, and seasonal staff

- Performs emergency repair services as necessary.
- Order and receive supplies and equipment and maintains necessary inventories
- Responsible for the setting up and tearing down of equipment during special events, meetings, and program classes
- Ability to read and interpret documents such as safety rules, blueprints, electrical schematics, operating and maintenance instructions, and procedure manuals
- Ability to write routine reports and correspondence
- Assist with other duties as assigned in other areas/divisions such as snow plowing, painting, building maintenance.
- Ability to communicate (speak) effectively to workers, contractors, facility staff, and the public
- Perform other related duties as assigned

For more information, or to apply now, you must go to the website below. Please DO NOT email your resume to us as we only accept applications through our website.

<https://mundeleinparks.workbrightats.com/jobs/1111570-224510.html>