



## **Parks Specialist II**

Village of Schiller Park - Parks and Recreation Department

**Contact Name:** Brian Kaspar

**Contact E-mail:** bkaspar@schillerparkil.us

**Contact Phone:** 847-671-8580

**Closing Date:** 2024-11-24

**Salary:** \$25.00-\$28.00

### **Description:**

THE VILLAGE OF SCHILLER PARK

**Title:** Parks Specialist II

**Reports to:** Parks and Facilities Supervisor

**Status:** Full-Time

**Department:** Parks and Recreation Department

### **Position Summary:**

This position is responsible for assisting in the maintenance and repair of Village parks and recreational facilities. High school diploma or GED, plus five to seven years in parks maintenance or related field including repairs, irrigation systems or construction; any applicable coursework. Valid Illinois Driver's License. Ability to obtain a pesticide license within 1 year of hire date required, Ability to obtain certification for pool (CPO) within 2-3 years.

### **Core Responsibilities:**

Direct handle landscaping work including mowing, raking, trimming, sweeping, and planting shrubs and more

Experience with the handling/operating agriculture equipment (front end loader/backhoe, bobcat, grading equipment)

Hardscape projects/maintenance (retaining walls, brick paving, power washing, planting, seeding/sod install, grading, fencing)

General mechanical background and ability to maintain and repair landscape equipment throughout landscaping season

General knowledge of all trades including plumbing, electrical, HVAC and irrigation systems

Winterizing various buildings and water features that are used seasonally

Operate plow trucks, blowers, tractors, and shovels to remove snow from within the Village and facilities including walks, parking lots, and driveways

Set Up and Tear Down seasonal decorations throughout the parks and village

Provide custodial services as directed

Perform repairs on playgrounds and general park equipment  
Available on nights and weekends for emergencies or scheduled  
Ability to drive truck and haul trailer  
Provide effective and efficient customer service.  
Ability to perform other duties as assigned

**Additional Considerations:**

Ability to deal efficiently and tactfully with other staff and the public.  
Versatility and initiative in dealing with changing assignments.  
Ability to organize a wide range of tasks effectively and efficiently.  
The ability to work without direct supervision to provide exceptional results.  
Ability to understand work from both written and oral instructions.  
Ability to supervise and coordinate workers engaged in general park maintenance.  
Ability to plan, develop and evaluate projects.  
Ability to understand and contribute to logistical operational planning.  
Knowledge of proper maintenance procedures to troubleshoot and solve problems independently.  
Knowledge of fiscal responsibility pertaining to the use of maintenance equipment and supplies.  
Knowledge of safety precautions to follow in manual and mechanical work required.

**Physical Demands:**

Ability to lift/carry up to 50 lbs. and move up to 100lbs. with assistance, if necessary. While performing the duties of this job, the employee is regularly required to stand and walk for extended periods of time.

Experience working in all types of weather and conditions.

May be required to work non-traditional hours for attendance at programs, community functions, events, snow plowing or in meeting with business contacts.

**Benefits and Salary:**

The Village provides a comprehensive benefits package including medical, dental, and eye insurance, Illinois Municipal Retirement Fund (IMRF) pension, paid sick, vacation, and paid holiday time off.

Wages: \$25.00 - \$28.00 / hour depending on qualifications

**Hours:**

This is a Full-Time, FLSA non-Exempt, at-will position. The typical work schedule will be Monday - Friday, Days; however, additional hours at night and weekends will be required according to program needs, community functions, events, snow plowing and/or more.

**Apply:**

To apply, please email your cover letter and resume to Brian Kaspar, Director of Parks and Recreation at [bkaspar@schillerparkil.us](mailto:bkaspar@schillerparkil.us). Applicants must indicate "**Parks Specialist II**" in the subject line of their e-mail.

*Candidates who are offered employment at the Village of Schiller Park will be subject to satisfactory results of a background check, drug screening and reference checks. An employee of the Village is an employee at will, unless subject to a Union contract or hired as an individual contractor.*