



## **Maintenance I - Buildings & Grounds**

### **Village of South Elgin**

**Contact Name:** Patricia Villanueva  
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**Contact Phone:** 847-742-5780  
**Closing Date:**  
**Salary:** \$56,638

#### **Description:**

The Village of South Elgin is a dynamic organization serving a community of roughly 24,000 residents in the far western suburbs of Chicago. We are seeking a qualified candidate for the position of Maintenance Worker I – Buildings & Grounds in the Public Works Department. Responsibilities primarily include daily janitorial services for Village buildings and snow removal from facilities. The successful candidate may also perform a variety of manual, semi-skilled tasks in maintenance and repairs of Village owned property.

Qualifications include graduation from high school or GED equivalent, extensive knowledge of proper cleaning methods, general grounds and facility maintenance, and simple repair activities. Two (2) years' experience in facility and/or property maintenance preferred. Must possess a valid Illinois Driver's License, a valid State Commercial Driver's License (Class B) with air-brake endorsement and tanker endorsement or the ability to obtain within 6 months is required; and certification in First Aid and CPR or the ability to obtain certification within six months of employment. Ability and willingness to respond to emergencies twenty-four (24) hours a day, seven (7) days a week and carry a wireless communication device.

Normal work hours for this position are 8-hour shifts from 10 a.m. to 6:30 p.m. Monday through Friday. Up to four times per month, the work hours for this position may be altered by management to 1 p.m. to 9:30 p.m. to cover various Village board and committee meetings. Response to after-hours call-backs seven days a week, including evenings, weekends and holidays and in preparation for impending emergency conditions, as necessary (e.g., snow removal, etc.) is required.

The Village of South Elgin offers an excellent compensation package with a starting salary of \$27.23 per hour. The salary range for this position is \$27.23 - \$34.13 per hour. This position is represented by a union.

The Village of South Elgin has a competitive benefits package with coverage that begins on the first day of employment including health, dental, vision and life insurance as well as a health savings account, a retirement pension plan through the Illinois Municipal Retirement Fund and deferred compensation 457(b) plans. The Village also provides paid holidays, paid vacation and paid sick leave.

Interested applicants should submit a Village application to the Village of South Elgin, ATTN: Human Resources, 10 North Water Street, South Elgin IL 60177 or by email to [jobs@southelgin.com](mailto:jobs@southelgin.com). Applications are available online at [www.southelgin.com](http://www.southelgin.com).

The selected candidate will be required to successfully pass a pre-employment background and criminal history investigation, reference checks and post-offer medical examination and drug screen.

The Village of South Elgin is an Equal Opportunity Employer

A copy of the EEOP Utilization Report is available on request from the Human Resources office.