



## **Trades Specialist I**

### **Rolling Meadows Park District**

**Contact Name:** Tiffany Quattrocchi

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**Closing Date:**

**Salary:** \$50,000-\$52,000

#### **Description:**

##### **JOB SUMMARY:**

Responsible for assisting with the daily maintenance of equipment and facilities, including but not limited to mechanical, electrical, HVAC, carpentry, structural, and plumbing as needed. Also completes playground inspections and special projects. This is an at-will position.

##### **ESSENTIAL FUNCTIONS:**

- Responsible for weekly maintenance of Ice Arenas, Pool and all other facilities.
- Evaluate equipment on a daily, weekly, monthly, bi-monthly, and yearly schedule.
- Responsible for inspecting and maintaining all lighting, HVAC filters & units, electrical, mechanical, plumbing and flooring.
- Responsible for the maintenance and upkeep of the Ice Arena compressors and refrigeration systems.
- Responsible for the general maintenance of ice resurfacing machine.
- Responsible for maintaining the rink boards, glass, and tile surrounding the ice surface.
- Perform snow and ice removal operations with snow removal equipment on sidewalks, roads, parking lots, and roofs of Park District facilities.
- Performs skilled carpentry work, including the construction, repair, and installation of structures, fixtures, and furniture.
- Responsible for conducting regular playground inspections and performing maintenance to ensure safety, functionality, and compliance.
- Assist with the upkeep and maintenance of the fleet vehicles.

##### **MARGINAL FUNCTIONS:**

- Assist park custodial staff and parks crew as needed.
- Make recommendations for purchase of equipment or enhancements.
- On call for all emergency repairs of equipment.
- Assist with the Ice Show setup and take down.
- Perform other duties as assigned by the Superintendent of Parks.

- Staff is expected to help with the successful implementation of programs, parks, and services across program areas and between departments.

## **QUALIFICATIONS**

- High school diploma or GED
- Must have experience in compressors, motors, pumps, refrigeration, and knowledge of general maintenance practices and methods.
- Must have experience with carpentry
- Must have a valid driver's license with a good driving record, CDL preferred.
- Must be able to obtain CPSI (Certified Playground Safety Inspector) certification within 12 months of hire

**SCHEDULE & PAY:** This is a full-time, non-exempt position. Minimum of forty (40) hours per week, Monday-Friday 7:00am-3:30pm, plus evenings and weekends as required. Target hiring range is \$50,000-\$52,000 DOQ (dependent on qualifications). The full salary range for this position is \$46,504-69,906.

**BENEFITS OFFERED:** In exchange for your time and talent, we offer a generous benefit package:

- Medical & Prescription Coverage
- Dental & Vision Coverage
- Life Insurance (basic & voluntary)
- Pension Defined Benefit Plan (IMRF)
- Short & Long-Term Disability
- 457 Defined Contribution Plan
- Flexible Spending Accounts
- Paid Holidays & Vacation Time
- Tuition Reimbursement
- Facility Discounts & Usage Benefits

Interested applicants should apply online at [www.rmparks.org/jobs](http://www.rmparks.org/jobs)