



Parks Maintenance

Downers Grove Park District

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Closing Date:

Salary: \$22.00 to \$23.00 per hour

Description:

The Downers Grove Park District is seeking a Maintenance team member to provide a full range of general maintenance, construction, and development of parks, playgrounds, athletic fields, structures, roads, paths, parking lots, utilities, drainage, restroom and concession buildings, fleet vehicles, and other property owned and managed by the District.

Pay Range: \$22.00 per hour (annual \$45,760) to \$23.00 per hour (annual \$47,840)

Benefits: The District offers robust PTO, health, dental, vision insurance, life & AD&D, IMRF pension, 403B, District discounted options including free access to the 4500 Fitness facility.

Hours: Schedule is generally Monday – Friday from 7:00 a.m. to 3:30 p.m. and night/weekend work as required as part of an on-call rotation. This position may also require to work with special events.

Essential Job Duties and Responsibilities:

- Completes tasks that provide for the repair, preventative maintenance, construction, and development of parks, playgrounds, athletic fields, structures, roads, paths, parking lots, utilities, drainage, restroom and concession buildings, fleet vehicles and other property owned and managed by the District
- Operates District owned and rented equipment such as tractors, equipment for turf cutting, and maintenance, snow removal, and other tasks requiring special or heavy equipment
- Performs maintenance work such as cleaning park facilities including restrooms, pavilions, painting, trash disposal, ice rink maintenance, etc.
- Assists in care and planting of turf, trees, shrubs, flowers, and natural areas
- Rotates in on-call schedule which includes weekends and may require working special events, snow removal and other assignments
- Updates Park District maintenance software throughout the workday
- Provides leadership and guidance to assigned staff
- Uses material-handling equipment or staff assistance for moving heavy objects
- Makes recommendations to the Superintendent with regard to projects, personnel, equipment needs, and work scheduling

- Complies with systems, policies, procedures, and productivity standards as they relate to assigned tasks
- Uses material-handling equipment or staff assistance when moving heavy objects
- Must have regular, consistent, and predictable attendance
- Follows and adheres to all policy and safety guidelines
- Performs other duties as assigned
- *Job may be modified at any time

Education/Qualifications:

- Possess good communication skills and ability to work cooperatively with co-workers and the general public
- Ability to follow instructions and perform work effectively
- Possess a high school diploma or GED
- Trade school completed or other continuing training in a related area preferred
- Demonstrated knowledge and ability to make plumbing, electrical, painting, and carpentry installations and repairs preferred
- Must have the ability and knowledge necessary to safely and expeditiously perform maintenance duties of moderate complexity and exhibit problem-solving abilities, adaptability, good judgement, and a willingness to learn
- Familiarity and understanding of general grounds procedures for the care and upkeep of turf, irrigation, trees, shrubs, natural areas and athletic field preparation preferred
- Ability to respond to changing priorities; respond to emergency calls at night and on weekends as assigned
- Ability to withstand extensive standing, stooping, squatting, pushing and pulling, and perform work in all weather conditions with exposure to pollens and other allergens.
- Must possess an Illinois pesticide operator's license, or be willing to obtain within six months of hire.
- Valid Illinois driver's license. First Aid and CPR/AED certification within 30 days of employment (provided by the Park District)

Requirements:

- Familiarity and understanding of general grounds procedures for the care and upkeep of turf, irrigation, trees, shrubs and athletic field preparation.
- Ability to respond to changing priorities; respond to emergency calls at night and on weekends as assigned.
- Demonstrated knowledge and ability to make plumbing, electrical, painting, and carpentry installations and repairs.
- Must be skilled in the safe use of tools, materials and equipment.
- Must have the ability and knowledge necessary to safely and expeditiously perform maintenance duties or moderate complexity.
- Ability to withstand extensive standing, stooping, squatting, pushing and pulling, and perform work in all weather conditions with exposure to pollens and other allergens.
- Have a current Illinois Pesticide Operator's License or obtain one within 6 months of employment (paid for by the District)
- Valid Illinois driver's license
- CPR/AED certification is required within the first three months of employment (paid for by the District)
- Grounds or Parks maintenance experience preferred

Equal Employment Opportunity

The Downers Grove Park District is an Equal Employment Opportunity Employer.