



Parks & Landscape Level II

Lemont Park District

Contact Name: Lisa Dian

Contact E-mail: ldian@lemontparks.org

Contact Phone: 630-257-6787

Closing Date:

Salary: \$21.00 - \$29.00 Hourly

Description:

Job Title: Parks & Landscape (Level II)

Department: Maintenance

Reports to: Parks Manager

FLSA: Non-Exempt

Status: Full-Time Hourly

Salary Range: \$21.00-\$29.00

Job Summary:

Parks & Landscape Level II employee must be sufficiently skilled to perform a wide variety of tasks without supervision such as park, turf and landscape maintenance, horticulture, forestry, and recreation support activities. Assists in managing full time, part time and seasonal staff and performs a variety of maintenance duties to maintain all District owned parks and facilities.

Essential Job Functions and Responsibilities:

- Responsible for managing the safety and cleanliness of property and equipment, including wear, damage, and vandalism, removal of trash, etc.
- Assist in managing and maintaining park property through mowing, maintenance, and installation of landscaping, including planting and any necessary upkeep.
- Performs and oversees various maintenance operations to park grounds, including but not limited to, controlled prairie and wood burns and maintenance.
- Responsible for maintaining and repairing all aspects of park buildings, facilities, and equipment, including but not limited to, carpentry, plumbing, electrical, masonry and painting.
- Establish and maintain turf through scheduled seeding, fertilizing, weed control, sod laying aeration and irrigation requirements.
- Assist in creating and managing overall work plan for park maintenance.
- Organize, prioritize, and direct multiple projects, labor and equipment needs.
- Document man-hours and materials used on work orders to specific job requirements.
- Responsible for the operation and preventive maintenance on equipment such as checking fuel levels, cleaning and inspections, greasing, etc.

- Ability to drive District equipment, vehicles and trailers including but not limited to; zero turn mowers, string trimmers, leaf blowers, trucks, buses, vans, motorized utility vehicles, ballfield groomers, etc.
- Assist in the removal of snow from parking lots, sidewalks and throughout the district as needed.
- Arrange facilities for recreation programs and special events as needed. Therefore, may need to work some weekends, evenings and/or special events when required.
- Observe and follow all District policies and regulations as the safety of staff and participants is of utmost importance and a continuing responsibility of all employees.
- Attend professional conferences and workshops as they pertain to the Lemont Park District, within budget parameters and with Executive Director approval.
- Perform other duties as assigned.

Job Qualifications:

- Must be 21 years of age with High School Graduate or Equivalent.
- Associate degree in Turf Management, Horticulture, Urban Forestry, or related field preferred.
- Minimum of three years of experience in a related field or an equivalent combination of education, experience, and training.
- Obtain Illinois Pesticide Applicator's license in turf, ornamentals and right of way within 6 months of hire.
- Valid Illinois Driver's License.
- Certified Playground Safety Inspector (CPSI Certification) required within 6 months of hire.
- Bi-lingual (Spanish/English) preferred.
- Microsoft Word and Excel skills required.
- CPR/AED/First Aid certification within 90 days of hire.
- Capable of lifting or moving up to 50 lbs.

Work Environment:

Must have the ability to follow directions and work well with fellow team members. Reads and understands safety rules and regulations of the Park District Manuals. Employee may be required to work both inside and outside during various environmental conditions, such as, but not limited to, rain and mud, extremely hot and cold temperatures, exposure to dust, fumes, dirt, noise, insect bites and exposure to hazardous chemicals. The noise level in the work environment is usually moderate but may be exposed to noise distractions from employees or equipment operation in adjacent work areas. Employee must have the physical agility to maintain mobility from site to site and be able to perform heavy manual tasks.

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)
- PATH Wellness Program
- EAP Employee Assistance Program
- Pension Defined Benefit Plan (IMRF)
- 457 Defined Contribution Plan
- Vacation and Sick Time

- Paid Holidays (as defined in our Policy Manual)
- Tuition Reimbursement
- Facility Discounts & Usage Benefits

Go to our website to apply: <https://www.lemontparkdistrict.org/about/employment/>