



Facility Maintenance Manager

Foss Park District

Contact Name: David Haqq

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Closing Date:

Salary: 55,000 - 70,000

Description:

Facility Maintenance Manager

Foss Park District, located in North Chicago, IL, is seeking a Facility Maintenance Manager to oversee the maintenance, repair, and overall upkeep of the Golf Course Club House, and district's Community Center and grounds. The manager will supervise maintenance staff and contractors, ensuring all facilities run safely, efficiently, and within budget.

Key Responsibilities

- Supervise and coordinate maintenance staff and contracted services
- Manage budgets, forecasts, and cost control for repairs and improvements
- Develop and implement preventative maintenance schedules
- Oversee facility repairs and upgrades, including HVAC, plumbing, and electrical systems
- Monitor building automation systems and ensure proper servicing of equipment
- Respond to emergencies and equipment failures with effective solutions
- Maintain work order systems, records, and reports to support long-term planning

Qualifications

- Strong knowledge of construction, building systems, and maintenance operations
- Proven leadership, communication, and problem-solving skills
- Experience in project and budget management
- Basic understanding of accounting and cost control principles

Education & Experience

- High school diploma or GED required
- Bachelor's degree or vocational certificate preferred
- Hands-on experience in facility maintenance management
- Technical skills in HVAC, plumbing, electrical, and carpentry systems

Salary Range:

\$55,000 – \$70,000