



Facility Maintenance Foreman

Lombard Park District

Contact Name: LYNN WILTFONG

Contact E-mail: lwiltfong@lombardparks.com

Contact Phone: 630-953-2492

Closing Date:

Salary: \$29.65 - \$33.65/hr. DOQ

Description:

Make an impact where it matters most—our community's facilities.

In this dynamic, hands-on role, you'll have the opportunity to guide a talented maintenance team through a wide range of projects—from repairing building systems to preparing facilities for major community events. You'll help shape the visitor experience by keeping our facilities safe, clean, functional, and welcoming. If you're driven, resourceful, and passionate about supporting vibrant public spaces, this position offers a chance to make a meaningful difference every single day!

Job Summary:

Under the direction of the Superintendent of Parks, the Facility Maintenance Foreman provides hands-on leadership and direction to ensure that Lombard Park District patrons experience safe, well-maintained, and welcoming facilities. This role assigns, performs, and oversees daily facility maintenance operations including facility inspections, janitorial needs, repair of HVAC, electrical and plumbing systems, and supply and asset inventory and management. The Facility Maintenance Foreman effectively solves problems and adapts plans in response to customer needs, changing weather, and unexpected emergencies, using sound judgment to reprioritize work and allocate staff and resources. Responsibilities also include maintenance of Paradise Bay Water Park and the district's two spray parks, as well as facility-related projects, ensuring that projects are completed on time and according to safety standards. Additional duties include special event support, snow removal, and other tasks as assigned. The full salary range for this position is \$29.65 - \$46.22/hr. (annualized is \$61,710 - \$96,132). This is an at-will position.

Hours: **Generally, Monday – Friday 7:00 am – 3:30 pm with some evening and weekend work as needed.**

Location: **Sunset Knoll Maintenance Building, 995 S. Columbine Ave., Lombard, IL 60148**

Experience, Qualifications and Skills:

- High school diploma or equivalent required; with an Associate or Bachelor's degree in facility management or maintenance, or a related field is preferred. A combination of education and relevant experience will be considered.

- Comprehensive knowledge of methods, materials, tools, and equipment used in facility construction and maintenance specifically related to pool filter rooms, plumbing and electrical systems, and HVAC systems, with at least ten years of relevant experience.
- Prior supervisory experience with demonstrated ability to lead, motivate, and develop staff while fostering teamwork and a positive work environment is preferred.
- Ability to utilize a wide variety of hand and power tools, and operate equipment including trucks, forklift, boom truck, platform and articulating lifts, etc.
- Valid Illinois Driver's License required with Class C CDL preferred. Familiarity with the Lombard Park District area is a plus.
- Certified Pool Operator license (CPO), or ability to obtain within six months to one year.
- OSHA 10 certification, or ability to obtain within one year.
- CPSI (Certified Playground Safety Inspector) certification, or ability to obtain within one year.
- Illinois Pesticide Applicator License, or ability to obtain within six months.
- Strong problemsolving skills with the ability to assess situations, prioritize tasks, and manage multiple tasks, projects, and deadlines in a dynamic environment with shifting priorities.
- Demonstrated safety awareness and sound judgment in all aspects of facility operations.
- Ability to read and interpret technical manuals, blueprints, schematics, and diagrams.
- Effective verbal and written communication, interpersonal, and customer service skills.
- Proficient computer skills, including Microsoft Office, work order systems, online research, and the ability to learn additional software applications.
- Ability to work both independently and collaboratively with general direction from the Superintendent of Parks.
- Proficient analytical, math and budgeting skills with the ability to estimate costs, calculate ratios, and perform related computations.
- Strong attention to detail, organizational skills, and commitment to highquality results.
- Ability to maintain organized records, logs, and reports.
- Capacity to perform the essential physical functions of the position, with or without reasonable accommodation, including lifting, moving, or carrying up to 50 pounds; working indoors and outdoors in a variety of weather conditions; and standing, walking, bending, or performing repetitive tasks for extended periods of time.
- Moderate exposure to dust, grease, gasoline, pool chemicals, cleaning solvents, paint, pollen, fertilizers, pesticides, and other common environmental elements both indoors and outside.
- Ability to work a flexible schedule, including evenings and weekends, particularly during peak seasons or emergencies.

The mission of the Lombard Park District is to provide quality recreation opportunities for all to enjoy life. The Lombard Park District is an Illinois Distinguished Accredited agency, governed by an elected board, and staffed with over 500 dedicated employees. The District is a past winner of the National Gold Medal award from the National Recreation and Park Association and is also a CAPRA Accredited agency.

Full-time Benefits Include:

- Immediate enrollment in PDRMA health insurance including BCBS HMO and PPO options with prescription coverage and dental with orthodonture through Delta Dental, both with 85% employer contributions.
- Two vision plan options, through Davis Vision, paid at 50% on the employee's behalf.
- A Declined Health Insurance Incentive of \$3,000 if all coverage is declined.
- Employer Paid Life Insurance at 2x annual salary with additional voluntary options.
- Employee Assistance Program for you and your immediate family, provided by Ulliance.
- Pension/Defined Benefit Plan (IL Municipal Retirement Fund) with disability benefits following one year of enrollment.

- Two weeks of vacation begin accruing at the start of employment and increase after five years.
- Seven paid holidays with three floating holidays and three personal days annually, prorated the first year.
- Ten sick days per year begin accruing immediately with a maximum of 105 days.
- Free Fitness Membership and Pool Pass with discounts on recreation programs and events.
- Professional Membership and Development opportunities.
- Tuition Reimbursement Program eligibility following one year of employment.
- Additional optional benefits include deferred compensation plans, medical and dependent care flexible spending accounts, Aflac, and related benefits.

To apply please visit: Full-time Facility Maintenance Foreman - Frontline Recruitment
<https://www.applitrack.com/lombardparks/onlineapp/default.aspx?AppliTrackJobID=558&ref=>
Please provide a cover letter and resume along with your online application. For questions, contact Dave Lemar, Superintendent of Parks at dlemar@lombardparks.com.