



## **Parks I- Parks Service Full Time** Geneva Park District

**Contact Name:** Carl Gorra  
**Contact E-mail:** cgorra@genevaparks.com  
**Contact Phone:** 630-232-8670  
**Closing Date:**  
**Salary:** \$19.03- \$20.19 DOQ

### **Description:**

## **Parks 1 - Parks Services Full Time**

### **Overview**

Salary Range

**\$19.03 - \$20.19 Hourly**

Position Type

**Full Time**

**Description**

### **Job Description: Parks Maintenance I – Parks Services**

#### **Summary:**

Under the direction of the Assistant Superintendent of Parks and Superintendent of Parks and Properties, the Parks Services employee shall perform tasks which include, but are not limited to: custodial duties, special event support, building checks and second shift support of park and recreation activities. This employee will perform custodial and light maintenance duties during the afternoon and evening. The typical work day is from 2:30 p.m. to 11:00 p.m., Tuesday through Saturday. Some scheduling flexibility exists based upon programmed activities.

#### **Supervisor:**

The Parks Maintenance I – Parks Services employee reports to the Assistant Superintendent of Parks, Superintendent of Parks and Properties and the Executive Director.

#### **Qualifications:**

Minimum qualifications include completion of a high school education, the ability to work independently, basic knowledge of custodial maintenance activities and a valid Illinois driver's license.

#### **Essential Functions:**

1. Perform custodial maintenance at park restrooms, shelters, theater and after District programs at schools.

2. Perform building and park checks after normal hours of operation.
3. Complete night lock-up of various seasonal facilities, including restrooms and aquatic facilities.
4. Set-up and clean-up related to various special events including cookouts, movies in the park and concerts.
5. Respond promptly to requests for assistance during the scheduled shift. Answering texts/phone calls promptly is essential.
6. Complete minor park/building repair work as assigned.
7. Operate and maintain vehicles and cleaning equipment.
8. Review inventory of cleaning supplies and notify the proper personnel when products need to be ordered; assist with distribution as directed.
9. Assist in snow removal operations as directed.

#### Safety Program:

Understand the Park District's safety procedures and requirements. This includes completion and follow-through on all accident reports, emergency safety procedures, reporting of hazardous equipment, facilities or conditions, and the conduct of any employee under their supervision. Report all incidents and potential hazards to the Assistant Superintendent of Parks as soon as possible.

#### Marginal Functions:

1. Deliver mail and supplies between buildings.
2. Set up for Park District classes.
3. Assist all employees of the District as needed.
4. Perform all other duties as assigned.

#### Physical Requirements:

1. Ability to operate Park District vehicles safely. This position drives and exits/enters vehicles frequently.
2. Handling materials up to 50 pounds. Assistance will be provided when necessary (mechanical or team-lift).

#### Cognitive Considerations:

1. 1. Resolve differences and problems that arise with patrons and work together with other employees.
2. The Parks Maintenance I – Parks Services employee must exhibit good problem-solving ability and good judgement in keeping with the mission of the Park District.
3. Exposed to elements when performing outdoor functions.

#### Benefits:

The Parks Maintenance I - Parks Services position includes Full-Time Park District benefits including Health/Dental/Vision Insurance, IMRF Pension, and Paid Time Off.

**2026 MONTHLY COST HEALTH INSURANCE CONTRIBUTION RATES BY EMPLOYER AND**

**2026 HEALTH INSURANCE PLAN OFFERED/ RATES WITH PRESCRIPTION (CHOOSE ONE)**

<b>HMO Illinois</b>			
	<b>Employee</b>	<b>Employer</b>	<b>Total</b>
Single	\$0.00	\$900.11	\$900.11
E+SP	\$147.62	\$1,697.62	\$1,845.24
E+ 1CH	\$100.81	\$1,159.34	\$1,260.15
E+ 2+CH	\$141.14	\$1,623.08	\$1,764.22
FAMILY	\$216.03	\$2,484.31	\$2,700.34

<b>HMO Blue Advantage</b>			
	<b>Employee</b>	<b>Employer</b>	<b>Total</b>
Single	\$0.00	\$896.80	\$896.80
E+SP	\$147.08	\$1,691.37	\$1,838.45
E+ 1CH	\$100.44	\$1,155.07	\$1,255.51
E+ 2+CH	\$140.62	\$1,617.11	\$1,757.73
FAMILY	\$215.23	\$2,475.17	\$2,690.40

**2026 DENTAL PLAN OFFERED( CHOOSE ONE OF ONE DENTAL PLANS OFFERED)**

<b>Dental with Ortho</b>			
	<b>Employee</b>	<b>Employer</b>	<b>Total</b>
Single	\$0.00	\$44.98	\$44.98
E+SP	\$7.20	\$82.78	\$89.98
E+ 1CH	\$5.15	\$59.17	\$64.32
E+ 2+CH	\$6.73	\$77.39	\$84.12
FAMILY	\$10.05	\$115.61	\$125.66

**2026 VISION PLAN OFFERED( CHOOSE ONE OF ONE VISION PLANS OFFERED)**

<b>Vision \$400</b>			
	<b>Employee</b>	<b>Employer</b>	<b>Total</b>
Single	\$0.00	\$13.23	\$13.23
E+SP	\$1.98	\$22.76	\$24.74
E+ 1CH	\$1.98	\$22.76	\$24.74
E+ 2+CH	\$3.12	\$35.82	\$38.94
FAMILY	\$3.12	\$35.82	\$38.94

To apply please go to [WWW.genevaparks.org](http://WWW.genevaparks.org).